

# BOOST FELIXSTOWE LIMITED

(A company Limited by guarantee and not having a share capital)

Annual Report

&

Financial Statements for the year ended 31 August 2024

Prepared under the Receipts and Payments Accounting Basis



'Pioneering Partnerships between Faith & Education'

**BOOST FELIXSTOWE LIMITED**

Annual Report  
&  
Financial Statements for the year ended 31 August 2024

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**BOOST FELIXSTOWE LIMITED**  
Charity Information at End of Year

**Directors/Trustees**

Mick Warner (Chair)  
Alan Peats (Treasurer)  
Rev Chris Hood  
Dr Lynda Tempest  
Fiona Fisk  
Carole Baker  
Andy Crump

**Chaplain**  
**Assistant Chaplain**

Dr Joshua Hunt  
Mrs Julie Ludditt

**The Charity is currently supported by the following  
Churches and organisations**

Christ Church Felixstowe  
Maidstone Road Baptist Church  
Felixstowe  
Old Felixstowe Parish Churches  
Ranelagh Christian Fellowship Felixstowe  
St John's Church Felixstowe  
St Mary's Church Walton  
St Martin's Trimley  
Trinity Methodist Church Felixstowe  
Felixstowe Inner Wheel Club

**Principal area of activity**  
**Registered Charity**  
**Registered Company**  
**Registered office**

Felixstowe, Suffolk  
Number 1083875  
Number 4046690  
13 Picketts Road  
Felixstowe, Suffolk IP11 7JT



## **BOOST FELIXSTOWE LIMITED**

### **Trustees Annual Report**

#### **Administrative Details of the Charity:**

The Christian Youth Worker for Felixstowe Trust Limited, now known as BOOST Felixstowe, was inaugurated in August 2000 by several churches in Felixstowe with the purpose of setting up and running a youth service for the town. This involved the employment of a full-time youth worker who would creatively deliver youth services to compliment those already offered by local churches and engage with local senior schools. The Charity has developed over the years and now provides a full-time Chaplain at Felixstowe School.

#### **Structure, Governance and Management:**

This is a small charity managed by the Trustees who have a variety of professional backgrounds. No specific training is required for trustees, but they are often involved in the children's/youth work of their individual churches. They meet on a regular basis to supervise the charity.

Boost employs a chaplain to deliver the work of School Chaplaincy within Felixstowe School, a secondary school and sixth form with Academy status. The chaplain is line managed by an appointed trustee, and other workers/volunteers report to the chaplain as appropriate. The chaplain also reports into the Management Team of the School.

New trustees are appointed when necessary, normally from the supporting churches. Trustees and volunteers have all completed a DBS check.

#### **Financial Policy:**

The charity's financial position is laid out in the accompanying accounts. There are no overdraft facilities in place and therefore outgoings are managed in line with income received. The Trust is supported by regular monthly giving from supporters and income is supplemented with grants and fund-raising activities. The Reserves policy agreed by the Trustees is to keep at least 3 months of outgoings available. There are no funds held as custodian trustee on behalf of others.

The work of the Trust continues to be dependent on the financial support of the local churches and many individual supporters who give to the Trust monthly.

The Trustees are grateful for the encouragement of these people and organisations for their continued support, as well as those who attend fund raising events.

#### **Financial Review:**

Most of the funding is expended on the salary and employment costs of the Chaplain. Our General Fund income for this financial year was £43,650 and expenditure £39,638 giving us an excess of income over expenditure of £4,013. We were able to carry forward £22,116 which equates to approximately 44% of annual running costs.

Funding by regular supporters, has continued at its normal level with the exception of three supporters who have died during this period. Most of the giving has attracted Gift Aid. We have seen an increase in online giving made through our web site.

Grants have again been a significant source of income with £3,993 was obtained from The Belstead Trust, and Field to Fork, East Suffolk County Council. Additionally, the Rotary Club of Felixstowe who have made a restricted grant of £1,280 specifically for welfare support for school meals, breakfast club funding and school uniform support.



