Company registration number: SC431246 Charity registration number: SC035939

Escape Youth Services

(A company limited by guarantee) Annual Report and Financial Statements for the Year Ended 31 October 2014

Deans Chartered Accountants and Business Advisors 1 Melgund Place Hawick TD9 9HY

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Reference and Administrative Details

Charity name	Escape Youth Services
Charity registration number	SC035939
Company registration number	SC431246
Principal office	Hawick Youth Centre Havelock Street Hawick Scotland TD9 7BB
Registered office	Hawick Youth Centre Havelock Street Hawick Scotland TD9 7BB
Trustees	A J Shields (resigned 27 January 2014)
	M Beck
	S Beck
	C M Anderson
	C Anderson
	R J Jones
Secretary	S Anderson
Accountant	Deans 1 Melgund Place Hawick TD9 9HY

Trustees' Report

The Trustees (who are also directors of the charity for the purposes of the Companies Act) submit their annual report and the financial statements of ESCAPE YOUTH SERVICES (the company) for the period ended 31 October 2014. The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The company, which is a recognised charity in Scotland, is a charitable company limited by guarantee and was set up by a Memorandum of Association on 28 August 2012.

The company's objectives include the advancement of education and the provision of recreational facilities and activities.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

All of the organisations trustees are appointed or reappointed by the members at the annual general meeting, which is held in January each year.

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

New directors undergo an induction process which briefs them on their obligations under legislation, the decision making processes, the business plan and the recent financial performance.

d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Company has a Board of Directors who meet monthly and are responsible for the strategic direction and policy of the charity. At present the committee has six members from a variety of backgrounds relevant to the work of the charity. A scheme of delegation is in place and day to day responsibility for the provision of the facilities rest with the manager. The manager is responsible for ensuring that the charity delivers the facilities specified and that key performance indicators are met, together with responsibility for the operational management of the facilities.

e. RELATED PARTY RELATIONSHIPS

There are no related parties at present, but "Escape" works closely with a number of statutory and voluntary bodies and it is anticipated that service level agreements may be entered into in the future.

f. RISK MANAGEMENT

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. The Manager is responsible for preparing regular reports for the directors to ensure that these systems operate correctly and that they mitigate the exposure to the major risks. Particular attention is focused on non-financial risks arising from health and safety issues.

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

Trustees' Report

The principal objects of the company are the advancement of education by developing and sustaining a supportive service for young people in Hawick and district, as defined by the TD9 postcode (area of benefit), where young people can succeed. And also the provision of recreational facilities, or the organisation of recreational activities with the object of improving the condition of life for young people and only in relation to recreational facilities or activities which are primarily intended for persons who need them by reason of their age; by increasing the range, quantity and quality of youth-led provision in the area of benefit, based on identified need, and by increasing youth participation within the service and community, strengthening relationships and acknowledging young people as valued citizens.

ACHIEVEMENTS AND PERFORMANCE

a. REVIEW OF ACTIVITIES

Trustees' Report

Through our drop-in clubs, youth committee and additional volunteering opportunities there have been 4,226 youth work opportunities throughout the year with 256 active members (attended twice or more). With the addition of targeted/specific group work and one-off events the total number of youth work opportunities is 4,772 with an additional 59 active members. Throughout the year, staff continues to work on ways of encouraging new members and improvements to the services provided.

56 young people have volunteered throughout the year with their efforts to be rewarded at our prize giving through our own Escape Awards. Throughout 2014 members have collectively volunteered over 1,800 hours and have helped raise almost £2,000. For those aged 12 and over, 19 young people have achieved a Saltire award with another 7 registered and working towards their awards. Of the 19, 3 have achieved their 100 hour award, 2 their 50 hour award, 11 their 25 hour award and 3 their 10. 10 young people are also submitting a Dynamic Youth Award/Youth Achievement Award through their work with the craft group.

Our youth committee now has 10 members who meet each week to discuss ongoing issues and future plans for the café. A residential involving youth committee members from across the Borders will take place in November to look at tackling underage drinking through drama based work. A film is to be edited to show other young people and used as a tool for further engagement.

During the year we have

• Added a Friday lunch-time drop-in at members request • Developed an allotment to grow produce and young people learn new skills in a variety of areas • Weekly craft group running with 9 members • With the widening of our service to the Teviot and Liddesdale locality we have continued to seek support and develop work in the outlying areas and introduced a further drop-in club in the village of Denholm to open mid November offering a session for P5-7 and one for S1 up pupils.

Drop-in activities over the year have again covered a wide range of topics and areas from cooking, craft, outdoor activities, indoor football sessions, common riding activities, team building games/challenges, and issue-based sessions including LGBT, sexual heath, the referendum and bullying. Additional group work and programmes have included 8 S1 pupils producing a DVD for use during the transition days, youth committee meeting every fortnight then weekly since schools returned in August (up to 8 members each time), a sponsored walk was completed by 7 senior members raising just over £450, the implementation of the allotment project resulting in over 20 young people volunteering, P7 transition mornings in all 9 feeder primaries reaching 180 pupils and a Youth Summit involving 100 Senior pupils (S1-S4) In addition to a joint training day for staff, volunteers and the board we have ran 6 internal training events including LGBT awareness raising, Introduction to Curriculum for Excellence and new staff all completed Child Protection training externally. Induction of new volunteers for the Denholm project is due to take place shortly, as well as CCard training all for current staff. 2 staff are to commence the PDA course in December where they will work towards a qualification in Youth Work. Partnership Work and Youth Work in Schools has continued through a number of programmes: • Joint programmes as Hawick Youth Partnership (HYP) have included trips and the Summer Programme in the school holidays. This year's programme (also supported by CLD staff) saw 187 attendances over the 2 weeks, 56 young people attended with 41 of those attending twice or more. The trip ay to Whithaugh Park was attended by 36 young people where they were challenged to participate in more physical activities (raft building, gorge walking and zip wire). We had input from the Textile Towerhouse for a bag making workshop in addition to offering sports, crafts, cooking and challenges. Again almost even numbers of juniors/seniors attended (29/27) meaning a mix of pupils from different schools/projects had come together and primary aged building relationships with older pupils. Small group work such as 1st Year 1st Issues (confidence building and settling into High School life), and P7 transition mornings were completed in May targeting all P7 pupils across the locality (187 pupils, 9 feeder primaries) • In the summer we also ran two craft workshops in conjunction with the museum where 14 members made herb pots and ceramic tiles which were then displayed in the museum as part of the artist's exhibition in August. • The manager has continued to chair the Youth Services Subgroup every 8 weeks where service updates and networking continues as well as development of new projects. At present we are looking to update the Youth Information Points in the High School. This has partly been addressed through the need for more information of services/what's on highlighted from the youth summit. • We continue to lead the Wider Achievement Subgroup of DOLF for the area where we are continuing to develop the youth awards event for next year and baseline what current forms of recognising achievement and awards systems are being used by all partners.

This variety ensures generic work is offered as well as targeted to reach as many young people as possible and those with particular needs or are at risk.

b. INVESTMENT POLICY AND PERFORMANCE

Trustees' Report

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the directors wish. Monies not immediately required can be invested in such investments or securities or property as may be thought fit.

