LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales · Charity number 1096397

Details

Other names	BFREE YOUTH CAFE AND INFORMATION CENTRE
Status	Registered
Legal form	Charitable company
Company number	04484589
Registered	2003-03-06
Register	View on the Charity Commission register

Contact

Address	BFree Youth Cafe Kingston Road Leatherhead KT22 7BT
Phone	01372383345
Email	info@leatherheadyouthproject.com
Website	www.leatherheadyouthproject.com

Activities

Objects: TO FURTHER THE WORK AND SHARE THE LOVE OF JESUS CHRIST BY PROVIDING FOR THE EDUCATIONAL, TRAINING, PHYSICAL, SPIRITUAL, MORAL, EMOTIONAL, INTELLECTUAL AND/OR RECREATIONAL NEEDS AND GENERAL WELFARE OF PERSONS RESIDENT PRINCIPALLY BUT NOT EXCLUSIVELY IN LEATHERHEAD IN SUCH MANNER AS MAY BE CHARITABLE WITHOUT REGARD TO RELIGION, ETHNICITY, CULTURE, AGE, SEX OR DISABILITY AND WITH SPECIAL CONCERN FOR PERSONS WHO THROUGH THEIR SOCIAL OR ECONOMIC SITUATION ARE IN NEED AND IN PARTICULAR BUT NOT SO AS TO LIMIT THE GENERAL NATURE OF THE ABOVE:3.1 TO PROMOTE THE DEVELOPMENT AND IMPROVEMENT OF YOUNG PEOPLE UNDER THE AGE OF 25 THROUGH THE PROVISION OF RECREATIONAL AND LEISURE FACILITIES;3.2 TO PROVIDE CARE, COUNSELLING AND/OR SUPPORT FOR YOUNG PEOPLE UNDER THE AGE OF 25 IN NEED THEREOF;3.3 TO PROVIDE EDUCATION, TRAINING AND INFORMATION TO YOUNG PEOPLE UNDER THE AGE OF 25.

Activities: Leatherhead Youth Project Ltd provides a number of activities in the Leatherhead area. This includes the BFree Youth Cafe & Information Centre for the young people where they can meet friends, after school in a safe, drug & alcohol free environment, external activities & trips for the young

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people. LYP also manages the youth clubs & youth lead services for the Churches Together in Leatherhead.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People

Geography

- **Area of benefit:** LEATHERHEAD, MOLE VALLEY, SURREY.
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£297,125	£313,702	-	-
2023-12-31	£301,095	£298,060	-	-
2022-12-31	£279,869	£263,905	-	-
2021-12-31	£249,870	£247,320	-	-
2020-12-31	£254,451	£248,839	-	-

Trustees

Name	Role	Appointed
Rev Robert Stevens	Chair	2016-10-03
Jacqueline Anne Shabankareh		2025-04-23
MR TIM HALL		
Michael Ronald Coffin		2019-07-15
Nigel Philip Boniface		2018-06-18

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LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales - Charity number 1096397

Accounts

Registered Company No. 4484589
(England and Wales)
Registered Charity No. 1096397

LEATHERHEAD YOUTH PROJECT LIMITED

Directors' Report
and Financial Statements

for the year ended
31st December 2024

LEATHERHEAD YOUTH PROJECT LIMITED

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LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2024

The directors present their report and financial statements for the year ended 31st December 2024.

Reference and Administrative Information

Charity Name:	Leatherhead Youth Project Ltd
Charity number:	1096397
Company number:	4484589
Registered office and operational address:	BFree Youth Café Kingston Road Leatherhead Surrey KT22 7BT
Website:	www.leatherheadyouthproject.com
Directors:	Mr N Boniface Mrs A Chamberlain Mr M Coffin (Finance Director) Mrs B Eckley Mr T R Hall Rev R C Stevens (Chair)
Secretary:	Mr N Boniface
Accountant:	Michael Coffin BSc (SocSci), ACMA
Bankers:	Barclays Bank plc 82/84 High Street Epsom KT19 8BA

LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2024

The trustees present their report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Structure, Governance and Management

Nature of the governing document and constitution of the charity

The charity is constituted as a company limited by guarantee and is governed by the memorandum and articles of association dated 12th July 2002 as amended by special resolutions dated 10th February 2003, 10th January 2011 and 10th February 2011.

The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing documents on the operation of the charity or on its investment powers, other than those imposed by general charity law

The methods adopted for the recruitment and appointment of new trustees

At every annual general meeting one-third of the trustees retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

If the Charity at the meeting at which a trustee retires by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment.

Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.

The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate the office at the conclusion thereof.

Objectives and activities

A summary of the objects of the charity as set out in its governing document

To further the work and share the love of Jesus Christ by providing for the educational, training, physical, spiritual, moral, emotional, intellectual and/or recreational needs and general welfare of persons resident principally but not exclusively in Leatherhead in such manner as may be charitable without regard to religion, ethnicity, culture, age, sex or disability and with special concern for persons who through their social or economic situation are in need and in particular but not so as to limit the general nature of the above:

- to promote the development and improvement of young people under the age of 25 through the provision of recreational and leisure facilities;
- to provide care, counselling and/or support for young people under the age of 25 in need thereof;
- to provide education, training and information to young people under the age of 25.

Activities undertaken in relation to the objects of the charity

The focus of the charity's activities remains the BFree Youth Café which is an after-school drop-in centre out of which projects are created to meet the needs of the young people who attend.

Summary of the main achievements of the charity during the year

At Leatherhead Youth Project we focus on a relational approach to all the support we provide, enabling young people to overcome the barriers they face in their lives. We have seen a huge amount of success in this area with 100% of all young people accessing our counselling and emotional well-being service stating that they have seen improvement in their original reason for referral, as well as 94% of young people accessing our youth cafes positively moving along the LYP continuum.

Our child-led approach to our projects means that the support is adaptable and flexible, but carries the LYP DNA throughout each activity we provide. In 2024 we ran a total of 17 projects, alongside delivering 836 counselling sessions.

We also continued to upskill the current team as well as employed a new Bookham lead - community youth worker to help further grow our work in Bookham and the surrounding areas. We are immensely proud of the hard work the team puts in, on a daily basis and have ended the year with over 600 young people having been supported.

We look forward to building on this success as we go into 2025 and would like to thank our donors, funders and supporters for their commitment to the work we do.

The 2024 infographic on the next page shows many of the achievements from the past year.

LYP in 2024

601 Total number of young people accessed LYP projects, not including 3 assemblies.

836 Total number of counselling sessions

CONTINUUM

The Youth Work Continuum is a framework of our holistic support for young people to help them overcome challenges, help them thrive and contribute to their community.

Welcome	Engage	Support	Empower
183	92	48	37
	42 young people have progressed from Welcome to Engage	27 young people have progressed from Engage to Support	9 young people have progressed from Support to Empower

YOUTH WORK

94% total percentage of young people who moved up the continuum.

220 young people have been assessed using our levels of need framework.

38 individual plans have been put in place to support young people

92% said BYouth Youth Café had helped with their friendships.

100% said the youth workers are accepting, non-judgemental and encouraging.

81% said they felt more confident since attending BFree Youth Café

COUNSELLING AND EMOTIONAL WELL-BEING

4.8/5 was the average rating received for overall service experience.

100% said Counselling and Emotional Well-Being sessions improved their original reason for referral.

9.75/10 was the average score from young people that said they felt listened to.

LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2024

From the Chair of Trustees:

LYP has continued to fulfil its mission to serve young people in Leatherhead, Bookham and across Mole Valley so that they might experience transformation in every part of their lives. This is primarily enabled through the staff team and volunteers, and the trustees are rightly proud of their skill, professionalism, commitment, service and generosity. The achievements of the team are described in this report and they illustrate the impact that the work has amongst local young people.

The trustees have continued to have oversight of and input into the governance of the organisation as well as the fulfilment of its vision. The trustees have continued to monitor and approve the relevant policies and procedures as well as having clear sight of and input into the fundraising strategy and its implementation.

Appropriate financial controls are overseen by the trustees and they also take seriously the necessity to maintain healthy cashflow and reserves. During the year we have been able to fulfil all our financial commitments as well as maintain our reserves, with enough money to cover at least 3 months of expenditure.

Annual reviews of all staff are undertaken, including the CEO. Objectives are set for all the staff and CPD is available enable the team to build a broad-based set of skills and capacity. All staff undertake regular safeguarding training. Trustees are encouraged to ensure that they also receive regular training, including safeguarding training.

In 2024, we reviewed the following policies, while maintaining many other policies, that are of clear importance to any charity with similar objectives to ourselves, such as safeguarding:

- Acceptable Use Policy
- Code of Conduct
- Complaints Procedure Policy
- Disciplinary Procedure Policy
- E Safety Policy
- Financial Policy
- Data Protection Policy
- Personal Data Breach Policy
- Training Policy

Financial Review

During the period the charity had income resources of £297,125 and a total expenditure of £313,701 resulting in net outflow of resources of £16,576.

Reserves Policy

Our reserves policy is designed to give us sufficient reserves to enable us to cope with unforeseen events without tying up funds that could be utilised to fund projects. With this in mind we aim to hold unrestricted reserves to cover between three and six months' running costs.

Our current position achieves this target.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and on planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Statement of Directors' and Trustees' Responsibilities

The trustees (who are also the directors of Leatherhead Youth Project Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2024

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

In the preparation of this report the directors have taken advantage of the exemptions applicable to small companies as conferred by Part 15 of the Companies Act 2006.

This report was approved by the board of trustees on 17 June 2025.

Rev R C Stevens
Director

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

I report on the accounts of the company for the year ended 31 December 2024, which are set out on pages 12 to 23.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the 2006 Companies Act and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Independent examiner's statement

If the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with those accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

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

Siobhan Glenister ACA

1 Park Road
Hampton Wick
Kingston Upon Thames
KT1 4AS

Dated: 17 June 2025

LEATHERHEAD YOUTH PROJECT LIMITED

Statement of Financial Activities
for the year ended 31st DECEMBER 2024

	Notes	2024 £ Unrestricted Funds	2024 £ Restricted Funds	2024 £ Total Funds	2023 £ Total Funds
Incoming Resources					
Donations	*2*	104,347	44,647	148,994	163,718
Commissioning & Contracts	*3*	125,051	-	125,051	119,108
Gift Aid tax rebates		2,725	45	2,770	1,971
Sale of fixed assets		-		-	27
Fund Raising		9,801	3,000	12,801	9,979
Use of premises		-	-	-	230
Interest received		7,510	-	7,510	5.657
Other income		-	-	-	405
Total Incoming Resources		249,434	47,692	297,126	301,095
Resources Expended					
Direct Charitable Expenditure:					
Equipment		166	360	526	1,538
Events & Projects		3,543	7,886	11,429	13,796
Staff costs		220,274	40,981	261,255	245,755
Property costs		25,228	2,611	27,839	21,272
		249,211	51,838	301,049	282,361
Share of support and governance costs:	*14*	10,036	2,617	12,653	15,699
Total Resources Expended		259,247	54,455	313,702	298,060
Surplus / (Deficit) for the year	*4*	(9,813)	(6,763)	(16,576)	3,035
Fund balance brought forward	*9,10*	125,600	22,792	148,392	145,357
Fund balance carried forward		115,787	16,029	131,816	148,392

LEATHERHEAD YOUTH PROJECT LIMITED

Balance Sheet as at 31st DECEMBER 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	6	1,433		2,575	
			1,433		2,575
Current assets					
Debtors	7	6,711		3,925	
Cash at bank and in hand		157,452		185,922	
		164,163		189,847	
Creditors: amounts falling due within one year	8	(33,780)		(44,030)	
Net current assets			130,383		145,817
			131,816		148,392
Funds employed					
Unrestricted funds	9		115,787		125,600
Restricted funds	10		16,029		22,792
			131,816		148,392

For the financial year ended 31 December 2024 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board for issue on 11 June 2025.

M R Coffin
Finance Director

1 Accounting policies

Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Going concern
At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Charitable funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Incoming resources
Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended
Expenditure is recognised in the year in which the liability is incurred and is reported as part of the expenditure to which it relates.

Charitable activities' direct costs and support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Tangible fixed assets and depreciation
Tangible fixed assets are stated at cost less depreciation, except for set up costs and items funded entirely by external restricted donations which have been written off in the year in which the expenditure was incurred and the funding received. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	33% - 50% x cost

Cash and cash equivalents
Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

There were no key judgements. The main accounting estimates are depreciation, gift aid debtors and accruals.

