

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

11 January 2018

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 18 JANUARY 2018 at 7.00 pm.

Andy Jeffery
Acting Town Clerk

Committee Members: Councillor Reynolds – Chairman
Councillor K Walden – Vice Chairman

Councillor P Martin
Councillor Poulter
Councillor Wheatley
Councillor Hunter
Councillor Noyce
Councillor Williams
Councillor Bolton
Councillor Purkiss
Councillor Follows

Councillor Gordon-Smith
Councillor Cosser
Councillor T Martin
Councillor S Bott
Councillor Welland
Councillor Pinches
Councillor Gray
Councillor Wainwright

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 4 January 2018, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman to allow members of the public to ask the Council questions, make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

5. COMMITTEE WORK PROGRAMME

The Committee's work programme is attached for the information of Members.

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

6. APPLICATIONS FOR GRANT AID

Information:	2017/2018 Grants Budget	£ 55,000.00
	Allocations this year to date	52,981.00 *
	Balance available for allocation	<u>2,019.00</u>
	Applications this meeting	<u>4,500.00</u>
	Balance unallocated if applications agreed	(2,481.00)

* Allocations this year to date:

		£
6 April 2017	Farncombe Youth Football Club	5,000.00
	Godalming Museum Trust	5,000.00
	Godalming United Church	3,500.00
	St Marks Community Centre	1,493.00
	Friends of Broadwater Park (Grant Aid in Kind)	93.00
	The Godalming Trust (Grant Aid in Kind)	208.00
	Godalming & District Community First Responders (Grant Aid in Kind)	126.00
	Go Godalming Association	42.00
	Farncombe & District Allotment Association (Grant Aid in Kind)	21.00
13 July 2017	Farncombe Day Centre	3,000.00
	The Cellar Café	825.00
	Sport Godalming	1,000.00
19 October 2017	Churches Together in Godalming & District	650.00
	Citizens Advice Waverley	28,000.00
	Home-Start in Waverley	500.00
	Godalming Band	1,500.00
	Godalming Trust	1,200.00
	Rivitalise	750.00
	Go Godalming Association (Grant Aid in Kind)	73.00
	Total	52,981.00

**Grant Aid in Kind

Members to consider the following applications for grant aid – the summary of the application is given below – the detailed applications are attached for the information of Members.

The Eikon Charity

£2,500 is applied for to assist the Youth Specialist Programme at Broadwater School as detailed in the application.

Previous Grants: £500 in 2016/17

NOTE: *The Annual Report and Financial Statement and the Articles of Association of the Eikon Charity will be available for Members to view on the agendas page of the Town Council Website and will be tabled in the Council Chamber 30 minutes before the meeting.*

Kids Out

£500 is applied for to help fund Kids Out 2018; a “fun day” out and the opportunity to socialise to disadvantaged children.

Previous Grants: £500 in 2016/17

Surrey Youth Focus

£1,500 is applied for to assist with the funding of a new project (Youth Social Action) which aims to inspire young people to take ownership of a problem in their local community and take action on it.

Previous Grants: None

NOTE: *The Annual Report and Financial Statement and the Memorandum and Articles of Association of the Surrey Youth Focus will be available for Members to view on the agendas page of the Town Council Website and will be tabled in the Council Chamber 30 minutes before the meeting.*

Members to note that a grant application for £5,000 was received by **Waverley Hoppa Community Transport**. The applicant has been contacted to be informed that insufficient funds remain within the 2017/18 grants budget to support this application. However, the Waverley Hoppa Community Transport have been invited to present to this committee on 1 March 2018, in order for Members to be in a position to consider whether the applicant is to be awarded support under the SLA process agreed by this committee on 4 January 2018 (Minute No. 354-17 refers)

7. ALLOCATION OF GRANT BUDGET TO GRANT SCHEME CATEGORIES

The grant aid budget for 2018 as agreed by full council on 11 January 2018 is £58,000
Members are to resolve to agree the distribution of the budget to each category of the Council's Grant Scheme.

Service Level Agreement Fund
General Grants Fund (which includes grants in kind for property use)
Council Community Fund

8. PLANNING MATTERS

Under Section 22(3)(b) and 22(3)(c) of the Town and Country Planning (Local Planning (England) Regulation 2012 (as amended) Godalming Town Council have been notified of the submission of the Guildford Local Plan. The notice from Guildford Borough Council is attached for the information of Members (previously distributed to Members on 19 December 2018 via email).

The Town Clerk has provided a summary of the documents to highlight issues which could be considered as impacting, either positively or negatively, on the Godalming area (report attached for the information of Members). Members are requested to indicate if they wish the Town Clerk to respond on behalf of the Council and if so, to indicate the basis of any response.

9. COMMUNITY INFRASTRUCTURE LEVY CONSULTATION

Godalming Town Council have been notified of the consultation on Waverley Borough Council's Community Infrastructure Levy (CIL). The notice from Waverley Borough Council is attached for the information of Members (previously distributed to Members on 19 December 2018 via email).

The Town Clerk has provided observations in relation to the WBC CIL document (attached for Members Information) Members are requested to indicate if they wish the Town Clerk to respond on behalf of the Council and if so, to indicate the basis of any response. Closing date of Consultation is 26 January 2018

10. CREDIT CONTROL

In accordance with the Council's Credit Control Policy (adopted by Full Council at its meeting on 19 November 2015), amounts under £200 should be written off if not collected after following credit control procedures, and customers should be taken to small claims tribunal for amounts between £200 and £5,000.

The Responsible Finance Officer therefore requests that this Committee approve the write off of one debtor and the lodging of one claim with the smalls claim tribunal (see confidential report for details).

11. FIREWORKS REPORT

Members will be aware of the success of the Musical Fireworks Extravaganza facilitated by this Council on 3 November 2017.

A breakdown of income and expenditure is attached for the information of members and shows a deficit of £2,976 for the event. This deficit was largely caused by two unexpected items of expenditure – the need to hire a Pipe Band to lead the procession, and the need to provide public conveniences due to the closure of the Crown Court toilets.

The deficit of £2,976 is offset in the Town Council’s accounts from the surplus generated by this year’s Spring and Christmas Festivals. The 2018/19 budget no longer assumes a cost neutral position given our experience from the last two years.

Members are asked to consider the future of the event and whether Godalming Town Council should facilitate a similar event in November 2018.

12. COMMUNITY CENTRE MONITORING

Centre	Hours Booked Q3	% Used	Hours Booked YTD	% Used
<i>Broadwater</i>				
- Large Hall	534.25	44.67	882.75	36.90
- Small Hall	232.33	19.43	470.67	19.68
<i>Pepperpot</i>				
- Undercroft	216.00	18.06	425.00	17.77
- Upper Room	166.00	13.88	326.75	13.66
<i>Wilfrid Noyce</i>				
- Caudle Hall	825.78	69.05	1975.45	82.59
- Wyatt Room	529.73	44.29	955.48	39.94
- Oglethorpe Room	214.50	17.93	218.50	9.13

Note that the Year to Date figures are actually only from 1 July 2017, which was when the new Booking System came online. Also note that Oglethorpe Room wasn’t available until 16 October and many regular users haven’t come on board until January 2018.

The financial performance of Community Centres is done as part of Budget Monitoring (refer Policy & Management meeting on 4 January 2018 for latest data).

13. NEIGHBOURHOOD PLAN

Members to note that there will be a presentation to Members of the Neighbourhood Plan Report in order to receive feedback on the report prior to proceeding towards the pre-submission consultation (regulation 14) stage of the Neighbourhood Plan process.

14. WILFRID NOYCE PHASE 2 COMPLETION

Members are asked to note that the final account for the completion certificate of the Oglethorpe Hall has been approved by the Council’s surveyors with the final build costs coming in £2,411 under budget and overall project coming in £1,109 under budget (financial report attached for the information of members).

The official opening of the Oglethorpe Hall is currently scheduled to take place by the Mayor at midday on the 12 February, which Members may recall is Georgia Day (Georgia, USA was founded by General James Oglethorpe) The Town Clerk will provide an update on this at the meeting.

15. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON ST MARKS COMMUNITY INITIATIVE GROUP

Members are asked to note a report from Councillor Bolton on the St Marks Community Initiative Group (report attached for the information of Members) an organisation on which Councillor Bolton represents the Town Council.

16. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING TOGETHER CIC

Members are asked to note a report from Councillor Purkiss on the Godalming Together CIC (report to be tabled for the information of Members) an organisation on which Councillor Purkiss represents the Town Council.

17. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters, discussed at this meeting, are to be publicised.

18. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 1 March 2018 at 7.00 pm in the Council Chamber.

19. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

5. POLICY & MANAGEMENT COMMITTEE – WORK PROGRAMME

TASK	WHO?	MINUTE REF	PROGRESS	ORIGINAL TARGET COMPLETION DATE	AMENDED TARGET COMPLETION DATE	ACTUAL COMPLETION DATE
COMMUNITY CENTRES – PERFORMANCE MONITORING	Acting Town Clerk	46-16	On-going item for approximately quarterly reporting. Next Due 18 Jan 2018	On-going		
ANNUAL REVIEW OF FINANCIAL REGULATIONS	Acting Town Clerk & Acting RFO	Annual Event	To be completed annually by 31 March	31/03/18		
FARNCOMBE INITIATIVE	Cllr Cosser	274-13	Reports expected at approximately six-monthly intervals. Next report expected April 2018	N/A		
FLOOD ALLEVIATION	Acting Town Clerk	405-13 428-14	Full Council resolved to sign a Memorandum of Understanding with other agencies and to create a £25,000 earmarked reserve for a future Flood Alleviation scheme and, in principle to contribute land if necessary.	23/10/14	Spring 2018	
COMMUNICATIONS WORKING GROUP	Cllr Reynolds		Report received October 2017	21/07/16 30/09/16		
DEVOLUTION OF SERVICES FROM PRINCIPAL AUTHORITIES	Acting Town Clerk	46-16	Tenancy at Will for public toilets signed and toilets re-opened on 15 November. Solicitors appointed for completion of lease(s)	12/01/17	1/10/17	
WW1 2018 (INC GODALMING WAR MEMORIAL)	Acting Town Clerk	46-16	Meeting to be held at end of Jan to scope 2018 Remembrance	12/01/17	11/11/2018	
FIREWORKS	Acting Town Clerk	173-16	Report on the agenda	4/11/16	3/11/2017	
CONDITION OF TREES IN THE TOWN COUNCIL'S OWNERSHIP	Acting Town Clerk	414-16	Next report due Nov 2018	23/02/17	Nov 2018	

TASK	WHO?	MINUTE REF	PROGRESS	ORIGINAL TARGET COMPLETION DATE	AMENDED TARGET COMPLETION DATE	ACTUAL COMPLETION DATE
INVESTMENT STRATEGY	Finance Administrator	N/A	Financial Regulation (8.4) identifies the need for an Investment Strategy & Policy. ARFO arranging meeting with Malcolm Bookham of WBC date TBC.	6/04/17	13/7/17	
APPROVAL OF VARIABLE DIRECT DEBITS	Acting RFO	N/A	Financial Regulations (6.6) require the approval of a use of variable direct debit shall be renewed by this Committee at least every two years.	25/05/17	25/05/19	
GRANTS WORKING GROUP	Acting Town Clerk	249-17	Working group reported on 4 Jan 2018	01/03/2018		4/01/2018
ENGAGEMENT OF INTERNAL AUDIT	Acting RFO	N/A	Standing Orders delegates the annual appointment of the Internal Auditor to this Committee and the matter is included here to ensure it happens. Letter of Engagement reviewed and approved 23/02/17. Providers for next year have been market tested. Appointment of Internal Auditors for 2018/19 approved by Full Council on 16 Nov 17.	23/02/17	Jan 2019	
REPRESENTATION ON EXTERNAL BODIES REPORTS:						
Sport Godalming	Cllr P Martin	51-16	Report provided	25/05/17		25/05/17
Godalming/Joigny Friendship Association	Cllr Hunter	81-15	Report provided.	25/05/17		25/05/17

TASK	WHO?	MINUTE REF	PROGRESS	ORIGINAL TARGET COMPLETION DATE	AMENDED TARGET COMPLETION DATE	ACTUAL COMPLETION DATE
REPRESENTATION ON EXTERNAL BODIES REPORTS Continued						
Godalming/Mayen Association	Cllr Thornton	51-16	Report provided.	13/07/17		13/07/17
Waverley Citizens' Advice	Cllr S Bott	51-16	Presentation by CAB on 14 Sept	13/07/17		14/09/17
Godalming Transportation Task Group (SCC)	Cllr Walden Cllr Bolton	51-16	No report as no meetings of the Godalming Transportation Task Group have been held.	07/09/17		
Godalming & District Chamber of Commerce	Cllr Poulter	51-16	Report provided	07/09/17		07/09/17
Go Godalming Association	Cllr Gordon-Smith	51-16	Report provided	19/10/17		19/10/17
Holloway Hill Sports Association	Cllr T Martin	51-16	Report provided	19/10/17		19/10/17
Godalming Museum Trust	Cllr Gordon-Smith	51-16	Report provided	30/11/17		30/11/17
St Mark's Community Centre Management Committee	Cllr Pinches	51-16	Report deferred to 12 July 2018	30/11/17		
St Mark's Community Initiative Group	Cllr Bolton	51-16	Report expected 18 January 2018	18/01/18		
Godalming Together CIC	Cllr Purkiss	51-16	Report expected 18 January 2018	18/01/18		
SALC	Cllr Cosser	51-16	Report expected 1 March 2018	01/03/18		
SCC – Tree Wardens	Cllr Williams	51-16	Report expected 1 March 2018	01/03/18		

TASK	WHO?	MINUTE REF	PROGRESS	ORIGINAL TARGET COMPLETION DATE	AMENDED TARGET COMPLETION DATE	ACTUAL COMPLETION DATE
REPRESENTATION ON EXTERNAL BODIES REPORTS Continued						
Waverley Cycle Forum	Cllr Purkiss		Report expected 12 April 2018	12/04/18		
District Scout Council	Cllr Wheatley		Report expected (TBC)	TBC		
Fairtrade Steering Group	Cllr Wheatley		Report expected (TBC)	TBC		
Farncombe Day Centre	Cllr Gray		Report expected (TBC)	TBC		

TASK	WHO?	MINUTE REF	PROGRESS	ORIGINAL TARGET COMPLETION DATE	AMENDED TARGET COMPLETION DATE	ACTUAL COMPLETION DATE
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Key Dates for Members' Information (Town Events etc.)