FINANCIAL REVIEW

a. RESERVES POLICY

The management committee has examined the requirements for reserves in light of the main risks to the charity. As highlighted, the reserves are not at a level to maintain the charity and it remains the strategy of the company to continue to build these reserves through planned operating surpluses.

b. PRINCIPAL FUNDING

Our work has been supported by Scottish Borders Council, Children In Need, Cashback for Communities, the Robertson Trust, Foundation Scotland, the Big Lottery Celebrate Fund and Voluntary Action Fund. Donations were received from The Border Club, Hawick Common Riding Committee, Denholm Community Council, Coopers Bar and Mrs Jean Bruce. Special mention must go to Victoria Forbes who ran an Ultra-marathon (63 miles) in aid of Escape in April raising almost £1,000.Thank you to all these bodies, organisations, groups and individuals for their continued support and to all those who supported us through sponsored events, local fundraising events and easyfundraising (donations through online shopping). Local fundraising activities (coffee mornings, sales, fares, sponsored events) have raised almost £2,500.

PLANS FOR THE FUTURE

a. FUTURE DEVELOPMENTS

The Board of Directors have met monthly to support the ongoing work of the organisation and through their commitment and volunteering have worked hard to support the development of the service.

Over the next year the project aims to:

Continue to develop and move to the new premises as a result of a successful Asset Transfer with Scottish Borders Council of the current youth centre within Hawick.

Strengthen the board through new members and ongoing training

To continue to develop volunteering programmes, workplace opportunities and training for staff and volunteers of all ages, offering accreditation and qualifications where possible

To further develop and deliver specific and targeted youth work programmes in partnership with other services where appropriate

To continue to develop services in the outlying areas

To increase promotion of the service throughout schools and the wider community

MEMBERS' LIABILITY

The Members of the company guarantee to contribute an amount not exceeding ± 1 to the assets of the charity in the event of winding up.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Trustees' Report

Approved by the Board on 22 July 2015 and signed on its behalf by:

.....

R J Jones Trustee

Independent Examiner's Report to the Trustees of

Escape Youth Services

I report on the accounts of the company for the year ended 31 October 2014, which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 (the Act) and the Charities Accounts (Scotland) Regulations 2006 (the Accounts Regulations). The trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the financial statements as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an opinion on the view given by the Accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and regulation 4 of the Accounts Regulations ; and
 - to prepare accounts which accord with the accounting records, comply with regulation 8 of the Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Campbell Chartered Accountant Deans Chartered Accountants and Business Advisors

Date:....

1 Melgund Place Hawick TD9 9HY

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 October 2014

		Unrestricted Funds	Restricted Funds	Total Funds Year ended 31 October 2014	Total Funds 2 8 August 2012 to 31 October 2013
	Note	£	£	£	£
Incoming resources Incoming resources from generated funds					
Voluntary income	2	16,641	70,291	86,932	134,375
Activities for generating funds	4	11,880	387	12,267	6,974
Total incoming resources		28,521	70,678	99,199	141,349
Resources expended Costs of generating funds Fundraising trading: cost of goods sold and other costs Governance costs Total resources expended	5 5	21,429 300 21,729	78,393 - - 78,393	99,822 300 100,122	99,019 301 99,320
Net (expenditure)/income before transfers		6,792	(7,715)	(923)	42,029
Transfers Gross transfers between funds					
Net movements in funds		6,792	(7,715)	(923)	42,029
Reconciliation of funds Total funds brought forward Total funds carried forward		9,342 16,134	32,687 24,972	42,029 41,106	42,029

The notes on pages 10 to 14 form an integral part of these financial statements.

Escape Youth Services (Registration number: SC431246) Balance Sheet as at 31 October 2014

		31 October 2014		31 October 2013	
	Note	£	£	£	£
Current assets Debtors Cash at bank and in hand	9	42,025	42,025	672 43,282	43,954
Creditors: Amounts falling due within one year	10		(919)		(1,925)
Net current assets			41,106		42,029
Net assets			41,106		42,029
The funds of the charity:					
Restricted funds			24,972		32,687
Unrestricted funds Unrestricted income funds			16,134		9,342
Total charity funds			41,106		42,029

For the financial year ended 31 October 2014, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board on 22 July 2015 and signed on its behalf by:

.....

R J Jones Trustee

The notes on pages 10 to 14 form an integral part of these financial statements.