2 Donations

A total of £148,993 donations were received during the year (2023 - £163,718). Out of this, £44,647 donations were restricted.

Donations and grants of £5,000 and over during 2024 were:

- National Lottery Community Fund (£17,417)
- Garfield Weston Foundation (£15,000)
- East Court Fund (£15,000)
- St Nicolas' Church (Bookham) (£12,000)
- Bookham Baptist Church (£10,286)
- Eastwick Road Church (Bookham) (£10,000)
- Three Oaks Trust (£10,000)
- Surrey Education Grants Fund (£6,000)
- Dancer Fund (£5,050)
- Peter Harrison Foundation Community Fund (£5,000)
- Stonar Brighter Futures Fund (£5,000)

Where donations were received to cover a period overlapping a year end the figure quoted is the amount allocated to 2024.

3 Commissioning & Contracts

The total Commissioning & Contracts income during the year was £125,051 (2023 -£119,108).

In April 2021 LYP began a new contract with Surrey Wellbeing Partnership to deliver emotional wellbeing support sessions as part of a new alliance, Mindworks Surrey. It is a county wide children and young people's emotional wellbeing and mental health service. LYP received £117,311 from Surrey Wellbeing Partnership during 2024.

LYP also provided counselling and emotional wellbeing sessions, one day a week during the school term time, for St Andrews School. The school paid £6,870 in return for this.

4 Surplus for the year

	2024 £	2023 £
The surplus is stated after charging:		
Depreciation of tangible assets	1,995	2,570

5 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

6 Tangible Fixed Assets

	Office Equipment	Plant and machinery	Furniture & Fixtures	TOTAL
	£	£	£	£
Cost				
At 1 January 2024	5,128	9,429	660	15,217
Disposals	(77)	(968)	-	(1,045)
Loss on disposals	-	(53)	-	(53)
Additions	-	906	-	906
At 31 December 2024	**5,051**	**9,314**	**660**	**15,025**
Depreciation:				
At 1 January 2024	3,938	8,093	611	12,642
Disposals	(77)	(968)	-	(1,045)
Charge for the year	762	1,184	49	1,995
At 31 December 2024	**4,623**	**8,309**	**660**	**13,592**
Net book value:				
At 31 December 2024	**428**	**1,005**	**-**	**1,433**
At 31 December 2023	1,190	1,336	49	2,575

7 Debtors

	2024	2023
	£	£
Invoiced Debtors	1,512	450
Tax Refunds Due	2,904	1,505
Other Debtors	-	-
Prepayments	2,295	1,970
	6,711	**3,925**

8 Creditors (amounts falling due within one year)

	2024 £	2023 £
Invoiced Creditors	288	110
Other Creditors	2,084	1,373
Accruals & Deferred Income	25,564	36,973
Payroll Liabilities	5,800	5,530
Receipts on behalf of third parties	44	44
	33,780	**44,030**

9 Statement of movements on unrestricted funds

	At 1 January 2024	Income	Expenditure	Balance 31 December 2024
	£	£	£	£
General	125,600	249,434	259,247	115,787
	125,600	**249,434**	**259,247**	**115,787**

10 Statement of movements on restricted funds

	At 1 January 2024	Income	Expenditure	Balance 31 December 2024
	£	£	£	£
Bookham Sessional Worker (Gatwick)	4,033	-	4,033	-
Bookham Projects	3,690	225	3,350	565
Connect (NL Awards for All)	2,587	-	2,587	-
Grace Dear Trust (yr 6 transition)	2,001	-	1,489	512
Joe's Buddy Line (yr 6 transition)	2,001	-	1,489	512
Into the Wild (Leatherhead lions)	1,442	-	1,198	244
Into the Wild	1,345	-	-	1,345
Rebecca Cannon Vitality Fund	1,213	-	1,213	-
Leatherhead 5 a day	1,103	-	1,103	-
Bookham Connect	995	-	195	800
Romania Trip	922	-	-	922
Bookham Equipment (Anchor pub)	548	-	379	169
BFree (National Lottery)	486	-	315	171
THall (BFree Equipment)	202	-	202	-
Total Football	100	-	-	100
BFree (BBC CiN)	75	-	75	-
Youth Council	49	-	5	44
BFree and BFree+ (NL Community)	-	17,417	16,909	508
Aspire (Harrison and Education Grants)	-	11,000	9,103	1,897
Freestyle (Stonar and Gatwick)	-	8,000	7,404	596
Bookham Sessional Worker (Dancer Fund)	-	5,050	407	4,643
Levels of Need (The Big Give)	-	3,000	-	3,000
Jellybean for 5 a day	-	2,000	2,000	-
Surrey CC C Curran (Trips)	-	1,000	1,000	
	22,792	47,692	54,455	16,029

Purposes of restricted funds:

- **Bookham Projects** - Funds donated specifically to support projects in Bookham
- **BFree (BBC CiN)** - Funds from BBC Children in Need to support our daily drop-in in Leatherhead.
- **BFree (National Lottery)** - Funding from National Lottery Community Fund to support our daily drop-in in Leatherhead.
- **Bookham Connect** - Donation from Bookham Belles WI to support targeted youth work in Bookham
- **Bookham Equipment (Anchor pub)** - Donation from the Anchor pub to provide equipment for our Bookham youth work.
- **Into the Wild** - Donation from Leatherhead Community Association to support our outdoor adventure project
- **Into the Wild (Leatherhead Lions)** - Donation from Leatherhead Lions to support our outdoor adventure project
- **Bookham Sessional Worker** - Funding from the Gatwick Foundation Fund through the Community Foundation for Surrey to cover the cost of employing a Sessional Worker in Bookham.
- **Romania Trip** - Donations to support our occasional trips to work with gypsy children in Romania
- **Leatherhead 5-a-day** - Funding from the Surrey Community Foundation Poverty Fund for our 5-a-day healthy eating project in Leatherhead.
- **Total Football** - Funding from Liquid Connection to support Total Football
- **Youth Council** - Funds received from the Community Foundation for Surrey to support our youth council
- **Connect (NL Awards for all)** – Funding from the National Lottery Awards for all England for our Connect work in Bookham and Leatherhead.
- **Grace Dear Trust (Yr 6 transition)** – Funding from the Grace Dear Trust for work supporting year 6 students in the transition to Secondary School.
- **Joe's Buddy Line (Yr 6 transition)** – Funding from Joe's Buddy Line for work supporting year 6 students in the transition to Secondary School.
- **Jellybean for 5-a-day** - funding for our 5-a-day healthy eating project given by Jellybean Creative Solutions Ltd.
- **Rebecca Cannon Vitality Fund –** Funding from the Rebecca Cannon Vitality Fund for key work with vulnerable young people.
- **BFree & BFree+ (NL Community)** - funding for BFree & BFree+ granted by the National Lottery Community Fund
- **Levels of Need (The Big Give) –** Funds raised using The Big Give Christmas Challenge for our Levels of Need assessment process.
- **Freestyle (CFS – Stonar and Gatwick)** - Funding from the Stonar Brighter Futures Fund and Gatwick Foundation Fund provided through Community Foundations for Surrey for our freestyle residential camp
- **Aspire (Harrison and Education Grants) –** Funding from Peter Harrison Foundation Community Fund and Surrey Education Grants Fund via Community Foundation for Surrey for one-to-one support for over 16's through our Aspire project.

- **Bookham Sessional Worker** (**Dancer Fund)** - Funding from the Dancer Fund through the Community Foundation for Surrey to cover the cost of employing a Sessional Worker in Bookham
- **C Curran (Trips)** – Funding for summer trips from the Your Councillor Community Fund of Surrey County Councillor, Clare Curran.
- **T Hall (BFree Equipment)** – Funding for equipment for our daily Leatherhead drop-in from the Your Councillor Community Fund of Surrey County Councillor, Tim Hall.

It should be noted that three funds remained in place while the equipment that they funded are being fully depreciated. These are:

- BFree (BBC CiN)
- BFree (National Lottery)
- T Hall (BFree Equipment)

11 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fixed Assets	1,433	-	1,433
Debtors	6,711	-	6,711
Cash at bank and in hand	141,423	16,029	157,452
Current Liabilities	(33,780)	-	(33,780)
	115,787	**16,029**	**131,816**

12 Analysis of staff costs

	2024 £	2023 £
Salaries & Wages	237,685	223,651
Social Security Costs	14,782	13,255
Pension Costs	5,021	4,804
	257,488	**241,710**

There were no trustees' remuneration or other benefits for the year ended 31 December 2024, nor for the year ended 31 December 2023.

No staff member was paid above £60,000 for the year ended 31 December 2024, nor for the year ended 31 December 2023.

13 Analysis of staff numbers

The average monthly headcount was 10.86 (2023:10.58) and the average number of full-time equivalent employees during the year was as follows:

	2024	2023
Youth Workers	4.66	4.72
Counsellors	2.00	1.77
Others	1.76	1.73
	8.42	**8.22**

14 Share of support and governance costs

	Support costs		Governance costs		2024	2023
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	£	**£**	**£**	**£**	**£**	**£**
Services	54	274			328	319
Insurance	218	2,155			2,373	2,239
Printing/Stationery	75	738			813	1,209
Depreciation	1,447	548			1,995	2,569
IT	135	1,330			1,465	1,662
Bookkeeping	41	402			443	439
PR & Publicity	136	1,193			1,329	890
Legal costs	0	0			0	2,640
Travel	449	1,212			1,661	1,689
Subscriptions	35	350			385	372
Bank Charges	10	104			114	140
Sundry Costs	17	170			187	175
Total Support Costs	**2,617**	**8,476**	**0**	**0**	**11,093**	**14,343**
Independent Examination of the financial statements			-	1,560	1,560	1,356
Total Governance Costs	**0**	**0**	**0**	**1,560**	**1,560**	**1,356**
Total Support and Governance Costs	**2,617**	**8,476**	**0**	**1,560**	**12,653**	**15,699**

LEATHERHEAD YOUTH PROJECT LIMITED

Income and Expenditure Account
for the year ended 31st December 2024

	2024 £	2023 £
Income		
Donations	148,994	163,718
Commissioning & Contracts	125,051	119,108
Gift Aid Tax Rebates	2,770	1,971
Sale of fixed assets	-	27
Fund Raising	12,801	9,979
Hire of Premises	-	230
Interest Received	7,510	5,657
Other Income	-	405
	297,126	**301,095**
Expenditure		
Purchases	*473*	*1,538*
Loss on disposal	*53*	*-*
Total Equipment	526	1,538
Projects & Events	11,429	13,796
Wages and National Insurance	*257,488*	*241,710*
Staff Recruitment, Training and Other Costs	*3,767*	*4,045*
Total Staff Costs	261,255	245,755
Rent	*19,602*	*12,500*
Utilities	*4,422*	*4,971*
Repairs and Maintenance	*3,815*	*3,801*
Total Property Costs	27,839	21,272
Services	*328*	*319*
Insurance	*2,373*	*2,239*
Printing, Postage and Stationery	*813*	*1,209*
Depreciation	*1,995*	*2,569*
IT	*1,465*	*1,662*
Bookkeeping	*443*	*439*
PR/Publicity/Fundraising	*1,329*	*890*
Legal costs	*-*	*2,640*
Travel	*1,661*	*1,689*
Subscriptions	*385*	*372*
Bank Charges	*114*	*140*
Sundry Costs	*187*	*175*
Independent Examination	*1,560*	*1,356*
Total Support & Governance Costs	12,653	15,699
	313,702	**298,060**
Surplus / (Deficit) for the year	**(16,576)**	**3,035**

LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales - Charity number 1096397

Accounts

Registered Company No. 4484589
(England and Wales)
Registered Charity No. 1096397

LEATHERHEAD YOUTH PROJECT LIMITED

Directors' Report
and Financial Statements

for the year ended
31st December 2023

LEATHERHEAD YOUTH PROJECT LIMITED

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LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2023

The directors present their report and financial statements for the year ended 31st December 2023.

