

The Bank Youth Project – Registered Charity, Number 1075067

MANAGEMENT GROUP ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

Management Group Members

Alison Irens	Trustee and Chair
Elaine Baker	Trustee and Vice Chair
Deborah Sterling	Trustee, Hon. Treasurer and Funding Group Chair
Jane Gibbs	Trustee and Hon. Secretary
Peter Brewer	Trustee
Rev. Mark Rylands	Trustee
Alison Thomas	Trustee and member of Funding Group

Staff

Julien Skinner	Lead Youth Support Worker (part-time)
Michael Park	Asst. Youth Support Worker (part-time)
Kate Martin	Asst. Youth Support Worker (part-time)
Jerram Hall	Asst. Youth Support Worker (part-time, until Jan 2023)
Samantha Leader	Asst. Youth Support Worker (part-time, from Feb 2023)
Lesley Booker	Administrator (part-time)

1. Introduction

This year has been full of new opportunities and challenges. Membership numbers were strong with new members joining throughout the year. A number of special activities made good use of local resources to get out and be active or express creativity through song or clay. Our courtyard was modified and spruced up to become more usable as a social space, and we launched a new website. Meanwhile, staffing remained more challenging than pre-Covid times, as is being experienced widely in the youth sector. We were sad to say good-bye to Jerram Hall and pleased to welcome Sam Leader to the Youth Team. The year ended with continued recruitment efforts to increase staff capacity with our long-time Lead Youth Worker Julien Skinner needing to reduce his hours to manage other increasing commitments.

The Management Group turned more concentrated attention to planning for BYP's development, future sustainability and approaching 25th anniversary. Thank you to our funders, supporters, staff and volunteers for adapting to changes and supporting our young members, and to Deborah for her hard work managing our finances.

2. Membership and Attendance

Membership has continued to grow across age groups. Wednesday evenings for the younger groups are consistently popular with members gradually moving on to sessions for older age groups. Some sessions have had attendance as high as 32-40. Staff are alert to the number of members (a quarter of the young people attending BYP) who have physical or mental health issues, with asthma, anxiety, ADHD and autism among the most frequently noted.

3. Programme

(a) Advice and Support Services

BYP continues to be a source of information, advice, support and guidance through:-

- Group discussions and one-to-one sessions with qualified staff, with the emphasis on promoting positive values
- Working 1-2-1 to support young people with mental health issues
- Advice and support on issues relating to training, education, health, sexual health and contraception, drugs and alcohol, relationships and family matters, housing and benefits
- Leaflets and access to information via the internet
- Signposting and referral to other specialist agencies.

This year BYP updated staff sexual health and C-Card training to revive its role as an accessible source of confidential sexual health guidance. Being able to provide a wide range of support services for young people offers a great sense of 'peace of mind' for them, allowing them to make informed decisions based on good quality, up-to-date information. Having a diversity of personality within the staff team, coupled with the appropriate training, allows more choice for members to be able to engage with whom they feel most comfortable.

(b) Youth Club Activities

Two funded trips to Shallowford Farm offered a hugely popular hands-on spring lambing experience with a follow-up autumn session focusing on pigs and bats. For many members this was their first experience of a working farm. With funding support from the Ashburton and Buckfastleigh Rotary Club, BYP hired Ashburton Swimming Pool for three evening outdoor pool sessions in the summer - and a few young members achieved their first unaided cross-pool swims. The Sands Sports Court and Ashburton Recreation grounds were used for outdoor sports and large group activities. Later in the autumn a special series of Saturday Clay Club sessions, sponsored by Localgiving's Magic Little Grant Fund, resulted in some amazing creations and valued quieter time to chat for some of BYP's shyer members.

Throughout the year BYP has continued to offer a variety of creative, developmental, educational, recreational and social activities, including: -

- Life skills, including speaking, communicating and self-expression
- Debates and discussions, and homework help
- Outdoor team games, and indoor games including pool and table tennis
- Quizzes, competitions
- Arts and crafts activities
- Music activities
- Outdoor sports, swimming and team building activities.

The Youth Support Workers delivered these activities with support from responsible and dedicated young volunteers, whose help continues to be particularly valued with the energetic Wednesday sessions for younger members.

The staff team monitor behaviour, follow BYP's Safeguarding and Child Protection Policy, and regularly receive training.

(c) Personal Development

BYP works to support members' wellbeing and positive development as individuals, family members and members of the local community in the following ways: -

- Being able to 'let off steam' safely
- Sessions to help members develop self-esteem and self-confidence
- 1-2-1 care and 'Safe Place' support for young people with mental health problems
- Awareness raising for members on issues affecting young people, such as health and wellbeing, bullying, LGBTQ, homophobia and equal opportunities
- Encouragement of socially isolated members to become more engaged
- Training and positive experience for youth volunteers with guidance from our youth workers
- Helping members with homework issues, or wider educational questions
- Involvement of members in planning, organising and leading activities in the BYP programme.

(d) Community Engagement Activities

BYP continued to engage with the local community in a number of ways, including:-

- Remembrance Day wreath laying ceremony
- Representation at Portreeve's Volunteering Event and Mayor's Civic Service
- BYP updates in *Around Ashburton*
- Bank Youth Project website and Facebook updates
- Art & Media workshops
- Working with local organisations and individuals to bring BYP to the attention of the local community and to involve more people in volunteering as adult helpers, and as members of the management group.

5. Staffing

There have been several staff changes in the past year, as well as the need to juggle schedules to cover for staff illness or emergencies. Jerram Hall, who proved to be an excellent member of the team, resigned as an Assistant Youth Support Worker in January in order to better manage other work commitments. Kate Martin completed her initial training, settling into the team well and leading on a series of Saturday morning Clay Club sessions in the run-up to Christmas. Samantha Leader joined the team in February, and recruitment efforts continued to enable BYP's long-time Lead Youth Support Worker Julien Skinner, also experiencing increasing time pressures outside of BYP, to reduce his hours.

Lesley Booker continued work as administrator throughout the year, putting in extra hours on development projects such as the new website and BYP Google Workspace.

Rachel Griffin joined as an adult session volunteer, helping with Wednesday arts and crafts. Senior helpers, Sunny Smith, Jess Clark, Ruben Hornshaw and Tigerlily Capron-Kloo supported sessions at BYP, particularly the Wednesday sessions for younger members.

Staff training this past year included updated Child Protection training and the four-part Sexual Health training required for us to continue to be a Devon C-Card scheme provider.

The Management Group approved a cost of living supplement to staff pay from January 2023, as well as a training stipend for time spent on required or agreed training.

6. Premises

The courtyard was improved to work better as a social space with support from the Devon Safer Communities Trust, John Nutley's Teignbridge Councillor's Fund and metal work expertise donated by Steve Chew. The work included a reconfiguration of the access ramp handrail and supporting wall, increasing the space sufficiently to allow for a new picnic table for socialising. Repairs were made to the main door to the courtyard, and walls were cleaned and painted ready for members to design new murals. Frozen pipes in December led to Rupert Baker volunteering time to insulate an exposed water pipe from the courtyard into the building.

Regular checks and replacements, as needed, were made of fire safety equipment, lights, etc., a new easy push safety exit handle was added to the door to the courtyard and the lock was repaired to the main entrance door.

7. Funding

BYP is fortunate to have continued support throughout this past year from the National Lottery Community Fund with payments of £26,525 in August 2022 and £27,937 in February 2023.

DYS SPACE granted £5,000 toward staffing and operating costs. The Localgiving Magic Little Grants awarded £500 for the Saturday Clay Club sessions.

We are also extremely grateful for the support we receive from the community, which includes donations large and small, both regular and one-offs from the following:-

Ashburton and Buckfastleigh Rotary Club
Buckfast Abbey Trust
Anonymous donors
Platform Cinema (BYP beneficiary of closing)

Ashburton Town Lottery
Ashburton Quakers
Teignbridge District Councillor's Fund

8. Conclusion

We now look forward with confidence for the coming year. An independent external review of BYP to take place at the start of the new financial year has been commissioned to guide us to continued reflection and improvement in what we offer local young people. We have a great team, both staff and Management Group, which gives us a firm foundation on which to manage ongoing transitions, celebrate the not inconsiderable achievement of consistently being here for the young people of the community for almost 25 years, plan for BYP's sustainability and work together for our future.

Alison Irens
Trustee & Management Group Chair

Lesley Booker
Administrator

Michael Park
Lead Youth Support Worker
(from May 2023)



BANK YOUTH PROJECT
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2023

Prepared by



3 Town Hall
North Street
Ashburton
TQ13 7QQ

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
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**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
CHARITY INFORMATION**

Trustees	Chairman	Alison Irens
	Vice Chairman	Elaine Baker
	Hon. Treasurer	Deborah Sterling
	Hon. Secretary	Jane Gibbs
	Trustees	Peter Brewer
		Rev. Mark Rylands
		Alison Thomas

Charity Number 1075067

Principal Office 10 East Street
Ashburton
Devon
TQ13 7AA

Bankers National Westminster Bank Plc

Accountants Dawes Accountants Limited
3 The Town Hall
North Street
Ashburton
Devon
TQ13 7QQ

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
TRUSTEES' REPORT**

The Trustees present their report and the financial statements for the year ended 31 March 2023.

Governing Instrument

The charity's objects and regulations are regulated by a constitution dated 14 January 1998, as amended in September 2001 and October 2010 with the written consent of the Charity Commissioners, and is constituted as an unincorporated association.

The objects of the charity continue to be the provision of confidential information, health advice and other support services, to enable young people between the ages of 9 to 25, but prioritising 13 to 19, to:

- Have access to appropriate support and learning environments
- Realise their capacity to believe in and fulfil their own potential as individuals and members of society.

The charity is organised with an executive committee to oversee planning, with a member of the committee being nominated as chair who is in charge of the day to day running of the charity.

Trustees and Principal Officers

The charity's Trustees for the above year are listed on page 1.
Trustees are elected or appointed at general meetings of the Trustees.

Development, Activities and Achievements

After the disruptions of previous years, BYP was pleased to return to a year of offering four evening sessions a week for local young people. Thanks to generous support and collaborations, we offered some special activities, including two trips to Shallowford Farm, summer evening swim sessions at Ashburton Swimming Pool, and a series of Saturday morning Clay Club sessions toward the end of the year. Weekly activities varied with member interests and youth team skills and experience. We reconfigured the back courtyard to be a better social space, launched a freshly designed website and supported staff changes and training. Thanks to support from funders, staff, volunteers, the local community, parents and our members, BYP continues to be a place our young people can call their own - for many a home from home in the centre of our town.

Finances

A grant from the National Lottery Community Fund, which runs until July 2024, remained core to BYP's funding this year. Grants and donations from other organisations and individuals contributed both to keeping BYP running and to funding special projects and activities. The Management Group is active in seeking support and ideas to broaden funding sources for sustainability into the future.

Reserves Policy

It is the policy of the Trustees to hold a General Reserve to cover at least one quarter of annual running costs (estimated at £14,250 when last reviewed).

The Trustees maintain a Building Reserve of at least £10,000 towards maintenance costs of the Bank building following its formal transfer from St Lawrence Trust, Ashburton, to the Bank Youth Project.

BYP also holds a Notice and Redundancy Reserve calculated to meet the statutory redundancy payments in the event BYP ceases to trade, currently estimated at £8,000. (Additional funds to be transferred to this account).

The allocation of funds between Reserve Accounts, to reflect these amounts, is reviewed annually.

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
TRUSTEES' REPORT (continued)**

Trustees' Responsibilities

Charity law requires the trustees to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether the policies adopted are in accordance with the Charities SORP, the Regulations made under S44 of the Charities Act and with applicable accounting standards, subject to any material departures disclosed and explained in the financial
- (d) Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

This Report was approved by the Trustees on Monday 10th July 2023.

Signed on behalf of the Trustees



Alison Irens
Chairman

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES ON THE ACCOUNTS OF BANK YOUTH PROJECT**

We report on the financial statements of Bank Youth Project on pages 5 to 7 for the year ended 31 March 2023.

Respective responsibilities of Trustees and examiner

As the Charity Trustees you are responsible for the preparation of accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply and that an independent examination is needed. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our attention.

Basis of independent examiner's report


Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the financial statements.

Independent examiner's statement

In connection with our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect, the Trustees have not met the requirements to ensure that:

- * Proper accounting records are kept in accordance with section 41 of the Act
- * Financial statements are prepared which agree with the accounting records and comply with the accounting requirements of the Act.

10 July 2023


.....
Jamie Dawes ACA FCCA
Dawes Accountants Limited

3 The Town Hall
North Street
ASHBURTON
TQ13 7QQ

BANK YOUTH PROJECT

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	2023		2022
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Unrestricted</u>
	£	£	£
RECEIPTS			
Donations and Grants -			
Anonymous Donor		113	73
Ashburton & Buckfastleigh Rotary		1,000	1,250
Ashburton Quakers		97	-
Ashburton Soup			300
Buckfast Abbey Trust		600	600
Community cash collections		50	51
Devon Safer Communities Trust			1,000
DYS SPACE	5,000		5,540
First Aid Training			322
Facebook donations			60
Localgiving - Magic Little Grants	500		-
National Lottery Community Fund	54,462		50,038
Platform Cinema		485	
Portreeve			1,000
Teignbridge DC - Cllr John Nutley	200		-
			-
Other Receipts -			
Café Sales and Subs		2,376	1,895
Lettings		-	338
Bank Interest		215	4
Utility refund *		10,387	
TOTAL RECEIPTS	60,162	15,323	62,470
TOTAL RECEIPTS COMBINED FUNDS		75,485	62,470

* This is the writing off of an historic liability (see 2022 liabilities), now deemed not payable.

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2023
INCOME AND EXPENDITURE ACCOUNT (continued)**

	2023		2022
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Unrestricted</u>
	£	£	£
PAYMENTS			
Accountancy	1,054	-	992
Advertising & Promotion	1,445	-	87
Affiliation and Subscriptions	180	-	15
Café	1,066	-	1,260
Cleaning	1,793	-	1,794
Consultancy/external evaluation	1,200	-	
Curriculum Costs & Equipment	537	231	1,282
General Equipment (Consumables)			79
Insurance	1,853	-	2,291
Licences	573	-	305
Postage			2
PPE			14
Repairs & Servicing	1,936	-	1,529
Salaries	41,529	-	43,561
Staff Costs (Xmas Party)	147	-	80
Staff Training & Recruitment	564	-	863
Staff Travel & Expenses	52	-	109
Stationery	180	-	155
Sundries		-	14
Telephone & Internet	637	-	581
Utilities	1,781	-	1,340
TOTAL PAYMENTS	56,527	230	56,353
TOTAL PAYMENTS COMBINED FUND		56,757	56,353
NET RECEIPTS / (PAYMENTS) FOR THE YEAR		18,728	6,117
Net current assets brought forward (31 March 2022)		68,433	62,316
Net current assets carried forward (31 March 2023)		87,161	68,433

**BANK YOUTH PROJECT
AS AT 31 MARCH 2023
STATEMENT OF ASSETS AND LIABILITIES**

	£	2023 £	£	2022 £
FIXED ASSETS				
Freehold Property - 10 East Street, Ashburton		130,000		130,000
CURRENT ASSETS				
Debtors and Prepayments	-		-	
Bank Account - Current	37,166		38,010	
- Notice/Redundancy (3648)	7,536		7,503	
- Buildings (4628)	10,274		10,229	
- General (2968)	32,142		23,005	
Cash	43		73	
		87,161		78,820
NET CURRENT ASSETS		217,161		208,820
DEDUCT CURRENT LIABILITIES				
Creditors		-		10,387
NET ASSETS		217,161		198,433
REPRESENTED BY:-				
ACCUMULATED FUND				
Unrestricted Funds		83,526		68,433
Restricted Funds		3,635		-
Revaluation Reserve		130,000		130,000
		217,161		198,433

General Reserves include £12,788 from NLCF earmarked for development.

BANK YOUTH PROJECT
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2023

Prepared by



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BANK YOUTH PROJECT

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