Non-gift aid donations and fund-raising events contributed significantly greater amounts than normal during this financial year and totalled £11,787. This sum was largely because we were selected as one of the Town Mayors Charities which contributed £7,250 with a further £1,781 raised by the pupils of Felixstowe School. Two BBQs run by BOOST raised £2,756.

**Public benefit:** The Trustees have complied with their duty to have due regard to the Charity Commission guidance on public benefit. The charity is supporting young people in Felixstowe with the provision of chaplain/s operating within Felixstowe School.

**Achievements and performance:**

This academic year saw the continuation of chaplaincy work at Felixstowe School, and some exciting additions and expansions of the work too.

Firstly, in January, we launched primary school chaplaincy at the Federation of Fairfield and Colneis Schools, after an extended period of consultation with the headteacher and the wider team at the school. Chaplaincy launched with much public support and has been developed over three lunchtimes a week at the Colneis site, with additional chaplaincy presence at other school events. We were delighted to welcome Julie to the team as a volunteer to develop this new work, alongside her studies in Contemporary Chaplaincy with Waverley Abbey. We are delighted with the early successes of this partnership and the benefits already being recognised in students and staff.

Secondly, we were fortunate to be selected as one of the Mayor of Felixstowe's chosen charities from May 2023 to May 2024. This involved a number of additional events and commitments throughout the year for the trustee team, but resulted in both a large fundraising total, and many new connections with Felixstowe Town Council, the other charities, and the local Felixstowe community.

The continuation of chaplaincy at Felixstowe School saw no new additions to the work, instead a focus on improving the effectiveness of chaplaincy in every area. A brief summary of achievements is included below under the three categories of our work.

**Awe and Wonder**

- We continued to provide high quality and engaging assemblies at Christmas, Easter, Remembrance and other key moments throughout the year to the school community.
- Our chaplain facilitated the Reflection Room as a safe and special place for contemplation, prayer and reflection, open daily to students of all faiths and none.
- We continued to provide three extra-curricular clubs throughout the year, all attracting record numbers of students. Chess Club and Garden Club each recorded around 100 registered members, Theology Club seeing 34. The Theology Club was split into a Key Stage 3 group and a Key Stage 4 group to improve the student experience in these sessions, run with a local volunteer.
- Trips were organised to a local church for a Christmas and Easter service, the Palace of Westminster for the Student Parliament Group, and a Model UN conference for the Scholars group.

**Justice and Activism**

- The Garden Project received the highest award of the School Gardening Awards (Level 5) from the Royal Horticultural Society, and continued to be successful in achieving small pots of funding to allow for the purchase of materials and resources. The whole of the Year 7 cohort were engaged in the Garden Project during the school's health and wellbeing day in the Spring Term.
- Our chaplain enabled the meeting and running of the school's Student Parliament and the Active Travel Ambassador group, working on a range of projects throughout the year.
- A school-wide Mock Election was organised by the chaplain alongside the General Election, engaging students in the political process as they formed parties and campaigned for votes from the student body.

**Wholeness and Inclusion**



- Our chaplain provided one-to-one support for 145 students this year (107 last year), over 373 sessions (319 last year). This represented a 35% increase in the number of student referrals and a 17% increase in the number of one-to-one sessions. We recognised on multiple occasions throughout the year that this level of support would be difficult to sustain long-term. We introduced a new digital referral system, and an increasing number of students were referred elsewhere where support from the chaplain was not possible within a reasonable time frame.
- The number of student referrals for mentoring rose by 110% this year, and referrals for prejudice-related interventions rose by 120%. Work with students around self perception halved, and students requiring bereavement support, though still high, reduced by 14% compared to last year.
- Boost joined the Childhood Bereavement Network this academic year, allowing us to access high quality CPD and use new monitoring tools to support our bereavement work. On average, students reported an improvement in their ability to manage grief by 170% and students reported an improvement in their ability to move forwards with grief by 73%.
- Our chaplain supported a new daily breakfast club, and was able to secure funding from the local Rotary Club to enable this to take place, alongside additional funding from the Rotary Club to support vulnerable families.