Reference and Administrative Information

Charity Name:	Leatherhead Youth Project Ltd
Charity number:	1096397
Company number:	4484589
Registered office and operational address:	BFree Youth Café Kingston Road Leatherhead Surrey KT22 7BT
Website:	www.leatherheadyouthproject.com
Directors:	Mr N Boniface Mrs A Chamberlain Mr M Coffin (Finance Director) Mrs B Eckley Mr T R Hall Rev R C Stevens (Chair)
Secretary:	Mr N Boniface
Accountant:	Michael Coffin BSc (SocSci), ACMA
Bankers:	Barclays Bank plc 82/84 High Street Epsom KT19 8BA

LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2023

The trustees present their report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Structure, Governance and Management

Nature of the governing document and constitution of the charity

The charity is constituted as a company limited by guarantee and is governed by the memorandum and articles of association dated 12th July 2002 as amended by special resolutions dated 10th February 2003, 10th January 2011 and 10th February 2011.

The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing documents on the operation of the charity or on its investment powers, other than those imposed by general charity law

The methods adopted for the recruitment and appointment of new trustees

At every annual general meeting one-third of the trustees retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

If the Charity at the meeting at which a trustee retires by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment.

Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.

The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate the office at the conclusion thereof.

Objectives and activities

A summary of the objects of the charity as set out in its governing document

To further the work and share the love of Jesus Christ by providing for the educational, training, physical, spiritual, moral, emotional, intellectual and/or recreational needs and general welfare of persons resident principally but not exclusively in Leatherhead in such manner as may be charitable without regard to religion, ethnicity, culture, age, sex or disability and with special concern for persons who through their social or economic situation are in need and in particular but not so as to limit the general nature of the above:

- to promote the development and improvement of young people under the age of 25 through the provision of recreational and leisure facilities;
- to provide care, counselling and/or support for young people under the age of 25 in need thereof;
- to provide education, training and information to young people under the age of 25.

Activities undertaken in relation to the objects of the charity

The focus of the charity's activities remains the BFree Youth Café which is an after-school drop-in centre out of which projects are created to meet the needs of the young people who attend.

Summary of the main achievements of the charity during the year

At Leatherhead Youth Project we take a relational and positive approach to young people, providing support and skills to help them overcome barriers. We were delighted to work with 632 local youth this past year helping each one of them to build a brighter future.

We offer five stages of support: welcome, engage, support, empower and transform. Within each stage we work hard to offer projects that meet the young person where

they are. From the first hello at one of our youth cafés, to feeling empowered as a young adult.

As well as delivering our usual programme of projects we were delighted this year to bring back our wilderness adventure 'Into the Wild'. This project engages some of the older young people, giving them the opportunity to explore the Welsh countryside, wild camp in the Surrey Hills as well as benefit from reflective activities.

This year we were also able to embed and grow a number of our newer projects including our tutoring support for 16 year olds and above, our motor mechanics project as well as our youth boards.

For a small team the amount that was delivered in 2023 is quite extraordinary as well as the ability to pivot projects to meet emerging needs. We are particularly proud of our one-to-one mental health support as well as our dedication to everyday youth work in both our youth cafés in Leatherhead and Bookham.

We continue to be hugely grateful for the support we receive from partners, families and funders. We were pleased to see so many at our Fundraising Gala this year, a celebration of all the work we do for local young people.

From the Chair of Trustees:

LYP has continued to fulfil its mission to serve young people in Leatherhead, Bookham and across Mole Valley so that they might experience transformation in every part of their lives. This is primarily enabled through the staff team and volunteers, and the trustees are rightly proud of their skill, professionalism, commitment, service and generosity. The achievements of the team are described in this report and they illustrate the impact that the work has amongst local young people.

The trustees have continued to have oversight of and input into the governance of the organisation as well as the fulfilment of its vision. The trustees have continued to monitor and approve the relevant policies and procedures as well as having clear sight of and input into the fundraising strategy and its implementation.

Appropriate financial controls are overseen by the trustees and they also take seriously the necessity to maintain healthy cashflow and reserves. During the year we have been able to fulfil all our financial commitments as well as maintain our reserves, with enough money to cover at least 3 months of expenditure.

Annual reviews of all staff are undertaken, including the CEO. Objectives are set for all the staff and CPD is available enable the team to build a broad-based set of skills and capacity. All staff undertake regular safeguarding training. Trustees are encouraged to ensure that they also receive regular training, including safeguarding training.

Financial Review

During the period the charity had income resources of £301,095 and a total expenditure of £298,060 resulting in net resources of £3,035.

Reserves Policy

Our reserves policy is designed to give us sufficient reserves to enable us to cope with unforeseen events without tying up funds that could be utilised to fund projects. With this in mind we aim to hold unrestricted reserves to cover between three and six months' running costs.

Our current position achieves this target.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and on planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Statement of Directors' and Trustees' Responsibilities

The trustees (who are also the directors of Leatherhead Youth Project Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

In the preparation of this report the directors have taken advantage of the exemptions applicable to small companies as conferred by Part 15 of the Companies Act 2006.

This report was approved by the board of trustees on 21st May 2024.

Rev R C Stevens
Director

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

I report on the accounts of the company for the year ended 31 December 2023, which are set out on pages 10 to 22.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the 2006 Companies Act and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Independent examiner's statement

If the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with those accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

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

Siobhan Glenister ACA

1 Park Road
Hampton Wick
Kingston Upon Thames
KT1 4AS

Dated: 21/05/2024.....

LEATHERHEAD YOUTH PROJECT LIMITED

Statement of Financial Activities
for the year ended 31st DECEMBER 2023

	Notes	2023 £ Unrestricted Funds	2023 £ Restricted Funds	2023 £ Total Funds	2022 £ Total Funds
Incoming Resources					
Donations	2	94,394	69,324	163,718	163,894
Commissioning & Contracts	3	119,108		119,108	105,008
Gift Aid tax rebates		1,926	45	1,971	2,231
Sale of fixed assets		27		27	4,611
Fund Raising		6,594	3,385	9,979	2,484
Use of premises		230		230	915
Interest received		5,657		5,657	726
Other income		405	-	405	-
Total Incoming Resources		228,341	72,754	301,095	279,869
Resources Expended					
Direct Charitable Expenditure:					
Equipment		204	1,334	1,538	2,072
Events & Projects		3,378	10,418	13,796	9,034
Staff costs		187,247	58,508	245,755	218,247
Property costs		16,522	4,750	21,272	20,719
		207,351	75,010	282,361	250,072
Share of support and governance costs:	14	12,283	3,416	15,699	13,833
Total Resources Expended		219,634	78,426	298,060	263,905
Surplus / (Deficit) for the year	4	8,707	(5,672)	3,035	15,964
Fund balance brought forward	9,10	116,893	28,464	145,357	129,393
Fund balance carried forward		125,600	22,792	148,392	145,357

LEATHERHEAD YOUTH PROJECT LIMITED

Balance Sheet as at 31st DECEMBER 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	6	2,575		2,854	
			2,575		2,854
Current assets					
Debtors	7	3,925		4,375	
Cash at bank and in hand		185,922		194,941	
		189,847		199,316	
Creditors: amounts falling due within one year	8	(44,030)		(56,813)	
Net current assets			145,817		142,503
			148,392		145,357
Funds employed					
Unrestricted funds	9		125,600		116,893
Restricted funds	10		22,792		28,464
			148,392		145,357

For the financial year ended 31 December 2023 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board for issue on 21st May 2024.

M R Coffin
Finance Director

1 Accounting policies

Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Going concern
At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Charitable funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Incoming resources
Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended
Expenditure is recognised in the year in which the liability is incurred and is reported as part of the expenditure to which it relates.

Charitable activities' direct costs and support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Tangible fixed assets and depreciation
Tangible fixed assets are stated at cost less depreciation, except for set up costs and items funded entirely by external restricted donations which have been written off in the year in which the expenditure was incurred and the funding received. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	33% - 50% x cost

Cash and cash equivalents
Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

There were no key judgements. The main accounting estimates are depreciation, gift aid debtors and accruals.

2 Donations

A total of £163,718 donations were received during the year (2022 - £163,894). Out of this, £69,324 donations were restricted.

Donations and grants of £5,000 and over during 2023 were:

- National Lottery Community Fund (£35,252)
- Garfield Weston Foundation (£20,000)
- East Court Fund (£15,000)
- St Nicolas' Church (Bookham) (£12,000)
- Bookham Baptist Church (£10,500)
- Eastwick Road Church (Bookham) (£10,000)
- Three Oaks Trust (£8,750)
- National Lottery Fund Awards For All Scheme (£7,000)
- Leatherhead Lions (£6,000)

Where donations were received to cover a period overlapping a year end the figure quoted is the amount allocated to 2023.

3 Commissioning & Contracts

The total Commissioning & Contracts income during the year was £119,108 (2022 -£105,008).

In April 2021 LYP began a new contract with Surrey Wellbeing Partnership to deliver emotional wellbeing support sessions as part of a new alliance, Mindworks Surrey. It is a county wide children and young people's emotional wellbeing and mental health service. LYP received £112,148 from Surrey Wellbeing Partnership during 2023.

LYP also provided counselling and emotional wellbeing sessions, one day a week during the school term time, for St Andrews School. The school paid £6,870 in return for this.

4 Surplus for the year	2023 £	2022 £
The surplus is stated after charging:		
Depreciation of tangible assets	2,570	1,193

5 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

6 Tangible Fixed Assets

	Office Equipment	Plant and machinery	Furniture & Fixtures	TOTAL
	£	£	£	£
Cost				
At 1 January 2023	4,086	8,780	660	13,526
Disposals	(600)	-	-	(600)
Additions	1,642	649	-	2,291
At 31 December 2023	**5,128**	**9,429**	**660**	**15,217**
Depreciation:				
At 1 January 2023	4,069	6,154	449	10,672
Disposals	(600)	-	-	(600)
Charge for the year	469	1,939	162	2,570
At 31 December 2023	**3,938**	**8,093**	**611**	**12,642**
Net book value:				
At 31 December 2023	**1,190**	**1,336**	**49**	**2,575**
At 31 December 2022	17	2,626	211	2,854

7 Debtors

	2023	2022
	£	£
Invoiced Debtors	450	300
Tax Refunds Due	1,505	2,231
Other Debtors	-	-
Prepayments	1,970	1,844
	3,925	**4,375**

8 Creditors (amounts falling due within one year)

	2023 £	2022 £
Invoiced Creditors	110	489
Other Creditors	1,373	1,426
Accruals & Deferred Income	36,973	53,442
Payroll Liabilities	5,530	1,412
Receipts on behalf of third parties	44	44
	44,030	**56,813**

9 Statement of movements on unrestricted funds

	At 1 January 2023	Income	Expenditure	Balance 31 December 2023
	£	£	£	£
General	116,893	228,341	219,634	125,600
	116,893	**228,341**	**219,634**	**125,600**

10 Statement of movements on restricted funds

	At 1 January 2023	Income	Expenditure	Balance 31 December 2023
	£	£	£	£
Surrey Downs Better Care Fund	4,723	-	4,723	-
Rebecca Cannon Vitality Fund	4,525	-	3,312	1,213
CFS (Making Good)	4,094	485	4,579	-
Bookham Projects	3,692	3,125	3,127	3,690
A&J Smith Family Trust (Bookham)	2,952	-	2,952	-
BFree (National Lottery)	1,677	35,252	36,443	486
Into the Wild	1,345	-	-	1,345
Freestyle (East Court)	1,308	-	1,308	-
Bookham Connect	1,131	-	136	995
Romania Trip	922	-	-	922
Building Capabilities	744	-	744	-
THall (BFree Equipment)	504	-	302	202
BFree (BBC CiN)	463	-	388	75
Keywork	190	-	190	-
Total Football	100	-	-	100
Youth Council	94	-	45	49
Connect (NL Awards for All)	-	7,000	4,413	2,587
Into the Wild (Leatherhead lions)	-	6,000	4,558	1,442
Bookham Sessional Worker	-	4,800	767	4,033
Freestyle (CFS)	-	4,250	4,250	-
Leatherhead 5 a day	-	4,000	2,897	1,103
Grace Dear Trust (yr6 transition)	-	2,185	184	2,001
Joe's Buddy Line (yr 6 transition)	-	2,185	184	2,001
Aspire (Healthwatch Sy)	-	1,500	1,500	-
Bookham Equipment (Anchor pub)	-	1,043	495	548
Percy Bilton Charity (Counselling Room)	-	579	579	-
Surrey CC T Hall (Christmas)	-	350	350	-
	28,464	72,754	78,426	22,792

Purposes of restricted funds:

- **Bookham Projects** - Funds donated specifically to support projects in Bookham
- **BFree (BBC CiN)** - Funds from BBC Children in Need to support our daily drop-in in Leatherhead.
- **Building Capabilities** - Funding from National Lottery Community Fund to help build organisational and individual capabilities
- **BFree (National Lottery)** - Funding from National Lottery Community Fund to support our daily drop-in in Leatherhead.
- **Bookham Connect** - Donation from Bookham Belles WI to support targeted youth work in Bookham
- **Bookham Equipment (Anchor pub)** - Donation from the Anchor pub to provide equipment for our Bookham youth work.
- **Into the Wild** - Donation from Leatherhead Community Association to support our outdoor adventure project
- **Into the Wild (Leatherhead Lions)** - Donation from Leatherhead Lions to support our outdoor adventure project
- **Percy Bilton Charity (Counselling Room)** – Funding from the Percy Bilton Charity to furnish our counselling room.
- **Bookham Sessional Worker** - Funding from the Gatwick Foundation through the Community Foundation for Surrey to cover the cost of employing a Sessional Worker in Bookham.
- **Romania Trip** - Donations to support our occasional trips to work with gypsy children in Romania
- **Freestyle (East Court)** - Funding from East Court Fund to support Freestyle Residential camp
- **Freestyle (Liquid)** - Funding from Liquid Connection to support Freestyle Residential camp
- **Keywork** - Funding from National Lottery Awards For All towards keywork with vulnerable individuals and groups
- **Leatherhead 5-a-day** - Funding from the Surrey Community Foundation Poverty Fund for our 5-a-day healthy eating project in Leatherhead.
- **Total Football** - Funding from Liquid Connection to support Total Football
- **Youth Council** - Funds received from the Community Foundation for Surrey to support our youth council
- **Connect (NL Awards for all)** – Funding from the National Lottery Awards for all England for our Connect work in Bookham and Leatherhead.
- **Grace Dear Trust (Yr 6 transition)** – Funding from the Grace Dear Trust for work supporting year 6 students in the transition to Secondary School.
- **Joe's Buddy Line (Yr 6 transition)** – Funding from Joe's Buddy Line for work supporting year 6 students in the transition to Secondary School.
- **Surrey Downs Better Care Fund –** Funding from the Surrey Downs Better Care Fund to support our work with over 18s.
- **CFS (Making Good) -** Funds from the SES Water Fund, via the Community Foundation for Surrey to support our community action project.
- **Freestyle (CFS) –** Funding from Netherby Trust Fund through the Community Foundation for Surrey for our 2023 Freestyle Residential Camp.

- **Rebecca Cannon Vitality Fund –** Funding from the Rebecca Cannon Vitality Fund for key work with vulnerable young people.
- **A&J Smith Family Trust (Bookham) -** Funding received via the Community Foundation For Surrey to cover the cost of a Sessional Worker in Bookham.
- **Aspire (Healthwatch Surrey) –** Funding from Healthwatch Surrey Community Cash Fund for one-to-one support for over 16's through our Aspire project.
- **T Hall (BFree Equipment)** – Funding for equipment for our daily Leatherhead drop-in from the Member's Community Allocation of Surrey County Councillor Tim Hall.
- **Surrey CC T Hall (Christmas)** – Funding for Christmas activities from the Your Councillor Community Fund of Surrey County Councillor Tim Hall.

It should be noted that three funds remain in place while the equipment that they funded are being fully depreciated. These are

- BFree (BBC CiN)
- BFree (National Lottery)
- T Hall (BFree Equipment)

11 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fixed Assets	2,575	-	2,575
Debtors	3,925	-	3,925
Cash at bank and in hand	163,130	22,792	185,922
Current Liabilities	(44,030)	-	(44,030)
	125,600	**22,792**	**148,392**

12 Analysis of staff costs

	2023 £	2022 £
Salaries & Wages	223,651	199,547
Social Security Costs	13,255	11,750
Pension Costs	4,804	4,025
	241,710	**215,322**

There were no trustees' remuneration or other benefits for the year ended 31 December 2023, nor for the year ended 31 December 2022.

No staff member was paid above £60,000 for the year ended 31 December 2023, nor for the year ended 31 December 2022.

13 Analysis of staff numbers

The average monthly headcount was 10.58 (2022:10.67) and the average number of full-time equivalent employees during the year was as follows:

	2023	2022
Youth Workers	4.72	4.87
Counsellors	1.77	1.20
Others	1.73	1.32
	8.22	**7.39**

14 Share of support and governance costs

	Support costs		Governance costs		2023	2022
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	£	£	£	£	£	£
Services	35	284			319	255
Insurance	244	1,995			2,239	1,528
Printing/Stationery	135	1,074			1,209	1,437
Depreciation	2,126	443			2,569	1,193
IT	181	1,481			1,662	1,763
Bookkeeping	48	391			439	440
PR & Publicity	97	793			890	1,949
Legal costs	-	2,640			2,640	-
Travel	476	1,213			1,689	1,846
Subscriptions	40	332			372	327
AllSaints	0	0			0	1,195
Bank Charges	15	125			140	128
Sundry Costs	19	156			175	188
Total Support Costs	**3,416**	**10,927**	**0**	**0**	**14,343**	**12,249**
Independent Examination of the financial statements			-	1,356	1,356	1,584
Total Governance Costs	**0**	**0**	**0**	**1,356**	**1,356**	**1,584**
Total Support and Governance Costs	**3,416**	**10,927**	**0**	**1,356**	**15,699**	**13,833**

LEATHERHEAD YOUTH PROJECT LIMITED

Income and Expenditure Account
for the year ended 31st December 2023

	2023 £	2022 £
Income		
Donations	163,718	163,894
Commissioning & Contracts	119,108	105,008
Gift Aid Tax Rebates	1,971	2,231
Sale of fixed assets	27	4,611
Fund Raising	9,979	2,484
Hire of Premises	230	915
Interest Received	5,657	726
Other Income	405	-
	301,095	**279,869**
Expenditure		
Equipment	1,538	2,072
Projects & Events	13,796	9,034
Wages and National Insurance	*241,710*	*211,567*
Staff Recruitment, Training and Other Costs	*4,045*	*6,680*
Total Staff Costs	245,755	218,247
Rent	*12,500*	*12,500*
Utilities	*4,971*	*4,722*
Repairs and Maintenance	*3,801*	*3,497*
Total Property Costs	21,272	20,719
Services	*319*	*255*
Insurance	*2,239*	*1,528*
Printing, Postage and Stationery	*1,209*	*1,437*
Depreciation	*2,569*	*1,193*
IT	*1,662*	*1,763*
Bookkeeping	*439*	*440*
PR/Publicity/Fundraising	*890*	*1,949*
Legal costs	*2,640*	-
Travel	*1,689*	*1,846*
Subscriptions	*372*	*327*
AllSaints	-	*1,195*
Bank Charges	*140*	*128*
Sundry Costs	*175*	*188*
Independent Examination	*1,356*	*1,584*
Total Support & Governance Costs	15,699	13,833
	298,060	**263,905**
Surplus / (Deficit) for the year	**3,035**	**15,964**

LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales - Charity number 1096397

Accounts

Registered Company No. 4484589
(England and Wales)
Registered Charity No. 1096397

LEATHERHEAD YOUTH PROJECT LIMITED

Directors' Report
and Financial Statements

for the year ended
31st December 2022

LEATHERHEAD YOUTH PROJECT LIMITED

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LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2022

The directors present their report and financial statements for the year ended 31st December 2022.

Reference and Administrative Information

Charity Name:	Leatherhead Youth Project Ltd
Charity number:	1096397
Company number:	4484589
Registered office and operational address:	BFree Youth Café Kingston Road Leatherhead Surrey KT22 7BT
Website:	www.leatherheadyouthproject.com
Directors:	Mr N Boniface Mrs A Chamberlain Mr M Coffin (Finance Director) Mrs B Eckley Mr T R Hall Rev R C Stevens (Chair)
Secretary:	Mr N Boniface
Accountant:	Michael Coffin BSc (SocSci), ACMA
Bankers:	Barclays Bank plc 82/84 High Street Epsom KT19 8BA

LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2022

The trustees present their report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Structure, Governance and Management

Nature of the governing document and constitution of the charity

The charity is constituted as a company limited by guarantee and is governed by the memorandum and articles of association dated 12th July 2002 as amended by special resolutions dated 10th February 2003, 10th January 2011 and 10th February 2011.

The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing documents on the operation of the charity or on its investment powers, other than those imposed by general charity law

The methods adopted for the recruitment and appointment of new trustees

At every annual general meeting one-third of the trustees retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

If the Charity at the meeting at which a trustee retires by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment.

Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.

The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate the office at the conclusion thereof.

Objectives and activities

A summary of the objects of the charity as set out in its governing document

To further the work and share the love of Jesus Christ by providing for the educational, training, physical, spiritual, moral, emotional, intellectual and/or recreational needs and general welfare of persons resident principally but not exclusively in Leatherhead in such manner as may be charitable without regard to religion, ethnicity, culture, age, sex or disability and with special concern for persons who through their social or economic situation are in need and in particular but not so as to limit the general nature of the above:

- to promote the development and improvement of young people under the age of 25 through the provision of recreational and leisure facilities;
- to provide care, counselling and/or support for young people under the age of 25 in need thereof;
- to provide education, training and information to young people under the age of 25.

Activities undertaken in relation to the objects of the charity

The focus of the charity's activities remains the BFree Youth Café which is an after-school drop-in centre out of which projects are created to meet the needs of the young people who attend.

Summary of the main achievements of the charity during the year

This year we have worked with over 600 young people to deliver over 2000 hours of youth work. Our everyday consistent youth work offering has provided so much needed stability to young people across the borough after the pandemic. A key element of that provision has been cooking and eating together with 903 meals served at our projects during 2022.

Some highlights from the year include a team of young people serving afternoon tea to the over 65's in the community through an event called 'Kings and Queens'. Our Easter

residential gave young people the opportunity to spend three days getting stuck into activities, challenges and a talent show.

The team have done a fantastic job at consolidating the work we offer and strengthening their relationships with local young people and their families. Alongside this we have also grown our transition work by offering weekly support for young people going from primary to secondary school and launching new projects for our over 16's.

We are really proud of our latest research project which we released in September of 2022: Your Community Your Voice – School Leavers Survey. We heard from 330 students who were set to leave secondary school to understand their hopes, fears and barriers going forward. 18% told us they don't have someone to talk to and 65% are worried about their mental health.

Using this research, we have developed new projects to support this age group in gaining qualifications and learning new skills to prepare them for further education and/or employment. Our key focus is to provide a supportive and welcoming environment to journey with them, no matter what they are facing. We are very much looking forward to continuing this work in 2023 and developing it even further.

This year we have also worked in more schools than ever before, providing support in 14 schools. A lot of this work has been through our counselling and emotional wellbeing team delivering one-to-one sessions as well as providing group work.

The work the team has undertaken is vital for the young people and is made possible by the varied and committed support we receive as a charity.

The most important feedback always comes from the young people, here is what they have to say about the impact our projects have had on them this year:

"BFree has helped with my mental health and I have got closer with so many new people."

"BYouth is a place where anyone can come and be yourself."

"The group work has helped me with stress and learning coping mechanisms."

We are so proud of the young people we have worked with and are delighted to have formed two youth boards to help us continue to steer the work we do to ensure we are meeting the needs of local young people.

From the Chair of Trustees:

We, the LYP trustees, are immensely proud of the work that is undertaken by LYP. We are committed to this work because it changes young people's lives for the better. We exist for young people and we have continued to see in 2022 that young people want this work and that without it they wouldn't be as hopeful or prepared for everyday life. It really does make a difference.

It is our brilliant team that deserve the overwhelming praise and thanks for the fact that LYP makes a difference. They work with skill and diligence to support, care for and love young people, sometimes in testing circumstances. We are full of admiration for them.

A particular thanks to the AllSaints team and directors as this project has drawn to an end. We celebrate all that has been achieved through this project and we are confident that in the future new opportunities will emerge that will be equally transformative.

Thanks must also go to our volunteers, supporters and funders for their continued commitment to the vision we have of making a difference to young people's lives. Without your involvement we wouldn't be able to achieve all that we have. We honour you for your willingness to invest in us on an ongoing basis.

Christians sometimes talk of helping to 'build the Kingdom of God'. For LYP this looks like: providing a home away from home for young people; providing counselling to young people in testing circumstances; providing the opportunity for adventures in the wild or a holiday when they otherwise wouldn't have one; it looks like mentoring young people and being positive role models in their lives; it looks like this and more. It is beyond doubt that the 'Kingdom of God' has been built in North Leatherhead, Bookham and across Mole Valley in the past year - for this we are incredibly grateful.

Financial Review

During the period the charity had income resources of £279,869 and a total expenditure of £263,905 resulting in net resources of £15,964.

Reserves Policy

Our reserves policy is designed to give us sufficient reserves to enable us to cope with unforeseen events without tying up funds that could be utilised to fund projects. With this in mind we aim to hold unrestricted reserves to cover between three and six months' running costs.

Our current position achieves this target.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and on planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Statement of Directors' and Trustees' Responsibilities

The trustees (who are also the directors of Leatherhead Youth Project Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

In the preparation of this report the directors have taken advantage of the exemptions applicable to small companies as conferred by Part 15 of the Companies Act 2006.

This report was approved by the board of trustees on 12th June 2023.

Rev R C Stevens
Director

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

I report on the accounts of the company for the year ended 31 December 2022, which are set out on pages 11 to 15.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Independent examiner's statement

If the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with those accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

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

Siobhan Glenister ACA

1 Park Road
Hampton Wick
Kingston Upon Thames
KT1 4AS

Dated: 12/06/2023

LEATHERHEAD YOUTH PROJECT LIMITED

Statement of Financial Activities
for the year ended 31st DECEMBER 2022

	Notes	2022 £ Unrestricted Funds	2022 £ Restricted Funds	2022 £ Total Funds	2021 £ Total Funds
Incoming Resources					
Donations	2	85,421	78,473	163,894	165,689
Commissioning	3	105,008		105,008	69,165
Gift Aid tax rebates		2,196	35	2,231	3,074
Sale of fixed assets		4,611		4,611	-
Fund Raising		2,484		2,484	6,926
Hire of premises		915		915	4,442
Interest received		726		726	17
Other income		-	-	-	557
Total Incoming Resources		201,361	78,508	279,869	249,870
Resources Expended					
Direct Charitable Expenditure:					
Purchases		-	-	-	-
Equipment		783	1,289	2,072	841
Events		2,632	6,402	9,034	8,770
Staff costs		153,689	64,558	218,247	193,509
Property costs		14,781	5,938	20,719	22,813
		171,885	78,187	250,072	225,933
Share of support and governance costs:	15	9,590	4,243	13,833	21,387
Total Resources Expended		181,475	82,430	263,905	247,320
Surplus / (Deficit) for the year	4	19,886	(3,922)	15,964	2,550
Fund balance brought forward	10,11	97,007	32,386	129,393	126,842
Fund balance carried forward		116,893	28,464	145,357	129,392

LEATHERHEAD YOUTH PROJECT LIMITED
Balance Sheet as at 31st DECEMBER 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	6	2,854		434	
Investments	7	-		1	
			2,854		435
Current assets					
Stock		-		-	
Debtors	8	4,375		11,870	
Cash at bank and in hand		194,941		137,218	
		199,316		149,088	
Creditors: amounts falling due within one year	9	(56,813)		(20,131)	
Net current assets			142,503		128,957
			145,357		129,392
Funds employed					
Unrestricted funds	10		116,893		97,007
Restricted funds	11		28,464		32,386
			145,357		129,392

For the financial year ended 31 December 2022 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board for issue on 12th June 2023.

M R Coffin
Finance Director

1 Accounting policies

Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Going concern
At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Charitable funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Incoming resources
Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended
Expenditure is recognised in the year in which the liability is incurred and is reported as part of the expenditure to which it relates.

Charitable activities' direct costs and support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Tangible fixed assets and depreciation
Tangible fixed assets are stated at cost less depreciation, except for set up costs and items funded entirely by external restricted donations which have been written off in the year in which the expenditure was incurred and the funding received. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	33% - 50% x cost

Cash and cash equivalents
Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

There were no key judgements. The main accounting estimates are depreciation, gift aid debtors and accruals.

2 Donations

A total of £163,894 donations were received during the year (2021 - £165,689). Out of this £78,473 donations were restricted.

Donations and grants of £5,000 and over during 2022 were:

- National Lottery Community Fund (£38,336)
- East Court Fund (part through Community Foundation for Surrey) (£21,000)
- St Nicolas' Church (Bookham) (£12,000)
- Surrey Downs Better Care Fund (£11,786)
- Bookham Baptist Church (£11,000)
- BBC Children in Need (£10,193)
- Eastwick Road Church (Bookham) (£10,000)
- Three Oaks Trust (£7,500)
- Community Foundation for Surrey – East Court Fund (£6,000)
- Rebecca Cannon Vitality Fund (£5,000)
- Garfield Weston (£5,000)

Where donations were received to cover a period overlapping a year end the figure quoted is the amount allocated to 2022.

3 Commissioning

The total Commissioning income during the year was £105,008 (2021 - £69,165).

In April 2021 LYP began a new contract with Surrey Wellbeing Partnership to deliver emotional wellbeing support sessions as part of a new alliance, Mindworks Surrey. It is a county wide children and young people's emotional wellbeing and mental health service. LYP received £99,683 from Surrey Wellbeing Partnership during 2022.

LYP also provided counselling and emotional wellbeing sessions, one day a week during the school term time, for St Andrews School. The school paid £5,295 in return for this.

4 Surplus for the year

	2022	2021
	£	£
The surplus is stated after charging:		
Depreciation of tangible assets	1,193	965

5 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

6 Tangible Fixed Assets

	Office Equipment	Plant and machinery	Furniture & Fixtures	TOTAL
	£	£	£	£
Cost				
At 1 January 2022	7,128	17,379	413	24,920
Disposals	(3,042)	(11,888)	(77)	(15,007)
Additions	-	3,289	324	3,613
At 31 December 2022	**4,086**	**8,780**	**660**	**13,526**
Depreciation:				
At 1 January 2022	7,089	*16,984	413	*24,486
Disposals	(3,042)	(11,888)	(77)	(15,007)
Charge for the year	22	1,058	113	1,193
At 31 December 2022	**4,069**	**6,154**	**449**	**10,672**
Net book value:				
At 31 December 2022	**17**	**2,626**	**211**	**2,854**
At 31 December 2021	39	395	-	434

**figures adjusted down by £1 to correct rounding error in 2021 annual report*

7 Investments

A subsidiary company, AllSaints Enterprise CIC, was set up to manage the AllSaints Sandwich and Coffee Shop social enterprise. The single share of £1 was owned by Leatherhead Youth Project Ltd. Trading ceased in December 2021 and the company was dissolved on 17th January 2023.

As a Community Interest Company AllSaints had designated LYP as the asset-locked body to which it can transfer assets and profits. The AllSaints funds, were invested in the 2022 projects that were designed to achieve similar benefits for those over 16.

8 Debtors

	2022 £	2021 £
Invoiced Debtors	300	375
Tax Refunds Due	2,231	3,074
Other Debtors	-	6,860
Prepayments	1,844	1,561
	4,375	**11,870**

9 Creditors (amounts falling due within one year)

	2022 £	2021 £
Invoiced Creditors	489	599
Other Creditors	1,426	684
Accruals & Deferred Income	53,442	18,023
Payroll Liabilities	1,412	780
Receipts on behalf of third parties	44	44
	56,813	**20,131**

10 Statement of movements on unrestricted funds

	At 1 January 2022	Income	Expenditure	Balance 31 December 2022
	£	£	£	£
General	97,007	201,361	181,475	116,893
	97,007	**201,361**	**181,475**	**116,893**

11 Statement of movements on restricted funds

	At 1 January 2022	Income	Expenditure	Balance 31 December 2022
	£	£	£	£
Bookham Projects	5,685	175	2,168	3,692
BFree (BBC CiN)	5,419	10,193	15,149	463
Boxing (2021 Grant)	5,242	-5,242	-	-
AllSaints Surplus	3,665	-	3,665	-
Building Capabilities	1,708	-	964	744
BFree (National Lottery)	1,613	38,336	38,272	1,677
Bookham Connect	1,478	-	347	1,131
Into the Wild	1,345	-	-	1,345
Bookham Sessional	1,280	-	1,280	-
Romania Trip	922	-	-	922
Girls Group	778	-	778	-
Freestyle (East Court)	676	6,000	5,368	1,308
Freestyle (Liquid)	627	-	627	-
Boxing (2020 Grant)	526	-	526	-
Freestyle (Army Cadets)	500	-	500	-
Keywork	475	-	285	190
Bookham 5 a day	187	-	187	-
Total Football	152	-	52	100
Youth Council	94	-	-	94
Digit	15	-	15	-
Surrey Downs Better Care Fund	-	11,786	7,063	4,723
CFS (Making Good)	-	6,000	1,906	4,094
Rebecca Cannon Vitality Fund	-	5,000	475	4,525
A&J Smith Family Trust (Bookham)	-	4,400	1,448	2,952
THall (BFree Equipment)	-	1,033	529	504
Clare Curran (Trips)	-	827	827	-
	32,386	78,508	82,430	28,464

Purposes of restricted funds:

- **Bookham Projects** - Funds donated specifically to support projects in Bookham
- **BFree (BBC CiN)** - Funds from BBC Children in Need to support our daily drop-in in Leatherhead.

- **Boxing (2021 Grant)** - Funds received from the Community Foundation for Surrey to support our boxing project. This funding is being returned following closure of the project.
- **AllSaints Surplus** - Funds donated by our social enterprise from annual surpluses. Held to cover possible future deficits.
- **Building Capabilities** - Funding from National Lottery Community Fund to help build organisational and individual capabilities
- **BFree (National Lottery)** - Funding from National Lottery Community Fund to support our daily drop-in in Leatherhead.
- **Bookham Connect** - Donation from Bookham Belles WI to support targeted youth work in Bookham
- **Into the Wild** - Donation from Leatherhead Community Association to support our outdoor adventure project
- **Bookham Sessional** - Funding from the Community Foundation For Surrey to cover the cost of employing a Sessional Worker in Bookham.
- **Romania Trip** - Donations to support our occasional trips to work with gypsy children in Romania
- **Girls Group** - Funding from the Community Foundation For Surrey to support Girls' Groups in Bookham and Leatherhead.
- **Freestyle (East Court)** - Funding from East Court Fund to support Freestyle Residential camp
- **Freestyle (Liquid)** - Funding from Liquid Connection to support Freestyle Residential camp
- **Boxing (2020 Grant)** - Funds received from the Community Foundation for Surrey to support our boxing project.
- **Freestyle (Army Cadets)** - Funding from Surrey Army Cadets to support Freestyle Residential camp.
- **Keywork** - Funding from National Lottery Awards For All towards keywork with vulnerable individuals and groups
- **Bookham 5-a-day** - Funding from the personal allocation of Councillor Clare Curran towards our 5-a-day healthy eating project in Bookham
- **Total Football** - Funding from Liquid Connection to support Total Football
- **Youth Council** - Funds received from the Community Foundation for Surrey to support our youth council
- **Digit** - Funding from Gatwick Community Trust for our allotment project.
- **Surrey Downs Better Care Fund –** Funding from the Surrey Downs Better Care Fund to support our work with over 18s.
- **CFS (Making Good) -** Funds from the SES Water Fund, via the Community Foundation for Surrey to support our community action project.
- **Rebecca Cannon Vitality Fund –** Funding from the Rebecca Cannon Vitality Fund for key work with vulnerable young people.
- **A&J Smith Family Trust (Bookham) -** Funding received via the Community Foundation For Surrey to cover the cost of a Sessional Worker in Bookham.
- **T Hall (BFree Equipment)** – Funding for equipment for our daily Leatherhead drop-in from the personal allocation of Surrey County Councillor Tim Hall.
- **Clare Curran (Trips) –** Funding for two summer trips from the personal allocation of Surrey County Councillor Clare Curran.

12 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fixed Assets	2,854	-	2,854
Debtors	4,375	-	4,375
Cash at bank and in hand	166,477	28,464	194,941
Current Liabilities	(56,813)	-	(56,813)
	116,893	**28,464**	**145,357**

13 Analysis of staff costs

	2022 £	2021 £
Salaries & Wages	199,547	176,397
Social Security Costs	11,750	9,850
Pension Costs	4,025	3,604
	215,322	**189,851**

There were no trustees' remuneration or other benefits for the year ended 31 December 2022, nor for the year ended 31 December 2021.

No staff member was paid above £60,000 for the year ended 31 December 2022, nor for the year ended 31 December 2021.

14 Analysis of staff numbers

The average monthly headcount was 10.67 (2020: 9.33) and the average number of full-time equivalent employees during the year was as follows:

	2022	2021
Youth Workers	4.87	4.20
Counsellors	1.20	1.67
Others	1.32	1.32
	7.39	**7.19**

15 Share of support and governance costs

	Support costs		Governance costs		2022	2021
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	£	£	£	£	£	£
Services	43	211			255	222
Insurance	229	1299			1,528	1,094
Printing/Stationery	219	1219			1,437	717
Depreciation	951	243			1,193	965
IT	264	1499			1,763	1,426
Bookkeeping	66	374			440	420
PR & Publicity	292	1658			1,949	1,024
Consultancy	-	-			-	420
Travel	886	960			1,846	771
Subscriptions	49	278			327	420
AllSaints	1195	0			1,195	8,676
Bank Charges	19	109			128	116
Sundry Costs	30	156			188	3,676
Total Support Costs	**4,243**	**8,006**	**0**	**0**	**12,249**	**19,947**
Independent Examination of the financial statements			-	1,584	1,584	1,440
Total Governance Costs	**0**	**0**	**0**	**1,584**	**1,584**	**1,440**
Total Support and Governance Costs	**4,243**	**8,006**	**0**	**1,584**	**13,833**	**21,387**

LEATHERHEAD YOUTH PROJECT LIMITED

Income and Expenditure Account for the year ended 31st December 2022

	2022 £	2021 £
Income		
Donations	163,894	165,689
Commissioning	105,008	69,165
Gift Aid Tax Rebates	2,231	3,074
Sale of fixed assets	4,611	-
Fund Raising	2,484	6,926
Hire of Premises	915	4,442
Interest Received	726	17
Other Income	-	557
	279,869	**249,870**
Expenditure		
Purchases	-	-
Equipment	2,072	841
Projects & Events	9,034	8,770
*Wages and National Insurance'**	*211,567*	*186,247*
Staff Recruitment, Training and Other Costs	*6,680*	*7,262*
Total Staff Costs	218,247	193,509
'* = *Includes Furlough payments*		
Rent	*12,500*	*12,500*
Utilities	*4,722*	*6,481*
Repairs and Maintenance	*3,497*	*3,832*
Total Property Costs	20,719	22,813
Services	*255*	*222*
Insurance	*1,528*	*1,094*
Printing, Postage and Stationery	*1,437*	*717*
Depreciation	*1,193*	*965*
IT	*1,763*	*1,426*
Bookkeeping	*440*	*420*
PR/Publicity/Fundraising	*1,949*	*1,024*
Consultancy	-	*420*
Travel	*1,846*	*771*
Subscriptions	*327*	*420*
AllSaints	*1,195*	*8,676*
Bank Charges	*128*	*116*
Sundry Costs	*188*	*3,676*
Independent Examination	*1,584*	*1,440*
Total Support & Governance Costs	13,833	21,381
	263,905	**247,380**
Surplus / (Deficit) for the year	**15,964**	**2,550**

LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales - Charity number 1096397

Accounts

Registered Company No. 4484589
(England and Wales)
Registered Charity No. 1096397

LEATHERHEAD YOUTH PROJECT LIMITED

Directors' Report
and Financial Statements

for the year ended
31st December 2021

LEATHERHEAD YOUTH PROJECT LIMITED

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LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2021

The directors present their report and financial statements for the year ended 31st December 2021.

Reference and Administrative Information

Charity Name:	Leatherhead Youth Project Ltd
Charity number:	1096397
Company number:	4484589
Registered office and operational address:	BFree Youth Café Kingston Road Leatherhead Surrey KT22 7BT
Website:	www.leatherheadyouthproject.com
Directors:	Mr N Boniface Mrs A Chamberlain Mr M Coffin (Finance Director) Mrs B Eckley Mr T R Hall Rev G D Osborne (resigned 11th October 2021) Rev R C Stevens (Chair)
Secretary:	Mr N Boniface
Accountant:	Michael Coffin BSc (SocSci), ACMA
Bankers:	Barclays Bank plc 5 Church Street Leatherhead Surrey KT22 8DE

The trustees present their report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Structure, Governance and Management

Nature of the governing document and constitution of the charity

The charity is constituted as a company limited by guarantee and is governed by the memorandum and articles of association dated 12th July 2002 as amended by special resolutions dated 10th February 2003, 10th January 2011 and 10th February 2011.

The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing documents on the operation of the charity or on its investment powers, other than those imposed by general charity law

The methods adopted for the recruitment and appointment of new trustees

At every annual general meeting one-third of the trustees retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

If the Charity at the meeting at which a trustee retires by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment.

Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.

The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate the office at the conclusion thereof.

Objectives and activities

A summary of the objects of the charity as set out in its governing document

To further the work and share the love of Jesus Christ by providing for the educational, training, physical, spiritual, moral, emotional, intellectual and/or recreational needs and general welfare of persons resident principally but not exclusively in Leatherhead in such manner as may be charitable without regard to religion, ethnicity, culture, age, sex or disability and with special concern for persons who through their social or economic situation are in need and in particular but not so as to limit the general nature of the above:

- to promote the development and improvement of young people under the age of 25 through the provision of recreational and leisure facilities;
- to provide care, counselling and/or support for young people under the age of 25 in need thereof;
- to provide education, training and information to young people under the age of 25.

Activities undertaken in relation to the objects of the charity

The focus of the charity's activities remains the BFree Youth Café which is an after-school drop-in centre out of which projects are created to meet the needs of the young people who attend.

Summary of the main achievements of the charity during the year

We started the year acutely aware of the lasting impact the pandemic has had on young people, particularly on their mental health. Both through our relationships with local schools and as a part of Surrey Wellbeing Partnership we increased our delivery for mental health support. In order to meet this increase in demand we employed our new emotional wellbeing practitioner, Dani Ball. The counselling and emotional wellbeing team have been able to deliver much needed group work and 121 sessions across Mole Valley throughout the year either online or face-to-face where appropriate. Giving 596 hours of support to young people in 2021.

For the first time in BFree's history we opened the youth café during the summer holidays. The pandemic had brought such a disruption to the everyday relational youth work we offer, so we felt it essential to take the opportunity to provide this throughout the Summer months. This year we have seen 237 young people come to BFree Youth Café.

In September we saw the in-person return of all our projects both in Leatherhead and in Bookham. We were also able to offer face-to-face support in schools across Mole Valley once again. Ending the half term with our first residential in 2 years was an amazing highlight.

2021 also saw us celebrate 7 years of AllSaints, our social enterprise. We made the decision that it's the right time to provide new support for the unique emerging needs of our 16+ year olds and therefore AllSaints closed its doors in December. LYP has always adapted to the needs of our local young people as they change and coming out of the national lockdowns this is currently more important than it has ever been!

From the Chair of Trustees:

We, the LYP trustees, are immensely proud of the work that is undertaken by LYP. We are committed to this work because it changes young people's lives for the better. We exist for young people and we have continued to see in 2021 that young people want this work and that without it they wouldn't be as hopeful or prepared for everyday life. It really does make a difference.

It is our brilliant team that deserve the overwhelming praise and thanks for the fact that LYP makes a difference. They work with skill and diligence to support, care for and love young people, sometimes in testing circumstances. We are full of admiration for them.

A particular thanks to the AllSaints team and directors as this project has drawn to an end. We celebrate all that has been achieved through this project and we are confident that in the future new opportunities will emerge that will be equally transformative.

Thanks must also go to our volunteers, supporters and funders for their continued commitment to the vision we have of making a difference to young people's lives. Without your involvement we wouldn't be able to achieve all that we have. We honour you for your willingness to invest in us on an ongoing basis.

Christians sometimes talk of helping to 'build the Kingdom of God'. For LYP this looks like: providing a home away from home for young people; providing counselling to young people in testing circumstances; providing the opportunity for adventures in the wild or a holiday when they otherwise wouldn't have one; it looks like mentoring young people and being positive role models in their lives; it looks like this and more. It is beyond doubt that the 'Kingdom of God' has been built in North Leatherhead, Bookham and across Mole Valley in the past year - for this we are incredibly grateful.

Financial Review

During the period the charity had income resources of £249,870 and a total expenditure of £247,320 resulting in net resources of £2,550.

Reserves Policy

Our reserves policy is designed to give us sufficient reserves to enable us to cope with unforeseen events without tying up funds that could be utilised to fund projects. With this in mind we aim to hold unrestricted reserves to cover between three and six months' running costs.

Our current position achieves this target.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and on planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Statement of Directors' and Trustees' Responsibilities

The trustees (who are also the directors of Leatherhead Youth Project Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

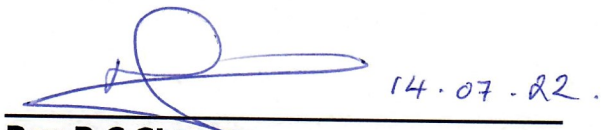
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

In the preparation of this report the directors have taken advantage of the exemptions applicable to small companies as conferred by Part 15 of the Companies Act 2006.

This report was approved by the board of trustees on 13th July 2022.



Rev R C Stevens
Director

LEATHERHEAD YOUTH PROJECT LIMITED

Independent examiner's report to the trustees of Leatherhead Youth Project Ltd

I report on the accounts of the company for the year ended 31 December 2021, which are set out on pages 11 to 15.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Independent examiner's statement

If the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with those accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Siobhan Glenister ACA

1 Park Road
Hampton Wick
Kingston Upon Thames
KT1 4AS

Dated: 18/07/2022

LEATHERHEAD YOUTH PROJECT LIMITED
Statement of Financial Activities
for the year ended 31st DECEMBER 2021

	Notes	2021 £ Unrestricted Funds	2021 £ Restricted Funds	2021 £ Total Funds	2020 £ Total Funds
Incoming Resources					
Donations	2	111,954	53,735	165,689	194,191
Commissioning	3	69,165		69,165	42,027
Gift Aid tax rebates		3,044	30	3,074	2,302
Sales		-		-	28
Fund Raising		6,926		6,926	6,965
Hire of premises		4,442		4,442	2,557
Interest received		17		17	215
Other income		267	290	557	6,166
Total Incoming Resources		195,815	54,055	249,870	254,451
Resources Expended					
Direct Charitable Expenditure:					
Purchases		-		-	94
Equipment		592	249	841	9,328
Events		997	7,773	8,770	2,755
Staff costs		137,810	55,699	193,509	192,390
Property costs		16,317	6,496	22,813	30,881
		155,716	70,217	225,933	235,448
Share of support and governance costs:	15	13,018	8,369	21,387	13,391
Total Resources Expended		168,734	78,586	247,320	248,839
Surplus / (Deficit) for the year	4	27,082	(24,531)	2,550	5,612
Fund balance brought forward	10,11	69,925	56,917	126,842	121,230
Fund balance carried forward		97,007	32,386	129,392	126,842

LEATHERHEAD YOUTH PROJECT LIMITED
Balance Sheet as at 31st DECEMBER 2021

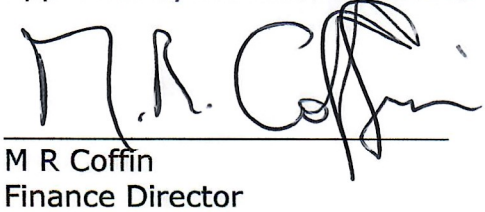
	Notes	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible assets	6	434		1,000	
Investments	7	1		1	
			435		1,001
Current assets					
Stock		-		-	
Debtors	8	11,870		15,775	
Cash at bank and in hand		137,218		138,463	
		149,088		164,138	
Creditors: amounts falling due within one year	9	(20,131)		(28,396)	
Net current assets			128,957		125,842
			129,392		126,843
Funds employed					
Unrestricted funds	10		97,007		69,925
Restricted funds	11		32,386		56,917
			129,392		126,843

For the financial year ended 31 December 2021 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board for issue on 13th July 2022.



M R Coffin
Finance Director

1 Accounting policies

Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Going concern
At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Charitable funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Incoming resources
Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended
Expenditure is recognised in the year in which the liability is incurred and is reported as part of the expenditure to which it relates.

Charitable activities' direct costs and support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Tangible fixed assets and depreciation
Tangible fixed assets are stated at cost less depreciation, except for set up costs and items funded entirely by external restricted donations which have been written off in the year in which the expenditure was incurred and the funding received. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	33% - 50% x cost

Cash and cash equivalents
Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

There were no key judgements. The main accounting estimates are depreciation, gift aid debtors and accruals.

2 Donations

A total of £165,689 donations were received during the year (£2020 -£194,191). Out of this £53,735 donations were restricted.

Donations and grants of £5,000 and over during 2021 were:

- National Lottery Community Fund (£21,319)
- Community Foundation for Surrey - East Court Fund (£21,000)
- BBC Children in Need (£19,843)
- Leatherhead Parish Church (£12,500)
- St Nicolas' Church (Bookham) (£12,000)
- Bookham Baptist Church (£10,500)
- Eastwick Road Church (Bookham) (£10,250)
- Three Oaks Trust (£7,500)
- HMRC Coronavirus Job Retention Scheme (£6,048)
- Community Foundation for Surrey – Surrey Community Fund (£5,242)
- Neroli Ltd (£5,000)

Where donations were received to cover a period overlapping a year end the figure quoted is the amount allocated to 2021.

3 Commissioning

The total Commissioning income during the year was £69,165 (2020 -£42,027).

In the 3 months to 31st March 2021 LYP provided one-to-one counselling and emotional wellbeing sessions for young people in Mole Valley, referred through CAMHS Surrey's Single Point of Access. LYP received £6,365 from Eikon for this work.

From April 2021 LYP began a new contract with Surrey Wellbeing Partnership to deliver emotional wellbeing support sessions as part of a new alliance, Mindworks Surrey. A new county wide children and young people's emotional wellbeing and mental health service. LYP received £58,250 from Surrey Wellbeing Partnership during 2021.

LYP also provided counselling and emotional wellbeing sessions, one day a week during the school term time, for St Andrews School. The school paid £4,400 in return for this.

4 Surplus for the year

	2021 £	2020 £
The surplus is stated after charging:		
Depreciation of tangible assets	965	1,552

5 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

6 Tangible Fixed Assets

	Office Equipment	Plant and machinery	Furniture & Fixtures	TOTAL
	£	£	£	£
Cost				
At 1 January 2021	7,128	16,980	413	24,521
Adjustments				0
Additions	-	399		399
At 31 December 2021	**7,128**	**17,379**	**413**	**24,920**
Depreciation:				
At 1 January 2021	6,455	16,654	413	23,522
Adjustments				0
Charge for the year	634	331		965
At 31 December 2021	**7,089**	**16,985**	**413**	**24,487**
Net book value:				
At 31 December 2021	**39**	**395**	**-**	**434**
At 31 December 2020	673	327	-	1,000

7 Investments

A subsidiary company, AllSaints Enterprise CIC, has been set up to manage the AllSaints Sandwich and Coffee Shop social enterprise. The single share of £1 is owned by Leatherhead Youth Project Ltd.

As a Community Interest Company AllSaints has designated LYP as the asset-locked body to which it can transfer assets and profits. Trading ceased in December 2020. AllSaints showed a loss of £3,955, which reduced the restricted fund representing previous years' profits. We are considering alternative projects that would achieve similar benefits for those over 16.

8 Debtors

	2021 £	2020 £
Invoiced Debtors	375	3,582
Tax Refunds Due	3,074	2,302
Other Debtors	6,860	8,097
Prepayments	1,561	1,794
	11,870	**15,775**

9 Creditors (amounts falling due within one year)

	2021 £	2020 £
Invoiced Creditors	599	2,229
Other Creditors	684	200
Accruals & Deferred Income	18,023	25,083
Payroll Liabilities	780	840
Receipts on behalf of third parties	44	44
	20,131	**28,396**

10 Statement of movements on unrestricted funds

	At 1 January 2021	Income	Expenditure	Balance 31 December 2021
	£	£	£	£
General	69,925	195,815	168,734	97,007
	69,925	**195,815**	**168,734**	**97,007**

11 Statement of movements on restricted funds

	At 1 January 2021	Income	Expenditure	Balance 31 December 2021
	£	£	£	£
Bookham Projects	5,535	150	-	5,685
BFree (BBC CiN)	3,848	19,843	18,272	5,419
Boxing (2021 Grant)		5,242	-	5,242
AllSaints Surplus	8,096	290	4,721	3,665
Building Capabilities	1,891	-	182	1,708
BFree (National Lottery)	16,169	21,319	35,875	1,613
Bookham Connect	1,478	-	-	1,478
Into the Wild	1,345	-	-	1,345
Bookham Sessional	488	3,375	2,583	1,280
Romania Trip	922	-	-	922
Girls Group	5,094	-	4,316	778
Freestyle (East Court)	1,915	6,000	7,239	676
Freestyle (Liquid)	627	-	-	627
Boxing (2020 Grant)	2,216	-	1,690	526
Freestyle (Army Cadets)	500	-	-	500
Keywork	500	-	25	475
Bookham 5 a day	270	-	84	187
Total Football	152	-	-	152
Youth Council	94	-	-	94
Digit	85	-	70	15
AllSaints Donations	2,037	-	2,037	-
Blaze	400	-	400	-
Blaze and Geezers	477	-	477	-
Summer/Christmas	-	615	615	-
Making Good	2,778	-2,778	-	-
	56,917	54,055	78,586	32,386

Purposes of restricted funds:

- **Bookham Projects** - Funds donated specifically to support projects in Bookham
- **BFree (BBC CiN)** - Funds from BBC Children in Need to support our daily drop-in in Leatherhead.
- **Boxing (2021 Grant)** - Funds received from the Community Foundation for Surrey to support our boxing project. This funding is being returned following closure of the project.

- **AllSaints Surplus** - Funds donated by our social enterprise from annual surpluses. Held to cover possible future deficits.
- **Building Capabilities** - Funding from National Lottery Community Fund to help build organisational and individual capabilities
- **BFree (National Lottery)** - Funding from National Lottery Community Fund to support our daily drop-in in Leatherhead.
- **Bookham Connect** - Donation from Bookham Belles WI to support targeted youth work in Bookham
- **Into the Wild** - Donation from Leatherhead Community Association to support our outdoor adventure project
- **Bookham Sessional** - Funding from the Community Foundation For Surrey to cover the cost of employing a Sessional Worker in Bookham. Fund fully utilised early 2022.
- **Romania Trip** - Donations to support our occasional trips to work with gypsy children in Romania
- **Girls Group** - Funding from the Community Foundation For Surrey to support Girls' Groups in Bookham and Leatherhead. Fund fully utilised early 2022.
- **Freestyle (East Court)** - Funding from East Court Fund to support Freestyle Residential camp
- **Freestyle (Liquid)** - Funding from Liquid Connection to support Freestyle Residential camp
- **Boxing (2020 Grant)** - Funds received from the Community Foundation for Surrey to support our boxing project. Fund fully utilised early 2022.
- **Freestyle (Army Cadets)** - Funding from Surrey Army Cadets to support Freestyle Residential camp. Fund fully utilised early 2022.
- **Keywork** - Funding from National Lottery Awards For All towards keywork with vulnerable individuals and groups
- **Bookham 5-a-day** - Funding from the personal allocation of Councillor Clare Curran towards our 5-a-day healthy eating project in Bookham
- **Total Football** - Funding from Liquid Connection to support Total Football
- **Youth Council** - Funds received from the Community Foundation for Surrey to support our youth council
- **Digit** - Funding from Gatwick Community Trust for our allotment project. Fund fully utilised early 2022.
- **AllSaints Donations** - Donations made to LYP to offset rent due from AllSaints Enterprise CIC. Fund fully utilised during 2021.
- **Blaze** - A donation from Leatherhead Rotary Club for our Boys' Group. Fund fully utilised during 2021.
- **Blaze and Geezers** - A donation from Toyota Fund towards our Boys' Groups. Fund fully utilised during 2021.
- **Summer/Christmas** - Funding from Club 24 towards additional activities during Summer and Christmas school holidays. Fund fully utilised during 2021.
- **Making Good** - Funds received in 2020 from the Community Foundation for Surrey to support our community action project. This was unable to proceed due to Covid-19 restrictions and so the funds were returned in 2021.

12 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fixed Assets	435		435
Debtors	8,205	3,665	11,870
Cash at bank and in hand	108,497	28,721	137,218
Current Liabilities	(20,131)		(20,131)
	97,007	**32,386**	**129,392**

13 Analysis of staff costs

	2021 £	2020 £
Salaries & Wages	176,397	170,164
Social Security Costs	9,850	9,316
Pension Costs	3,604	3,431
	189,851	**182,911**

There were no trustees' remuneration or other benefits for the year ended 31 December 2021, nor for the year ended 31 December 2020.

No staff member was paid above £60,000 for the year ended 31 December 2021, nor for the year ended 31 December 2020.

14 Analysis of staff numbers

The average monthly headcount was 9.33 (2020: 9.00) and the average number of full-time equivalent employees during the year was as follows:

	2021	2020
Youth Workers	4.20	4.24
Counsellors	1.67	1.40
Others	1.32	1.32
	7.19	**6.96**

15 Share of support and governance costs

	Support costs		Governance costs		2021	2020
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	£	£	£	£	£	£
Services	31	191			222	1,143
Insurance	151	943			1,094	1,031
Printing/Stationery	99	618			717	836
Depreciation	133	832			965	1,552
IT	196	1,230			1,426	2,668
Bookkeeping	58	362			420	277
PR & Publicity	141	883			1,024	780
Consultancy	58	362			420	0
Travel	164	607			771	853
Subscriptions	58	362			420	492
AllSaints	6,758	1,918			8,676	3,030
Bank Charges	16	100			116	73
Sundry Costs	506	3,170			3,676	48
Total Support Costs	**8,369**	**11,578**	**0**	**0**	**19,947**	**12,783**
Independent Examination of the financial statements					0	588
Total Governance Costs	**0**	**0**	**0**	**1,440**	**1,440**	**588**
Total Support and Governance Costs					**21,387**	**13,391**

LEATHERHEAD YOUTH PROJECT LIMITED

Income and Expenditure Account
for the year ended 31st December 2021

	2021 £	2020 £
Income		
Donations	165,689	194,191
Commissioning	69,165	42,027
Gift Aid Tax Rebates	3,074	2,302
Sales	-	28
Fund Raising	6,926	6,965
Hire of Premises	4,442	2,557
Interest Received	17	215
Other Income	557	6,166
	249,870	**254,451**
Expenditure		
Purchases	-	94
Equipment	841	9,328
Projects & Events	8,770	2,755
*Wages and National Insurance'**	*186,247*	*182,911*
Staff Recruitment, Training and Other Costs	*7,262*	*9,479*
Total Staff Costs	193,509	192,390
'* = *Includes Furlough payments*		
Rent	*12,500*	*12,500*
Utilities	*6,481*	*5,514*
Repairs and Maintenance	*3,832*	*12,867*
Total Property Costs	22,813	30,881
Services	*222*	*1,143*
Insurance	*1,094*	*1,031*
Printing, Postage and Stationery	*717*	*836*
87Depreciation	*965*	*1,552*
IT	*1,426*	*2,668*
Bookkeeping	*420*	*277*
PR/Publicity/Fundraising	*1,024*	*780*
Consultancy	*420*	
Travel	*771*	*853*
Subscriptions	*420*	*492*
AllSaints	*8,676*	*3,030*
Bank Charges	*116*	*73*
Sundry Costs	*3,676*	*48*
Independent Examination	*1,440*	*588*
Total Support & Governance Costs	21,381	13,391
	247,320	**248,839**
Surplus / (Deficit) for the year	**2,550**	**5,612**

LEATHERHEAD YOUTH PROJECT LIMITED

England & Wales - Charity number 1096397

Accounts

Registered Company No. 4484589
(England and Wales)
Registered Charity No. 1096397

LEATHERHEAD YOUTH PROJECT LIMITED

Directors' Report
and Financial Statements

for the year ended
31st December 2020

LEATHERHEAD YOUTH PROJECT LIMITED

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LEATHERHEAD YOUTH PROJECT LIMITED
Directors' Report for the year ended 31st December 2020

The directors present their report and financial statements for the year ended 31st December 2020.

Reference and Administrative Information

Charity Name:	Leatherhead Youth Project Ltd
Charity number:	1096397
Company number:	4484589
Registered office and operational address:	BFree Youth Café Kingston Road Leatherhead Surrey KT22 7BT
Website:	www.leatherheadyouthproject.com
Directors:	Mr N Boniface Mrs A Chamberlain Mr M Coffin (Finance Director) Mrs B Eckley Mr T R Hall Rev G D Osborne Rev R C Stevens (Chair)
Secretary:	Mr N Boniface
Accountant:	Mona V Cluysenaer ICAEW
Bankers:	Barclays Bank plc 5 Church Street Leatherhead Surrey KT22 8DE

Structure, Governance and Management

Nature of the governing document and constitution of the charity

The charity is constituted as a company limited by guarantee and is governed by the memorandum and articles of association dated 12th July 2002 as amended by special resolutions dated 10th February 2003, 10th January 2011 and 10th February 2011.

The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing documents on the operation of the charity or on its investment powers, other than those imposed by general charity law

The methods adopted for the recruitment and appointment of new trustees

At every annual general meeting one-third of the trustees retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

If the Charity at the meeting at which a trustee retires by rotation, does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment.

Subject as aforesaid, the Charity may by ordinary resolution appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee and may also determine the rotation in which any additional trustees are to retire.

The trustees may appoint a person who is willing to act to be a trustee either to fill a vacancy or as an additional trustee provided that the appointment does not cause the number of trustees to exceed any number fixed by or in accordance with the articles as the maximum number of trustees. A trustee so appointed shall hold office only until the next following annual general meeting and shall not be taken into account in determining the trustees who are to retire by rotation at the meeting. If not reappointed at such annual general meeting, he shall vacate the office at the conclusion thereof.

Objectives and activities

A summary of the objects of the charity as set out in its governing document

To further the work and share the love of Jesus Christ by providing for the educational, training, physical, spiritual, moral, emotional, intellectual and/or recreational needs and general welfare of persons resident principally but not exclusively in Leatherhead in such manner as may be charitable without regard to religion, ethnicity, culture, age, sex or disability and with special concern for persons who through their social or economic situation are in need and in particular but not so as to limit the general nature of the above:

- to promote the development and improvement of young people under the age of 25 through the provision of recreational and leisure facilities;
- to provide care, counselling and/or support for young people under the age of 25 in need thereof;
- to provide education, training and information to young people under the age of 25.

Activities undertaken in relation to the objects of the charity

The focus of the charity's activities remains the BFree Youth Café which is an after-school drop-in centre out of which projects are created to meet the needs of the young people who attend.

Summary of the main achievements of the charity during the year

Leatherhead Youth Project's youth work was really put to the test during 2020 with ever changing and growing need due to a global pandemic. Along with new unfolding guidelines which saw a national shutdown of face-to-face youth work services, this created a difficult environment for us.

However, adaptability has always been something we have prided ourselves on, the team did not stop finding ways to meet the local needs of our young people. We did not imagine that by the end of 2020 we would have delivered 2,400 food parcels to isolated families, but with the help of community supporters we were able to. We were also able to continue our counselling and emotional well-being work (albeit mostly online) providing 485 sessions without missing a single week of provision. And despite our social enterprise and youth cafes looking different, we were able to open our doors at different points throughout the year, continuing to support local young people during one of the most difficult years of their lives.

This year has reminded us of our grassroots origins, where throughout it all we have seen community coming together to serve local need.

A message from the Chair of Trustees

I have the enormous privilege of thanking all the incredible people who have contributed to the continuing success of LYP in meeting its mission of serving young people in Leatherhead, Bookham and across Mole Valley, seeing them flourish and reaching their potential.

My thanks must first go to the staff team who have persevered through a very challenging season to walk alongside young people with faithfulness and servant heartedness. I, and all the trustees, are incredibly proud of our team not only because they are wonderfully skillful youth and counselling practitioners but also because they continue to respond faithfully to the calling that they have all received. Thanks go particularly to our CEO, Jude Crome, who has settled really well into the CEO role and leads the team with skill, vision and exceptional empathy.

Thanks must also go to our dedicated and caring trustee team. Their diverse range of experienced married with their passion for the work mean that it is a joy to be able to be their Chairman. Behind the scenes the trustees contribution is hugely significant to the success of the project.

Finally, a huge thank you must go to our supporters. Individuals, churches, charitable trusts and businesses enable LYP to be the resource to young people that we are. Their willingness to believe in our vision and give of their time and resources is a testament to their trust in LYP to make a difference in the lives of young people.

We're looking forward to the challenges that lie ahead of us in 2021 and beyond. I am confident that LYP will face them trusting in the goodness of God married with skill and passion.

Financial Review

Reserves Policy

Our reserves policy is designed to give us sufficient reserves to enable us to cope with unforeseen events without tying up funds that could be utilised to fund projects. With this in mind we aim to hold unrestricted reserves to cover between three and six months' running costs.

Our current position, whilst a further improvement, still falls short of this. We will continue to seek new sources of funding whilst maintaining the sensible level of cost control that has served us well in recent years.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and on planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Statement of Directors' and Trustees' Responsibilities

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 28th September 2021.

Rev R C Stevens
Director

Independent Examiner's Report to the Trustees of the Leatherhead Youth Project

I report to the trustees on my examination of the accounts of LYP for the year ended 31 December 2020.

Responsibilities and Basis of the Report

As the charity trustees, 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 accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under Section 145 (5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion of the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair' view, and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the LYP's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

I have completed my examination and confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of LYP as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities' (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Signed: M V Cluysenaer

Name: Mona V Cluysenaer (nee Wooding)

Professional Body: Institute of Chartered Accountants in England and Wales (ICAEW)

Address: 2 South View Road, Ashtead, Surrey, KT21 2NB

Date: 2nd September 2021

LEATHERHEAD YOUTH PROJECT LIMITED

Statement of Financial Activities
for the year ended 31st DECEMBER 2020

	Notes	2020 £ Unrestricted Funds	2020 £ Restricted Funds	2020 £ Total Funds	2019 £ Total Funds
Incoming Resources					
Donations	2	123,350	70,841	194,191	196,487
Commissioning	3	42,027		42,027	51,762
Gift Aid tax rebates		2,266	36	2,302	1,948
Sales		28		28	410
Fund Raising		6,965		6,965	16,196
Hire of premises		2,557		2,557	2,658
Interest received		215		215	455
Other income		-	6,166	6,166	-
Total Incoming Resources		177,408	77,043	254,451	269,917
Resources Expended					
Direct Charitable Expenditure:					
Purchases		94		94	493
Equipment		587	8,741	9,328	4,877
Events		2,119	636	2,755	14,582
Staff costs		123,924	68,466	192,390	197,432
Property costs		24,151	6,730	30,881	22,741
		150,875	84,573	235,448	240,125
Other Expenditure:					
Administration		8,529	3,310	11,839	29,975
Depreciation		1,552		1,552	1,801
		10,081	3,310	13,391	31,776
Total Resources Expended		160,956	87,883	248,839	271,901
Surplus / (Deficit) for the year	4	16,452	(10,840)	5,612	(1,984)
Fund balance brought forward		53,473	67,757	121,230	123,214
Fund balance carried forward	10,11	69,925	56,917	126,842	121,230

LEATHERHEAD YOUTH PROJECT LIMITED
Balance Sheet as at 31st DECEMBER 2020

	Notes	2020 £	2020 £	2019 £	2019 £
Fixed assets					
Tangible assets	6	1,000		2,518	
Investments	7	1		1	
			1,001		2,519
Current assets					
Stock		-		94	
Debtors	8	15,775		16,245	
Cash at bank and in hand		138,463		131,976	
		162,638		148,315	
Creditors: amounts falling due within one year	9	(28,396)		(29,604)	
Net current assets			125,842		118,711
			126,843		121,230
Funds employed					
Unrestricted funds	10		69,925		53,473
Restricted funds	11		56,918		67,757
			126,843		121,230

For the financial year ended 31 December 2020 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board for issue on 28th September 2021.

M R Coffin
Finance Director

1 Accounting policies

Accounting convention

The financial statements are prepared under the historical cost convention.

Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), and with the Statement of Recommended Practice (Accounting by Charities), which have been applied consistently (except as otherwise stated).

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation, except for set up costs and items funded entirely by external restricted donations which have been written off in the year in which the expenditure was incurred and the funding received. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	33% - 50% x cost

2 Donations

Donations and grants of £5,000 and over during 2020 were:

- National Lottery Community Fund (£35,724)
- Community Foundation for Surrey - East Court Fund (£21,000)
- BBC Children in Need (£13,394)
- Garfield Weston Foundation (£12,500)
- Leatherhead Parish Church (£12,500)
- St Nicolas' Church (Bookham) (£12,000)
- Bookham Baptist Church (£11,925)
- Eastwick Road Church (Bookham) (£10,000)
- Dorking and Horsham Methodist Circuit (£10,000)
- Community Foundation - Tampon Tax Fund (£8,000)
- Three Oaks Trust (£6,250)

Where donations were received to cover a period overlapping a year end the figure quoted is the amount allocated to 2020.

3 Commissioning

The Mole Valley One-to-One Service offers Counselling or Mentoring to young people referred to us by Surrey's Youth Support Service. This service has been part of Surrey County Council's Early Help initiative, aiming to provide early intervention before a young person requires specialist support. LYP was paid £10,535 for this work during the year from SCC and £37,065 from Eikon.

The work in Bookham was funded under an agreement with Bookham Baptist Church, St Nicolas' Parish Church and Eastwick Road Church who provided a total of £32,667 during the year.

4 Surplus for the year

	2020	2019
	£	£
The surplus is stated after charging:		
Depreciation of tangible assets	1,552	1,801

5 Taxation

The company is a registered charity and no liability to corporation tax will arise on these accounts.

6 Tangible fixed assets

	Office Equipment	Plant and machinery	Furniture & Fixtures
	£	£	£
Cost			
At 1 January 2020	7,128	16,946	413
Adjustments			
Additions	-	34	
At 31 December 2020	**7,128**	**16,980**	**413**
Depreciation:			
At 1 January 2020	5,170	16,386	413
Adjustments			
Charge for the year	1,285	267	72
At 31 December 2020	**6,455**	**16,654**	**413**
Net book value:			
At 31 December 2020	**673**	**327**	**-**
At 31 December 2019	1,958	560	-

7 Investments

A subsidiary company, Allsaints Enterprise CIC, has been set up to manage the AllSaints Sandwich and Coffee social enterprise. The single share of £1 is owned by Leatherhead Youth Project Ltd.

As a Community Interest Company AllSaints has designated LYP as the asset-locked body to which it can transfer assets and profits. At the end of its most recent financial year (31st July 2020) AllSaints showed a profit of £6,166 which added to the restricted fund representing previous years' profits.

8 Debtors

	2020 £	2019 £
Invoiced Debtors	3,582	6,669
Tax Refunds Due	2,302	1,947
Other Debtors	8,097	5,622
Prepayments	1,794	2,007
	15,775	**16,245**

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Invoiced Creditors	2,229	2,077
Other Creditors	200	
Accruals & Deferred Income	25,083	22,822
Payroll Liabilities	840	4,661
Receipts on behalf of third parties	44	44
	28,396	**29,604**

10 Statement of movements on unrestricted funds

	£
Balance at 1 January 2020	53,473
Surplus for the year	16,452
Balance at 31 December 2020	**69,925**

11 Statement of movements on restricted funds

Balance at 1 January 2020	67,757
Surplus for the year	(10,840)
Balance at 31 December 2020	**56,917**

Restricted funds are those where the donor of the funds has specified on what the money should be spent.

LEATHERHEAD YOUTH PROJECT LIMITED

Income and Expenditure Account
for the year ended 31st December 2020

	2020 £	2019 £
Income		
Donations	194,191	196,487
Commissioning	42,027	51,762
Gift Aid Tax Rebates	2,302	1,948
Sales	28	410
Fund Raising	6,965	16,196
Hire of Premises	2,557	2,658
Interest Received	215	455
Other Income	6,166	-
	254,451	269,917
Expenditure		
Purchases	94	493
Equipment	9,328	4,882
Projects & Events	2,755	14,578
Wages and National Insurance	*182,911*	*192,241*
Staff Recruitment, Training and Other Costs	*9,479*	*5,191*
Total Staff Costs	192,390	197,432
Rent	*12,500*	*12,500*
Insurance		
Utilities	*5,514*	*7,957*
Repairs and Maintenance	*12,867*	*2,284*
Total Property Costs	30,881	22,741
Services	*1,143*	*2,055*
Insurance	*1,030*	*986*
Printing, Postage and Stationery	*836*	*865*
Publicity	*565*	*1,196*
Consultancy (Organisational Review)	-	*5,000*
Return of surplus to subsidiary	-	*11,514*
Sundry Expenses	*8,265*	*8,359*
Total Administration Costs	11,839	29,975
Depreciation	1,552	1,801
	248,839	271,901
Surplus / (Deficit) for the year	5,612	(1,984)