Event	Date
Farmers' Market	Saturday, 29 April 2017
St John's Spring Fair	Saturday, 29 April 2017
Annual Council/Mayor Making	Thursday, 11 May 2017
Godalming Run	Sunday, 14 May 2017
Farmers' Market	Saturday, 27 May 2017
Town Show & Carnival	Saturday, 3 June 2017
Mayor's Civic Service	Sunday, 11 June 2017
Farmers' Market	Saturday, 24 June 2017
Summer Food Festival	Saturday, 1 July 2017
Farmers' Market	Saturday, 29 July 2017
Staycation	Saturday, 5–Sunday, 13 August 2017
Farmers' Market	Saturday, 26 August 2017
Farmers' Market	Saturday, 23 September 2017
Farmers' Market	Saturday, 28 October 2017
Godalming Fireworks (TBC)	Friday, 3 November 2017
Remembrance Sunday	Sunday, 12 November 2017
Christmas Festival & Light Switch-On	Saturday, 25 November 2017
Blessing of the Crib and Carol Service	Saturday, 9 December 2017
Farmers' Market	Saturday, 31 March 2018
Mayor's Pancake Races (<i>not running 2018 – Shrove Tues in School hols</i>)	Tuesday, 13 February 2018
Annual Town Meeting	Thursday, 19 April 2018
St John's Spring Fair	Saturday, 28 April 2018
Farmers' Market	Saturday, 28 April 2018
Annual Council/Mayor Making	Thursday, 10 May 2018

PLANNING MATTERS – SUMMARY OF GUILDFORD LOCAL PLAN - ISSUES RELATING TO THE GODALMING AREA

Introduction

The Submission Local Plan: strategy and sites (2017) sets out the vision for Guildford Borough and its approach to development between 2015 and 2034. When adopted, the plan will play an important role in shaping Guildford's future – how the towns and villages develop, protecting and enhancing the natural environment, developing the local economy, improving leisure and visitor facilities, and supporting more sustainable forms of travel.

The Guildford Borough Submission Local Plan: strategy and sites (2017) was submitted to the Secretary of State for Local Government on 13 December 2017 for independent examination.

Summary

In summarising the document and its appendixes and attachments, the Town Clerk has tried to provide Members with a brief report of the Guildford Plan in relation to direct impact on the 'Godalming Catchment Area' Within the report there maybe issues which are of relevance to the wider Waverley Borough to which WBC will no doubt respond.

Housing

Within the document, 52 sites have been identified as having development potential to meet Guildford's housing needs of 12,426 additional homes by 2034. However, not all of Guildford's development needs can be met within the urban areas. The plan therefore focuses some development on large strategic greenfield sites which the document states will bring with it significant infrastructure, help to make it sustainable and does not compromise the overall character of the borough. At least 3,200 units will be provided within the plan period on two urban extensions; one to the north east of the Guildford urban area at Gosden Hill Farm and the other to the south west of Guildford at Blackwell Farm. A new settlement will be created at Wisley containing approximately 2,000 homes. Further development is also located around Ash and Tongham on land beyond the Green Belt along with new Green Belt designated to prevent Ash and Tongham merging with the village of Ash Green.

Of the identified sites none are within settlements adjacent to the Godalming Town Boundary, ie Eashing, Compton, Peasmarsh or Shalford.

The sites allocated within the Guildford Local Plan located to the South West of Guildford and on the Godalming side of the A3 or Hogs Back A31 are:

Site allocation No. 32, Surrey Police Headquarters, Mount Browne, Sandy Lane, Guildford - Homes (C3) – 116 Units.

Site allocation No. 33, University of Law, Portsmouth Road, Guildford - Student accommodation (sui generis) – No of Units not provided.

Site allocation No. 55, The Orchard, Puttenham Heath Road, Puttenham - Traveller pitches (sui generis) - 2 pitches.

Retail

The plan states that the role of Guildford town centre as the largest retail, service, administrative and commercial centre in Surrey will be maintained and enhanced. – ***This will add further challenges to the retail offer of Godalming.***

Transport

The Department for Transport's Road Investment Strategy includes schemes for the A3 Guildford and the M25 Junction 10/A3 Wisley interchange. Early, targeted improvement schemes to deliver road safety and some congestion relief on the A3 in Guildford will be delivered within the plan period. The delivery of housing in the later stages of the plan period is dependent upon major improvement to the A3 through Guildford.

The delivery of improvements to the A3 in Guildford from the A320 to the Hogs Back junction with the A31, with associated safety improvements is anticipated to commence in Road Period 2 (2020/21 to 2024/25)

Employment Land

The Plan aims to ensure sustainable employment development patterns, promote smart growth and business competitiveness, and allow flexibility to cater for the changing needs of the economy.

Designated Employment Land within areas adjacent to Godalming have been identified as:

To the South of the Godalming:

The Guildway, Portsmouth Road is designated as B1a/B1b Class use (research & development)

The Riverway Industrial Estate, Astolat Business Park, Weyvern Park & Quadrum Park designated as Industrial B1c/B2 & B8 Class use.

To the west of Godalming, Abbey Business Park at Eashing is designated as Locally Significant Employment Land.

Proposals for new office and research & development (B1a and B1b) floorspace will be directed sequentially to: (a) Guildford town centre, then (b) locations within 500m of a public transport interchange. However, for the purposes of the sequential assessment the train stations at Chilworth, Shalford, and Wanborough will not be considered to be transport interchanges because of their locations within the Green Belt, AONB or the nature, character and size of the surrounding village or centre.

Conclusion

In relation to the Guildford Submission Local Plan: strategy and sites (2017), unless Members have identified a strategic issue directly affecting Godalming not summarised above, the Town Clerk suggests that there appears to be no issues, either positive or negative, that require Godalming Town Council to make a response to the consultation.

22 DEC 2017

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation The Eikon Charity
2. Contact Name, Address and Telephone Number Mary Maloney, Trusts Fundraiser, Selsdon Road, New Haw, Surrey KT15 3HP, 01932 347434
3. Details of Organisation; is it
 - a) A Charity - Registration Number: 1109190
 - b) A Trust?
 - c) A Private Limited Company?
 - d) Affiliated to any National Body?
 - e) Any other official registration?
4. What are the aims and objectives of the Organisation? Eikon was started in 1994 as a local church youth club and over time, it grew significantly and it became a charity in 2005. We provide support to vulnerable young people via a range of programmes in Surrey:
 - We have a qualified youth specialist worker on-site in seven-schools in Surrey, one of which is in Godalming, and they are on-hand to provide support to the students, whatever their need or concern. Our in-school youth specialists deliver 1:1 sessions, group work, lunch clubs, day trips, an annual residential trip and a young carers support group. Vulnerable young people can receive the support they need when they need it from one of our qualified youth specialists.
 - Through the delivery of outreach work by our youth workers in isolated communities, the workers offer help and support to the young people in these communities; whatever the issue.
 - Our youth workers run or are present in many local youth and sports clubs; the role here is to provide diversionary activities, giving the young people an alternative to 'hanging around' whilst also being there as a person to talk to and get help and support from should they want it. In all these different settings, we provide long-term and unconditional support to some of the county's most at-risk young people in the crucial years of their development for as long as necessary. Our programmes are easily accessible to young people and have been developed with their feedback and needs front of mind. It is our mission to develop confident, thriving and resilient young adults who contribute positively to their communities.
5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If YES, please provide full details.
NO
6. Please state size of membership and annual subscription levels of Organisation. NOT APPLICABLE

7. Please enclose the following information as applicable to your Organisation:-

- a) Constitution or aims
- b) Copy of accounts (these will not be required for a new organisation)
- c) Copy of budget for current financial year
- d) Copy of last annual report to members (this will not be required for a new organisation)

8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

1. In October 2017, Surrey-Youth charity The Lifetrain Trust merged with Eikon and we continue to operate under the name of Eikon. Whilst it is still early days for the newly merged Eikon Charity, we expect the benefits to be the following in the year ahead: Developing a larger charity which is sustainable and diverse; Accelerating the strategic aims of all four organisations (Eikon, Reflex, Windle Valley and Lifetrain); Gaining economies of scale and eliminating duplication of overheads and administration costs; A bigger more resilient staff and volunteer team with wider opportunities for career development; Sharing of learned experiences and strengths; Fundraising from a wider pool of potential donors, trusts and organisations.
2. Since September 2017, we are delivering the Youth Specialist Programme to an additional two-schools: Kings College in Guildford and Winston Churchill in Woking.
3. We are no longer delivering the Youth Specialist Programme to Rodborough School. The school instead has directly and independently employed the Eikon Youth Specialist who was there.
4. In May 2017, we re-negotiated the schools contracts to make the funding for the Youth Specialists programme more sustainable and allow us to introduce new schools starting with a part-time Youth Specialist. The schools now contribute two-thirds of the programme running costs and we make up the rest through our own fundraising activities which include: applications for funding from local and national trusts, foundations, local organisations and churches; funding from our Major Donors and the events which we hold which include golf days and cycling events. We will continue to invest and grow these current income streams in order to support the funding of all our programmes of work.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

The Youth Specialist Programme at Broadwater School

b) Specify	<ul style="list-style-type: none"> - Total Estimated Cost - Amount already available - Amount expected to be available at commencement - Dates scheduled to commence and finish 	<p>£45,000 £20,000 £ 6,500</p> <p>This is a rolling project. The new school year started in September 2017 and will end at the end of July 2018 followed by a period of consolidation and reporting before resuming the programme with the new school year in September 2018.</p>
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10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
<u>Contribution by Broadwater School:</u>	£20,000	£20,000
<u>Grants awarded:</u>		
Futures for Kids	£1,000	£1,000
Borrows Family Trust	£5,500	£5,500
<u>Reapplication to:</u>	£1000	
The Lynn Foundation	£1000	
The Footprints Foundation	£1000	
The Alchemy Foundation	£1000	
Thales Charitable Trust		

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £ 2500

b) Whether you have received a previous grant from the Town Council

- Amount: £500
- Date: October 2016
- Project: The Youth Specialist Programme at Rodborough School

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

Young people tell us the issues that are affecting them which include: chaotic home lives including parents with addiction and/ or domestic violence; poor levels of support and engagement at home; negative influences from the community – crime, drugs, alcohol; low self-esteem and aspirations; mental health including anxiety, self-harm and depression; child sexual and exploitation including unhealthy relationships. The future for these young people is generally bleak without intervention or support. Many of the young people we work with have a statement of special educational needs or other identified educational need and attendance rates are generally poor, especially if they are also a young carer. A high number of young people we work with receive pupil premium funding and free school meals; in Surrey in 2015, there was a 36% gap in the GCSE performance of those getting free school meals and those who were not, compared to 28% nationally; the most vulnerable young people in Surrey are doing worse in their GCSEs than their counterparts across England.

Young people access Eikon because they have issues that are not of their own making or with issues which have or will spiral out of control unless someone intervenes. The support provided by Eikon which helps the young people develop coping strategies may be short-term or they may need ongoing intervention for years and they will receive it for however long they need it.

Last year, the school youth specialists supported 871-young people in the 6-schools in which we were working, of which 126 were students at Broadwater. The students were given 1:1 sessions which offer a safe and confidential setting to explore emotions and situations, lunch clubs and support groups for positive role model and peer support as well as more targeted courses such as anger management, crime diversion and self-esteem in a peer group setting to help provide and develop coping strategies. Broadwater School lies adjacent to one of the most deprived areas of Surrey. The top-3 issues facing the students at the school which the students seek support from the youth specialist for include: negative influences from the community including crime, drugs and alcohol; poor parental support with lack of boundaries and positive reinforcement of expectations; peer pressure. It is our aim to develop confident, thriving and resilient young people who contribute positively to society and we do this by giving them access to a highly qualified youth worker who is qualified and has access to regular training, who will give guidance and support to students when and wherever they need it.


The outcomes for the students of Broadwater School who are supported by the Youth Specialist will include:

- Increased self-confidence
- A reduction in incidents of poor behaviour in school
- An increase in school attendance
- Better than predicted exam results

As a result of these outcomes the impact for the young person, their school and the community they live in is:

1. Increased engagement in education, employment or training
2. Reduced involvement in offending or anti-social behaviour

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed  Date 19th December 2017

Capacity in which signed Mary Maloney, Trusts Fundraiser

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings,
Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.



Insight into people's lives

Annual Report and Financial Statements 2016-17

THE EIKON CHARITY

**THE EIKON CHARITY
TRUSTEES' REPORT & ACCOUNTS FOR
THE YEAR ENDED 31 MARCH 2017**



Charity registered in England No. 1083874

Legal and Administrative information

Trustees & Directors

Jenny Griffiths OBE (Chair)
Nigel Blair MBE
Andrew Butterworth
Richard Folland (Vice-Chair)
Nigel Goddard (Appointed May 2016)
Jane Hounsome
Julian Lomas (Company Secretary)
Sue McCauley (Appointed October 2017)
Andrea Selley (Resigned November 2016)
Sofia Syed (Resigned November 2016)
Emma Wilson (Appointed May 2017)
Kevin Young (Finance Trustee)

Chief Executive Officer

Chris Hickford

Charity Number

1109190

Company Number

5402398

Registered Name

The Eikon Charity

Commonly known as

Eikon

Registered Address and Operational Office

Selsdon Road
New Haw
Addlestone
Surrey, KT15 3HP

Auditors

Brewers
Chartered Accountants
Bourne House
Queen Street
Gomshall
Surrey GU5 9LY

Bankers

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25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

Barclays Bank plc
Town Gate House
Church Street East
Woking
Surrey GU21 1AE

Solicitors

Blandy & Blandy LLP
1 Friar Street
Reading
Berkshire RG1 1DA

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Eikon's Vision

The Eikon Charity's vision is to develop confident, thriving and resilient young adults who contribute positively to society.

Eikon's Ambition

We want Eikon to stand out through the impact we have on the young people we support and to be recognised as a leading expert in the field. We want to grow our services so that more young people have access to high quality support when and wherever they need it. We are committed to continuous improvement in all that we do.

All our programmes are based on three simple and essential principles:

- *Being Preventative:* We are proactive and aim to get involved before problems escalate. This differentiates us from many other service providers who tend to focus on crisis management not prevention.
- *Being Relational:* We provide intensive, unconditional and personal support for young people wherever, when, and for as long as they need it, whatever their needs.
- *'No Wrong Door':* We are available at any time of the day with no form filling or waiting lists; there are no wrong or closed doors creating obstacles.

Chair and CEO's Overview Report

2016-17 was another very positive year for Eikon, with a substantial increase in the number of young people supported both directly and indirectly. Eikon frontline staff engaged with over 4,700 young people through programmes, courses and projects. By delivering training to frontline educational professionals, Eikon enabled an additional 10,000 engagements with young people. Compared with previous years, Eikon provided a much wider variety of programmes with direct delivery in 35 separate locations across Surrey including Smart Moves training to 160 schools. 130 separate courses were delivered.

We are delighted to report the successful combining of two organisations with Eikon, who had previously worked in partnership with us for a number of years. Windle Valley Youth Project and Woking Reflex joined Eikon in July and October respectively, bringing new skills and expertise. The amalgamation has enabled Eikon to increase the breadth and depth of our services for young people.

Consequently, 2016-17 has been a year of significant financial growth with total income increasing from £585.5k in 2015-16 to £1,257.0k, correspondingly total expenditure increased from £750.2k to £1,046.2k.

As a larger organisation, we reviewed and redesigned the structure, systems and management of the charity to improve our current efficiency and future sustainability. As a result, we will be better able to increase the number of young people we serve at a time of great competition for funding. The amalgamation also enabled us to develop an Innovation & Development Department: already new programmes and partnerships have emerged.

Young people are under intense pressure and many struggle to cope. There is relentless pressure to have the perfect body and lifestyle; 24 hour social media pressure; the ever-present threat of cyber-bullying and overwhelming pressure to achieve at school. These pressures result in anxiety, depression, social isolation, eating disorders, self-harm, suicidal thoughts, poor behaviour and poor attendance at school. According to Young Minds, one in three children in every classroom has a diagnosable mental health disorder, one in five has an eating disorder and one in eight experiences self-harm. There is little support available – many mental health services are overwhelmed.

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Charity No. 1079490, Registered Office: The Mill, Leith Hill, Surrey, GU24 0AL

In response, we have launched a county-wide set of programmes aimed at promoting well-being, resilience and preventing mental ill health. Over 100 schools have participated, purchasing over 11,000 booklets for their students. We are a key partner with Surrey & Borders NHS Trust in providing the new Child and Adult Mental Health Service in Surrey. This includes delivering the HeadsUp! Programme in secondary schools, coordinating the counselling offer across the county and membership of the Partnership Board.

In the previous year, 2015-16, the Brathay Trust Research Hub's independent evaluation of Eikon's Youth Specialist Programme found "*causal evidence of the positive outcomes of Eikon's work in meeting the needs of young people*". During the course of the year we have increased the number of secondary schools in which Eikon Youth Specialists support young people, now numbering six.

The financial outlook for charities remains challenging due to anticipated further cost savings from central and local government. In addition, the high profile failures of some charities in their governance or fundraising practices has made the fundraising environment harder and intensified the competition for the remaining funds. In this context, and as a result of prudent financial management, Eikon's financial performance was particularly encouraging with the Unrestricted Surplus on General Funds totalling £75.6k; increasing the level of unrestricted reserves was an important target for the year.

We are extremely grateful for our dedicated team of professional staff, our strong Board of Trustees and the huge contribution from our many volunteers who, together, have delivered new programmes supporting young people, significantly increased the number of young people served, successfully completed two mergers and redesigned the organisation's structure and processes.

We would particularly like to thank our funders and partners without whom little of this would be possible. We look forward to building on this success for the benefit of young people in the coming years.

Jenny Griffiths OBE
Chair

Chris Hickford
Chief Executive Officer



Governance, Structure and Management

Trustees

The Board of Trustees is responsible for the strategic direction, governance and performance of the charity. It approves the annual plan, the budget, and monitors performance through a Key Performance Indicator Framework and monthly management accounts. It meets quarterly together with the Chief Executive Officer and other senior management as appropriate. As well as the Company Secretary (a Trustee), there is a Finance Trustee and a Risk Champion. The Board benefits in its understanding of the needs of the charity's beneficiaries by inviting young people or their representatives to address it at each meeting.

The Board had four teams (committees) supporting its work in 2016-17, which usually met quarterly in advance of each Board meeting:

- Risk and Finance Team
- Fundraising Team
- Governance and Performance (which considers at every meeting a rolling governance review maintained by the Company Secretary)
- Surrey Heath Team (for one year following the merger with Windle Valley Youth Project, to ensure that the legacy of that charity was secured)

Each team is chaired by a Trustee, with membership consisting of other Trustees, staff and co-opted specialist volunteers.

Key discussions at Board meetings during the year focused on managing the charity's financial position and fundraising performance, the purpose and due diligence of potential mergers with other charities, an organisation-wide review of Eikon's values, strategic risk management, safeguarding young people, fundraising practice and ethics, and the management of youth work delivery. An "awayday" for Trustees and members of the senior management team at the end of the financial year reflected on the strategic direction of the charity and key operational issues. An annual review of Human Resources Issues and performance was conducted by the Board.

Trustees are appointed by the existing members of the Board and no limit is set on the period in office. Each new Trustee receives a comprehensive induction pack which includes a Trustee handbook and they are invited to attend additional training sessions with opportunities for ongoing training.

Organisational Structure

Overall responsibility for delivery rests with the Chief Executive Officer. Eikon has restructured into two separate service delivery areas of Youth Services and Innovation & Development. Within this structure the Eikon management team is responsible for day-to-day operational management and delivery of Eikon's activities, projects and services.

The Head of Fundraising and Communications is responsible for the delivery of a robust fundraising and communications strategy to manage our voluntary income streams and to build relationships with supporters.

The Head of Operations delivers Human Resources, Information Technology and Facilities Support across the organisation with additional focus on efficient processes and compliance with appropriate regulations.

The Finance Manager leads the production of the monthly management accounts and the cash flow forecast, monitoring and supervising organisational, team and programme budgets and also preparing annual accounts and financial statements.

Activities of the Charity

Identifying the Need

Poverty is known to have a negative impact on educational attainment and across Surrey young people living in poverty do worse than their counterparts in other areas of the UK. It is believed that their situation is felt more intensely because of the wealth they see around them; the wealthiest areas are next to some of the most deprived estates in the county. Although Eikon works with a high number of young people receiving pupil premium funding, and free school meals, we know that wealth does not immunise young people from problems either. Family breakdown, hazardous drinking amongst professional adults, high levels of debt can all have a negative impact on young people from any background.

Eikon's range of programmes helps young people develop their social and emotional capabilities, including self-reliance, independence, emotional control, resilience, confidence and self-esteem, together with a wide range of practical life and employability skills.

Young people have identified the following challenges they face:

- Behaviour
- School Attendance
- Education
- Employability
- Friendships
- Offending
- Anti-social Behaviour
- Bereavement
- Substance Misuse
- Transition
- Truancy
- Family Relationships
- Homelessness
- Physical Health
- Bullying
- Emotional Health
- Social Skills
- Low Self-esteem

Addressing the Need

Eikon interacts with young people at many different points, from weekly sports coaching, youth clubs, outreach sessions, mentoring, courses delivered through school, in-school pastoral support to training teachers how to facilitate and lead discussions on mental health. To address the needs identified by young people during this reporting period, Eikon provided a wide variety of different programmes with direct delivery across 35 separate locations in Surrey and 160 schools for Smart Moves training. 130 separate courses were delivered from a menu of different topics including:

- Anxiety
- Emotional Resilience
- Health Relationships
- Bereavement
- Exam Stress
- Self-esteem & Identity
- Bullying
- Eating Disorders
- Self-harm
- Child Sexual Exploitation
- Friendships
- Social Skills
- Sexuality
- Conflict Resolution
- Stress Management
- Online Safety
- Mental Health
- Crime Diversion
- Drug Awareness
- Anger Management

74% of young people received the support they needed from one service.

24% of young people accessed between 2 and 6 Eikon services.

2% accessed 7 or more services, receiving intensive support throughout the year as appropriate.

Performance against Objectives

In 2016-17 Eikon frontline staff engaged with over 4,700 young people through programmes, courses and projects. An additional 10,000 engagements were facilitated through Eikon delivered training to frontline educational professionals.

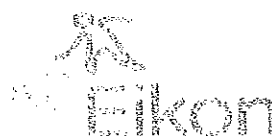
We use a 'self-anchoring' impact measurement tool which asks young people to plot the progress they think they have made during their involvement in Eikon programmes.

Across the various types of group work delivered:

62% of young people made 'substantial progress' (20% improvement or more).

77% of young people reported 'substantial progress' in their levels of confidence specifically.

54% felt they had made 'substantial progress' in addressing the issues that brought them to Eikon.



National and international evidence suggests that improvements in confidence and self-esteem in turn bring improvement to attitudes, aspirations, behaviours and achievements, which transform young people's perspective of themselves and the world.

Achievements

School Youth Specialist Programme

Eikon established a new partnership with Farnham Heath End School, following the success of our work in Broadwater, Bishop David Brown, Fullbrook, Rodborough and Rydens Enterprise Schools. Youth Specialists based in these six secondary schools across Surrey deliver a variety of interventions to meet young people's needs. We encourage self-referrals, referrals from friends, teachers and other school staff, parents and other agencies.

In 2016-17 Youth Specialists worked intensively with over 871 young people in school through:

- One to One Support
- Group Work
- Lunch Clubs
- Drop Ins
- Offsite Trips

Mentoring at Collingwood College

As part of our work delivering wellbeing in schools, we have a partnership to deliver mentoring for identified students at Collingwood College. Many of the students come from an area of Surrey Heath where more than 25% of children are from income-deprived families. Mentoring offers the opportunity to talk through issues and explore strategies to support school attainment, attendance, behaviour and wellbeing. Our mentors are all trained volunteers and their commitment, professionalism and enthusiasm highlights the fantastic work of all Eikon's volunteers.

Local Prevention and Outreach in the Community

Over the summer of 2016, the Local Prevention and Outreach in the Community team ran a successful programme where hard to reach young people from our youth centres and outreach sessions benefited from off-site activities, such as trips and football sessions.

The Eikon outreach bus enabled us to tackle social isolation in areas of need, locating sessions at the heart of where young people gather, rather than expecting them to travel to us. In Waverley it was utilised to connect with the young people, providing a space for them to sit down and led informed discussions on themed topics, such as healthy lifestyles, numeracy & literacy and decision-making whilst enjoying some refreshments -- Young people looked forward to the arrival of the Eikon bus!

Youth Work delivery in Youth Centres

Eikon manages youth work delivery for Weybridge Youth Centre and 8 regular sessions through Woking and Surrey Heath. In a typical month there were over 25 opportunities for young people across Surrey to attend an Eikon youth club activity. Our delivery includes arts and crafts, trips, residential, cooking and sports alongside tackling and discussing issues around substance misuse, social skills, alcohol, sex and relationships. In Weybridge Youth Centre we have expanded our hours of delivery to provide targeted additional time to the younger and older year groups.

In response to young people's feedback, we started a Lesbian, Gay, Bisexual, Trans, Questioning (LGBTQ) session. We are now planning to expand the LGBTQ support network for parents alongside more support for Gypsy, Roma, Travellers (GRT) and Refugee young people.

Residential Trip

In summer 2016 the Eikon staff took 22 young people away for a residential week to St George's House Activity Centre in Georgeham, Devon. Young people from a variety of backgrounds, including disadvantages not of their own making, all joined together to enjoy a week of positive and educational activities.

The residential gives young people in need additional support and new opportunities. The week was filled with many different activities such as rock-climbing, surfing, orienteering, night-hiking, fire-making plus a myriad of creative problem solving challenges.

Through team-building activities young people revealed kindness and encouragement towards one another. They all learnt new soft skills as well as overcoming personal fears and phobias. By the end of the week, young people who had not met previously now felt like they had developed new close friendships, increasing their confidence in making new friends, and leaving a lasting impact on their lives.

Innovation & Development

The aim of the Innovation & Development Department, set up in 2016, is to help find new ways for Eikon to keep supporting young people as funding decreases. We are doing this by both creating services that allow us to have greater return on investment when supporting young people, and by exploring the reasons why young people need help and addressing these "root causes", reducing the need for costly intervention later in life.

This year the team successfully:

- Managed counselling services to over 1,100 young people, addressing the increasing levels of mental health support young people need.
- Trained 2,501 young people in wellbeing in 20 schools, including Wellbeing Peer Ambassadors who have gone on to train others and promote wellbeing in their schools.

Smart Moves

Transition from junior to secondary school is widely recognised as a time of anxiety for young people and is often a trigger for mental ill health. While many schools run transition days about the practicalities of transition there are very few who focus on building protective factors in young people such as emotional resilience. Building resilience is one of the key themes of NHS England's important *Future in Mind* report (2015)

The Smart Moves pilot project was launched in Surrey Health in June 2016, together with the Surrey Heath Learning Partnership. The material is based on the existing evidence-based resource *Resilience Framework* by Hart and Blicow and other national resources. We launched with a full day of training, in depth lesson plans and materials for staff and students along with support via an online Community of Practice and support desk.

By training school staff, we are building capacity and skills in schools that will endure beyond the end of the pilot and influence all of school life. In 2016-17 we delivered training to facilitate Smart Moves courses for over 10,000 Year 6 and Year 7 students.

Relationships and Partnerships

For Young People

We are intent on involving young people in the design, delivery and evaluation of our programmes. We listen to their emerging needs and are quick to respond. We actively encourage feedback, and are committed to continuous improvement to maintain our high levels of engagement with young people.

For Staff and Volunteers

We have staff and volunteer engagement surveys, workshops, team and department days and regular updates and communications. Staff and volunteers have an annual appraisal of their work environment, their tools to do their job and suggested organisational improvements.

For Funders, Partners and Commissioners

We aim for inspirational communication of our goals and achievements, regular updates on how the money has been spent and the impact that it has had on young people. We try to understand the needs of our funders and deliver the right information, to a high quality, in a timely manner. We are open and transparent, ready to speak out and lead change.

Our Staff

Our staff and volunteers are our most important asset. Recruiting and investing in the right people through training and development is absolutely crucial to the delivery of highly professional frontline work. An average of 5.2 days per staff member was taken for training over the reporting period.

Achievements include:

- Commonwealth Youth Worker of the Year, Regional Finalist Europe for frontline staff member Briony Chamberlain.
- Continued specialised training for all frontline staff, focusing on the issues faced by young people today including early intervention, mental health first aid, and radicalisation.
- Safeguarding training for all charity staff whether paid or volunteer.
- Providing safety training for our staff required to drive our outreach mobile bus and first aid refresher training.
- Safer recruitment training and providing additional training for key support staff running recruitment processes.

Regular supervision support is given to staff working with young people. This work which can be stressful at times, and so we offer a counselling service to support staff wellbeing.

Staff Pay Policy

Eikon has established pay scales according to the responsibilities, qualifications and experience of different staff groups. It has a well-established and thorough appraisal process that results in a Board decision on pay increases in the context of the charity's financial position.

Our Volunteers

Volunteers play an integral and critical part in the delivery of Eikon services – from frontline delivery through to management performance, IT support and fundraising activities. During the reporting period volunteers delivered 9,368 hours to support delivery to young people. We draw extensively on the expertise, knowledge and experience of all our volunteers to maintain the charity's performance, effectiveness and efficiency.

Examples of volunteer work include support with and contributions to:

- Lunch clubs
- Administrative support
- Data collation, analysis and report writing
- Project work – volunteers regularly help us with 'bespoke' pieces of work
- Youth Clubs
- Information technology
- Student youth workers and social workers

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Fundraising

With nearly a third of Eikon's funding needing to come from voluntary income our small fundraising team has successfully strived to maintain the sustainability of our income from a variety of sources including individual donations, regular donors, major donors, trust and foundation, community activity, events and challenges and corporate links. We raised £307.3k of Income from Fundraising Activities compared to £245.2k in the prior year. In 2016-17 for every £1 spent on fundraising we raised £3.06.

Eikon tries to raise the voluntary income for a mixture of sources to avoid being over reliant in one area.

The analysis of this mix for the year 2016-17:

- 38% Trust & Foundation
- 21% Major Donors
- 13% Community Activities
- 11% Events & Challenges
- 7% Individual Giving
- 5% Gift Aid
- 5% Corporates

We are extremely thankful to all our supporters who have donated in a variety of ways to support of the charitable work we achieve with young people across Surrey.

Alongside our RideLondon Surrey 100 participants, we had supporters take on Surrey Half Marathon, London Marathon and Race to the Stones, between them raising over £10,000.

Through our close connections with local churches and communities we have benefitted from being able to raise awareness of the work carried out by Eikon and received funding from community fundraising events such as Bowling and Quiz Nights, raffles and coffee mornings which have contributed over £20,000 to voluntary income.

The Drift Golf Club kindly chose Eikon as its Charity of the Year. A stirring talk from one of our Alumni spurred the club into action and they raised over £12,000 through a series of events across the year.

In the latter part of the year we were excited to hear that locally based construction company Osborne had chosen Eikon as their charity of the year.

We have continued to build strong relationships with local foundations and funding organisations such as the Community Foundation for Surrey who manage many local funds. We are pleased to have successfully reached out to large national funders such as Garfield Weston and Children In Need who have supported our Youth Specialist programme and Residential activities respectively. We are continuing to build constructive relationships with existing funders whilst at the same time seeking new opportunities.

Other key events include:

- A joint Charity Quiz Night with the IPFA and Just A Drop overlooking the Tower of London raised £7,000
- Eikon's Annual Charity Golf Day raised £7,000 towards our charitable work.

Eikon's fundraising activities have always been aligned to professional and ethical practices. Until 2016 Eikon was a member of the Fundraising Standards Board (FRSB) and now works within the framework of the new Fundraising Regulator and the Code of Fundraising Practice. As a charity with very strong links to local communities and working alongside vulnerable people, we have always been very conscious that our fundraising is not intrusive, unreasonably persistent and does not create undue pressure to donate.

During the reporting period Eikon used professional fundraiser services for specific Trust and Foundation applications only. There were no complaints received against the charity or anyone acting on its behalf and no failures to comply with fundraising schemes or standards cited.

Fundraising practice and performance is regularly scrutinised by the Fundraising Team, chaired by the charity's Vice-Chair and monitored against our own fundraising policy and ethical practices.

Financial Review

Summary

2016-17 was a year of significant growth and development with Total Income increasing from £585.5k in 2015-16 to £1,257.0k. Total Expenditure for 2016-17 was £1,046.2k versus £750.2k for 2015-16.

We continued to pursue a strong developmental strategy to diversify our income sources and benefit from economies of scale. As a result, Windle Valley Youth Project (WVYP) combined with Eikon on 1 July 2016 and our existing partnership with Reflex Woking resulted in them subsequently joining the organisation as well on 1 October 2016.

Of the overall increase in Total Income of £671.5k, £175.3k specifically related to the one-off benefit arising from the transfer of the WVYP net assets to Eikon when the two entities merged. This amount has been disclosed as 'Gifted Assets on Merger' and is highlighted separately within Total Income on the face of the Statement of Financial Activities for 2016-17.

Along with other charities, we are operating in an increasingly difficult and uncertain financial environment. We continue to experience reduced funding levels for our government funded work, particularly the Local Prevention activities with Surrey County Council. However, this has been more than offset by the new contracts which we secured at the start of the financial year for Transitional Resilience services and for Child and Adolescent Mental Health Services (CAMHS) with local NHS Trusts. Together, these largely accounted for the increase in income from Charitable Activities from £336.5k in 2015-16 to £774.2k in 2016-17.

We also saw an increase in voluntary income with Income from Donations and Legacies increasing from £245.2k in 2015-16 to £307.3k in 2016-17. We have benefitted from an improved focus on fundraising activities generally and from the appointment of a full-time Head of Fundraising and Communications which had been a part-time position previously. However, at £100.4k the overall Expenditure on Raising Funds was largely unchanged from the £99.4k in the previous year, mainly because we spent less on temporary staff following the full-time appointment. As a result, for every £1 spent on fundraising in 2016-17 we raised income of £3.06, a significant improvement on the £2.47 raised for every £1 spent in 2015-16.

The Unrestricted Surplus on General Funds for the year totalled £75.6k. This was more than we had budgeted at the beginning of the year and a significant improvement on the deficit on General Funds of £143.9k in 2015-16. This reflected the successful measures we have taken to strengthen our financial position and implement our strategy through new appointments, improved focus on fundraising, careful management of costs, stronger financial systems and processes and by combining with other similar organisations. Additionally, our cash position benefited from the cash transferred following the merger with WVYP and the deferred income associated with the new contracts secured during the year.

Since the year end, we have completed another merger with The Lifetrain Trust also joining Eikon on 1 October 2017. This will enable us to further diversify our sources of income and secure additional economies of scale which will benefit us in future.

Reserves Policy

We continue to make good progress in increasing the level of our Unrestricted Reserves whilst still providing a high level of service to young people. Our Total Reserves at the year-end were £436.4k versus £225.6k at the end of the previous year, comprising Unrestricted General of £108.5k (2015-16 - £32.9k), Unrestricted Designated £153.5k (2015-16 - £170.4k) and Restricted £174.5k (2015-16 - £22.3k). The Designated Reserves are currently held to cover the future depreciation of the organisation's fixed assets.

Our longer-term target for Unrestricted Reserves continues to be four to six months' gross expenditure which, given the recent growth in the charity, gives a range of £300k - £400k which we are aiming to achieve by 31 March 2020. The Trustees are confident of the Charity's future prospects and the Unrestricted General Reserves balance of £108.5k at the year-end was already ahead of what we had previously anticipated. As a result, we have now set intermediate targets to be achieved of £175k - £200k by 31 March 2018 and £250k - £275k by 31 March 2019.



Key Risks and Uncertainties Disclosures

Our trustees, staff and volunteers continue to take seriously the management of risks facing the charity. We seek to identify, assess, manage and mitigate risk, not avoid it, and have a policy, procedures and practices in place to achieve this. These include:

- A robust safeguarding policy to ensure young people are kept safe at all times
- The appointment of a risk champion (Nigel Goddard) from the Board of Trustees
- A formal risk register with the most significant risks assigned a risk owner and reviewed by Trustees at their quarterly meetings
- Comprehensive risk assessments for all our main activities, particularly those involving young people
- Business continuity and recovery plans to enable us to continue to support young people should incidents occur that could disrupt our services

Over the past year, the charity's risk management policy has been fully updated with an underlying risk management framework to strengthen and reinforce our approach to the identification, management and mitigation of the key risks we face.

The principal risks that we face and the plans and strategies to manage them are:

- **Inadequate financial management** – potentially resulting in unrealistic fundraising aspirations and erosion of reserves. Over the past year, continual focus has been placed on regular, reliable and comprehensive financial reports and robust planning and monitoring of fundraising targets, resulting in a reduction in the inherent risk score. Trustees continue to place significant focus on financial management, including comprehensive reporting and analysis at quarterly board meetings.
- **Failure to achieve fundraising targets** – potentially resulting in significant shortfall in income and erosion of reserves. During the year the charity continued its focus on a robust planning, monitoring and reporting process to reinforce fundraising activities and achieve associated targets; in consequence, the inherent risk score has been reduced. In addition, a Board Fundraising Team now meets on a quarterly basis to increase accountability and develop / implement a longer-term strategy / diversification plan for all sources of charity income.
- **Staff/Volunteers pressures affecting services and individuals** – potentially resulting in a high turnover of staff/volunteers, extended sickness absence/workload stress with consequent operational impact on key projects and/or the quality of youth service delivery. To mitigate this risk we ensure competitive pay and conditions, regular training for staff/volunteers, extensive internal communications and we introduced a wellbeing strategy underpinned by a staff/volunteer survey. Building on the mergers that took place, a new organisational structure, on a Borough basis, has been established. Recruiting more volunteers to provide functional and operational support to staff is a high priority.
- **Data protection compliance** – resulting in potential fines, adverse publicity in turn leading to loss of fundraising opportunities and potential personal embarrassment. With the new EU General Data Protection Regulations (GDPR) due to be implemented in May 2018, we need to ensure the charity complies with the Information Commissioners Office (ICO) guidance and regulations. This is a new risk introduced at the recommendation of the Company Secretary. Risk mitigation plans include ensuring a complete understanding of the GDPR regulations, establishing a Data Protection policy for the charity and undertaking a compliance audit in advance of the May 2018 implementation.

Plans for Future Periods

The charity sector is in a particularly challenging period, with a strong focus on robust governance, ethical fundraising and delivering value for money. At the same time competition for funding is intense and Eikon's experience is that the needs of young people are increasing.

It is therefore essential that Eikon continues to be visionary, innovative and flexible in the next 12 months and beyond. We produce a detailed annual plan for each year, which for 2017-18 includes the following key objectives:

- **Fundraising:** We will ensure longer-term financial sustainability by delivering clear, inspirational fundraising materials, presentations, campaigns and communications that follow latest best practice guidelines. We aim to inspire 'fans' of Eikon, not simply donors.
- **Mental Health:** Responding to the increasing levels of mental ill health, Eikon will build upon the success of our mental health programmes by continuing to develop and scale up our 'Smart Moves' and 'Heads Up' programmes to more schools and young people. These programmes promote a model for positive emotional wellbeing and prevent mental ill health developing.
- **Merger:** Having completed robust due diligence on The Lifetrain Trust, a local charity with a similar objectives, ethos and culture and taken the decision to merge in October 2017, we will produce and implement a comprehensive integration plan.
- **Organisational Design:** Following the mergers and redesign of the organisation, we will launch the new geographical (borough) based model, embed the new roles and develop deep links and relationships within each borough.
- **Partnerships:** We will continue to build strategic, innovative and collaborative partnerships, locally and nationally, finding new ways to improve outcomes for young people and attract new funding.
- **Quality and Risk:** We will continue Eikon's commitment to excellence through a process of 'constant improvement' and by further developing the enhanced management training, quality assurance, impact measurement and risk management frameworks that were implemented during this current year.
- **Volunteers:** We will create a new vision and strategy for volunteers to utilise their skills and experience for the benefit of young people and their families, whilst receiving a rewarding and fulfilling experience in return.
- **Youth Specialists:** We will review the funding model for our Youth Specialist Programme in order to strengthen its long term sustainability and ability to support more young people, especially those who live chaotic and challenging lives. This programme aims to address the social and emotional barriers that are known to have a serious, negative impact on the educational attainment of young people.

THE EIKON CHARITY
TRUSTEES' REPORT & ACCOUNTS FOR
THE YEAR ENDED 31 MARCH 2017



Statement of Trustees' Responsibilities

The Trustees (who are also directors of The Eikon Charity for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Eikon Charity is a company, limited by guarantee, governed by its Articles of Association.

The Trustees' Report also represents the directors' report as required by Company Law.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the financial statements, comply with the charity's governing document and the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

The Trustees confirm they have given due consideration to Charity Commission's published Guidelines on the Public Benefit requirement under section 4 of the Charities Act 2011.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Eikon Board of Trustees on 14 November 2017 and signed on its behalf by:

Jenny Griffiths

Jenny Griffiths
Chair

**THE EIKON CHARITY
TRUSTEES' REPORT & ACCOUNTS FOR
THE YEAR ENDED 31 MARCH 2017**



Independent Auditor's Report to the Members of The Eikon Charity

We have audited the financial statements of The Eikon Charity for the year ended 31 March 2017 on pages 18 to 30. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" applicable to companies that adopt the small entities regime.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 14 the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report and Accounts to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2017 and of its surplus for the period then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

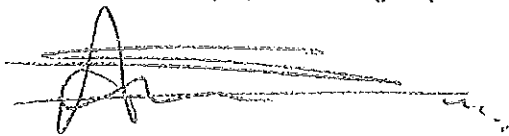
**THE EIKON CHARITY
TRUSTEES' REPORT & ACCOUNTS FOR
THE YEAR ENDED 31 MARCH 2017**



The corresponding figures for the year ended 31 March 2016 are unaudited.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a strategic report or in preparing the Trustees' report.



14 November 2017

Andrew Skilton ACA (Senior Statutory Auditor)
Brewers
Chartered Accountants, Statutory Auditors
Bourne House
Queen Street
Gomshall
Surrey



Appendix

Short biographies of Eikon's Trustees (as at September 2017)

Jenny Griffiths OBE, Chair

Following a career in NHS management and public health, Jenny was chair of Connexions Surrey from 2002-2007 and chair of the Surrey Youth Consortium of NGOs from 2009-2013.

Nigel Blair MBE

Civil and structural consultant, Petrofac Engineering and Consultancy Services; chair of Eikon from 2005-2014 and has worked in a voluntary youth work capacity most of his adult life.

Andrew Butterworth

Assistant director at the UK Government Investments Ltd., the Government's centre of expertise in corporate finance and governance, previously a corporate finance director at Deloitte.

Richard Folland, Vice-Chair

Executive Director, Inline Policy, heading the energy and environment team; JPMorgan's adviser on European climate change and energy policy.

Nigel Goddard

Independent consultant to the oil and gas industry, following 35 years with BP. Former chair of Windle Valley Youth Project, is a Trustee for Camberley Youth for Christ, voluntary youth worker.

Jane Hounsome

A HR director with extensive experience in the commercial and charitable sector. A Princes Trust Business Mentor.

Julian Lomas, Company Secretary

Established Almond Tree Strategic Consulting in 2007, a values-driven consultancy supporting the public and third sectors. A Trustee of Against the Grain and Foundation Governor of a school.

Sue McCauley

Transformation, programme management and cyber security consultant with over 15 years' experience in MOD and defence sector organisations. Former Trustee of The Lifetrain Trust.

Emma Wilson

A lawyer who operates as "outsourced in-house counsel" for small to medium sized businesses. Former Trustee of YES+ who supported young people, volunteer with a Youth Offender Panel.

Kevin Young, Finance Trustee

A chartered accountant, who trained with Price Waterhouse, with over 30 years' experience in senior finance roles, including Mouchel, a local civil engineering business.

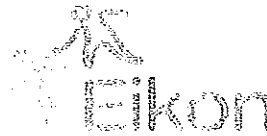
THE EIKON CHARITY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017
(Incorporating income and expenditure account)



	Notes	General Funds £	Designated Funds £	Total Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Unaudited							
Income & Endowments:							
Donations and Legacies	3	169,738	-	169,738	137,525	307,263	245,247
Charitable Activities	4	529,688	-	529,688	244,560	774,248	336,463
Gifted Assets on Merger	5	-	10,625	10,625	164,683	175,308	-
Investments		-	-	-	-	-	1,153
Other - Bank Interest		197	-	197	-	197	2,626
Total Income		699,623	10,625	710,248	546,768	1,257,016	585,489
Expenditure:							
Raising Funds	6	95,359	-	95,359	5,000	100,359	99,413
Charitable Activities	7	530,113	26,071	556,184	389,645	945,829	650,804
Total Expenditure		625,472	26,071	651,543	394,645	1,046,188	750,217
Net Income/(Expenditure)		74,151	(15,446)	58,705	152,123	210,828	(164,728)
Transfers between Funds		1,479	(1,479)	-	-	-	-
Net Movement in Funds		75,630	(16,925)	58,705	152,123	210,828	(164,728)
Reconciliation of Funds							
Total Funds Brought Forward 01/04/2016		32,862	170,393	203,255	22,355	225,610	390,338
Total Funds Carried Forward 31/03/2017		108,492	153,468	261,960	174,478	436,438	225,610

There were no recognised gains or losses other than those shown in the Statement of Financial Activities.
All income and expenditure is derived from continuing activities.
The accompanying notes form part of these financial statements.

THE EIKON CHARITY
BALANCE SHEET AS AT 31 MARCH 2017
Registered company number 5402398



	Notes	Total 2017 £	Total 2016 £
Unaudited			
Fixed Assets			
Tangible Fixed Assets	11	153,467	168,913
Total fixed assets		153,467	168,913
Current Assets			
Debtors	12	106,946	57,356
Cash at bank and in hand		580,603	113,051
Total current assets		687,549	170,407
Liabilities			
Creditors: Amounts falling due within one year	13 & 14	(404,578)	(100,377)
Net current assets		282,971	70,030
Total assets less current liabilities		436,438	238,943
Creditors: Amounts falling due after one year	15	-	(13,333)
Total Net Assets		436,438	225,610
Funds of the Charity			
General Funds		108,492	32,862
Designated Funds	16	153,468	170,393
Total Unrestricted Funds		261,960	203,255
Restricted Funds	17	174,478	22,355
Total Funds		436,438	225,610

The accompanying notes form part of these financial statements.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board and authorised for issue on 14 November 2017 and signed on its behalf by :


Jenny Griffiths
Chair

**THE EIKON CHARITY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2017**

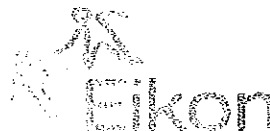


Charity No. 1130746

	Total 2017 £	Total 2016 £
		Unaudited
Cash flows from operating activities		
Net income / (expenditure) for the year	210,823	(164,728)
Adjustments for		
Depreciation	26,071	21,787
Fixed Assets Purchased		(31,772)
Assets transferred on charity merger	(10,625)	
Decrease / (increase) in Debtors	(49,590)	(2,664)
Increase / (decrease) in Creditors	290,868	(56,677)
Net cash provided by (used in) operating activities	<u>467,552</u>	<u>(234,054)</u>
Changes in cash and cash equivalents in the year	467,552	(234,054)
Net cash and cash equivalents at the start of the year	113,051	347,105
Net cash and cash equivalents at the end of the year	<u><u>580,603</u></u>	<u><u>113,051</u></u>

The accompanying notes form part of these financial statements.

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



1. Charity Information

The charity is a private limited company (registered number 5402398), which is incorporated and domiciled in the UK and is a public benefit entity. The address of the registered office is Eikon, Selsdon Road, New Haw, Addlestone, Surrey KT15 3HP.

2. Accounting Policies

a. Basis of Accounting

The financial statements of the Charity, which is a public benefit entity, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (effective 1st January 2015)(the SORP), Financial Reporting Standard 102 (FRS102) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity's forecasts and projections. After making enquiries, the trustees have concluded that there is a reasonable expectation that Eikon has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

b. Accounting Changes

These financial statements for the year ended 31 March 2017 are the first financial statements that comply with FRS102. In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS102 the restatement of comparative items was required. No restatement of items has been required in making the transition to FRS102. The transition date was 1 April 2015.

c. Fund Accounting

Restricted Funds are those received for undertaking an activity specified by the donor when making the gift. The Charity makes an administrative charge for the operation of some restricted funds, which is included in the cost of raising funds. The amounts for administration are also shown as Restricted Fund expenditure.

General funds are unrestricted funds given freely to the Charity that can be applied at the discretion of the Trustees in accordance with the objectives of the Charity.

Designated funds are funds set aside by the Trustees out of unrestricted funds for specific purposes.

d. All income including donations and associated income tax recoveries from donations received under Gift Aid, is included in the Statement of Financial Activities where the Charity is entitled to the income and the amount can be quantified with reasonable accuracy

All grants and contractual payments are included on a receivable basis. Contractual income is recognised as performance obligations are satisfied. Grant income with performance related conditions received in advance of delivering specified goods and serviced, or income with a time restriction placed in it by the donor, is deferred until the donor stipulated criteria are met. Income is also deferred if it is probable it could become refundable or if it is received in advance for a future accounting period.

Gifts in kind and donated services have been included at the lower of their value to the Charity and their estimated open market value. No amount has been included for services donated by volunteers. Where out of pocket travel and other expenses have been reimbursed to volunteers, these costs are included in the accounts.

Surplus funds are invested in a bank deposit account to earn interest.

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



a. Expenditure

Expenditure is recognised on an accruals basis and allocated to the appropriate heading in the accounts. Expenditure includes attributable VAT which cannot be recovered.

Charitable activities expenditure enables Eikon to meet its aims and objectives for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Expenditure on raising funds includes the direct costs of fundraising activities (which promote fundraising and the activities of the charity generally) and a proportion of support costs.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the Charity and include the audit fees and costs linked to the strategic management of the Charity.

Support cost are those costs which enable raising funds and charitable activities to be undertaken. These costs include finance, human resources, premises, IT, legal and governance costs. All support costs are apportioned on the basis of time spent by staff on each category of work.

f. Tangible Fixed Assets

Tangible assets are stated at cost. Depreciation is calculated to write off the cost of the asset over its estimated useful life as follows:

Portakabin - depreciated over 10 years straight line

Office Furniture and Equipment - depreciated over 5 years straight line.

Minibuses - depreciated over 5 years straight line.

Tangible assets costing less than £2,000 are not capitalised and are written off in the year of purchase.

g. Debtors

Debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

h. Creditors

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount after allowing for any trade discounts due.

i. Taxation

The Charity is exempt from corporation tax on its charitable activities under part 1 schedule 6 Finance Act 2010.

j. Pensions Costs

Until 31st December 2016 pension costs charged for core staff were payable to The Scottish Life Stakeholders Scheme on a salary sacrifice basis. Employees were members of The Scottish Life Stakeholders Scheme and the assets of the scheme were held by pension trustees separately to the assets of The Eikon Charity. With effect from 1 January 2017 The Charity has incurred costs in relation to the defined contribution scheme, operated by Aviva, which are included in staff pension costs. Costs recognised are equivalent to the contributions in the year and are recognised in an accruals basis and any unsettled amounts are included in other creditors.

k. Transfer between Funds

Trustees have the authority to transfer monies out of the general funds into the restricted funds when required. With the fund holder's permission, the Trustees have the authority to make transfers from one restricted fund to another.

l. Reserves Policy

On a yearly basis, the Trustee Board examines Eikon's reserves in the light of the risks facing the organisation and takes into account the Charity Commission's guidance. The policy on reserves is set out in the Trustees Report.

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

3. Donations and Similar Income

	Unrestricted £	Restricted £	2017 £	2016 £ Unaudited
Donations				
Bloss Family Foundation	-		-	1,000
Byfleet United Charities	-		-	3,200
Charities Aid Refunds/Gift Aid	13,814		13,814	9,352
Chertsey Combined Charly	-		-	2,500
Churches and Faith Groups	6,533		6,533	6,499
Coles Medlock Foundation	-		-	2,000
Corporate donations	3,198		3,198	2,627
Drift Golf Club	12,832		12,832	-
Geoff Herrington Foundation	-		-	2,000
Give it Away	-		-	55,000
Hamamelis Trust	3,200		3,200	-
Ironmonger's Foundation	-		-	4,000
Major Gifts/Donors	34,100		34,100	25,062
One off donations (£1000 or less)	11,266		11,266	8,874
RC Rosebriars	-		-	500
Regular donations	9,521		9,521	9,838
Residential Trip	-	3,484	3,484	1,362
Rotary Club of Woking	1,660		1,660	1,075
Street Games	13,850		13,850	-
Social Work Placements	1,400		1,400	5,900
The Suggitt Family	-	5,000	5,000	-
West Byfleet Golf Club	-		-	2,480
Weybridge Youth Centre	10,700		10,700	4,070
Youth Centres Income	4,820		4,820	522
Total Donations	126,894	8,484	135,378	147,861

THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017



Registered Charity No. 1090204

	Unrestricted £	Restricted £	2017 £	2016 £ Unaudited
Grants				
BBC Children in Need Small Grants		9,829	9,829	10,000
Big Lottery: Awards for All		8,064	8,064	-
Borrows Charitable Trust		15,000	15,000	-
Children & Adolescent Mental Health Services		-	-	3,000
Comic Relief via Community Foundation for Surrey		-	-	2,700
Community Foundation for Surrey		12,656	12,656	-
Foundation for Children		10,000	10,000	-
Godalming Town Council		500	500	-
Garfield Weston Foundation		25,000	25,000	-
O2 Think Big Grant		1,980	1,980	-
Other Trusts		5,112	5,112	-
People's Postcode Trust		8,064	8,064	-
Samphire Trust		2,500	2,500	-
St Faith's Trust		10,000	10,000	-
Surrey County Council Member's Allocation		2,836	2,836	1,474
The Coleman Charitable Trust		2,500	2,500	-
The Parish of Wisley with Pyrford		9,000	9,000	8,461
The Surrey High Sheriff's Youth Awards		1,000	1,000	3,000
The Wates Foundation		-	-	5,000
The Wisley Foundation		-	-	7,500
Walton Charity		5,000	5,000	15,000
Total Grants	-	129,041	129,041	56,135
Fundraising Events				
Golf Day	14,456		14,456	10,748
Individual Challenge Events	450		450	2,542
Nightrider	-		-	3,104
Marathon	3,473		3,473	-
Nat West Golf Day	-		-	16,762
Fordeway	4,776		4,776	-
Ride London 100	1,896		1,896	5,128
IPFA Quiz	6,566		6,566	-
Race to the Stones	5,099		5,099	300
Atlantic Albatross	1,471		1,471	-
School Fundraising Events	2,448		2,448	1,796
Surrey Half Marathon	521		521	776
Other	1,688		1,688	95
Total Fundraising Events	42,844	-	42,844	41,251
Total Income from Fundraising Activities	169,738	137,525	307,263	245,247

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



4. Income from Charitable Activities

	Unrestricted £	Restricted £	2017 £	2016 £
				Unaudited
Community Based Youth Work	13,610	1,155	14,765	-
Local Prevention	99,879	167,999	267,878	265,583
Mental Health Services	333,976	75,406	409,382	-
Schools	82,223	-	82,223	70,880
	<u>529,688</u>	<u>244,560</u>	<u>774,248</u>	<u>336,463</u>

5. Gifted Assets on Merger

The gifted assets on merger of £175,308 comprise the net assets of Windle Valley Youth Project transferred to Eikon on 1st July 2016 on the merger of the two entities.

6. Raising Funds

	2017 £	2016 £
		Unaudited
Staff costs	65,690	73,520
Other direct costs	34,669	25,893
	<u>100,359</u>	<u>99,413</u>

7. Charitable Activities

	Youth Work £	Mental Health Work £	Organisational Support £	Total 2017 £	Total 2016 £
					Unaudited
Staff costs	380,641	66,992	25,242	472,875	387,747
Activities undertaken directly	119,725	292,699	-	412,424	175,251
Premises costs allocated	18,548	2,907	4,361	25,816	18,973
Support costs allocated	13,889	1,311	8,719	23,919	57,796
Governance (see note below)			10,795	10,795	11,037
	<u>532,803</u>	<u>363,909</u>	<u>49,117</u>	<u>945,829</u>	<u>650,804</u>

Governance

	2017 £	2016 £
		Unaudited
Audit/Independent examination fees	5,000	3,721
Overprovision in prior years	(2,928)	-
Accountancy costs	500	1,000
Staff costs	6,251	4,342
Trustee expenses	1,919	881
Legal/professional expenses	53	1,093
	<u>10,795</u>	<u>11,037</u>

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



8. Trustees

	2017	2016
	£	£
	Unaudited	
Trustees' expenses	<u>1,919</u>	<u>881</u>

During the year, no Trustees received any remuneration.

Four trustees received travel expenses £ 1,668 (2016: £333 two Trustees' travel expenses and £260 one trustee attending annual conference & trustees' away day training).

The total donations received by Eikon from trustees was £3,256 (2016: £1,000).

9. Employee and Key Management Personnel

The key management personnel of the Charity comprise the Trustees, the Chief Executive Officer and the Senior Management Team. The total remuneration and benefits received by key management personnel was £181,033 (2016: £154,374)

	2017	2016
	£	£
	Unaudited	
Staff cost were as follows:		
Wages and salaries	499,026	423,532
Social security costs	39,110	33,544
Pension costs	6,680	8,532
Total staff costs	<u>544,816</u>	<u>465,608</u>

The average number of actual employees and full time equivalent employees, analysed by function, during the year was as follows:

	2017		2016	
	Average		Unaudited Average	
	No.	FTE No	No.	FTE No
Fundraising	2.0	1.7	3.0	2.0
Charitable Activities	25.0	14.9	18.0	14.0
Governance	-	0.1	-	0.2
Other	5.0	0.8	5.0	3.0
The average number of employees employed during the year:	<u>32.0</u>	<u>17.5</u>	<u>26.0</u>	<u>19.2</u>

No employee received remuneration in excess of £60,000.

10. Defined Contribution Pension Scheme

	2017	2016
	£	£
	Unaudited	
The costs of the scheme to the charity for the year	5,268	7,814
The amount of any contributions outstanding at the year end	<u>1,412</u>	<u>718</u>
	<u>6,680</u>	<u>8,532</u>

The charitable organisation operates a defined contribution pension scheme for permanent staff with an employer contribution matched to the employee contribution. There is an initial minimum employee contribution of 1% but the employee may opt to pay up to 3%.

THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017



11. Tangible Fixed Assets

	Portakabin /Upgrades	Office Furniture & Equipment	Motor Vehicles	Total
Cost	£	£	£	£
At 1st April 2016	175,384	2,818	30,470	208,672
Assets from charity combinations	-	-	10,625	10,625
Additions	-	-	-	-
Disposals	-	-	-	-
At 31st March 2017	175,384	2,818	41,095	219,297
Depreciation				
At 1st April 2016	35,077	1,127	3,555	39,759
Disposals	-	-	-	-
Charge for year	17,538	564	7,969	26,071
At 31st March 2017	52,615	1,691	11,524	65,830
Net Book Value At 31 March 2016	140,307	1,691	26,915	168,913
Net Book Value At 31 March 2017	122,769	1,127	29,571	153,467

12. Debtors

Due within one year:	2017	2016
	£	£
		Unaudited
Trade debtors	88,234	2,387
Other debtors	5,413	14,123
Prepayments	8,813	40,328
Accrued income	4,486	518
	106,946	57,356

13. Creditors

Amounts falling due within one year:	2017	2016
	£	£
		Unaudited
Trade creditors	32,097	20,098
Other creditors	3,357	717
Accruals	80,671	6,461
Deferred Income (see note 14)	230,833	39,838
Social security and other taxes	57,620	33,263
	404,578	100,377

14. Deferred income

	2017	2016
	£	£
		Unaudited
Balance at 1 April 2016	39,838	64,167
Transfer in of deferred income on charity combination	245,333	-
Income deferred	380,170	39,838
Income released to SOFA	(434,508)	(64,167)
Balance at 31 March 2017	230,833	39,838

15. Long Term Creditors

Amounts falling due after one year:	2017	2016
	£	£
		Unaudited
Balance of leasehold portakabin payable over 1 years	-	13,333

THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017



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16. Designated Funds

	At 1 April 2016	Income	Transfers	Expenditure	At 31 March 2017
	£	£	£	£	£
Bid writer	1,479	-	(1,479)		
Portakabin depreciation (net book value)	141,998	-		18,102	123,896
Minibus depreciation (net book value)	26,916	-		6,094	20,822
Surrey Heath minibus transferred (net book value)		10,625		1,875	8,750
	170,393	10,625	(1,479)	26,071	153,468

17. Restricted Funds

Note	At 1 April 2016	Income	Transfers	Expenditure	At 31 March 2017
	£	£	£	£	£
1 BBC Children in Need Small Grants	-	9,829	-	-	9,829
11 Big Lottery: Awards for All	-	8,064	-	-	8,064
1 Borrows Charitable Trust	-	15,000	-	15,000	-
2 Byfleet United Charities	3,200	-	-	3,200	-
3 Chertsey Combined	2,500	-	-	2,500	-
4 Community Based Youth Work Contracts	-	1,155	-	1,155	-
1 Community Foundation for Surrey	-	12,656	8,610	9,760	11,506
5 Community Foundation for Surrey -Merger Grant	-	-	9,687	6,512	3,175
1 Deepcut Military / Civil	-	-	3,981	3,931	-
1 Foundation for Children	-	10,000	-	10,000	-
1 Garfield Weston Foundation	-	25,000	-	18,750	6,250
6 Give it Away - minibus	1,532	-	-	1,532	-
1 Godalming Town Council	-	500	-	250	250
7 High Sheriff Awards	3,000	1,000	-	4,000	-
2 Ironmongers Foundation	4,000	-	-	4,000	-
8 Lightwater Multivall	-	-	10,000	-	10,000
9 Local Prevention	4,123	167,999	-	172,122	-
10 O2 Think Big Grant	-	1,980	-	-	1,980
1 Old Dean Community Development	-	-	1,386	1,386	-
17 Other Trusts	-	5,112	-	-	5,112
6 PCC – Surrey Heath Minibus	-	-	10,631	-	10,631
11 People's Postcodes Trust	-	8,064	-	-	8,064
12 Residential Trip Deposits	-	3,484	-	3,484	-
1 Samphire Trust	-	2,500	-	1,250	1,250
1 St Faith's Trust	-	10,000	-	7,500	2,500
13 Streetgames -LP Activities	4,000	-	-	4,000	-
14 Surrey County Council Member's Allocation	-	2,836	-	-	2,836
1 Surrey Heath BC - Deepcut	-	-	1,889	1,889	-
1 The Coleman Trust	-	2,500	-	2,500	-
1 The Parish of Wisley with Pyrford	-	9,000	-	9,000	-
15 The Suggitt Family	-	5,000	-	5,000	-
16 The Walton Charity	-	5,000	-	5,000	-
18 Transitional Resilience	-	75,406	1,322	76,728	-
19 WYYP Unrestricted Reserves, Restricted to use in the Surrey Heath Area	-	-	117,177	24,146	93,031
	22,355	382,085	164,683	394,645	174,478

**THE EIKON CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**



- 1 Youth Work activities & associated costs
- 2 Young Carers lunch clubs
- 3 Purchase of laptops
- 4 Centre Based Youth Work funds which will be expended as Invoices are received during the next financial year
- 5 Following the combining of Eikon and WWYP a review of the charities organisation and design
- 6 Remainder of funds received for outstanding purchases relating to Minibuses restricted to Youth Activities, transferred to designated funds which represents depreciation costs
- 7 Anti-bullying courses
- 8 Activity wall
- 9 The Local Prevention contracts are restricted youth work to be carried out in four areas of Surrey: Elmbridge, Runnymede, Surrey Heath and Woking.
- 10 Funding for Surrey Heath Youth Council
- 11 Vexed anger management workshops
- 12 Residential trip young people's deposits
- 13 Non Centre Based Youth Work funds which will be expended as invoices are received during the next financial year
- 14 Surrey Heath Mentoring programme
- 15 Drug awareness programme
- 16 Community Fundraiser
- 17 Social Skills Courses
- 18 Mental Health Resilience Course for young people moving from Primary to Secondary School
- 19 WWYP Unrestricted Reserves, Restricted on the Charities Combining to use in the Surrey Heath Area

18. Analysis of Net Assets by Funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Fixed assets	-	153,467	-	153,467
Current assets	513,071	-	174,478	687,549
Current liabilities	(404,578)	-	-	(404,578)
Long term liabilities	-	-	-	-
	<u>108,493</u>	<u>153,467</u>	<u>174,478</u>	<u>436,438</u>

19. Operating Lease Commitments

At the reporting end date the charity had the following future minimum lease payments under non-cancellable operating leases which fall due as follows:

	2017 £	2016 £
		Unaudited
Expiring in less than one year	1,142	2,469
Expiring in more than one year	-	1,142
	<u>1,142</u>	<u>3,611</u>

20. Related Party Transactions

There were no related party transactions during the year. (2016: £0)

21. Capital Commitments

There were no capital commitments at the year-end (2016: £0).

22. Post Balance Sheet Events

On 6th September 2017 Eikon announced its merger with The Lifetrain Trust, a local charity with similar objectives, ethos and culture with effect from 1st October 2017. The intention is to combine the skills and resources of both organisations and deliver new and improved services. The merger has no effect on the financial results for 2016/17 and it is not possible, at this stage, to estimate the effect it will have on future years.

THE EIKON CHARITY
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2017



23. Comparative for the Statement of Financial Activities

Statement of Financial Activities for the year ended 31 March 2016 (unaudited)
 (incorporating income and expenditure account)

	General Funds £	Designated Funds £	Total Unrestricted Funds £	Restricted Funds £	Total funds 2016 £
Income & Endowments:					
Donations and Legacies	125,958	-	125,958	119,289	245,247
Charitable Activities	98,297	-	98,297	238,166	336,463
Investments	1,153	-	1,153	-	1,153
Other- Bank Interest	2,626	-	2,626	-	2,626
Total Income	228,034	-	228,034	357,455	585,489
Expenditure:					
Raising Funds	89,413	-	89,413	10,000	99,413
Charitable Activities	282,535	30,713	313,248	337,556	650,804
Total Expenditure	371,948	30,713	402,661	347,556	750,217
Net Income/(Expenditure)	(143,914)	(30,713)	(174,627)	9,899	(164,728)
Transfers between Funds	-	28,213	28,213	(28,213)	-
Net Movement in Funds	(143,914)	(2,500)	(146,414)	(18,314)	(164,728)
Reconciliation of Funds					
Total Funds Brought Forward 01/04/2015	176,776	172,893	349,669	40,669	390,338
Total Funds Carried Forward 31/03/2016	32,862	170,393	203,255	22,355	225,610

THE COMPANIES ACT 2006
PRIVATE COMPANY LIMITED BY GUARANTEE

Company Number 05402398

Charity Number: 01109190

Incorporated: 23 March 2005

Revised Articles adopted: 28 July 2015

**ARTICLES OF ASSOCIATION OF
THE EIKON CHARITY**

The Companies Act 2006
Company Limited by Guarantee

**ARTICLE OF ASSOCIATION OF
THE EIKON CHARITY**

1. Name

The name of the Charity is The Eikon Charity.

2. Registered Office

The registered office of the Charity is to be in England and Wales.

3. Objects

The **Objects** are:

- 3.1. To advance the education of children, young people and adults within Surrey and in such other parts of the United Kingdom or the world as the Trustees from time to time think fit in order to develop their emotional, physical, mental and spiritual capacities so that they may realise their full potential as individuals and members of the community;
- 3.2. To provide facilities for recreational and other leisure-time occupation in the interests of social welfare for persons who have need by reason of their youth, poverty or social and economic circumstances within the object of improving their conditions of life in the said location and in such other parts of the United Kingdom or the world as the Trustees may from time to time think fit.

4. Powers

The Charity has the following powers, which may be exercised only in promoting the Objects:

- 4.1. to promote or carry out research.
- 4.2. to provide advice.
- 4.3. to publish or distribute information.
- 4.4. to co-operate with other bodies.
- 4.5. to support, administer or set up other charities.
- 4.6. to raise funds (but not by means of taxable trading).

- 4.7. to borrow money and give security for loans (but only in accordance with the restrictions imposed by the **Charities Act**).
- 4.8. to acquire or hire property of any kind.
- 4.9. to let or dispose of property of any kind (but only in accordance with the restrictions imposed by the **Charities Act**).
- 4.10. to make grants or loans of money and to give guarantees.
- 4.11. to set aside funds for special purposes or as reserves against future expenditure.
- 4.12. to deposit or invest in funds in any manner (but to invest only after obtaining such advice from a **financial expert** as the Trustees consider necessary and having regard to the suitability of investments and the need for diversification).
- 4.13. to delegate the management of investments to a financial expert, but only on terms that:
 - 4.13.1. the investment policy is set down in **writing** for the financial expert by the Trustees;
 - 4.13.2. every transaction is reported promptly to the Trustees;
 - 4.13.3. the performance of the investments is reviewed regularly with the Trustees;
 - 4.13.4. the Trustees are entitled to cancel the delegation arrangement at any time;
 - 4.13.5. the investment policy and the delegation arrangement are reviewed at least once a **year**;
 - 4.13.6. all payments due to the financial expert are on a scale or at a level which is agreed in advance and are notified promptly to the Trustees on receipt; and
 - 4.13.7. the financial expert must not do anything outside the powers of the Trustees.
- 4.14. to arrange for investments or other property of the Charity to be held in the name of a **nominee company** acting under the control of the Trustees or of a financial expert acting under their instructions, and to pay any reasonable fee required.
- 4.15. to deposit documents and physical assets with any company registered or having a place of business in England and Wales as **custodian**, and to pay any reasonable fee required.
- 4.16. to insure the property of the Charity against any foreseeable risk and take out other insurance policies to protect the Charity when required.

- 4.17. to pay for **indemnity insurance** for the Trustees.
- 4.18. subject to Article 5, to employ paid or unpaid agents, staff or advisers.
- 4.19. to enter into contracts to provide services to or on behalf of other bodies.
- 4.20. to establish or acquire subsidiary companies to assist or act as agents for the Charity.
- 4.21. to acquire or merge with any other charity the objects of which are the same as or similar to the Objects whether by way of the acquisition of assets or otherwise.
- 4.22. to pay the costs of forming the Charity.
- 4.23. to do anything else within the law which promotes or helps to promote the Objects.

5. Benefits to Members and Trustees

- 5.1. The property and funds of the Charity must be used only for promoting the Objects and do not belong to the **Members** but:
 - 5.1.1. Members may enter into contracts with the Charity and receive reasonable payment for goods or services supplied (subject to the provisions of Article 5.4);
 - 5.1.2. Members may be paid interest at a reasonable rate on money lent to the Charity;
 - 5.1.3. Members may be paid a reasonable rent or hiring fee for property or equipment let or hired to the Charity; and
 - 5.1.4. Members who are also beneficiaries may receive charitable benefits in that capacity provided that a majority of the Trustees do not benefit in this way.
- 5.2. A Trustee must not receive any payment of money or other **material benefit** (whether directly or indirectly) from the Charity except:
 - 5.2.1. as mentioned in Articles 4.17 (indemnity insurance), 5.1.2 (interest), 5.1.3 (rent), 5.1.4 (charitable benefits) or 5.4 (contractual payments);
 - 5.2.2. reimbursement of reasonable out-of-pocket expenses (including hotel and travel costs) actually incurred in the administration of the Charity;
 - 5.2.3. an indemnity in respect of any liabilities properly incurred in running the Charity (including the costs of a successful defence to criminal proceedings);

- 5.2.4. payment to any company in which a Trustee has no more than a 1 per cent shareholding; and
 - 5.2.5. in exceptional cases, other payments or benefits (but only with the written approval of the Commission in advance).
- 5.3. A **connected person** must not receive any payment of money or other material benefit (whether directly or indirectly) from the Charity except:
- 5.3.1. as mentioned in Articles 5.1.2 (interest), 5.1.3 (rent), 5.1.4 (charitable benefits) or 5.4 (contractual payments);
 - 5.3.2. payment to any company in which a connected person has no more than a 1 per cent shareholding; and
 - 5.3.3. in exceptional cases, other payments or benefits (but only with the written approval of the Commission in advance).
- 5.4. A Trustee may not be an employee of the Charity, but a Trustee or a **connected person** may supply goods or services to the Charity in return for a payment or other material benefit if:
- 5.4.1. the goods or services are actually required by the Charity;
 - 5.4.2. the nature and level of the benefit is no more than reasonable in relation to the value of the goods or services and is set at a meeting of the Trustees in accordance with the procedure in this Article 5.4 and Article 6;
 - 5.4.3. no more than half of the Trustees are interested in such a contract in any financial year;
 - 5.4.4. the Charity enters into a written contract with the relevant Trustee or connected person setting out the amount or maximum amount of remuneration to be paid under the contract; and
 - 5.4.5. the decision to remunerate or confer other benefits upon such Trustee and the level of the remuneration or other benefit is decided upon by not less than two-thirds of all the remaining Trustees.
- 5.5. This Article 5 may not be amended without the written consent of the Commission in advance.

