

The Woodland Centre Trust

Registered Charity Number 278681

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2014

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 2014

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	STUART MULLINS ROGER BATCHELOR

Administrator	JULIE CHANT
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Principal Locations	Beckton Skills Centre 7 Hillcroft Road London Industrial Park Beckton London E6 6LW
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**Camp Mohawk
Wargrave
Reading RG10 8PU**

Accountants	BBK Accountants Limited Chartered Certified Accountants 4a Roman Road East Ham London E6 3RX
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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 2014. 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

Beckton Skills Centre (BSC) has gone through a process of expansion since 2012 and has raised its profile in Newham and beyond among its funders, referral points and other educational establishments.

Since 2012 we have increased our student population from 16 to 92 starters engaged on Entry Level 3 to Level 2 programmes. The 92 starts do consist of some learners who have progressed from the pre-16 age Entry Level programmes, Newham Additional provision (NAP) and New Directions (ND), a local pupil referral unit, on to the Skills Jam Levels 1, and from the Level 1 to the level 2 course since July 2013. As a consequence of the exponential increase in activities, BSC's staffing has risen from 5 to 12 with only 1 leaving in order to relocate and take up a new job in a completely different sector.

The growth in student population & activities has a direct link to our increase in the number and scale of new contracts/training provisions on top of the existing NAP (14-16 schools programmes). BSC had 2 NAP contracts to deliver 3 day release programmes to approximately 24 students per week at Entry Level 3 Motor Vehicle Systems Maintenance (MVSM). BSC has sustained its productive relationship with NAP but has also acquired more new contracts consisting of 2 very successful pilots: one from the Newham Pupil Referral Unit (PRU) and the other from Skills Jam (the 14-19 training & enterprise wing of Newham Council). These then paved the way for firm & extensive projects, delivering accredited long & medium term programmes to both excluded learners and the 16+ NEETs (Not in Education, Employment or Training).

BSC became a City and Guilds Approved Centre in 2013, authorising us to deliver and accredit Functional Skills and Employability Skills for the first time. Included in the approval was our Motor Vehicle Systems Maintenance Entry Level 3 and Levels 1 & 2 qualifications. This had an immense impact on funders attitude towards BSC: this was a positive and rewarding move.

The means that for 2013-14, BSC has acquired 4 new distinct programmes/training contracts on the back of 2 new pilot projects also our good track record with the existing NAP contracts.

Part of our success is due to our dedicated staff who are continuously improving and adapting to the changes in our Centre and the broader training environment since 2012. We have also attracted highly qualified & experienced individuals who have bolstered our the quality, strength and professionalism of our programme delivery.

The appeal of BSC to all our stakeholders is that we have developed a knack for turning round our learners who are either disenchanted with formal education, not achieving, been excluded or have left school with no formal qualifications. We keep them engaged and encouraged - they in turn achieve and progress

Julie Chant
Administrator

Camp Mohawk

In April 2013 the Easter holidays truly became a mini-summer holidays in terms of importance and popularity at the centre and included: 6 outward bound days (2 run for the Berkshire Autistic Society), 6 family days and 3 group days.

Summer term showed an increase in term time group and family usage. May saw some wonderful site improvements, including new swings designed for a variety of mobility levels (including a wheelchair swing), the resurfacing of the car park and the retiling of the pool.

May half term was as popular as ever, with 4 family days, 2 outward bound days and 3 group days. In June we held a well-attended open day for local residents.

The summer holidays was the most successful to date. The centre had a mix of drop in and book in family days (this was a new initiative to avoid getting too busy which was very well received) group days and outward bound days.

The winter term of 2013 and the early months of 2014 were dominated by the replacement of the staff cabin which is constructed in a beautiful "log cabin" style with staff room, showers and accommodation for sessional and permanent staff to stay overnight when they are working at the centre.

October half term provided: 1 outward bound day, 6 family days and 1 group day. Unfortunately due to the "St Jude" storm we cancelled one of the scheduled outward bound days. Fortunately there was no damage to the centre. The October half term ended with the annual "Quiet" fireworks display. Followed by the public fireworks event which was attended by local residents, supporters and sponsors as well as service users.

