

Forward Gamlingay!
(A company limited by guarantee)

Report and Financial Statements
For the Year ended 31st March 2006

Charity number 1109467
Company number: 5371326

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Forward Gamlingay!

Report of the trustees for the year ended 31st March 2006

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31st March 2006.

Reference and administrative details

Charity name: *Forward Gamlingay*

Charity number: 1109467

Company number: 5371326

Registered Office: The Almshouse Chapel, Church Street, Gamlingay, SG19 3JH

Auditors: Mrs M Spence

Bankers: HSBC Bank Plc, 63 High Street, Biggleswade, Bedfordshire, SG18 0JH

Solicitors: Ross Williams Solicitors, 26 Tilehouse Street, Hitchin, Hertfordshire, SG5 2DY

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year, and since the charity was established last year, are as follows:

Trustees

Mrs S Groom

Mr R Halpin

Mrs B Smith

Chair

Secretary

The management committee consists of the trustees named above and the following individuals:

Mrs A Elsby

Mrs P Girdwood

Mrs H Grist

Mr S Kindersley

Treasurer

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 21st February 2005 and registered as a charity on 12th May 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of Trustees

Under the requirements of the Memorandum and Articles of Association all the trustees must retire from office at the first annual general meeting. Therefore Mrs S Groom, Mr R Halpin and Mrs B Smith retire and, being eligible, offer themselves for re-election. At each subsequent annual general meeting one-third of the Directors must retire from office.

The charity may appoint a Director by ordinary resolution. A retiring Director may be appointed as a director again if he or she is recommended for re-election by the Directors. Members may nominate a Director and must provide the details that, if the person were to be appointed, the Charity would have to file at Companies House.

Trustee induction and training

New trustees are generally already familiar with the practical work of the charity having lived in the community in which we operate. Additionally, new trustees are invited and encouraged to attend a briefing (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. Trustees are also encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The charity has a Management Committee who meet regularly (usually once a month) and are responsible for the strategic direction and policy of the charity. At present the Committee has seven members from a variety of professional backgrounds.

Outside of the management committee are stakeholders that represent a core activity that the charity is helping such as the Football club, the Gamlingay and District Skate Park Association, etc.

The charity has employed a youth worker for a few hours per week to engage the young people and to help them improve their skills. The remainder of the charity is run by unpaid volunteers.

Related parties

The charity has a close relationship with Gamlingay Parish Council and South Cambridgeshire District council in so far as that all organisations are working towards improving life for the local community. Both councils also provide essential core funding in support of our objectives and actively promote the work of the charity.

Risk management

Whilst the charity does not have a requirement to perform a risk assessment, due to its income falling below the required threshold, the trustees feel that it is good practice to perform one and are undertaking a risk management strategy which comprises:

- an annual review of the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks identified in the plan; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

This process has identified only a few minor risks. The charity has in place both employers and public liability insurance. The charity has very few liabilities given that it doesn't have any leases. The Youth worker is funded for one year and therefore has a one year contract. The District Council has recently had its budgets capped by central government, and as such it is possible that less funding will be available in the future. To address this we are already seeking alternative sources of funding.

Objectives and activities

The objects of the charity are:

- TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE VILLAGE OF GAMLINGAY AND THE NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO PROVIDE FACILITIES IN THE INTERESTS OF **SPORT, YOUTH, EDUCATION AND LEISURE** WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.
- TO ESTABLISH OR SECURE COMMUNITY AND SPORTS FACILITIES AND TO MAINTAIN AND MANAGE THE SAME, WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSONS IN FURTHERANCE OF THESE OBJECTS

To help communicate these objects the management committee have agreed the following mission statement ...

Forward Gamlingay! is an initiative representing local clubs, groups and enterprises that benefit all ages. The vision of *Forward Gamlingay!* is to expand and develop **Sport, Youth, Education** and **Leisure** facilities for the community.

The charity has the general aim of improving to the quality of life of the people of Gamlingay and the surrounding area by expanding their horizons through the provision of exciting, challenging and accessible facilities and services.

The strategies employed to achieve the charity's objectives are to:

- Work closely with the local schools to identify problem areas and to share resources to find the solutions
- provide facilities for local clubs and societies so that they may develop the skills and confidence of their members
- concentrate on involving young people in the community projects to help encourage a culture in which different age ranges play a complimentary part

Achievements and performance

In 2005 the trustees formalised the management structure and established Forward Gamlingay! as a registered company and charity.

March 2005. Funding was secured for a Youth Bus to visit the village on six occasions during the school holidays to provide the young people a space where they could chat, play games, access the internet and generally socialise. The bus was an enormous success.

April 2005. A competition was run in the local media to design a logo for the charity. The competition was open to the young people and we received a large number of excellent entries. The competition increased the profile of the charity with the youngsters and provided another way of involving them in the charities activities.

June 2005. We featured on the BBCs "Working Lunch" television programme as an example of how community groups can make a real difference in their communities.

July 2005. A joint venture between us, Gamlingay Parish Council and the South Cambridgeshire No Voice No Choice initiative provided the young people of Gamlingay with their own youth shelter. Five a side goal posts were also provided.