Notes to the Financial Statements for the Year Ended 31 October 2014

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 13.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

Notes to the Financial Statements for the Year Ended 31 October 2014

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 31 October 2014 £	Total Funds 28 August 2012 to 31 October 2013 £
Donations and legacies Appeals and donations	2,836	114	2,950	28,344
Grants Grants - other agencies	13,805	70,177	83,982	106,031
	16,641	70,291	86,932	134,375

3 Grants receivable

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 31 October 2014 £	Total Funds 28 August 2012 to 31 October 2013 £
Children In Need	3,545	28,430	31,975	35,271
The Robertson Trust	-	20,000	20,000	28,500
Scottish Borders Council	1,000	13,077	14,077	30,973
Youth Borders	1,650	-	1,650	247
Youth Link	-	6,720	6,720	11,040
Big Lottery Fund	7,610	-	7,610	-
Foundation Scotland		1,950	1,950	
	13,805	70,177	83,982	106,031

4 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 31 October 2014 £	Total Funds 28 August 2012 to 31 October 2013 £
Operating activity				
Subscriptions	642	-	642	504
Tuck shop	4,487	-	4,487	3,823
Activities	6,751	387	7,138	2,647
	11,880	387	12,267	6,974

Notes to the Financial Statements for the Year Ended 31 October 2014

5 Total resources expended

	Operating activity	Governance	Total
	£	£	£
Direct costs			
Purchases	4,533	-	4,533
Wages and salaries	69,561	-	69,561
Staff NIC (Employers)	2,548	-	2,548
Staff training	350	-	350
Travelling	346	-	346
	77,338		77,338
Support costs			
Rent	7,240	-	7,240
Rates	916	-	916
Light, heat and power	1,571	-	1,571
Insurance	261	-	261
Session support costs	6,969	-	6,969
Repairs and maintenance	2,628	-	2,628
Telephone and fax	687	-	687
Computer software and maintenance costs	50	-	50
Printing, postage and stationery	876	-	876
Trade subscriptions	511	-	511
Cleaning	141	-	141
Accountancy fees	-	300	300
Consultancy fees	470	-	470
Bank charges	164	-	164
,	22,484	300	22,784
	99,822		100,122

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

Notes to the Financial Statements for the Year Ended 31 October 2014

7 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year was as follows:

	Year ended 31 October 2014 No.	28 August 2012 to 31 October 2013 No.
Charitable activities	8	10

The aggregate payroll costs of these persons were as follows:

	Year ended 31 October 2014 £	28 August 2012 to 31 October 2013 £
Wages and salaries	69,561	71,805
Social security	2,548	4,059
	72,109	75,864

8 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

9 Debtors

	31 October 2014 £	31 October 2013 £
Trade debtors		672

10 Creditors: Amounts falling due within one year

	31 October 2014 £	31 October 2013 £
Taxation and social security	-	1,578
Accruals and deferred income	919	347
	919	1,925

11 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding ± 1 towards the assets of the charity in the event of liquidation.

Notes to the Financial Statements for the Year Ended 31 October 2014

12 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

13 Analysis of funds

	At 1 November 2013	Incoming resources	Resources expended	At 31 October 2014
	£	£	£	£
General Funds				
Unrestricted income fund	9,342	28,521	(21,729)	16,134
Restricted Funds				
Children In Need	13,367	28,430	(35,103)	6,694
СҮРРР	8,763	13,077	(17,436)	4,404
Robertson Trust	6,397	15,000	(16,876)	4,521
Youth Link	4,160	6,720	(6,440)	4,440
Foundation Scotland	-	1,950	(1,478)	472
Denholm Youth Club		5,501	(1,060)	4,441
	32,687	70,678	(78,393)	24,972
	42,029	99,199	(100,122)	41,106

