

**Report of the Trustees and
Financial Statements for the Period 1 September 2015 to 22 August 2016
for
Borders Youth Theatre**

Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

Borders Youth Theatre

**Contents of the Financial Statements
for the Period 1 September 2015 to 22 August 2016**

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 8
Detailed Statement of Financial Activities	9

Borders Youth Theatre

Report of the Trustees for the Period 1 September 2015 to 22 August 2016

The trustees present their report with the financial statements of the charity for the period 1 September 2015 to 22 August 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

SC022282

Principal address

c/o Arts Development
St Mary's Mill
Level Crossing Road
Selkirk
TD7 5EW

Trustees

J Miller	
F Mullan	
F Teckkam	
L Teckkam	
E Wilkin	- resigned 13.2.16
P Brosnan	- resigned 13.2.16
N Gentleman	- resigned 13.2.16
M Gallagher	
Ms J Mabon	- appointed 13.2.16
Ms J Collins	- appointed 9.7.16

Independent examiner

Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

Advisers

Olivia Roper - Arts Development Office, Live Borders
Susan Garnworthy - Arts Development Officer, Live Borders

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

During this financial period, the Charity was controlled by its governing document, a deed of Trust and constituted an unincorporated charity. It was registered in this legal form with the Scottish Charity Register on 9th December 1993. From 22nd August 2016, the Charity was incorporated as a SCIO and all assets, liabilities and activities were transferred to the SCIO at that date.

From 22nd August 2016, the charity has been controlled by the constitution developed for the SCIO.

Recruitment and appointment of new trustees

Membership is open to all individuals who subscribe to the aims and objects of Borders Youth Theatre. The management committee, elected by members, act as the charity's Trustees. The committee of 5 - 17 members meet regularly during the year. Where possible, the Management Committee may include one nominated advisor from Scottish Borders Council and two youth members of Borders Youth Theatre, aged 16 or over.

Borders Youth Theatre

Report of the Trustees for the Period 1 September 2015 to 22 August 2016

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees recognise that risk management is their responsibility. The trustees have examined the major areas of the charity's operations and considered the risks that may arise in these areas. They are of the opinion that adequate systems are in place to address these risks. Financial procedures are in place to focus on the risk of fraud and error. We monitor the level of cash reserves to maintain sufficient cash to cover commitments. Our policies are shown on the BYT website including the Code of Practice for Child Protection.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Charitable Purpose

This charity exists:

- to promote drama for the advancement of young people aged 8-25 across the Scottish Borders and
- to establish a permanent Youth Theatre that will work with professional tutors and craftspeople to give young people experience of practical working of theatre while respecting its skills and disciplines.

Our drama and educational projects aim to improve the social skills and self-confidence of young people working together as a community.

Significant activities

We've had a very successful year to date in terms of both function and operation.

In terms of our aims, over 500 hours of workshop drama has been delivered across the Borders region. With excellent support from our volunteers and professionals, young people have prepared and performed 10 projects, including travelling to Inverness to take part in a national festival, and in total 240 youths actively took part in making and performing drama. Many of the activities were in conjunction with other agencies and charities in the local area such as the Kelso Amateur Dramatic Society, the Borders Book Festival and an intergenerational project on WW1 with Duns Primary School.

The most significant activity for the trustees was to get together the application for the charity to transfer to a SCIO. This took many hundred hours of volunteer work from all the trustees, and we were successfully granted SCIO status in August 2016. Concurrently, many trustees have taken up training opportunities provided by national and local providers in developing policy, supporting staff and volunteers, financial management and child protection. We have also set up a Yahoo group for permanent record keeping of discussions and paperwork, so that future trustees and officers can have access to the charity's work record.

Fundraising has continued to be a core activity, with a year of challenges. We were one of the few groups to retain their local council funding when Scottish Borders Council re-directed its arts and leisure activities into a separate non-profit company. Grant raising has been targeted at subsidising specific projects and the children and their parents have been encouraged to do their own fund raising.

We are currently preparing policy documents on several areas, such as management structure, and appointed a trustee as the new child protection officer. We have advertised for a new workshop co-ordinator, as our current one retired. We took this opportunity to fully assess what the grant paying the wages of this worker required of us, and how our own needs had changed.

FINANCIAL REVIEW

Reserves policy

The Trustees' reserve policy is to hold sufficient funds to meet at least one terms' budgeted events and all obligations in the event of dissolution. Despite sufficient year end reserves our charity will require significant fundraising to secure next year's programme.

Borders Youth Theatre

**Report of the Trustees
for the Period 1 September 2015 to 22 August 2016**

FINANCIAL REVIEW

Principal funding sources

Our main source of funding is grants from Charitable Trusts. We are very grateful for another year of support from Live Borders helping keep members' fees at an affordable level to encourage participation from young people of all backgrounds. 2016 is the third and final year of much appreciated support from The Robertson Trust that has made possible the part-time roles of coordinator of workshops and a producer for our full-scale productions.

We are very grateful to The Hayward Sanderson Trust, Youth Chex, Black Hill Windfarm Community Fund, Foundation Scotland, Gannochy Trust and Fallago Environment Fund.

The trustees acknowledge the hard work of our members and local supporters in raising £2,915 from charity events and donations.

Approved by order of the board of trustees on22/01/17..... and signed on its behalf by:


.....
M Gallagher - Trustee

**Independent Examiner's Report to the Trustees of
Borders Youth Theatre**

I report on the accounts for the period 1 September 2015 to 22 August 2016 set out on pages five to eight.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's 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 accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 audit opinion on the view given by the accounts.

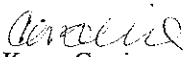
Independent examiner's statement

In connection with 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 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 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.


Karen Currie
Chartered Accountant (ICAS)
Gall Robertson CA
Tweedside Park
Tweedbank
Galashiels
Selkirkshire
TD1 3TE

Date: 20/1/17

Borders Youth Theatre

**Statement of Financial Activities
for the Period 1 September 2015 to 22 August 2016**

		Unrestricted funds	Restricted fund	Period 1.9.15 to 22.8.16 Total funds £	Year Ended 31.8.15 Total funds £
	Notes	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		55,469	-	55,469	47,153
Activities for generating funds	2	1,454	-	1,454	1,760
Investment income	3	78	-	78	26
Total incoming resources		57,001	-	57,001	48,939
 RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income		56,471	-	56,471	33,585
Governance costs		252	-	252	298
Total resources expended		56,723	-	56,723	33,883
NET INCOMING RESOURCES		278	-	278	15,056
 RECONCILIATION OF FUNDS					
Total funds brought forward		12,663	-	12,663	(2,393)
TOTAL FUNDS CARRIED FORWARD		12,941	-	12,941	12,663

CONTINUING OPERATIONS


All incoming resources and resources expended arise from continuing activities.

Borders Youth Theatre

**Balance Sheet
At 22 August 2016**

	Notes	Unrestricted funds £	Restricted fund £	22.8.16 Total funds £	31.8.15 Total funds £
CURRENT ASSETS					
Debtors	5	1,022	-	1,022	804
Cash at bank		18,155	-	18,155	16,618
		<u>19,177</u>	-	<u>19,177</u>	<u>17,422</u>
CREDITORS					
Amounts falling due within one year	6	(6,236)	-	(6,236)	(4,759)
NET CURRENT ASSETS		<u>12,941</u>	-	<u>12,941</u>	<u>12,663</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		12,941	-	12,941	12,663
NET ASSETS		<u>12,941</u>	-	<u>12,941</u>	<u>12,663</u>
FUNDS					
Unrestricted funds	7			12,941	12,663
Restricted funds				-	-
TOTAL FUNDS				<u>12,941</u>	<u>12,663</u>

The financial statements were approved by the Board of Trustees on 22nd Jan 2017 and were signed on its behalf by:


F Mullan - Trustee

Borders Youth Theatre

Notes to the Financial Statements for the Period 1 September 2015 to 22 August 2016

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, the Charities and Trustee Investment (Scotland) Act 2005 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	Period 1.9.15 to 22.8.16 £	Year Ended 31.8.15 £
Fundraising events	1,454	1,760

3. INVESTMENT INCOME

	Period 1.9.15 to 22.8.16 £	Year Ended 31.8.15 £
Interest receivable - trading	78	26

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 22 August 2016 nor for the year ended 31 August 2015.

Trustees' expenses

Fees paid to trustees for drama services for the year ended 31st August 2016 -
E Wilkins - £500.00 (2015 £411.30)

Borders Youth Theatre

**Notes to the Financial Statements - continued
for the Period 1 September 2015 to 22 August 2016**

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	22.8.16	31.8.15
	£	£
Trade debtors	1,022	804
	<u> </u>	<u> </u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	22.8.16	31.8.15
	£	£
Other creditors	6,236	4,759
	<u> </u>	<u> </u>

7. MOVEMENT IN FUNDS

	At 1.9.15	Net movement in funds	At 22.8.16
	£	£	£
Unrestricted funds			
General fund	12,663	278	12,941
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>12,663</u>	<u>278</u>	<u>12,941</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	57,001	(56,723)	278
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>57,001</u>	<u>(56,723)</u>	<u>278</u>

Borders Youth Theatre

**Detailed Statement of Financial Activities
for the Period 1 September 2015 to 22 August 2016**

	Period 1.9.15 to 22.8.16 £	Year Ended 31.8.15 £
INCOMING RESOURCES		
Voluntary income		
Donations	1,370	4,608
Grants	29,878	24,148
Admissions	24,221	18,397
	55,469	47,153
Activities for generating funds		
Fundraising events	1,454	1,760
Investment income		
Interest receivable - trading	78	26
	57,001	48,939
RESOURCES EXPENDED		
Costs of generating voluntary income		
Workshop & productions costs	50,942	28,303
Insurance	275	275
Postage and stationery	4,945	4,800
Sundries	66	-
Subscriptions	243	207
	56,471	33,585
Governance costs		
Accountancy	252	298
	56,723	33,883
Net income	278	15,056