#### Additional Activities

Our chaplain continued to host visits from other chaplains, share best practice, and speak at relevant conferences, including those held by Unity School Partnership and the Centre for Chaplaincy in Education. News about the positive impact of our chaplaincy projects was picked up by local and national media, including the BBC and The Times.

#### Future Plans:

BOOST continues to model the best possible example of School Chaplaincy and seeks to inspire other schools to develop similar provision for the benefit of the young people in their care and the wider community.

Signed on behalf of the Directors and Trustees:

Mick Warner (Chair)



Approved on

8 January 2025

## BOOST FELIXSTOWE LIMITED

### Directors Statement


The Directors confirm that for the period ended 31 August 2024 the company is exempt from the requirements relating to prepared audited accounts in accordance with section 477 of the Companies Act 2009. The Directors/Trustees have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The Directors acknowledge their responsibilities for complying with the requirements of the 2006 Act with respect to accounting records and the preparation of accounts.

Approved by the Directors/Trustees on and signed on their behalf by

Mick Warner (Chair)

  
8th January 2025

Alan Peats (Treasurer)

  
8th January 2025

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year funds
<b>Income and endowments from:</b>					
Donations and legacies	40,497	1,280	—	41,777	35,674
Income from charitable activities	2,993	—	—	2,993	1,887
Other trading activities	—	—	—	—	—
Investments	160	—	—	160	62
Other income	—	—	—	—	—
<b>Total income</b>	<b>43,650</b>	<b>1,280</b>	<b>—</b>	<b>44,930</b>	<b>37,623</b>
<b>Expenditure on:</b>					
Raising funds	237	—	—	237	300
Expenditure on charitable activities	38,868	165	—	39,032	37,913
Other expenditure	533	—	—	533	434
<b>Total expenditure</b>	<b>39,638</b>	<b>165</b>	<b>—</b>	<b>39,802</b>	<b>38,647</b>
Gains / losses on investment assets	—	—	—	—	—
<b>Net income / (expenditure) resources before transfer</b>	<b>4,013</b>	<b>1,115</b>	<b>—</b>	<b>5,128</b>	<b>(1,024)</b>
<b>Net movement in funds</b>	<b>4,013</b>	<b>1,115</b>	<b>—</b>	<b>5,128</b>	<b>(1,024)</b>
<b>Total funds brought forward</b>	<b>18,103</b>	<b>—</b>	<b>—</b>	<b>18,103</b>	<b>19,127</b>
<b>Total funds carried forward</b>	<b>22,116</b>	<b>1,115</b>	<b>—</b>	<b>23,231</b>	<b>18,103</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	22,116	—	—	22,116	18,103
<b>Restricted</b>					
Rotary Club of Felixstowe	—	1,115	—	1,115	—



## Balance sheet

		This year	Last year
<b>Current assets</b>			
	HSBC BOOST Felixstowe No 1 Account	7,409	9,691
	HSBC Reserve Account	15,822	8,412
	Accounts Receivable	—	—
	<b>Total Current assets</b>	<b>23,231</b>	<b>18,103</b>
<b>Liabilities</b>			
	Agency collections	—	—
	<b>Total Liabilities</b>	<b>—</b>	<b>—</b>
	<b>Net Asset surplus(deficit)</b>	<b>23,231</b>	<b>18,103</b>
<b>Reserves</b>			
	Excess / (deficit) to date	5,128	(1,024)
	Starting balances	18,103	19,127
	<b>Total Reserves</b>	<b>23,231</b>	<b>18,103</b>
	<b>Represented by funds</b>		
	Unrestricted	22,116	18,103
	Restricted	1,115	—
	<b>Total</b>	<b>23,231</b>	<b>18,103</b>

