

CONTAGIOUS - Trustees Annual Report

Year Ending 31st December 2023

Charity Number: 1089954

Trustees

The following is correct as of 31st December 2023:

Trustee	Date	Status
Andrew Duff	21/05/2013	Appointed
Henry Playle	16/11/2016	Appointed
Madeline Russell	04/03/2019	Appointed
Roy Dobb	24/02/2020	Appointed
Maureen Dixon	03/11/2021	Appointed
Sue Inglis-Jones	16/02/2023	Appointed
Susan White	09/11/2023	Appointed

Specific responsibilities of Trustees

Chair of Trustees	Andrew Duff
Treasurer	Maureen Dixon
Employee Supervisor	Sue Inglis-Jones
Safeguarding Lead	Sue Inglis-Jones
Minutes Secretary	Madeline Russell
Fundraising	Andrew Duff

Activity leaders in addition to Trustees:

Jessica McArdle	Ignite Youth & Schools Worker/Project Leader
Sarah Hamer	Pioneers Schools and Community Worker (from 6 November)
Chris Friend	Ignite Chaplaincy at Duchess Community High School
Caroline Friend	Messy Church Alnwick representative

Partner organisation representatives:

Geoff Brown	Scripture Union representative
Robin Winder	Appleby Trust Trustee, Alnmouth

General overview

The work of the charity has continued under the new working title 'IGNITE'. The official charity-registered name remains 'Contagious'. After the various set backs of the previous couple of years, 2023 has been an exciting year of development - a time of challenge and change. Change: as we have entered into new local collaboration arrangements with church groups across Alnwick's Duchess High School catchment area, and being designated as a 'Growing Faith Learning Hub' by the Church of England (see below). Challenge: this has required a scaling up of our core team, working with more local church partners, putting in place new local funding agreements and a new financial management system.

Trustee Meetings

Five Trustee meetings were held in 2023: in February, May, June, September and November. Each meeting was quorate with a minimum of 3 Trustees present, plus our Youth and Schools Worker.

Objectives and Vision

No change has been made to the charity's core aims, which are:

- Our belief that all young people should be encouraged to think about spiritual matters while recognising that they need the space to make their own choices as to what to believe.

- Our desire to raise the aspirations of young people and facilitate their healthy and full development.
- Our wish to help young people become active in the community and develop into mature and responsible citizens.

Youth and Schools Worker

Our Youth and Schools Worker Jess McArdle has continued to drive forward our core activities, including 'Rooted' youth groups involving around 30 young people, supported by a small team of volunteer leaders and helpers. The growth of these groups and need for a more active structure is constrained by difficulty finding a suitable venue or venues and enough helpers. A wide range of schools work has been delivered, including Year 6 'transitions' work offered to 12 High School feeder primaries, and other seasonal activities.

'Growing Faith' Learning Hub

The Church of England's Growing Faith Foundation has designated IGNITE as one of its 12 'learning hubs', a significant investment into developing new ways of working with schools, churches and families to engage creatively with children and nurture young people into becoming active disciples. Work started in September with the receipt of the first of two years grant of £10,000 from the Foundation. A project Steering Group of local leaders has been set up and met twice, and formulated an exciting vision for how this change will happen. As part of this Jess McArdle has benefited from taking part in the Growing Faith Strategic Leaders development programme.

Other services provided under the banner of IGNITE (Contagious):

Open the Book – this Bible Society story-telling activity has continued and grown as more schools have welcomed our volunteers into classrooms. By the end of the year this has expanded to nine schools each with a team of four volunteers.

Chaplaincy at Duchess Community High School - working with the school Pastoral Team, a small team (Chris and Caroline Friend, and David Archer) offers support to a small group of young people facing personal challenges.

Restorative Practice in Schools – delivering training of staff and IGNITE chaplaincy team in this pioneering practice for addressing behavioural issues in school – funded by the regional Police and Crime Commissioner.

Messy Church – has continued monthly during school term-time, led by a small group of volunteers. It continues to be well attended with a number of families regularly taking part.

Mighty Oaks – this volunteer-run service offered free hot drinks in the centre of Alnwick. After two years off-road and requiring significant repairs, a trial re-launch over the summer proved unsuccessful due to lack of footfall and insufficient volunteers. The project was terminated as no longer viable, and the van gifted to another group wishing to use it as a resource for rural churches.

Finances

With many existing activities resuming and new ones planned, expenditure has steadily increased – also driven by recent inflationary pressures. Support from individual donors has not kept pace and has declined slightly. However, with support from local churches, new collaboration agreements and the injection of Growing Faith Foundation funds, our finances remain in good shape and our reserves remain healthy. The final year-end accounts show a surplus of income over expenditure of £4,181. However, most of this is for activities to be delivered in 2024. Trustees are therefore working on a 3-5 year fundraising strategy to enable us to continue the planned build-up of activities in 2024, and to plan responsibly for the future.