6. Conflicts of Interest and Conflicts of Loyalty

- 6.1. Whenever a Trustee has a personal interest in a matter to be discussed at a meeting of the Trustees or a committee, the unconflicted Trustees may authorise such a conflict of interest where the following conditions apply:
 - 6.1.1. the conflicted Trustee declares an interest before the meeting or at the meeting before discussion begins on the matter; and

- 6.1.2. the conflicted Trustee is absent from the meeting for that item unless expressly invited to remain in order to provide information; and
 - 6.1.3. the conflicted Trustee is not to be counted in the quorum for that part of the meeting; and
 - 6.1.4. the conflicted Trustee is absent during the vote and has no vote on the matter; and
 - 6.1.5. the unconflicted Trustees consider it is in the interest of the Charity to authorise the conflict of interest in the circumstances applying.
- 6.2. If a conflict of interest arises for a Trustee because of a duty of loyalty owed to another organisation or person and the conflict is not authorised by virtue of any other provision in the Articles, the unconflicted Trustees may authorise such a conflict of interest where the following conditions apply:
- 6.2.1. the conflicted Trustee declares an interest before the meeting or at the meeting before discussion begins on the matter; and
 - 6.2.2. the conflicted Trustee is absent from the meeting for that item unless expressly invited to remain in order to provide information; and
 - 6.2.3. the conflicted Trustee is not counted in quorum for that part of the meeting; and
 - 6.2.4. the conflicted Trustee is absent during the vote and has no vote on the matter; and
 - 6.2.5. the unconflicted Trustees consider it is in the interests of the Charity to authorise the conflict of interest in the circumstances applying.

7. Limited Liability

The liability of Members is limited.

8. Guarantee

Every Member promises, if the Charity is dissolved while he or she remains a Member or within 12 months afterwards, to pay up to £10 towards the costs of dissolution and the liabilities incurred by the Charity while he or she was a Member.

9. Dissolution

- 9.1. If the Charity is dissolved, the assets (if any) remaining after provision has been made for all its liabilities must be applied in one or more of the following ways:
 - 9.1.1. by transfer to 1 or more other bodies established for exclusively charitable purposes with, the same as or similar to the Objects;
 - 9.1.2. directly for the Objects or for charitable purposes which are within or similar to the Objects; or

9.1.3. in such other manner consistent with charitable status as the Commission shall approve in writing in advance.

9.2. A final report and statement of account must be sent to the Commission.

10. Membership

10.1. The Charity must maintain a register of Members.

10.2. **Membership** of the Charity is open to any individual interested in promoting the Objects who:

10.2.1. applies to the Charity in the form required by the Trustees;

10.2.2. is approved by the Trustees;

10.2.3. agrees to be a Trustee; and

10.2.4. signs the register of Members or consents **in writing** to become a Member.

10.3. The Members may refuse to admit as a Member any individual if, acting reasonably and properly, they consider it to be in the best interests of the Charity to refuse the application.

10.4. The Trustees may establish different classes of membership (including **informal membership**), prescribe their respective privileges and duties and set the amounts of any subscriptions.

10.5. Membership is terminated if the Member concerned:

10.5.1. gives written notice of resignation to the Charity;

10.5.2. dies; or

10.5.3. is removed from membership by resolution of not less than two-thirds of the Trustees present at a meeting on the ground that in their reasonable opinion the Member's continued membership is harmful to the Charity. The Trustees may only pass such a resolution after notifying the Member in writing and considering the matter in the light of any written representations which the Member concerned puts forward within 21 clear days after receiving notice; or

10.5.4. ceases to be a Trustee.

10.6. Membership of the Charity is not transferable.

11. General Meetings

11.1. General meetings are the meetings of the Members, consisting of the AGM and the special general meetings (if any).

- 11.2. Members are entitled to attend general meetings personally or by proxy. Proxy forms must be delivered to the Secretary at least 24 hours before the meeting.
- 11.3. There is a quorum at a general meeting if the number of Members present in person or by proxy is at least 2 or 10% of the Members (if greater).
- 11.4. The Chairman or (if the Chairman is unable or unwilling to do so) some other Member elected by those present presides at a general meeting.
- 11.5. Except where otherwise provided by the Articles or the Companies Act, every issue is decided by a majority of the votes cast.
- 11.6. Every Member present in person or by proxy has 1 vote on each issue. The Chairman of the meeting shall not have a casting vote.
- 11.7. Where a written resolution is approved by the appropriate majority required for the resolution in question of those entitled to vote at a general meeting, or where approval of the resolutions is given electronically by the appropriate majority of those entitled to vote at a general meeting, then that resolution shall be as valid as a resolution actually passed at a general meeting. For this purpose a written resolution may be:
 - 11.7.1. set out in more than 1 document (in which case it will be treated as passed on the date of the last signature); or
 - 11.7.2. sent out and/or returned in hard copy or electronic format (and if sent back electronically, then the resolution will be treated as passed at the time and on the date of the last response to be received).
- 11.8. The Charity must hold an AGM in every year.
- 11.9. At an AGM the Members:
 - 11.9.1. receive the accounts of the Charity for the previous financial year;
 - 11.9.2. receive the Trustees' report on the Charity's activities since the previous AGM;
 - 11.9.3. appoint auditors for the Charity;
 - 11.9.4. may confer on any individual (with his or her consent) the honorary title of Patron, President or Vice-President of the Charity; and
 - 11.9.5. may discuss and determine any issues of policy or deal with any other business put before them by the Trustees.
- 11.10. Any general meeting which is not an AGM is a special general meeting.
- 11.11. A special general meeting may be called at any time by the Trustees and must be called on a written request from at least 5% of the Members.

- 11.12. The Members may adopt rules relating to the circulation of agendas or notices of resolutions, the conduct of meetings and the circulation of resolutions consistent with the Companies Act as they think fit.

12. Notice of General Meetings

- 12.1. Any general meeting must be called on at least 14 and not more than 28 clear days' written notice indicating the business to be discussed, and if a special resolution is to be proposed, at least 28 clear days' written notice setting out the terms of the proposed special resolution.
- 12.2. A general meeting may be called on shorter notice if it is so agreed by all Members entitled to attend and vote.
- 12.3. If the general meeting is to be an AGM, the notice must say so.
- 12.4. The notice must be given to all Members.

13. The Trustees

- 13.1. The Trustees as **charity trustees** have control of the Charity and its property and funds.
- 13.2. The Trustees when complete consist of at least 3. The number of Trustees shall not be subject to any maximum.
- 13.3. A technical defect in the appointment of a Trustee of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.
- 13.4. Every Trustee must sign a declaration of willingness to act as a charity trustee of the Charity before he or she may vote at any meeting of the Trustees.
- 13.5. The Trustees shall not be subject to retirement by rotation. The term of office of a Trustee shall continue until he or she retires or is removed from office in accordance with the relevant provisions of these Articles.
- 13.6. A Trustee's term of office automatically terminates if he or she:
- 13.6.1. is disqualified under the Charities Act from acting as a charity trustee;
 - 13.6.2. is the subject of a decision by HMRC that they are not a fit and proper person as that term is defined by the Finance Act 2010;
 - 13.6.3. is incapable, whether mentally or physically, of managing his or her own affairs;
 - 13.6.4. is absent from all meetings of the Trustees held within a period of six months and is asked by a majority of the other Trustees to resign;
 - 13.6.5. ceases to be a Member;

- 13.6.6. resigns by written notice to the Trustees (but only if at least two Trustees will remain in office);
 - 13.6.7. is removed by resolution of the Members present and voting at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views; or
 - 13.6.8. is removed by resolution of not less than two-thirds of the Trustees present at a meeting for good and sufficient reason. The Trustees may only pass such a resolution after notifying the Trustee in writing and considering the matter in the light of any written representations which the Member concerned puts forward within 14 clear days after receiving notice
- 13.7. The Trustees may at any time co-opt any individual who is qualified to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee, but a co-opted Trustee holds office only until the next AGM.
- 13.8. The Trustees may at any time co-opt any individual to act as an advisor to the Trustees. A co-opted adviser shall be invited to attend meetings of the Trustees as an observer to advise the Trustees but shall have no voting rights on the issues to be determined by the Trustees.

14. Trustees' proceedings

- 14.1. The Trustees must hold at least two meetings each year.
- 14.2. A quorum at a meeting of the Trustees is two Trustees or one third of the Trustees (if greater).
- 14.3. A meeting of the Trustees may be held either in person or by suitable electronic means agreed by the Trustees in which all participants may communicate with all the other participants.
- 14.4. The Chairman or (if the Chairman is unable or unwilling to do so) some other Trustee chosen by the Trustees present presides at each meeting.
- 14.5. Except where otherwise provided by the Articles every issue may be determined by a simple majority of the votes cast at a meeting, but a written resolution signed by all the Trustees is as valid as a resolution passed at a meeting. For this purpose the resolution may be contained in more than 1 document and will be treated as passed on the date of the last signature.
- 14.6. Except for the chairman of the meeting, who has a casting vote, every Trustee has 1 vote on each issue.
- 14.7. A procedural defect of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.
- 14.8. The Trustees may adopt rules relating to the circulation of agendas or notices of resolutions, the conduct of meetings, and the circulation of resolutions for

confirmation as they think fit, which shall apply until revoked or amended by resolution of the Trustees.

15. Trustees' powers

The Trustees have the following powers in the administration of the Charity:

- 15.1. to appoint (and remove) any Member (who may be a Trustee) to act as Secretary in accordance with the Companies Act;
- 15.2. to appoint a Chairman, Treasurer and other honorary officers from among their number;
- 15.3. to delegate any of their functions to committees consisting of 2 or more individuals appointed by them. At least 1 member of every committee must be a Trustee and all proceedings of committees must be reported promptly to the Trustees;
- 15.4. to make standing orders consistent with the Articles and the Companies Act to govern proceedings at general meetings and to prescribe a form of proxy;
- 15.5. to make rules consistent with the Articles and the Companies Act to govern their proceedings and proceedings of committees;
- 15.6. to make regulations consistent with the Articles and the Companies Act to govern the administration of the Charity and the use of its seal (if any);
- 15.7. to establish procedures to assist the resolution of disputes or differences within the Charity; and
- 15.8. to exercise any powers of the Charity which are not reserved to a general meeting.

16. Records and Accounts

- 16.1. The Trustees must comply with the requirements of the Companies Act and of the Charities Act as to keeping financial records, the audit of accounts and the preparation and transmission to the Registrar of Companies and the Commission of:
 - 16.1.1. annual returns;
 - 16.1.2. annual reports; and
 - 16.1.3. annual statements of account.
- 16.2. The Trustees must keep proper records of:
 - 16.2.1. all proceedings at general meetings;
 - 16.2.2. all proceedings at meetings of the Trustees;

16.2.3. all reports of committees; and

16.2.4. all professional advice obtained.

16.3. Accounting records relating to the Charity must be made available for inspection by any Trustee or Member at any time during normal office hours

16.4. A copy of the Charity's latest available statement of account must be supplied on request to any Trustee or Member. A copy must also be supplied, within 2 months, to any other person who makes a written request and pays the Charity's reasonable costs.

17. Notices

17.1. Notices under the Articles may be sent by hand, by post or by suitable electronic means or (where applicable to Members generally) may be published in any suitable journal or newspaper or any journal distributed by the Charity.

17.2. The only address at which a Member is entitled to receive notices sent by post is an address in the UK shown in the register of Members.

17.3. Any notice given in accordance with these Articles is to be treated for all purposes as having been received:

17.3.1. 24 hours after being sent by electronic means or delivered by hand to the relevant address;

17.3.2. 2 clear days after being sent by first class post to that address;

17.3.3. 3 clear days after being sent by second class or overseas post to that address;

17.3.4. on the date of publication of a newspaper containing the notice;

17.3.5. on being handed to the Member personally; or, if earlier,

17.3.6. as soon as the Member acknowledges actual receipt.

17.4. A technical defect in the giving of notice of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.

18. Means of Communication

18.1. Subject to the Articles, anything sent or supplied by or to the Charity under the Articles may be sent or supplied in any way in which the Companies Act provides for documents or information which are authorised or required by any provision of the Companies Act to be sent or supplied by or to the Charity.

18.2. Subject to the Articles, any notice or document to be sent or supplied to a Trustee in connection with the taking of decisions by Trustees may also be sent or supplied by the means by which that Trustee has asked to be sent or supplied with such notices or documents for the time being.

19. Disputes

If a dispute arises between the Members about the validity or propriety of anything done by the Members under the Articles, and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

20. Interpretation

20.1. In the Articles, unless the context indicates another meaning:

'AGM' means an annual general meeting of the Charity;

'the Articles' means the Charity's articles of association;

'Chairman' means the chairman of the Trustees or the Members (as appropriate);

'the Charity' means the company governed by the Articles;

'the Charities Act' means (as applicable) the Charities Act 1993, the Charities Act 2006 and the Charities Act 2011;

'charity trustee' has the meaning prescribed by section 97(1) of the Charities Act;

'clear day' means 24 hours from midnight following the relevant event;

'the Commission' means the Charity Commissioners for England and Wales;

'the Companies Act' means the Companies Act 2006;

'connected person' means any spouse, partner, parent, child, brother, sister, grandparent or grandchild of a Trustee, any firm of which a Trustee is a member or employee, and any company of which a Trustee is a director, employee or shareholder having a beneficial interest in more than 1 per cent of the share capital;

'custodian' means a person or body who undertakes safe custody of assets or of documents or records relating to them;

'financial expert' means an individual, company or firm who is authorised to give investment advice under the Financial Services and Markets Act 2000;

'financial year' means the Charity's financial year;

'firm' includes a limited liability partnership;

'indemnity insurance' means insurance against personal liability incurred by any Trustee for an act or omission which is or is alleged to be a breach of trust

or breach of duty, unless the Trustee concerned knew that, or was reckless whether, the act or omission was a breach of trust or breach of duty;

'informal membership' refers to a supporter who may be called a 'member' but is not a company Member of the Charity;

'material benefit' means a benefit which may not be financial but has a monetary value;

'Member' and 'membership' refer to company membership of the Charity;

'Memorandum' means the Charity's Memorandum of Association;

'month' means calendar month;

'nominee company' means a corporate body registered or having an established place of business in England and Wales;

'the Objects' means the Objects of the Charity as defined in Article 3;

'Secretary' means the company secretary of the Charity;

'taxable trading' means carrying on a trade or business for the principal purpose of raising funds and not for the purpose of actually carrying out the Objects, the profits of which are subject to corporation tax;

'term of office' means 3 years;

'Trustee' means a director of the Charity and 'Trustees' means the directors.

'written' or 'in writing' refers to a legible document on paper including a fax or other electronic message; and

'year' means calendar year.

20.2. Expressions defined in the Companies Act have the same meaning.

20.3. References to an Act of Parliament are to that Act as amended or re-enacted from time to time and to any subordinate legislation made under it.

21. Successor body

The Charity is the successor body to the New Haw Youth Project (registered charity number 01058610)

The Eikon Charity

	Budget 2017-18				Forecast Out-turn for Year End March 2017				Variance
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Unrestricted Funds	Designated Funds	Restricted Funds	Total	
Income									
Total Youth Work Income			375,683	375,683			403,916	403,916	(28,233)
Total Voluntary Income	181,534		127,802	309,336	146,710		114,129	260,839	48,497
Total Project Income			487,428	487,428			414,684	414,684	72,744
TOTAL Other Income	2,800		48,528	51,328	10,477		33,942	44,419	6,909
TOTAL INCOME	184,334		1,039,441	1,223,775	157,187		966,671	1,123,858	99,917
Expenditure									
Total Youth Work Costs			454,923	454,923	2,032		451,372	453,404	(1,519)
Total Project Direct Costs			443,550	443,550			313,186	313,186	(130,364)
Total Direct Service Costs			898,473	898,473	2,032		764,558	766,590	(131,883)
Total Fundraising costs	85,370			85,370	78,683			78,683	(6,687)
Total Support Costs	217,138		11,360	228,498	205,637			205,637	(22,861)
TOTAL EXPENDITURE	302,508		909,833	1,212,341	286,352		764,558	1,050,910	(161,431)
Surplus/(Shortfall) before Depreciation	(118,174)		129,608	11,434	(129,165)		202,113	72,948	(61,514)
Depreciation			23,615	23,615			23,615	23,615	
Surplus/(Shortfall) After Depreciation	(118,174)		129,608	(12,181)	(129,165)		202,113	49,333	(61,514)
Restricted expenditure not currently identified	158,096		(158,096)		195,540		(195,540)		
Surplus/(Shortfall) After all restricted expenditure identified	39,922		(23,615)	(28,488)	(12,181)		6,573	49,333	(61,514)
Reserves Brought Forward April 2016	99,238		146,777	180,485	134,619		170,392	72,156	377,167
Release of Reserves Restricted to Surrey Heath Activities					(101,756)		101,756		
Reserves Carried Forward	139,160		123,162	151,997	99,238		146,777	180,485	(61,514)

RECEIVED
22 NOV 2017

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation KIDS OUT.

2. Contact Name, Address and Telephone Number
01483 420451
A. M. LUSCOMBE
HOLMEFIELD
HURTMORE ROAD
GODALMING
SURREY
GU7 2RB

3. Details of Organisation; is it

- a) A Charity?
- b) A Trust?
- c) A Private Limited Company?
- d) Affiliated to any National Body?
- e) Any other official registration?

4. What are the aims and objectives of the Organisation? TO PROVIDE A
FREE DAYS ENTERTAINMENT AND FOOD FOR CHILDREN
WITH ARE DISADVANTAGED AGE 6-12. CAREAS / TEACHERS INCLUDED

5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If YES, please provide full details.

NO

6. Please state size of membership and annual subscription levels of Organisation.

IF LOCAL RITARY CLUBS PROVIDE £850 PER YEAR EACH.

7. Please enclose the following information as applicable to your Organisation:-

- a) Constitution or aims
- b) Copy of accounts (these will not be required for a new organisation)
- c) Copy of budget for current financial year
- d) Copy of last annual report to members (this will not be required for a new organisation)

8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

KIDS OUT 2018 - Providing a "fun day" out and the opportunity to socialise to disadvantaged children

- b) Specify
- Total Estimated Cost £ 14 150
 - Amount already available £ 9 000
 - Amount expected to be available at commencement £ 14 000
 - Dates scheduled to commence and finish ~~14~~ June 13th - June 13th 2018

10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
Farnham North	£ 500	—
Yateley E & Bladewater	£ 250	250
The Byfleet	£ 250	—

further see below

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £ 500

b) Whether you have received a previous grant from the Town Council

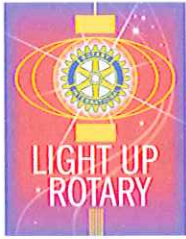
- Amount £ 500
- Date 14th June 2017
- Project KIDS OUT 2017

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

For the children of the Godalming schools invited, a "fun day out" and opportunities for socialisation

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.	
Signed <u>A.P. [Signature]</u>	Date <u>18/11/17</u>
Capacity in which signed <u>COMMITTEE CHAIRMAN</u>	
Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.	
Please note that financial information provided may be discussed in a public forum.	

Waverley and E. Villages	£ 500	—
Farnham Mayor	£ 1000	—
Bushmoor Mayor	£ 500	—



Godalming Woolsack Rotary



RIBI. 1770 - District 1250 - Registered Charity Number 1079545

KidsOut Day Out - Wednesday, 13th June 2018

(Children+ ??)

GREEN OAK Primary School

Franklyn Road, Godalming, Surrey. GU7 2LD. [01483 422924](tel:01483422924)

HEAD Mrs Leftley

SENCO Jill Mills <jill.mills@green-oak.surrey.sch.uk>

Gosden House School

A Special School for Children with Complex Learning Difficulties.

Horsham Road, Bramley, Nr Guildford, Surrey, GU5 0AH. 01483 892008

Our contact Katy Gidley Email kgidley@gosden-house.surrey.sch.uk

Years 5 and 6

20/8 C

Godalming Junior School. 10/? C

Junior Community School. **Age range: 7 – 11**

Hallam Road, Meadow, Godalming, Surrey, GU7 3HJ. 01483 421597

Mrs Rachel Trinder Email senco@godalming-junior.surrey.sch.uk

Loseley Fields Primary School

Contact Tanya Brown

Green Lane, Godalming, Surrey. GU7 3TB 01483 416477

Tanya Brown <tanyabrown@loseleyfields.surrey.sch.uk>

info@loseleyfields.surrey.sch.uk

Ages 7 – 11,

13/3 C

Meetings: Mondays at 7:30 pm for 8 pm except Bank Holidays

Usual venue: The West Surrey Golf Club, Eton Green, Surrey, GU8 5AF

Website: www.woolsack.org.uk

(Check meeting details on website)

E-mail: contact@woolsack.org.uk

Moss Lane School

Moss Lane, Godalming, Surrey, GU7 1EF

01483 417214

Infant Community School. **Age range:** 4 – 7

15/ ? C

Headteacher: Mrs V E Abbott

Contact Dawn. senco@moss-lane.surrey.sch.uk (07432689825)

St Dominic's School is a well-known and highly regarded special needs school in Surrey, which has achieved Autism Accreditation.

Hambledon, Godalming, Surrey GU8 4DX
01428 684693

Niki Wilson | Assistant Head of Education
St Dominic's School
nwilson@stdominicsschool.org.uk

Trip Organizer

Emma Jones <ejones@stdominicsschool.org.uk>

24 pupils aged 7 – 11 24? C

Unsted Park School provides **specialist education** for boys and girls aged 7 to 19 with **Asperger's Syndrome, higher functioning autism** and associated disorders.

Unsted Park School and Sixth Form
Munstead Heath, Godalming, Surrey
GU7 1UW

Phone: 01483 892 061

12/5 C

Fax: 01483 898 858

Tom Milson
Deputy Head Teacher
Unsted Park School

(TomMilson@priorygroup.com
TraceyWhite@priorygroup.com (Head))
FrancescaArocas<
FrancescaArocas@priorygroup.com>

Priory Education Service

Meetings: Mondays at 7:30 pm for 8 pm except Bank Holidays

Usual venue: The West Surrey Golf Club, Enton Green, Surrey, GU8 5AF

Website: www.woolsack.org.uk

(Check meeting details on website)

E-mail: contact@woolsack.org.uk

Kids Out Account - Income											Kids Out Account - Expenditure										
Date	Ref	Description	Panto	Club payment	Other Donations	Misc	Total	Date	Ref	Description	Field	Entertainers	Clothing	Panto	Misc	Total					
4/11/16	93	Farnborough	100.00				100.00	19/9/16	695	DD Marquees	300.00					300.00					
4/11/16	93	Aldershot	100.00				100.00	20/9/16	697	rushmoor services minibus		22.98				22.98					
4/11/16	93	Farnham Weyside	100.00				100.00	30/9/16	698	balloon race		45.00				45.00					
4/11/16	93	Woking District	100.00				100.00	10/11/16	700	panto			450.00		450.00						
2/12/16	94	Farnham	100.00				100.00	3/12/16	702	panto			150.00		150.00						
2/12/16	94	Ash & Black	100.00	800.00			900.00	30/12/16	703	maynes (2016 event)				580.00	680.00						
2/12/16	94	surplus from event				563.00	563.00	4/2/17	704	odurret badge holders	30.60				30.60						
22/12/16	95	Fleet	100.00	850.00			950.00	23/2/17	705	ms wristbands	29.80				29.80						
13/1/17	96	Woking	100.00	850.00			950.00	30/3/17	706	puxley balloon	89.00				89.00						
16/1/17	bt	iwall hcc		250.00			250.00	30/3/17	709	animal touch		200.00			200.00						
19/1/17	bt	TAG		2,000.00			2,000.00	13/04/17	710	ms pat test	12.60				12.60						
31/1/17	bt	Surrey cc		250.00			250.00	11/05/17	711	express t shirts	1,541.80				1,541.80						
2/2/17	bt	HCC		250.00			250.00	12/5/17	712	odurret badge holders	101.40				101.40						
2/2/17	bt	Godalming Council		500.00			500.00	12/5/17	713	express t shirts baseball hats adult					78.00						
10/2/17	bt	HCC		500.00			500.00	15/5/17	714	hogs back brewery					78.00						
14/2/17	bt	Godalming Woodsack		850.00			850.00	15/5/17	715	msmailles sacks labels string					12.60						
20/2/17	bt	Surrey cc		850.00			850.00	28/5/17	716	exp t shirts adult					426.60						
21/2/17	bt	Woking District		850.00			850.00	14/6/17	717	VAZ LEISURE (BOUNCY CASTLE)	34.40				34.40						
28/2/17	bt	HCC		726.00			726.00	14/6/17	718	BRIEN PLAYER (DISCO)					400.00						
2/3/17	bt	Surrey CC		500.00			500.00	14/6/17	719	MAYNES LEISURE (KIDDIES RIDES)					150.00						
5/3/17	98	Farnborough		850.00			850.00	14/6/17	720	LORNA RAHONIA (Lucky Dip)		61.77			61.77						
5/3/17	98	Farnham		850.00			850.00	14/6/17	721	GR LEE PEARSE (MR MAGIC)		220.00			220.00						
7/3/17	bt	Farnham weyside		450.00			450.00	14/6/17	722	B YOUNG (FAIRGROUND)		1,850.00			1,850.00						
8/3/17	bt	Farnham weyside		400.00			400.00	14/6/17	723	WINCHESTER MODEL & ENGINEERS		300.00			300.00						
20/4/17	99	Aldershot		850.00			850.00	14/6/17	724	MR R CHERLEY (UNCLE CHARLIE)		300.00			300.00						
25/4/17	100	Rushmoor		850.00			850.00	14/6/17	725	FLEET RC (bbq etc)		1,097.45			1,097.45						
25/4/17	100	woking dis trust fund		500.00			500.00	23/6/17	726	Restaurant at Forest Lodge				2,444.60	2,444.60						
22/6/17	101	BBQ				238.61	238.61	23/6/17	727	cash for council	30.00				30.00						
22/6/17	101	Sch collection				15.06	15.06	23/6/17	728	Park Hire Services Helium		160.00			160.00						
27/6/17	102	Aldershot RC	50.00				50.00	23/6/17	730	Tony Fresco				599.20	599.20						
6/7/17	bt	Godalming Woodsack	50.00				50.00	23/6/17	731	St Johns Ambulance	172.00				172.00						
28/7/17	103	Farnborough	50.00				50.00	23/6/17	732	Harpers Grp PA/Radios	180.00				180.00						
4/8/17	104	Refund balloon Race prizes				15.00	15.00	23/6/17	733	VOID					0.00						
14/8/17	105	Donation from Kids Out				861.00	861.00	23/6/17	734	Animal Touch (deposit for 2018)		200.00			200.00						
							0.00	23/6/17	735	Tricia Sch transport			225.00		225.00						
							0.00	26/6/17	736	Farn DD for Marquees	300.00				300.00						
							0.00	26/6/17	737	P Blows Bin men	30.00				30.00						
							0.00	29/6/17	738	K Harris squash,coffee etc				81.87	81.87						
							0.00	27/7/17	739	T Dunkley Petrol		26.19			26.19						
							0.00	27/7/17	740	mkayil milk				21.00	21.00						
							0.00	27/7/17	741	kharris sweets				13.79	13.79						
							0.00	1/8/17	742	M Smalles Balloon Race Prizes				45.00	45.00						
		Total	950.00	9,300.00	5,726.00	1,692.67	17,668.67				1,309.80	5,564.22	274.17	2,233.60	600.00	14,057.85					
		Bank Reconciliation				17,668.67										14,057.85					
		Opening Balance																			
		Expenditure to date																			
		Income to date																			
		Unpresented Cheq																			
		Closing Balance																			

NOTE 2.
 *
 FOOD COST
 INCREASED
 FOR 2018
 AS
 REFERRED TO
 VAN
 A.F.C.D.

NOTE 1
 CREDIT
 OF
 £950
 REVERTS
 TO THE
 XMAS
 PANTO
 NOT
 (KID)
 OUT
 DAY.