

The Woodland Centre Trust

Registered Charity Number 278681

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2011

B.B.K. Accountants Limited
Chartered Certified Accountants
4a Roman Road
East Ham
London E6 3RX

The Woodland Centre Trust

Registered Charity Number 278681

Mission Statement

To help young people recognise their abilities and worth.

To help them understand their potential and encourage them to lead fulfilled and worthwhile lives. To broaden their educational and social knowledge; to equip them for full time employment and to make them positive members of society.

The Woodland Centre Trust

Annual Report and Accounts for the year ended 31st March 2011

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The Woodland Centre Trust

Registered Charity Number 278681

Governed by Deed of Trust dated 1st November 1980

The Trustees of The Woodland Centre Trust

Chairman JOHN HAYWARD

Treasurer GRAHAM HOWGATE

Trustees FRANK TURNER

JULIE CORDICE

Administrator JULIE CHANT

Principal Locations Beckton Activities Centre
7 Hillcroft Road
London Industrial Park
Beckton
London E6 6LW

Camp Mohawk
Wargrave
Reading RG10 8PU

Accountants BBK Accountants Limited
Chartered Certified Accountants
4a Roman Road
East Ham
London E6 3RX

Tel 020 7473 4344

The Woodland Centre Trust

Report of the Trustees

The Trustees of The Woodland Centre Trust present the Report and Financial Statements for the year ended 31st March 2011. They appear in the format required by the Statement of Recommended Practice: Accounting by Charities (SORP).

Charity Law require Trustees of The Woodland Centre Trust to prepare financial statements for each financial year which give a true and fair view of the charity's incoming resources and application of resources during the year and the state of its affairs at the end of the year.

The Trustees are responsible for the direction of the policy of The Woodland Centre Trust in accordance with the Constitution and Purpose of the charity. In particular they direct and oversee the financial affairs of the Trust and are responsible for safeguarding the assets of the charity.

They must ensure that proper accounting records are kept, which disclose the financial position of the charity with reasonable accuracy at any time. They must also take reasonable steps to prevent fraud and other irregularities.

The trustees have:

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- followed applicable accounting standards subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on a going concern basis.

Objects and policies

The Woodland Centre Trust was registered as a charity in 1980. Initially this was to provide facilities for the scouts in Newham and later to help them fund the camps for disabled children at their camp site just outside Wargrave in Berkshire. The Trust was thus best known for the work that it does at Camp Mohawk. Today Camp Mohawk operates as a day centre for special needs children and young people, with the emphasis on providing workshops in line with its Mission statement. Equally important but less known for the very important work that it does at its London base - The Beckton Activities Centre.

Following a strategy review, the Trust continues to evaluate its policies and objectives to ensure it continues to meet the needs of its target group of young people in line with the Government's guidelines on 'Every Child Matters'.

The Beckton Activities Centre.

The Beckton Activities Centre is situated in Beckton, East London, in the heart of a large industrial estate. The site is held on a 99 year lease from the Royal Docks Trust and comprises a number of buildings and smaller huts.

The Centre is the Trust's headquarters as well as the base for the Trust's work, teaching a broad range of skills to young people from East London. Young people are encouraged to participate in decision making and taking a responsible position in the projects. Youth education and training has been a central theme in the Trust's charitable activities; facilities are available for skills training in woodwork, auto-mechanics, IT and catering, vocational education and key skills support .

Educational Support

Newham's relatively low educational standards and high unemployment statistics mean that the provision of basic education and practical skills training is of paramount importance. Newham is also reported to have the highest population of young people in the whole of the UK. [Source www.newham.gov.uk]. The Trust recognises the importance of self development and actively seeks qualified instructors and tutors to respond to the young people's needs. Beckton Activities Centre is proud to be involved with Newham's Additional provision programme, a scheme giving Newham's young people the opportunity of working towards a vocational qualification in auto-mechanics.

Camp Mohawk

Camp Mohawk is a woodland adventure centre and campsite, fully equipped to cater for young people with disabilities, primarily those on the autistic spectrum.

The camp nestles into the edge of the High Knowle woods just north of Wargrave in Berkshire. Since the formation of the Trust, it has been the Trust's outdoor activity centre and its "Centre of Care" for disadvantaged children from all over the South of England. The camp is currently run as a day centre and its facilities are open for a variety of special needs children. In 2007 the Trust secured a lease for the use of land for a period of 120 years.

An important aspect of future planning for the Trustees is effective utilisation of 'out of season' opportunities at Camp Mohawk. Parents and carers who use the camp are always encouraged to make valuable contributions to future plans.

Organisation

The main decision making body is the Board of Trustees and major decisions are made in general meetings with the Administrator and other executive officers in attendance.

The Trustees receive neither remuneration, expenses nor benefits from the Trust. The Administrator is responsible for maintaining the focus of the Trust on its charitable activities. This role includes development activity, fundraising / general administration.

The Administrator is assisted by a small team of dedicated staff and instructors whose duties are agreed by the Board of Trustees.

The year in retrospect

The Trust continued to work towards its new strategy and encouraged further discussions and partnerships with key community groups, local businesses, councils and local parents. Both centres operated under independent Managers, ensuring a local focus. New projects were piloted and the Trust was encouraged by the number of young people's needs being met. The year continued to be a period of high planning and organisation, with the objectives of continuing to meet the needs of young people.

Beckton Activities Centre

It was another exciting year for the centre. The centre continued working with NAP [Newham Additional Provision], providing accredited auto-mechanical training for Newham's young people between 14-16 years old. This is a very popular practical skills training programme and the centre saw another rise in the requests for places, so increased the provision up to 30 places and extended the service to three days a week. As well as the training programme, the centre worked with Newham's work experience team, to provide additional young people with opportunities for real work skills.

The Centre successfully completed the Newham Council online e-tendering and contract management system- NECTR. We are now registered on their approved contractors list which will allow us to in future bid for the school work and any other work we wish to tender for within the Borough.

The local Police stations continued to support the centre by donating obsolete vehicles and equipment which is used for training purposes or the young people assist with selling to raise much needed funds to buy equipment for the workshop. The centre secured additional funding and in conjunction with Quest, a partnership with a local training company, ran a summer project 'build a high performance car in 10 days' where young people could work on a modified car from the chassis upwards. The project was much enjoyed and the centre had many requests to run similar projects in the future.

In December the centre organised 'meet and greet' open evenings for parents, guardians and teachers of the young people to view the centre's facilities and talk to the staff. The evenings are a good way to engage with young people and their families and will be repeated on a regular basis.

In February we were privileged to be asked to host a pilot project run and funded by UPS, the Rode Code project. Run originally in the USA, this was the first opportunity for it to be launched in this country and we were the first centre to host it. The project entailed learning about safety on the road and participants were able to try out their road skills using a driving simulator. All enjoyed the experience and were awarded certificates. At the end of the project the UPS staff were so impressed with the centre's work and dedication of the staff, they awarded us a grant to help with roof repairs.

In March the centre was able to benefit from the Government's support for apprenticeship schemes and employed a former student. This person attends Quest to further his qualifications and also helps out here with the training and works in the workshop. He has become a regular part of the team and although now only 17 years old, has grown in stature and confidence. The Centre was awarded a development grant from NAP and purchased a Wheel balancer, Laser printer, Projector, 6 Laptops, an Interactive whiteboard to improve training and a steel workshop door to improve security.

Camp Mohawk

Easter 2010

The Easter period was a busy one, including 5 outward bound days, 4 community days, 1 games day and a group day.

April ended with a visit from HRH Princess Anne who opened the "The Wooden Spoon Suite" our new indoor soft play room. Princess Anne seemed delighted by the work which goes on at the Centre.

Summer Term 2010:

Tutees from the Centre took exams in maths, physics and biology and all were passed.

The term was dominated by building work, community days and preparations for the summer. In this term the new wheelchair friendly wet room was installed.

Summer half term was one of the busiest to date.

Summer 2010:

This summer was the busiest yet with 113 families & 15 groups taking out membership and well over 3000 visits in the peak 5 week period and more group bookings than ever before. With the guidance of Children in Need we have initiated a more structured feedback program, the early results of which show very high satisfaction ratings (97% of children gave us).

Autumn / Winter Term 2010:

The autumn saw the launch of the Friends of Camp Mohawk (FoCM) headed up by a volunteer called Keith Douglas. Their aim is to expand the Camp's supporters and to introduce new people to grow a support network. As well as funding the aim of the friends is to gather a list of people who can donate their time and expertise to the camp.

In October we were extremely fortunate to host a rather different type of community day. Scottish and Southern Electric sent us 7 teams of tree surgeons (30 men in total) to perform some desperately needed surgery on our woodland. The Centre hosted a further 5 community days this term.

The fireworks night was a tremendous success with record attendance. We are considering holding 2 nights next year in order to tailor to the numbers, needs and age ranges of our users.

Thanks to the work of the FoCM, The George and The Dragon held a blues night in November for us which was well attended and raised over £700.

The Family Christmas Party was a lovely event, sponsored by the Henley Carol Singers, who were also in attendance and gave a beautiful performance.

February Half Term 2011:

This consisted of 2 Outward Bound Days, 1 family day, and 4 group days. The family day was the busiest with over 80 people attending.

Spring Term 2011:

The most exciting event and greatest success of the spring term was the Center Parcs Trip: commissioned by Wokingham BC Aiming High (Short Breaks) and part funded by Courtiers of Henley. On Friday 18th to Sunday 20th March Camp Mohawk took 18 young people between the ages of 13-18, all with ASC (Autistic Spectrum Condition) to Longleat Center Parcs.

There have been so many exciting developments of the site in 2010-11, it is impossible to detail them all, so given below are some of some of our favourites:

- Installation of a Soft Play room designed by our own team with a woodland theme.
- Wheelchair friendly "wet" bathroom and paths around much of the site
- New outdoor musical instruments in the sensory garden.
- A beautiful meadow with wild flowers and a fish pond addition to the nature area
- Fenced off top lawn with archery area.
- New quiet lounge and new ceiling and painting throughout the main building.

Training and Future Plans:

This year saw plenty of homework for the staff as well as for the students and I am pleased to announce that all three of the senior staff completed their NVQ3 in Playwork.

Funds have been secured for the initial phase of renovating the Sensory rooms. The new renovations will enable far better wheelchair access with a door going into the main building corridor, a wheelchair parking area, wider doors and turning areas, interactive ceiling mounted light beams, more bubble tubes and wall mounted interactive light panels

Diagram 1: Income for the years ended 31/3/11 and 31/3/10

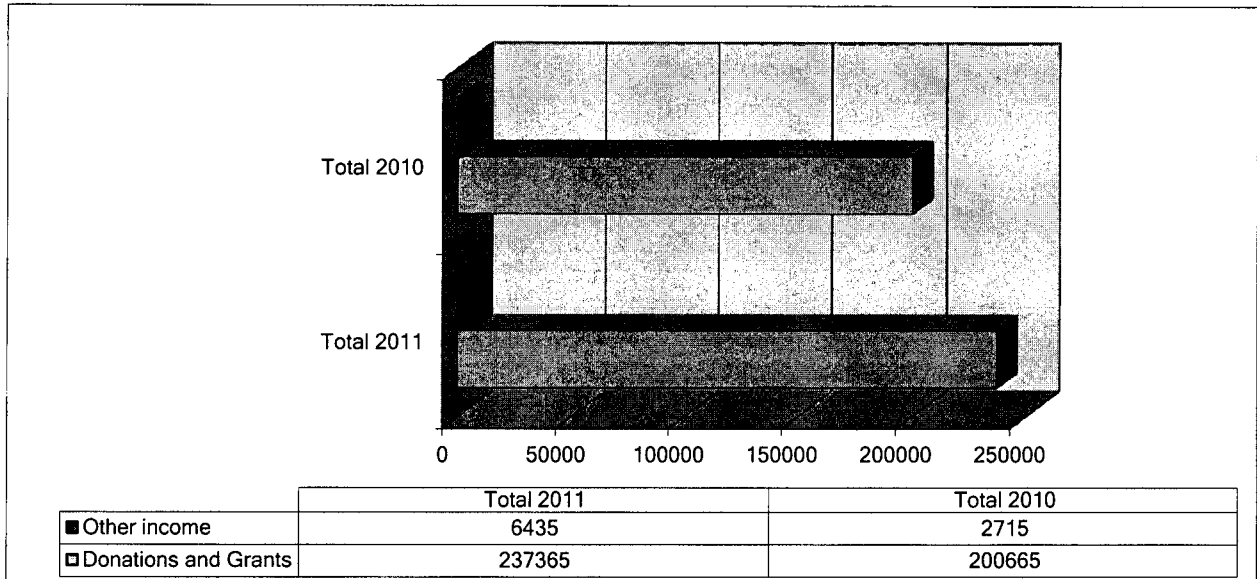
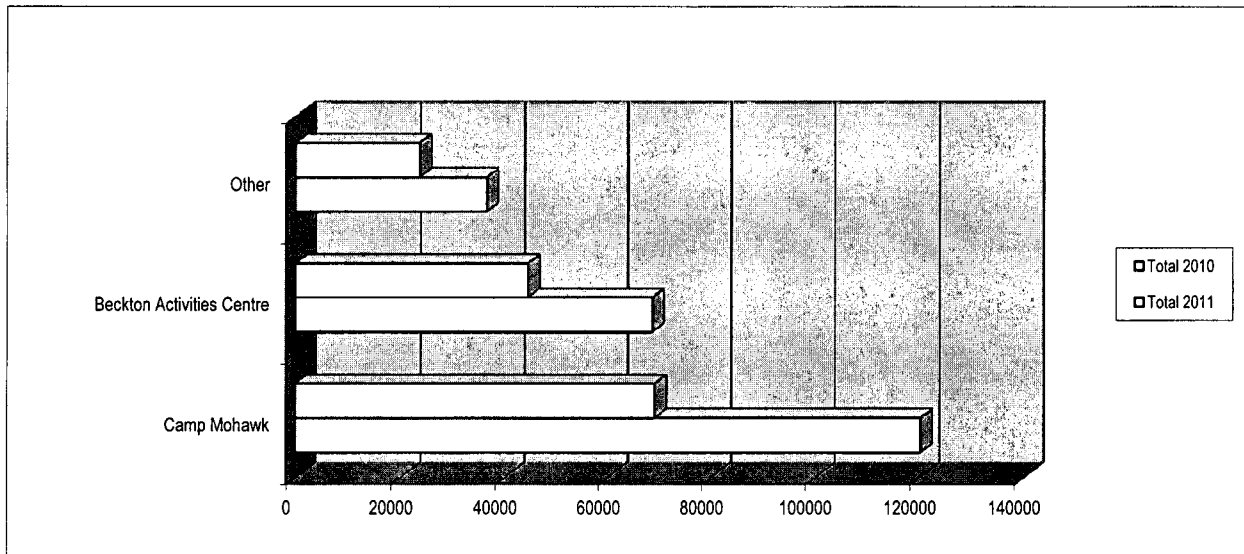


Diagram 2: Expenditure for the years ended 31/3/11 and 31/3/10



Volunteers and staff

The Board of Trustees acknowledge, with grateful thanks, the support of all those involved with the Trust during the year ended 31 March 2011 including the trainees, staff and many volunteers and donors. Without their combined, dedicated hard work none of the wonderful activities outlined in this report would have been possible.

J HAYWARD
Chairman

Accountants Report

To the Trustees

On the unaudited accounts of The Woodland Centre Trust

We report on the accounts for the year ended 31st March 2011 set out on pages 8 to 14.

Respective responsibilities of trustees and reporting accountants

As described on page 1, the trustees are responsible for the preparation of the accounts and they consider that the charity has audit exemption under the Charities Act 1993. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants and so our procedures consisted of comparing the accounts with the accounting records kept by the Trust as we considered necessary for purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- a) the accounts are in agreement with the accounting records kept by the charity;
- b) having regard to, and on the basis of the information contained in these accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in the Act; and
 - (ii) the Trust satisfied the conditions for exemption from an audit of the accounts for the year specified in the Act and did not, at any time within the year, fall within any of the categories of charities not entitled to the exemption as specified.



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Dated: 21-11-2011

The Woodland Centre Trust

Statement of Financial Activities for the year ended 31st March 2011

	Note	Restricted Funds	Unrestricted Funds	Total 2011	Total 2010
Income and Expenditure					
Incoming Resources:					
Donations and Grants	4				
Camp Mohawk		87020	28781	115802	90389
The Woodland Centre Trust		28240	2866	31106	9101
Beckton Activities Centre		85729	4729	90457	101176
Total Donations & Grants		<u>200989</u>	<u>36376</u>	<u>237365</u>	<u>200665</u>
Interest Received		21	0	21	21
Profit on disposals		0	0	0	0
Rent Receivable		0	0	0	0
Other Income		4751	0	4751	802
Membership & subscriptions		1605	57	1662	1892
Total Incoming Resources		<u>207366</u>	<u>36433</u>	<u>243799</u>	<u>203381</u>
Resources Expended					
Direct Charitable Expenditure:					
Camp Mohawk	2	120255	0	120255	54028
Beckton Activities Centre	2	68685	0	68685	82874
		<u>188941</u>	<u>0</u>	<u>188941</u>	<u>136901</u>
Other Expenditure:					
Fundraising and Publicity Costs	3	0	10467	10467	9702
Management and Administration	3	0	26087	26087	26031
Total Resources Expended		<u>188941</u>	<u>36554</u>	<u>225495</u>	<u>172635</u>
Net Incoming Resources		<u>18425</u>	<u>-121</u>	<u>18304</u>	<u>30747</u>
Fund Balances as at 1 April		161566	31739	193305	162558
Fund adjustments		-123	123	0	0
		<u>161443</u>	<u>31862</u>	<u>193305</u>	<u>162558</u>
Net Incoming Resources		<u>18425</u>	<u>-121</u>	<u>18304</u>	<u>30747</u>
Fund Balances as at 31 March		<u>179868</u>	<u>31741</u>	<u>211609</u>	<u>193305</u>

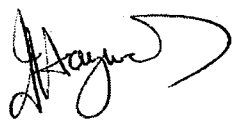
The Woodland Centre Trust

Balance Sheet as at 31st March 2011

	Note	Restricted Funds	Unrestricted Funds	2011	2010
Fixed Assets					
Tangible Assets	5	<u>76506</u>	<u>0</u>	<u>76506</u>	<u>67322</u>
Current Assets					
Cash at Bank and in Hand	6	105245	31741	136986	105767
Debtors and Prepayments		2213	0	2213	26598
Creditors:					
Amounts due within one year	7	<u>4096</u>	<u>0</u>	<u>4096</u>	<u>6382</u>
Net Current Assets / (Liabilities)		103362	31741	135103	125983
Tangible Assets	5	<u>76506</u>	<u>0</u>	<u>76506</u>	<u>67322</u>
Net Assets		<u>179868</u>	<u>31741</u>	<u>211609</u>	<u>193305</u>
Funds		<u>179868</u>	<u>31741</u>	<u>211609</u>	<u>193305</u>

Approved by the Trustees on
and signed on its behalf by:

J Hayward



Chairman

G. Howgate



Treasurer

Dated: 21-11-2011

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2011

1 Bases of accounts

Accounting convention

The financial statements are prepared on a going concern basis under the Charities Act and in accordance with the Charities SORP and applicable accounting standards.

Fund Accounting

Unrestricted funds represent funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity and are held in the general fund.

Restricted funds represent grants and donations received and tax refunds arising thereon, which were allocated by the donor for specific purposes.

Resources Expended

Direct charitable expenditure includes all expenditure which is directly related to the objects of the charity and comprises grants paid and costs which are directly attributable to charitable activities including charitable support costs.

Fundraising and publicity costs represent expenditure on public relations and publicity and the associated expenditure of fundraising such as printing, postage and stationery.

Management and administration costs represent expenditure incurred in the management of the assets of the charity, organisational administration and compliance with constitutional and other statutory requirements. None of the Trustees received any remuneration, nor were paid expenses in the year ended 31st March 2011 or 31st March 2010.

Grants and donations: There were no accruals for these items at the year end.

Fixed assets and depreciation

The value of buildings at the Beckton Activities Centre and Camp Mohawk, Wargrave were adjusted to reflect the fair value of the buildings and on the basis of current use. The rate of depreciation of these temporary buildings were also increased to 10% per annum, straight line, with effect from April 2001. Depreciation is calculated to write down the cost of all other tangible assets over their expected useful lives. The annual rates applicable are: -

Straight line method

Leasehold land	Over the lease term of 99 years
Machinery and tools	20%
Equipment and Fixtures	20%
Motor Vehicles	25%

Cash Flow Statement

The charity is eligible to the exemption, under Financial Reporting Standard No. 1, from the requirement to include a Cash Flow Statement in these accounts.

The Woodland Centre Trust
Notes to the Accounts
for the year ended 31st March 2011

2 Direct Charitable Activities	Beckton Activities Centre	Camp Mohawk	2011 Total	2010 Total
Premises costs & utilities	6510	10431	16941	12672
Education, Training and course fees	1100	624	1724	3252
Housekeeping	307	775	1082	1087
Activities, outings and trips	0	14432	14432	15420
Maintenance and repairs	7947	33127	41074	13867
Materials	4315	730	5045	9331
Equipment hire	437	317	754	79
Loose tools	1655	1668	3323	1346
Insurance	1365	2450	3815	3919
Instructors/staff remuneration & expenses	38105	46666	84772	62438
Sundry expenses	110	86	196	562
Telephone	1384	353	1738	1204
Transport and motor expenses	710	1212	1922	956
Printing, postage and consumables	206	95	301	815
Subscriptions	75	422	497	460
Depreciation	3702	6805	10506	8565
Health, safety and security	755	63	818	928
	<u>68685</u>	<u>120255</u>	<u>188941</u>	<u>136901</u>

3 Other Expenditure

Management and administration			2011	2010
Payroll	5212	6848	12060	11648
Premises costs & utilities	1628	0	1628	1649
Insurance	223	669	891	973
Postage, printing and stationery	26	12	38	102
Telephone	692	177	869	602
Transport and Motor expenses	0	0	0	0
Bank charges and interest	0	0	0	-44
Legal and professional fees	308	1294	1602	510
Accountancy and audit fees	900	900	1800	3391
Bookkeeping	3600	3600	7200	7200
Sundry expenses and fees	0	0	0	0
Maintenance and repairs	0	0	0	0
	<u>12588</u>	<u>13499</u>	<u>26087</u>	<u>26031</u>

Other Expenditure, Fundraising & Publicity costs

Research, staffing and activities	2712	6848	9560	8998
Telephone, promotions and publications	692	177	869	602
Subscriptions	0	0	0	0
Printing, postage and stationery	26	12	38	102
	<u>3430</u>	<u>7037</u>	<u>10467</u>	<u>9702</u>

Total Expenditure	84704	140791	225495	172635
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The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2011

4 Donations and grants receivable

Donations are included on a cash received basis. Gifts in kind and intangible income are included at the value to the Trust at the date of receipt.

Grants are recognised in the Statement of Financial Activities when the conditions for receipt have been complied with.

The Trust acknowledges the wonderful financial support and gifts in kind it receives during the year. Whilst it is impossible to name everyone, listed below are the names of some benefactors and grant funding bodies that made up the major funding the Trust received.

