

The Bank Youth Project – Registered Charity, Number 1075067

MANAGEMENT GROUP ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

Management Group Members

Alison Irens	Trustee and Chair
Joe Elston	Trustee and Vice-Chair and Funding Group Chair
Elaine Baker	Trustee
Deborah Sterling	Trustee, Hon. Treasurer
Jane Gibbs	Trustee and Hon. Secretary
Peter Brewer	Trustee
Rev. Mark Rylands	Trustee
Alison Thomas	Trustee
John Nutley	Town Council Representative
Jenny Weigel	Management Group Member
Amy Capron	Management Group Member (from May 2023)
Philip Vogel	Management Group Member (from February 2024)

Staff

Michael Park	Lead Youth Support Worker (part-time)
Kate Martin	Asst. Youth Support Worker (part-time)
Samantha Leader	Asst. Youth Support Worker (part-time)
Arwenn Stickland	Asst. Youth Support Worker (part-time, May 2023-Dec 2023)
Lesley Booker	Administrator/Management Support (part-time)
Lynn Travers-Howard	Finance and Facilities Administrator (part-time, from Oct 2023)

1. Introduction

BYP entered its 25th anniversary year with a positive external evaluation, conducted by VOYC and DYS Space. The evaluation highlighted well-run sessions, effective governance and policies, and showed a very high regard for what BYP offers from around 50 respondents to a stakeholder survey. The very fact that BYP has survived and continues to function well despite the many challenges affecting all youth organisations through recent years of pandemic, cost rises and staffing/recruiting difficulties is, in itself, remarkable.

BYP also responded to some recommendations, and with the help of its final year of National Lottery Community Fund grant income and earmarked NLCF Development Funds, continues to lay foundations for greater sustainability for the future. BYP continues to be self-reflective and evolve, with the changing needs and interests of local young people at its heart, as it seeks new funding to hold this space for them for years to come.

2. Membership and Attendance

Total membership was around 180-200 young people across age groups. Wednesday evenings for the younger groups remain consistently popular. Even as members gradually move on to sessions for older age groups, new members join with some sessions reaching attendance as high as 40. Older groups fluctuated more over the course of the year. Staff have been aware of more young people with mental health issues, including anxiety and bereavement, as well as with SEN, including autism and ADHD.

3. Programme

(a) Youth Club Activities

Special activities offered over the last year included a series of summer swim sessions at Ashburton Pool and a successful trial of facilitated Dungeons and Dragons sessions with the help of Cllr Sarah Khan's Devon County Council (Ashburton and Buckfastleigh Ward) Locality Funds, which also sponsored the development of outreach work by BYP staff to spaces around town where young people often congregate. There were bushcraft sessions on Dartmoor funded by Widecombe Fair, an overnighter at Shallowford Farm in conjunction with the Bungalow Youth Project in Buckfastleigh, Halloween parties for older and younger age groups, participation by some members in a local Folk Orchestra performance, photography and 25th Anniversary logo competitions, which were both supported by local photography and art experts in the community as judges, and a BYP 25th birthday party in December. BYP entered 2024 proudly displaying its new logo, designed by BYP member Amber Sutton, on the building, website and communications.

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

- Life skills such as cooking, healthy eating, communicating, team building and self-expression
- Debates and discussions
- Outdoor team games, and indoor games including pool and table tennis
- Quizzes, competitions
- Arts and crafts and music activities

The Youth Support Workers delivered these activities with support from responsible and dedicated young volunteers.

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

(b) 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
- 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
- Involvement of members in planning, organising and leading activities in the BYP programme.

(c) 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, as needed - with some members of staff responding to need by undertaking training in mental health first aid and bereavement support
- Confidential sexual health advice and support, including provision of the newly rebranded national DOINK scheme (previously C-Card), offering access to contraception, though take-up of this service has been lower than in previous years
- Collaboration and support from the local police and Youth Intervention Officer on issues such as County Lines and awareness of local trends in criminal activity, drugs and alcohol and staying safe
- Advice and support on a variety of issues relating to training, education, health, relationships and family matters, housing and benefits
- Leaflets, signposting, and referral to other specialist agencies.

Being able to provide a wide range of support services for young people in an informal, friendly, trusted and supportive space away from home and school provides local young people with the comfort of a safe place to be themselves. Our staff get to know young people over time, helping build relationships to support them in bad times and good. Diversity of personality within the staff team, coupled with relevant training, allows more choice for members to be able to engage with whoever they feel most comfortable.

(d) Community Engagement Activities

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

- Open House activities at the Ashburton Food Fair
- Remembrance Day wreath laying ceremony
- Rotary Club's Santa Christmas collection
- Art and music workshops, including workshop and performance with the local Folk Orchestra
- Working with local organisations and individuals to bring BYP to the attention of the wider local community and to try to attract more people to volunteer as adult helpers, or as members of the management group
- BYP updates in *Around Ashburton*, FaceBook and on the BYP website.

5. Staffing

This year marked a change in leadership of the youth team with Michael Park stepping up to the lead role after the resignation of Julian Skinner in April after almost 20 years with BYP. Recruiting qualified staff and having sufficient capacity in the team to juggle schedules to cover for staff illness or emergencies remained an issue, reflecting national trends in youth work. BYP was pleased to welcome Arwen Stickland to the team in May and sad to see her leave for a full-time role in January.

Over the year, Michael worked towards a formal advanced qualification in youth work. Kate Martin and Sam Leader continued in post and undertook further training in youth work, Mental Health First Aid and suicide awareness. Most of the youth work team updated their Emergency First Aid training.

Lesley Booker continued as administrator, with the Management Group supporting her proposal to divide the role in the autumn to create a new part-time Finance and Facilities Administrator role. Lynn Travers-Howard was recruited in late October with Lesley continuing with reduced hours as Management Support Administrator, focusing on support for meetings, reports, communication and fundraising.

Richard Langston and Suzy Bingham joined the team as adult session volunteers, working alternate Wednesdays, where they have offered great support for the younger sessions while enjoying the experience.

Youth volunteers Harriet Brown, Amy Hayman, Reuben Hornshaw and Laila Manns took on responsibilities supporting sessions at BYP, particularly the Wednesday evenings for younger members.

The Management Group reviewed pay and approved an increase in staff wages for the 2024-25 financial year, based on the most recent national JNC agreement for youth workers and equivalent for admin staff. Running a youth club such as BYP is not always easy, and the hard work and commitment of our staff team is much appreciated by Trustees and others on the Management Group.

6. Premises

Steve Chew installed a metal trellis for improved safety by the stairs in the courtyard. The Youth Team offered time during the August break to redecorate the downstairs spaces and installed a new blackboard on the front door to advertise upcoming activities. Repairs to the building included repairing leaks; updating the kitchen with contributions from Glendinning, Barnes Kitchens, and Will Khoo and Amy Capron; installation of a new sliding door to better control access to the basement floor; and a popular new easy-to-move beanbag sofa in the basement. Rotary donations funded a new projector and badgemaking machine. BYP commissioned an energy audit to identify ways to improve energy efficiency and gauge the practicality of solar energy. Regular checks and replacements, as needed, were made of fire safety equipment, lights, etc.

7. Funding

BYP received the final two payments from its five-year grant from the National Lottery Community Fund - with payments of £29,270 in August 2023 and £28,261 in February 2024. Earmarked NLCF Development Funding paid for a subscription and entry of paper-based member records to a new secure GROOP digital platform, which will support more accurate and efficient membership data and impact measurements, and a facilitated Away Day to help develop plans for the coming years.

Other grants included: DYS SPACE with £5,000 toward staffing and operating costs. Devon County Council Locality Fund with £960 for summer swim sessions and outreach work, and Hall & Woodhouse Community Chest with £600 for redecoration/furnishing in the basement space.

We are extremely grateful for the regular and one-off support we receive from the community: Ashburton and Buckfastleigh Rotary Club (£1,500), Ashburton Post Office (£1,000), Buckfast Abbey Trust (£600), Ashburton Quakers (£135), and Ashburton Festival Association (£300, BYP beneficiary of closing).

Conscious of the forthcoming need to replace the NLCF grant, during 2023 the BYP Funding Working Group was re-established and developed a comprehensive Fundraising Strategy, with helpful input from Sarah Kersey, Development Worker at Teignbridge CVS. This clarified the way forward in terms of our funding and development needs, identified a variety of funders to approach over the next year or two, and our own priorities for fundraising. In particular we aim to diversify our income sources, both from making greater use of our building, not relying on a single major donor, and increasing the value and diversity of local financial contributions. (We already receive around £1000 a year from members' session subs and takings from our 'tuck shop'.) We are most grateful for the five years of Lottery support and financial stability this has provided, and their advice as we go forward.

As part of efforts to reduce dependency on major grant funding, BYP trialled various daytime rentals of BYP's building. Ultimately, BYP accepted a proposal by Jason and Lisa Gee to rent the space for the Ashburton Cafe @ BYP, which opened in March. We wish them every success.

8. Conclusion

Ashburton can be proud to have maintained and grown an independent open access youth service to support young people growing to adulthood over the past 25 years. Attracting new funding, staff and volunteers for the Management Group and to support sessions with young people will be key to its role in the town in the future.

Alison Irens
Trustee & Management Group Chair

Lesley Booker
Administrator

Doris Hocking
Lead Youth Support Worker
(from May 2024)



BANK YOUTH PROJECT
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2024

Prepared by



100 Queen Street
Newton Abbot
Devon
TQ12 2EU

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
CONTENTS**

	Page
Charity Information	
Trustees' Report	2 - 4
Independent Examiner's Report	5
Income and Expenditure Account	6 - 7
Statement of Assets and Liabilities	8

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
CHARITY INFORMATION**

Trustees	Chairman	Alison Irens
	Vice Chairman	Joe Elston
	Hon Treasurer	Deborah Sterling
	Hon Secretary	Jane Gibbs
		Elaine Baker
		Peter Brewer
		Rev Mark Ryland
		Alison Thomas
Charity Number	1075067	
Principal Office	10 East Street Ashburton Devon TQ13 7AA	
Bankers	National Westminster Bank Plc	
Accountants	Dawes Accountants Limited 100 Queen Street Newton Abbot Devon TQ12 2EU [†]	

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
TRUSTEES' REPORT**

The Trustees present their report and the financial statements for the year ended 31 March 2024.

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

December 2023 marked 25 years since the Bank Youth Project opened in Ashburton. BYP marked the occasion with the launch of a new logo by member Amber Sutton, winner of our anniversary logo design contest.

An external review of BYP carried out by VOYC and DYS Space was very positive, noting well-run sessions, high regard for BYP in a stakeholder survey, effective governance and policies, and the fact that BYP has survived and continues to function well despite many challenges facing the youth sector nationwide. The review also usefully offered recommendations to help BYP improve.

Thanks to generous support and collaborations, we offered some popular special activities, including summer swimming with a qualified swim instructor, bushcraft trips and an overnighter at Shallowford Farm, facilitated Dungeons and Dragons sessions and a performance with the local Folk Orchestra. Staff extended beyond the building to do outreach to areas where young people gather around town. Weekly activities varied with member interests and youth team skills and experience.

Finances

A grant from the National Lottery Community Fund, which runs until July 2024, remained core to BYP's funding. Grants and donations from other organisations and individuals contributed both to keeping BYP running and to funding special projects and activities. One aspect of BYP's longer term sustainability is to make better use of the building during the day, and over the past year, daytime rentals by Sparks Learning and for private one-on-one sessions were trialled, with the Management Group ultimately agreeing a partnership proposal from Jason and Lisa Gee to run the Ashburton Cafe@BYP. BYP continues to identify and apply for grants and seek donations, and explore 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 £15,000 when last reviewed) and preferably 6 months in line with Charity Commission recommendations.

The Trustees maintain a Building Reserve of £10,000 towards major 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.

The allocation of funds between Reserve Accounts, to reflect this policy, is reviewed annually.

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
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) Regulations made under S44 of the Charities Act and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.
- (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 8th July 2024.

Signed on behalf of the Trustees



Alison Irens
Chairman

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
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 2024.

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.



8 July 2023

Jamie Dawes ACA FCCA
Dawes Accountants Limited
100 Queen Street
Newton Abbot
Devon
TQ12 2EU

BANK YOUTH PROJECT

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	2024		2023	
	Restricted	Unrestricted	Restricted	<u>Unrestricted</u>
	£	£	£	£
RECEIPTS				
Donations and Grants				
Anonymous Donor		-		113
Ashburton & Buckfastleigh Rotary		1,500		1,000
Ashburton Festival	300			
Ashburton Quakers		135		97
Ashburton Soup				
Ashburton Post Office		1,000		
Buckfast Abbey Trust		600		600
Community cash collections				50
Devon County Council	960			
DYS SPACE	5,000		5,000	
Hall & Woodhouse	600			
Localgiving - Magic Little Grants			500	
National Lottery Community Fund	57,531		54,462	
Platform Cinema		-		485
Teignbridge DC - Cllr John Nutley	-		200	
Teignbridge Lottery		24		
Widcombe Fair	250			
Other Receipts				
Café Sales and Subs		2,229		2,376
Lettings		894		
Bank Interest		676		215
Utility refund		-		10,387
TOTAL RECEIPTS	64,641	7,057	60,162	15,323
TOTAL RECEIPTS COMBINED FUNDS		71,698		75,485

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
INCOME AND EXPENDITURE ACCOUNT (continued)**

	2024		2023	
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>
	£	£	£	£
PAYMENTS				
Accountancy	1,128		1,054	
Advertising & Promotion	1,866		1,445	
Affiliation and Subscriptions	106		180	
Café	1,048		1,066	
Cleaning	1,853		1,793	
Consultancy/external evaluation	625		1,200	
Curriculum Costs & Equipment	816		537	231
Insurance	1,800		1,853	
Licences	278		573	
Repairs & Servicing	2,370		1,936	
Salaries	42,618		41,529	
Staff Costs (Xmas Party)	418		147	
Staff Training & Recruitment	729		564	
Staff Travel & Expenses	98		52	
Stationery	195		180	
Special Projects	1,405			
Telephone & Internet	630		637	
Utilities	2,823		1,781	
 TOTAL PAYMENTS	 60,805		 56,527	 230
 TOTAL PAYMENTS COMBINED FUND		 60,805		 <u>56,757</u>
 NET RECEIPTS / (PAYMENTS) FOR THE YEAR		 10,893		 18,728
Net current assets brought forward (31 March 2023)		87,161		68,433
 Net current assets carried forward (31 March 2024)		 98,054		 87,161

**BANK YOUTH PROJECT
AS AT 31 MARCH 2024
STATEMENT OF ASSETS AND LIABILITIES**

	2024		2023	
	£	£	£	£
FIXED ASSETS				
Freehold Property - 10 East Street, Ashburton		130,000		130,000
CURRENT ASSETS				
Debtors and Prepayments				
Bank Account - Current (2941)	47,285		37,166	
- Notice/Redundancy (3648)	8,086		7,536	
- Buildings (4628)	10,413		10,274	
- General (2968)	32,574		32,142	
Cash	21		43	
		98,379		87,161
NET CURRENT ASSETS		228,379		217,161
DEDUCT CURRENT LIABILITIES				
Creditors		325		
NET ASSETS		228,054		217,161
REPRESENTED BY:-				
ACCUMULATED FUND				
Unrestricted Funds	94,218		83,526	
Restricted Funds	3,836		3,635	
Revaluation Reserve	130,000		130,000	
		228,054		217,161

BANK YOUTH PROJECT
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2024

Prepared by



100 Queen Street
Newton Abbot
Devon
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**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
CONTENTS**

	Page
Charity Information	
Trustees' Report	2 - 4
Independent Examiner's Report	5
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TRUSTEES' REPORT (continued)**

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Signed on behalf of the Trustees



Alison Irens
Chairman

**BANK YOUTH PROJECT
FOR THE YEAR ENDED 31 MARCH 2024
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES ON THE ACCOUNTS OF BANK YOUTH PROJECT**

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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.



8 July 2023

Jamie Dawes ACA FCCA
Dawes Accountants Limited
100 Queen Street
Newton Abbot
Devon
TQ12 2EU

BANK YOUTH PROJECT

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

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Ashburton Festival	300			
Ashburton Quakers		135		97
Ashburton Soup				
Ashburton Post Office		1,000		
Buckfast Abbey Trust		600		600
Community cash collections				50
Devon County Council	960			
DYS SPACE	5,000		5,000	
Hall & Woodhouse	600			
Localgiving - Magic Little Grants			500	
National Lottery Community Fund	57,531		54,462	
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Advertising & Promotion	1,866		1,445	
Affiliation and Subscriptions	106		180	
Café	1,048		1,066	
Cleaning	1,853		1,793	
Consultancy/external evaluation	625		1,200	
Curriculum Costs & Equipment	816		537	231
Insurance	1,800		1,853	
Licences	278		573	
Repairs & Servicing	2,370		1,936	
Salaries	42,618		41,529	
Staff Costs (Xmas Party)	418		147	
Staff Training & Recruitment	729		564	
Staff Travel & Expenses	98		52	
Stationery	195		180	
Special Projects	1,405			
Telephone & Internet	630		637	
Utilities	2,823		1,781	
 TOTAL PAYMENTS	 60,805		 56,527	 230
 TOTAL PAYMENTS COMBINED FUND		 60,805		 <u>56,757</u>
 NET RECEIPTS / (PAYMENTS) FOR THE YEAR		 10,893		 18,728
Net current assets brought forward (31 March 2023)		87,161		68,433
 Net current assets carried forward (31 March 2024)		 98,054		 87,161

**BANK YOUTH PROJECT
AS AT 31 MARCH 2024
STATEMENT OF ASSETS AND LIABILITIES**

	2024		2023	
	£	£	£	£
FIXED ASSETS				
Freehold Property - 10 East Street, Ashburton		130,000		130,000
CURRENT ASSETS				
Debtors and Prepayments				
Bank Account - Current (2941)	47,285		37,166	
- Notice/Redundancy (3648)	8,086		7,536	
- Buildings (4628)	10,413		10,274	
- General (2968)	32,574		32,142	
Cash	21		43	
		98,379		87,161
NET CURRENT ASSETS		228,379		217,161
DEDUCT CURRENT LIABILITIES				
Creditors		325		
NET ASSETS		228,054		217,161
REPRESENTED BY:-				
ACCUMULATED FUND				
Unrestricted Funds	94,218		83,526	
Restricted Funds	3,836		3,635	
Revaluation Reserve	130,000		130,000	
		228,054		217,161