14 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 31 October 2014	Total Funds 31 October 2013
Current assets	£ 17,053	£ 24,972	£ 42,025	£ 43,954
Creditors: Amounts falling due within one year Net assets	(919) 16,134	24,972	(919) 41,106	(1,925) 42,029

Statement of financial activities by fund Year Ended 31 October 2014

	Unrestricted income fund 2014	Unrestricted income fund 2013
	£	£
Incoming resources Incoming resources from generated funds		
Voluntary income	16,641	12,119
Activities for generating funds	11,880	6,974
Total incoming resources	28,521	19,093
Resources expended Costs of generating funds Fundraising trading: cost of goods sold and other costs	21,429	14,883
Governance costs	300	301
Total resources expended	21,729	15,184
Net (expenditure)/income before transfers	6,792	3,909
Transfers Gross transfers between funds	<u>-</u>	5,433
Net movements in funds	6,792	9,342
Reconciliation of funds Total funds brought forward	9,342	-
Total funds carried forward	16,134	9,342
	<u>·</u>	

Statement of financial activities by fund Year Ended 31 October 2014

	Children In Need 2014	Children In Need 2013
	£	£
Incoming resources Incoming resources from generated funds	28,420	20 272
Voluntary income Total incoming resources	28,430 28,430	39,373 39,373
Resources expended Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	35,103	26,006
Total resources expended	35,103	26,006
Net movements in funds	(6,673)	13,367
Reconciliation of funds Total funds brought forward	13,367	-
Total funds carried forward	6,694	13,367

Statement of financial activities by fund Year Ended 31 October 2014

	СҮРРР 2014	СҮРРР 2013
	£	£
Incoming resources Incoming resources from generated funds		
Voluntary income	13,077	32,011
Total incoming resources	13,077	32,011
Resources expended Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	17,436	23,248
Total resources expended	17,436	23,248
Net movements in funds	(4,359)	8,763
Reconciliation of funds	0.760	
Total funds brought forward	8,763	-
Total funds carried forward	4,404	8,763

Statement of financial activities by fund Year Ended 31 October 2014

	Robertson Trust 2014	Robertson Trust 2013
	£	£
Incoming resources Incoming resources from generated funds		
Voluntary income	15,000	39,832
Total incoming resources	15,000	39,832
Resources expended Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	16,876	28,002
Total resources expended	16,876	28,002
Net (expenditure)/income before transfers	(1,876)	11,830
Transfers Gross transfers between funds	·	(5,433)
Net movements in funds	(1,876)	6,397
Reconciliation of funds Total funds brought forward	6,397	-
Total funds carried forward	4,521	6,397

Statement of financial activities by fund Year Ended 31 October 2014

	Youth Link 2014	Youth Link 2013
	£	£
Incoming resources Incoming resources from generated funds		
Voluntary income	6,720	11,040
Total incoming resources	6,720	11,040
Resources expended Costs of generating funds	6,440	6,880
Fundraising trading: cost of goods sold and other costs Total resources expended	6,440	6,880
Net movements in funds		4,160
Reconciliation of funds Total funds brought forward Total funds carried forward	4,160	- 4,160
		,

Statement of financial activities by fund Year Ended 31 October 2014

	Foundation Scotland 2014	Foundation Scotland 2013
	£	£
Incoming resources Incoming resources from generated funds		
Voluntary income	1,950	
Total incoming resources	1,950	
Resources expended Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	1,478	-
Total resources expended	1,478	-
Reconciliation of funds Total funds carried forward	472	

Statement of financial activities by fund Year Ended 31 October 2014

	Denholm Youth Club 2014	Denholm Youth Club 2013
	£	£
Incoming resources Incoming resources from generated funds Voluntary income	5,114	-
Activities for generating funds Total incoming resources	387 5,501	-
Resources expended Costs of generating funds Fundraising trading: cost of goods sold and other costs Total resources expended	1,060	<u>-</u>
Reconciliation of funds Total funds carried forward	4,441	