Volunteers

We have been fortunate in retaining many of our volunteers, currently numbering around 45. The continuing growth of the Open the Book activity has attracted some new volunteers.

All volunteers working with young people or vulnerable adults are DBS checked (as appropriate) with a requirement that they register for the update service so allowing the charity to carry out 6 monthly checks on the volunteers.

Safeguarding and Risk Management

Our safeguarding policy and procedures were updated in 2023. Our Safeguarding Recruiter ensures that all volunteers complete the current appointment process and checks. We continue to maintain and apply policies on risk assessment, anti-bullying and data privacy (including GDPR compliance). We maintain comprehensive insurance cover for all activities, with risks reviewed annually.

The future

With new local collaboration agreements and the Growing Faith programme, we have exciting new opportunities for growth and development of our work. We appointed an additional part-time Schools and Community Worker in November, and recruited another (due to start in early 2024) to deliver new activities under new local collaboration agreements with Felton Parish Church, the Farne Churches-YAFO group, and the United Reformed Church. Jess McArdle has also had her role extended and upgraded to Project Leader.

This opens up the prospect of significant new activity over the next couple of years, which will require recruitment of new trustees, volunteers and supporters.

Trustees will continue to meet at least four times per year. Priorities for the year ahead are to:

- Continue to develop the work amongst young people within the wider Alnwick High School catchment area as part of the Growing Faith Learning Hub and in collaboration with key local church partners and organisations.
- Continue to build relationships with local church leaders, community organisations, teachers and students in local primary schools and the Duchess High School.
- Review our policies, procedures, risk assessment and management structure to ensure that we provide effective support to our Project Leader, new employees, activity leaders and volunteers, and that we have the capacity and skills to respond to new opportunities.
- Plan and carry out a new 'way forward' appeal for new trustees, volunteers and supporters.
- Continue to raise funds to augment our finances and enable us to deliver activities on a sustainable basis

Signed:



Andrew Duff
Chair of Trustees
11 July 2024

CONTAGIOUS (IGNITE) CHARITY, ALNWICK
Income and Expenditure for Year to December 31st 2023

Income 2023 - Contagious	£
Group Monthly Donations	
Alnwick Baptist Church/ work with children	3,340
Total Group Monthly Donations	3,340
Group One-Off Donations	
Northumbria Police	5,000
Appleby Trust (Alnmouth)	4,000
St James URC	4,575
National Society CEES	10,000
Scripture Union (grant)	500
Other	15,500
Total Group Donations	24,575
Income: Individual Donations	
Monthly Donations	8,684
One-off Donations via Stewardship	450
One-off Donations - other	674
Contributions for Books/Calendars	-
Total Individual Donations	9,808
Other Income	
Monies Banked by YSW	-
HMRC Gift Aid Reclaim	2,062
Bank Interest	8
Other income	-
Total Other Income	2,070
Contagious Income for 2023	39,793
Income 2023 - Mighty Oaks	
Alnwick Baptist Church	-
Armstrong Hall	-
MACPI	-
Alnwick Town Council	-
Individual Donations	-
Mighty Oaks Income for 2023	527
Total Ignite Income for 2023	40,320

Expenditure 2023 - Contagious

Youth & Schools Worker (Jessica McArdle)/Sarah Hamer

Salary	15,949
PAYE Payments to HMRC	1,319
Gross Salary	17,269
Payments to NEST Pension	2,194
Pam Yorke Payroll service	-
Total Employment Costs	19,463

Contagious General Expenses

Other Overheads	4,440
Restorative Now	4,800
Training/Safety	1,286
YSW Expenses	2,329
Youth Cells	2,752
Messy Church	117
Events/ activities	141
Contagious Expenses for 2023	15,865

Expenditure 2023 - Mighty Oaks

Consumables	-
Vehicle Service	-
Vehicle Tax	-
Vehicle Insurance	-
Mighty Oaks Expenses for 2023	811

Total Contagious /(Ignite) Expenses for 2023

36,139

Surplus/Deficit for 2023

Contagious/Ignite	4,465
Mighty Oaks	(284)
Total Contagious	4,181

Bank Balance

Contagious b/f 2022	36,111
Contagious c/f 2023	40,575
Change in Cash	4,465

Mighty Oaks Current Account b/f 2022	3,464
Mighty Oaks Current Account c/f 2023	3,180
Change in Cash	(284)

Total Cash b/f 2022	39,574
Total Cash c/f 2023	43,755
Change in Cash	4,181

Prepared by:

Examined by:

Juan Bana



Section A

Independent Examiner's Report

Report to the trustees/
members of

Contagious (Ignite) Charity, Alnwick

On accounts for the year
ended

31st December 2023

Charity no
(if any)

1089954

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2022.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 26th February 2024

Name:

Jean Barr

Relevant professional
qualification(s) or body
(if any):

n/a

Address:

37 Springfield Park

Alnwick

Northumberland NE66 2NH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose.