

The Woodland Centre Trust

Registered Charity Number 278681

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2013

**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 2013**

Contents	Page
The Trustees of The Woodland Centre Trust	1
Report of the Trustees	2
Accountants Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10

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 GARY REYNOLDS

Treasurer GRAHAM HOWGATE

**Trustees JULIE CORDICE
 STUART MULLINS
 ROGER BATCHELOR**

Administrator JULIE CHANT

**Principal Locations Beckton Skills 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 2013. 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 is the important work that it does at its London base - The Beckton Activities Centre. From 2012 and in line with its new focus the centre will now be known as the Beckton Skills 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 Skills Centre.

The Beckton Skills Centre (formerly 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 Skills Centre is proud to be involved with Newham's Additional provision programme, a scheme giving Newham's young people from 14-16 years old 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 centre nestles into the edge of the High Knowle woods just north of Wargrave in Berkshire. Since the formation of the Charity, it has been the Trust's outdoor activity centre. The site 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 the 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 Skills Centre

The centre continued to progress and successfully bid for the contract to work with the NAP [Newham Additional Provision] and a local PRU [Pupil Referral unit], providing accredited auto-mechanical training for Newham's young people between 14-16 years old. The new contract will run from 2012-14, and the PRU will run for year 11's for 30 weeks. This is a very popular practical skills training programme which has been enhanced with elements of accredited employability skills.

The year also saw a new Centre Manager being appointed. Although on a part time basis, this new position will help the centre to develop and realise its potential in offering a broader range of courses for young people. During the Autumn and Winter several potential partnership meetings were held to investigate possibly working with other training providers and colleges.

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 continued to encourage young voluntary mentors who work alongside the students whilst gaining valuable experience in the motor vehicle subject. Peer support has proved to be a successful way of engaging assisting disaffected/disadvantaged young people to help build confidence in their abilities.

The centre successfully applied for a grant to Help a Capital Child to enhance the motor vehicle workshop equipment. The grant allowed us to purchase fire retardant curtains for the workshop to help protect students in adverse weather conditions.

The centre has a commitment to improving the learning experience for the young people by a continual improvement programme, by purchasing industry standard equipment as well as enhancing facilities in the workshop.

During the year, all staff attended a refresher course in Safeguarding and two junior staff completed an Introduction to Youth Work course. In February the year 11 students took part in a Public Safety course, designed to equip them with practical knowledge of how to use the correct fire extinguisher in a workshop environment. As a reward for their attendance they all enjoyed a day out at a go kart centre.

As it was agreed by the Trustees, the centre continued to work towards independence from its sister site in Wargrave, Berkshire so it can fully concentrate on the valuable work it does in East London. Robust recruitment of new Trustees will be a major part of the future development. The centre will register Beckton Skills Centre as a registered charity and the name of The Woodland Centre Trust will remain with Camp Mohawk.

The Centre was also successful in obtaining a grant to run another summer project- building a car, in conjunction with Quest. This ran for two days a week during the summer holiday period and gave young people a chance to gain additional skills whilst enjoying a fun project. The idea is that by September they can continue with their further learning with Quest, or chose to go on to a college of their choice. The project continues the commitment to learning and work ethics so engages a high percentage of young people with raised aspirations for successful future career prospects.

**Julie Chant
Administrator**

Camp Mohawk

The Friends of Camp Mohawk has really come into its own this year with more events and successes than ever before, family and group membership is higher than it has ever been, and despite increasingly difficult financial times our funders have stuck by us and we have gained some new ones.

The spring term was taken up mostly with planning, and site development. The term ended with the second annual Hawks residential trip which this year was to Bowles Activity Centre.

The Easter Holiday included 4 family days, 4 group days, 4 outward bound days and one games day. In the summer term Mohawk hosted Forest School days for primary schools and had visits from local special needs schools.

On 19th and 20th May Mohawk held its annual Open Weekend.

Despite terrible weather the summer half term was largely a great success, and included a wonderful fancy dress Jubilee Garden Party.

Every year we write that the summer holiday season was the best yet and that was true again for summer 2012. The centre was open 7 days a week for six weeks over the summer holidays.

Autumn Term saw the start of weekly trips from the Loddon Special Needs School.

October half term consisted of 4 family days, 2 Outward Bound Days and 3 group days. The half term ended with our second annual "Quiet" fireworks night. On the 5th November BBC breakfast news was broadcast live from Camp Mohawk to promote the work of the centre and the public display which happened that evening.

The Christmas Party was one of our favourite days of 2012, 64 children attended. The event was magical and the weather was perfect.

Our youth group Hawks continues to be very popular and to provide support to young people on the autistic spectrum.

2012 was an amazing year for Community Days, with 9 of the biggest events Mohawk has ever held.

Spring term 2013 consisted of a large number of group visits, 2 Games Days and renovation work on the bathroom facilities.

February half term was popular as ever, with 4 family drop in days, 2 Outward Bound Days and 3 group days.

Luke Jansen

Chairmans Report

The year ending 31st March 2013 was another busy period for the Woodland Centre Trust, and it was a privilege to again Chair our Board of Trustees and work alongside our truly extraordinary staff and volunteers. I marvel at their dedication and we all take great pride in the services that we deliver that are vital to many young people in the development of their abilities, self-esteem, social and vocational skills. I said last year that I find working with our staff and volunteers humbling and inspirational, and 2012/2013 has been no different.

As we closed 2012/2013 at the end of March, we all knew that 2013/2014 was going to be a busy period for everyone. There have been developments at Beckton Skills Centre and Camp Mohawk, and with regard the latter, we have been fortunate to gain permission for development of the site and considerable funding from generous benefactors that fully support our work with youngsters that have special needs.

Finally, on behalf of everyone involved with the Woodland Centre Trust, I would like to express our gratitude to the charities, government bodies, companies and individuals that support us with their money and time. I hope that all of you take great satisfaction in the knowledge that you enable the work of the Woodland Centre Trust to change and enhance young lives.

Gary Reynolds
Chair of Trustees

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 2013 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: 10-1-2014

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The Woodland Centre Trust

Statement of Financial Activities for the year ended 31st March 2013

	Note	Restricted Funds	Unrestricted Funds	Total 2013	Total 2012
Income and Expenditure					
Incoming Resources:					
Donations and Grants	4				
Camp Mohawk		139949	39240	179189	115228
The Woodland Centre Trust		22361	2356	24717	31978
Beckton Skills Centre		128344	5867	134210	123109
Total Donations & Grants		<u>290654</u>	<u>47463</u>	<u>338116</u>	<u>270315</u>
Interest Received		252	0	252	134
Profit on disposals		0	0	0	0
Rent Receivable		0	0	0	0
Other Income		0	0	0	4225
Registration fees		0	2776	2776	2569
Total Incoming Resources		<u>290905</u>	<u>50238</u>	<u>341144</u>	<u>277243</u>
Resources Expended					
Direct Charitable Expenditure:					
Camp Mohawk	2	112121	0	112121	113706
Beckton Skills Centre	2	101733	0	101733	92614
		<u>213854</u>	<u>0</u>	<u>213854</u>	<u>206320</u>
Other Expenditure:					
Fundraising and Publicity Costs	3	0	13614	13614	14174
Management and Administration	3	0	42442	42442	27716
Total Resources Expended		<u>213854</u>	<u>56057</u>	<u>269911</u>	<u>248210</u>
Net Incoming Resources		<u>77051</u>	<u>-5818</u>	<u>71234</u>	<u>29033</u>
Fund Balances as at 1 April		204641	36000	240641	211609
Fund adjustments				0	0
		<u>204641</u>	<u>36000</u>	<u>240641</u>	<u>211609</u>
Net Incoming Resources		<u>77051</u>	<u>-5818</u>	<u>71234</u>	<u>29033</u>
Fund Balances as at 31 March		<u>281692</u>	<u>30182</u>	<u>311875</u>	<u>240642</u>

The Woodland Centre Trust

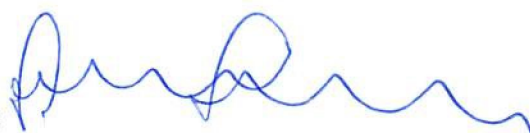
Balance Sheet as at 31st March 2013

	Note	Restricted Funds	Unrestricted Funds	2013	2012
Fixed Assets					
Tangible Assets	5	<u>68002</u>	<u>0</u>	<u>68002</u>	<u>70750</u>
Current Assets					
Cash at Bank and in Hand	6	220953	28937	249890	174705
Debtors and Prepayments		0	0	0	2649
Creditors:					
Amounts due within one year	7	<u>6017</u>	<u>0</u>	<u>6017</u>	<u>7460</u>
Net Current Assets / (Liabilities)		214936	28937	243873	169894
Tangible Assets	5	<u>68002</u>	<u>0</u>	<u>68002</u>	<u>70750</u>
Net Assets		<u>282938</u>	<u>28937</u>	<u>311875</u>	<u>240644</u>
Funds		<u>281692</u>	<u>30182</u>	<u>311875</u>	<u>240644</u>

Approved by the Trustees on

and signed on its behalf by:

G Reynolds



Chairman

G. Howgate



Treasurer

Dated:

12/1/14

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2013

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 2013 or 31st March 2012.