## Receipts and Payments Account

	This year	Last year
<b>General - General fund (Unrestricted)</b>		
<b>Income and endowments</b>		
Donations and legacies		
Regular Giving Gift Aided	7,362	7,512
Regular Giving Non-Gift Aided	9,968	12,566
Donations Gift Aided	165	—
Donations Non-Gift Aided	17,278	2,395
Gift Aid Recovered	1,730	4,209
Grants	3,993	8,991
<i>Total Donations and legacies</i>	<u>40,497</u>	<u>35,674</u>
Income from charitable activities		
Ink Recycling	—	17
Events	2,993	1,870
<i>Total Income from charitable activities</i>	<u>2,993</u>	<u>1,887</u>
Investments		
Bank Interest	160	62
<i>Total Investments</i>	<u>160</u>	<u>62</u>
<b>Total income</b>	<b>43,650</b>	<b>37,623</b>
<b>Expenditure</b>		
Raising funds		
Events	237	300
<i>Total Raising funds</i>	<u>237</u>	<u>300</u>
Expenditure on charitable activities		
Garden Project	1,218	1,550
Insurance	807	777
Basic Salary	27,526	26,595
Tax & National Insurance	6,591	6,694
Pension Contributions	2,430	2,296
Youth Worker Expenses	295	—
<i>Total Expenditure on charitable activities</i>	<u>38,868</u>	<u>37,913</u>
Other expenditure		
Other activities	—	83
Fees	533	60
Administration costs	—	291
<i>Total Other expenditure</i>	<u>533</u>	<u>434</u>
<b>Total expenditure</b>	<b>39,638</b>	<b>38,647</b>
Excess of Income and endowments over Expenditure	4,013	(1,024)
Brought forward balance	18,103	19,127
<b>Carried forward balance</b>	<b>22,116</b>	<b>18,103</b>

**FRC - Rotary Club of Felixstowe (Restricted)**

<b>income</b>		
Grants	1,280	—
<i>Total Donations and legacies</i>	<i>1,280</i>	<i>—</i>
<b>Expenditure</b>		
Breakfast Club	130	—
Uniform Support	35	—
<i>Total Expenditure on charitable activities</i>	<i>165</i>	<i>—</i>
Excess of Income and endowments over Expenditure	1,115	—
Brought forward balance	—	—
<b>Carried forward balance</b>	<b>1,115</b>	<b>—</b>



## BOOST FELIXSTOWE LIMITED

### Accounting Policies

The main accounting policies used in the preparation of the financial statements are as follows:

**a) *Basis of Accounting***

These accounts are Prepared under Receipts and Payments accounting Basis

The financial statements have been prepared under the historical cost convention, and in line with standard accounting practice for charities.

**b) *Income***

The income is all attributable to the charity's principal activity. Income from qualifying donations benefits from income tax recoverable from the Inland Revenue under gift aid. All income is recognised on the basis of when it is received into the charity account. Similarly, expenditure is recognised when it is incurred.

**c) *Taxation***

The charity is registered with the Charity Commissioners and is registered with the Inland Revenue as a charity. As such it is exempt from taxation on its' charitable activity. The charity is not registered for VAT and therefore expenditure is stated in the Income and Expenditure Account including any relevant VAT.

## Independent Examiner's Report

**Report to the trustees of BOOST Felixstowe Limited On accounts for the year ended 31 August 2024, set out on pages 8 to 13.**

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

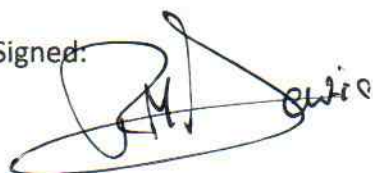
- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

R M Davis, B. Tech, MIET, C Eng.

Address: 174 High Road Trimley St Mary Felixstowe IP11 0SS

Signed:



Date:

25<sup>th</sup> January 2025