The Christmas Activity Weekend was a truly lovely two day event which included an animal farm, circus skills and cake decorating. Father Christmas delighted the children with presents in his specially created grotto.

The "Friends of Camp Mohawk" put on 3 wonderful events as usual this year; The Charity Golf Day at Henlerton, the Wargrave Rocks music festival, and The Mayor's Comedy Night held in Henley Town Hall. All events were superbly organised and raised funds and awareness of the work of the charity.

Corporate community days continue to be very popular at Mohawk. This year Mohawk has hosted 9 days for companies including: Kyocera, COPAS, LDC, Shoemsmiths, SAP, HSBC and our biggest day yet for Interserve with a whopping 83 volunteers! The volunteers contribute to a huge amount of site work being achieved, which allows the maintenance programme and installation of new equipment to go ahead at a fast pace as well as keeping costs to a minimum. We could never achieve so much without their help and we are very grateful to the companies who provide the funds to purchase additional equipment as well as allowing their staff time off work to achieve fantastic improvements to the centre.

February half term enjoyed good weather and it was delightful to be able to spend it mostly outside. The holiday included an Outward Bound for each age group (8-13 and 13+) 5 family drop in days and 2 mixed group and family book in days.

In 2013/2014 Camp Mohawk has continued to go from strength to strength; to evolve projects for service users, to improve facilities, to grow in reputation and to continue to stabilise funding and support.

Luke Jansen

Centre Manager

Chairmans Report

I am very pleased to report another successful year for The Woodland Centre Trust and I am delighted that we can record another strong set of accounts for the period ending 31st March 2014. This would not be possible without our team of dedicated and hard-working staff and volunteers. They are a constant source of personal inspiration and I am extraordinarily proud of their achievements at both Beckton Skills Centre and Camp Mohawk.

I must, however, also pay credit to the charities and funding bodies that support our work. Without them, we could not have taken such significant steps in the development of our facilities and services and, without these, we would not have been able to enhance the lives of the young people, along with their family and carers, that we serve. In particular, significant capital improvements of around £150,000 have been able to be achieved, which has made a tremendous improvement to the facilities and will prove a wonderful long term enhancement.

Post the completion of our financial year ending 31st March 2014, we were able to complete the separation of our work at Beckton Skills Centre into a separate charitable body. Beckton Skills Centre and Camp Mohawk provide very different ranges of services to different groups of young people within their communities. This separation will allow both centres to specialise, and for everybody involved with The Woodland Centre Trust, it is an exciting development.

Finally, aside from thanking our staff, volunteers and funding bodies, I would also like to thank the commitment in time, resource and money that we receive from so many businesses and individuals. Be assured, The Woodland Centre Trust works hard to ensure that this trust and commitment is put to very good use.

Gary Reynolds
Chairman of the Trustees
The Woodland Centre Trust
26th January 2015

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 2014 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.



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

Dated: 28-1-2016.

The Woodland Centre Trust

Statement of Financial Activities for the year ended 31st March 2014

	Note	Restricted Funds	Unrestricted Funds	Total 2014	Total 2013
Income and Expenditure					
Incoming Resources:					
Donations and Grants	4				
Camp Mohawk		204885	56342	261227	179189
The Woodland Centre Trust		0	0	0	24717
Beckton Skills Centre		188556	6450	195006	134210
Total Donations & Grants		<u>393441</u>	<u>62792</u>	<u>456232</u>	<u>338116</u>
Interest Received		158	16	174	252
Profit on disposals		0	0	0	0
Rent Receivable		0	0	0	0
Other Income		3055	0	3055	0
Registration fees		0	3160	3160	2776
Total Incoming Resources		<u>396653</u>	<u>65967</u>	<u>462621</u>	<u>341144</u>
Resources Expended					
Direct Charitable Expenditure:					
Camp Mohawk	2	142840	0	142840	112121
Beckton Skills Centre	2	130323	0	130323	101733
		<u>273163</u>	<u>0</u>	<u>273163</u>	<u>213854</u>
Other Expenditure:					
Fundraising and Publicity Costs	3	0	13699	13699	13614
Management and Administration	3	0	47116	47116	42442
Total Resources Expended		<u>273163</u>	<u>60815</u>	<u>333978</u>	<u>269911</u>
Net Incoming Resources		<u>123490</u>	<u>5154</u>	<u>128644</u>	<u>71234</u>
Fund Balances as at 1 April		281692	30182	311874	240641
Fund adjustments		50877	-50877	0	0
		<u>332569</u>	<u>-20695</u>	<u>311874</u>	<u>240641</u>
Net Incoming Resources		<u>123490</u>	<u>5154</u>	<u>128644</u>	<u>71234</u>
Fund Balances as at 31 March		<u>456059</u>	<u>-15541</u>	<u>440518</u>	<u>311875</u>