ARTIZAN CATERING SERVICES
BACYP [BERKSHIRE ASSOCIATION OF CLUBS FOR YOUNG PEOPLE]
BERKSHIRE COMMUNITY FOUNDATION
BERKSHIRE MASONIC CHARITY
BOSHIER HINTON FOUNDATION
D'OYLY CARTE CHARITABLE TRUST
C.A.T.S. YOUNG PEOPLES PROJECT
CABLE & WIRELESS
COOPERS FOUNDATION
DELOITTE
ROBIN HESTER
LAMBROOK HAILEYBURY SCHOOL TRUST
LDC [LLOYDS BANKING GROUP]
MRS H.Z. LEWIS
LLOYDS PLC.
LONDON BOROUGH OF NEWHAM
LOUIS BAYLIS TRUST
METROPOLITAN POLICE
QUEST FOR TRAINING LTD.
ROYAL BOROUGH OF WINDSOR & MAIDENHEAD.
SAP [BUSINESS OBJECTS LTD.]
MICHAEL SHANLEY CHARITABLE FOUNDATION.
SPOOR MERRY & RIXMAN FOUNDATION.
SURREY HANTS BORDER MORRIS MINOR OWNERS CLUB
THE WORSHIPFUL COMPANY OF LEATHERSELLERS
THE WOODEN SPOON SOCIETY
WOKINGHAM DISTRICT COUNCIL

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2011

5 Tangible Assets	Buildings	Leasehold Land	Machinery and Tools	Equipment & Fixtures	Motor Vehicles	Total 2011	Total 2010
Cost or Valuation							
At 1st April	291249	54375	58528	108523	0	512675	490098
Additions	0	0	0	19691	0	19691	22577
Revaluations						0	0
Disposals				0	0	0	0
At 31st March	<u>291249</u>	<u>54375</u>	<u>58528</u>	<u>128213</u>	<u>0</u>	<u>532365</u>	<u>512675</u>
Depreciation							
At 1st April	291249	8456	58528	87120	0	445353	436788
Charge for the year	0	549	0	9957	0	10506	8565
Disposals				0	0	0	0
At 31st March	<u>291249</u>	<u>9005</u>	<u>58528</u>	<u>97077</u>	<u>0</u>	<u>455859</u>	<u>445353</u>
Net Book Value							
At 31st March	<u>0</u>	<u>45370</u>	<u>0</u>	<u>31136</u>	<u>0</u>	<u>76506</u>	<u>67322</u>
At 1st April	<u>0</u>	<u>45919</u>	<u>0</u>	<u>21403</u>	<u>0</u>	<u>67322</u>	<u>53310</u>
6 Cash at bank and in hand						2011	2010
Bank Deposit Account						51162	38500
Current Accounts / Cash						<u>85824</u>	<u>67267</u>
						<u>136985</u>	<u>105767</u>
7 Creditors:						2011	2010
due within one year							
Tax and Social security						1945	1090
Sundry creditors						<u>2151</u>	<u>5292</u>
						<u>4096</u>	<u>6382</u>
8 Camp Mohawk							

Camp Mohawk has been established by the Trust on land made available at Wargrave, Berkshire. No value has been attributed to this land in the accounts.

The Woodland Centre Trust
Notes to the Accounts
for the year ended 31st March 2011

9 Accounting system and records

For the year ended 31st March 2011 transactions were recorded with the level of detail required by the Charities Act 1993 and within the guidelines of the Charities SORP.

10 Capital commitments

There is an ongoing programme of modifications to the premises to enhance wheelchair access and other facilities to ensure that all young people are able to participate in the Trust's activities and enjoy its facilities. The works are being carried out by Trust staff and volunteers. There are no other capital commitments as at 31st March 2011 and in the period between this year end and the date of approval of the accounts by the trustees.

11 Contingent liabilities

The Trust has not made any pension provisions and does not face any exposure to liability under the stakeholder pensions scheme as the number of full time employees was well below the minimum threshold for all of the year. There were no other contingent liabilities at 31st March 2011 or 31st March 2010.

12 Risk management

The Trust is always reviewing its exposure to risk and taking measures to reduce such exposure. In the year to 31st March 2011, and the period between this year end and the date of approval of the accounts, the Trustees have reviewed exposure to risks and are happy to report that there are no risk factors which exist that may lead to cessation or a significant curtailment of operations.