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 Skills 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 2013

2 Direct Charitable Activities	Beckton Skills Centre	Camp Mohawk	2013 Total	2012 Total
Premises costs & utilities	12447	14794	27241	24255
Education, Training and course fees	3784	94	3878	1565
Housekeeping	174	206	380	1003
Activities, outings and trips	650	24059	24709	22918
Advertising	0	25	25	0
Maintenance and repairs	3637	9740	13377	21231
Materials	1269	3026	4295	4952
Equipment hire	0	730	730	545
Loose tools	361	3	364	4491
Insurance	3056	2679	5735	5587
Instructors/staff remuneration & expenses	64855	48412	113266	99806
Sundry expenses	92	350	441	83
Telephone	2398	648	3045	2831
Transport and motor expenses	422	107	529	135
Printing, postage and consumables	576	313	888	33
Subscriptions	414	405	820	1555
Depreciation	5989	6526	12515	11631
Welfare	0	0	0	421
Health, safety and security	1610	6	1616	1875
	<u>101733</u>	<u>112121</u>	<u>213854</u>	<u>204917</u>
3 Other Expenditure				
Management and administration			2013	2012
Payroll	16675	11507	28182	18096
Premises costs & utilities	0	0	0	52
Insurance	0	0	0	0
Postage, printing and stationery	60	0	60	827
Telephone	0	0	0	80
Transport and Motor expenses	0	0	0	0
Bank charges and interest	5	0	5	20
Legal and professional fees	88	4494	4582	1000
Accountancy and audit fees	900	900	1800	1800
Bookkeeping	3600	3600	7200	7200
Sundry expenses and fees	0	614	614	0
Maintenance and repairs	0	0	0	45
	<u>21328</u>	<u>21114</u>	<u>42442</u>	<u>29120</u>
Other Expenditure, Fundraising & Publicity costs				
Research, staffing and activities	4346	9258	13604	14092
Telephone, promotions and publications	0	0	0	82
Subscriptions	0	0	0	0
Printing, postage and stationery	11	0	11	0
	<u>4356</u>	<u>9258</u>	<u>13614</u>	<u>14174</u>
Total Expenditure	127417	142493	269911	248210

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2013

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.

ARTIZIAN CATERING SERVICES
AWARDS FOR ALL.
BBC CHILDREN IN NEED.
CASTLE ROYAL GOLF CLUB
C.A.T.S. YOUNG PEOPLES PROJECT
COOPERS FOUNDATION.
COURTIER INVESTMENT SERVICES LTD.
FRIENDS OF CAMP MOHAWK.
GARFIELD WESTON FOUNDATION.
HENLEY CHOIR FESTIVAL
HENLEY LIVING ADVENT CALENDER.
HELP A CAPITAL CHILD
ROBIN HESTER
LDC [LLOYDS BANKING GROUP]
MRS LEWIS
LIONS CLUB HENLEY-ON-THAMES.
LLOYDS PLC.
LONDON BOROUGH OF NEWHAM
LOUIS BAYLIS TRUST.
THE MASONS
MIDDLETON CORPORATION.
ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD.
SAP [BUSINESS OBJECTS LTD.]
SLOUGH BOROUGH COUNCIL.
SOFTWARE DESIGN UK.
VINYL GRAPHICS LTD.
VODAPHONE LTD.
WOKINGHAM DISTRICT COUNCIL.

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2013

5 Tangible Assets	Buildings	Leasehold Land	Machinery and Tools	Equipment & Fixtures	Motor Vehicles	Total 2013	Total 2012
Cost or Valuation							
At 1st April	291249	54375	58528	134088	0	538240	532365
Additions	0	0	0	9767	0	9767	5875
Revaluations						0	0
Disposals				0	0	0	0
At 31st March	<u>291249</u>	<u>54375</u>	<u>58528</u>	<u>143855</u>	<u>0</u>	<u>548007</u>	<u>538240</u>
Depreciation							
At 1st April	291249	9554	58528	108160	0	467491	455859
Charge for the year	0	549	0	11966	0	12515	11631
Disposals				0	0	0	0
At 31st March	<u>291249</u>	<u>10103</u>	<u>58528</u>	<u>120125</u>	<u>0</u>	<u>480005</u>	<u>467490</u>
Net Book Value							
At 31st March	<u>0</u>	<u>44272</u>	<u>0</u>	<u>23730</u>	<u>0</u>	<u>68002</u>	<u>70750</u>
At 1st April	<u>0</u>	<u>44821</u>	<u>0</u>	<u>25929</u>	<u>0</u>	<u>70750</u>	<u>76506</u>
6 Cash at bank and in hand						2013	2012
Bank Deposit Account						45489	49990
Current Accounts / Cash						<u>204401</u>	<u>124715</u>
						<u>249890</u>	<u>174705</u>
7 Creditors:						2013	2012
due within one year							
Tax and Social security						1788	2031
Sundry creditors						<u>4229</u>	<u>5429</u>
						<u>6017</u>	<u>7460</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 2013

9 Accounting system and records

For the year ended 31st March 2013 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 2013 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 2013 or 31st March 2012.

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 2013, 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.