The Woodland Centre Trust

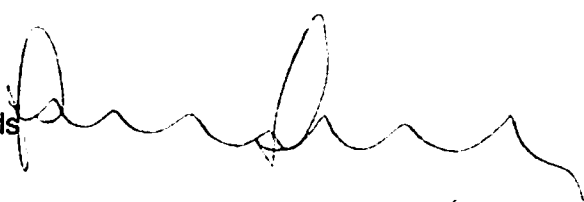
Balance Sheet as at 31st March 2014

	Note	Restricted Funds	Unrestricted Funds	2014	2013
Fixed Assets					
Tangible Assets	5	<u>199568</u>	<u>0</u>	<u>199568</u>	<u>68001</u>
Current Assets					
Cash at Bank and in Hand	6	207524	419	207943	249890
Debtors and Prepayments		43842	0	43842	2649
Creditors:					
Amounts due within one year	7	<u>10835</u>	<u>0</u>	<u>10835</u>	<u>6017</u>
Net Current Assets / (Liabilities)		240531	419	240950	246522
Tangible Assets	5	<u>199568</u>	<u>0</u>	<u>199568</u>	<u>68001</u>
Net Assets		<u>440099</u>	<u>419</u>	<u>440518</u>	<u>314523</u>
Funds		<u>456059</u>	<u>-15541</u>	<u>440518</u>	<u>314523</u>

Approved by the Trustees on

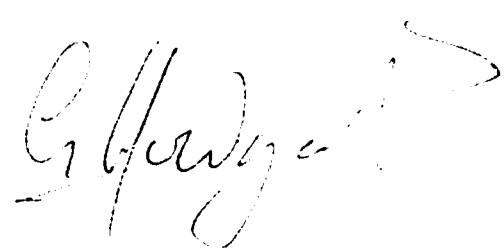
and signed on its behalf by:

G Reynolds



Chairman

G. Howgate



Treasurer

Dated: 28/1/15

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2014

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 2014.

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 2014

2 Direct Charitable Activities	Beckton Skills Centre	Camp Mohawk	2014 Total	2013 Total
Premises costs & utilities	9062	7964	17026	27241
Education, Training and course fees	380	2817	3197	3878
Housekeeping	53	695	749	380
Activities, outings and trips	550	19985	20535	24709
Advertising	0	438	438	25
Maintenance and repairs	12346	30719	43066	13377
Materials	2568	2706	5274	4295
Equipment hire	0	589	589	730
Loose tools	584	426	1010	364
Insurance	3525	2252	5777	5735
Instructors/staff remuneration & expenses	89431	59520	148952	113266
Sundry expenses	368	205	573	441
Telephone	2150	573	2722	3045
Transport and motor expenses	263	532	795	529
Printing, postage and consumables	758	480	1238	888
Subscriptions	461	447	908	820
Depreciation	6795	10991	17787	12515
Welfare	0	0	0	0
Health, safety and security	1029	1498	2527	1616
	<u>130323</u>	<u>142840</u>	<u>273163</u>	<u>213854</u>
3 Other Expenditure				
			2014	2013
Management and administration				
Payroll	22066	9779	31845	28182
Premises costs & utilities	65	57	121	0
Insurance	0	0	0	0
Postage, printing and stationery	9	0	9	60
Telephone	0	0	0	0
Transport and Motor expenses	0	0	0	0
Bank charges and interest	0	10	10	5
Legal and professional fees	4036	1995	6031	4582
Accountancy and audit fees	900	900	1800	1800
Bookkeeping	3600	3700	7300	7200
Sundry expenses and fees	0	0	0	614
Maintenance and repairs	0	0	0	0
	<u>30676</u>	<u>16441</u>	<u>47116</u>	<u>42442</u>
Other Expenditure, Fundraising & Publicity costs				
Research, staffing and activities	3849	9779	13628	13604
Telephone, promotions and publications	0	71	71	0
Subscriptions	0	0	0	0
Printing, postage and stationery	0	0	0	11
	<u>3849</u>	<u>9850</u>	<u>13699</u>	<u>13614</u>
Total Expenditure	164847	169130	333978	269911

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2014

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.

AGO FIELD LTD.
BANHAM FOUNDATION
BBC CHILDREN IN NEED.
CASTLE ROYAL GOLF AND COUNTRY CLUB
COOPERS FOUNDATION
COPAS PARTNERSHIP
COURTIER INVESTMENT SERVICES LTD.
EDM GROUP LTD.
FRIENDS OF CAMP MOHAWK.
GRITIT UK
HENLEY BRIDGE ROTARY CLUB
HENLEY ROUND TABLE
HSBC
ROBIN HESTER
INTERSERVE EMPLOYEE FOUNDATION
INVESCO PERPETUAL
LLOYDS LDC
MRS LEWIS
LIONS CLUB HENLEY-ON-THAMES.
LLOYDS PLC.
A LOCAL ANONYMOUS TRUST
LONDON BOROUGH OF NEWHAM
LOUIS BAYLIS TRUST.
MEDLOCK CHARITABLE TRUST
THE PETER HARRISON FOUNDATION
REBELLION BEER COMPANY
ROCKWELL COLLINS UK LTD.
SAP LTD.
SLOUGH BOROUGH COUNCIL.
THAMES WATER
VINYL GRAPHICS LTD.
WOKINGHAM BOROUGH COUNCIL.

The Woodland Centre Trust

Notes to the Accounts for the year ended 31st March 2014

5 Tangible Assets	Buildings	Leasehold Land	Machinery and Tools	Equipment & Fixtures	Motor Vehicles	Total 2014	Total 2013
Cost or Valuation							
At 1st April	291249	54375	58528	143855	0	548007	538240
Additions	134526	0	0	14827	0	149353	9767
Revaluations						0	0
Disposals				0	0	0	0
At 31st March	<u>425775</u>	<u>54375</u>	<u>58528</u>	<u>158682</u>	<u>0</u>	<u>697360</u>	<u>548007</u>
Depreciation							
At 1st April	291249	10103	58528	120125	0	480005	467491
Charge for the year	2691	549	0	14547	0	17787	12515
Disposals				0	0	0	0
At 31st March	<u>293940</u>	<u>10652</u>	<u>58528</u>	<u>134672</u>	<u>0</u>	<u>497792</u>	<u>480006</u>
Net Book Value							
At 31st March	<u>131835</u>	<u>43723</u>	<u>0</u>	<u>24010</u>	<u>0</u>	<u>199568</u>	<u>68001</u>
At 1st April	<u>0</u>	<u>44272</u>	<u>0</u>	<u>23730</u>	<u>0</u>	<u>68002</u>	<u>70749</u>
6 Cash at bank and in hand						2014	2013
Bank Deposit Account						32060	45489
Current Accounts / Cash						<u>175883</u>	<u>204401</u>
						<u>207943</u>	<u>249890</u>
7 Creditors:						2014	2013
due within one year							
Tax and Social security						0	1788
Sundry creditors						<u>10835</u>	<u>4229</u>
						<u>10835</u>	<u>6017</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 2014

9 Accounting system and records

For the year ended 31st March 2014 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 2014 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 2014 or 31st March 2013.

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 2014, 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.