March 2006. A Youth Worker and Youth Assistant joined the charity to work alongside the young people of Gamlingay, and make sure they are represented on all the our projects and initiatives. The assistant is a volunteer and we were able to employ the Youth Worker after having secured funding for one year.

March 2006. Ten teenagers and several adults bravely camp out overnight in a Biggleswade bus shelter to raise funds for the Skate park.

The charity is very involved in the community and is dependent on voluntary help. Besides running the day to day operational activities of the charity, the volunteers assist with fund raising, stewarding events and without whom this charity would not be able to function. We estimate that without this volunteer help it would cost the charity in excess of £40,000 per annum to replace them with paid staff. The team deserve credit and praise for their skilful and enthusiastic efforts to provide a better life for the local community.

Plans for future periods

This report covers the period to March 2006 but at the time of writing we are in the process of, or have completed some of, the projects detailed below.

The main objectives for the year continue to be the improvement in the well being of the young people through the provision of new services and facilities. This has a consequential benefit to the whole community through a more closely integrated community and a reduction in anti-social behaviour.

During the first week of the Easter school holidays we will provide performing Arts workshops for children aged between 6 and 18 and will cover music, stage lighting, stage make-up, arts and crafts and musical theatre. The theme for the week is the 'Lion King', and all the workshops will be culminating in a show of their work for family and friends on the final Saturday.

We aim to turn what is now a derelict piece of Parish Council land, often used for dumping rubbish, into a landscaped Dual Slalom track with table tops, berms and other obstacles, where the bikers can test their skills without disturbing other users of the field.

We want to give the young people an opportunity to communicate their aspirations in a format that is powerful and meaningful to them. This will be achieved through a 'digital storytelling' project whereby the young people will be supplied with the equipment and skills to make short films about their wants and needs from the community.

Having secured funding to employ a youth worker for this year and seeing the positive impact it is having on the young people we intend to secure funding for the youth worker to continue and expand her projects for the coming year.

The most ambitious project for completion in the coming year is the skate park and pavilion. The project was initiated when we sent a group of young people on a residential course run by The Glass-House, (a Sainsbury funded charity concerned with design in the community). Over the next year, through study trips and workshops, these young people continued to develop the knowledge learnt on the course culminating in an ambitious and inspirational design for a new space. As a result this project has been selected by the Commission for Architecture and the Built Environment (CABE) from over 200 case studies, to feature in its guide for community clients as an example of best practice. CABE is the government's advisor on architecture, urban design and public spaces.

We are in discussions with the local middle school with a view to providing a Multi Use Games Area (MUGA) that would be used by the school children during school time and the wider community outside those hours. The MUGA would significantly increase the participation in sport in the community for all ages.

The existing scout hut building located at the lower school has fallen into a complete state of disrepair. It is possible that this building will become unsafe in the next few years. The charity intends to replace the building with one that can also be used by the other associations such as the cubs, brownies and girl guides and one that meets their needs.

It is believed that the existing Community Centre is not meeting the needs of the community and therefore a review and strategy will be developed this year.

Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

Whilst it is not a requirement that the accounts be audited, the trustees feel that one should be appointed as a matter of good practice. A resolution will be proposed at the Annual General Meeting that Mrs M Spence be appointed to audit these accounts and those of the ensuing year.

Approved by the trustees on 19th July 2006 and signed on their behalf by:

R A Halpin (Chairman)

**Forward Gamlingay Consolidated Statement of Financial Activities
(including income and expenditure account) year ending 31st March 2006**

Income

Donations	11,492.79
Donations - Gift Aid	4,500.00
Film Club income	17.54
Funding	1,980.00
Fundraising	2,020.53
Interest	79.69
Precept money	220.00
Target Group Funds	212.89
Total Income	20,523.44

Expenses

Membership Fees	55.00
Rent	99.00
Clothing	52.45
CRB checks	90.00
ER's / public liab ins	361.50
Haulage services	440.62
Youth worker expenses	262.66
Entertaining	48.52
Movies & Video Rentals	419.96
Equipment costs	825.00
Miscellaneous	138.38
professional services	3,290.79
publishing	220.00
stationery/ presentation costs	230.36
Travel	40.50
wages	528.00
Total Expenses	7,102.74

Net Income 13,420.70

Notes forming part of the Financial Statements for the year ended 31 March 2006

FOR PERIOD 13 MONTHS TO 31 March 2006

The charity became an incorporated company in February 2005 and this is the first financial review statement prepared since then. It covers the period February 2005 through to end March 2006.

The accounts have been prepared on an accruals basis using the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 1985.

At the end of March 2006 Forward Gamlingay! had a net income of £13,420.

The Gross income of £20,523 was mainly derived from donations and grants, from private individuals and other organisations as well as a high level of support from both the local Parish Council and District Council. Fundraising activities by local youths complemented this income as they try to help with funding to build a skate park and community pavilion within the village of Gamlingay.

Expenditure to date has been on supporting the projects undertaken throughout the year as well as professional services required to support forthcoming projects where vital preliminary work has been carried out e.g. architect's drawings, engineer's reports.

Forward Gamlingay! have reserves of £13,420 held in an unrestricted account.