

**EP Youth Ltd**

(a private company limited by guarantee)

**Unaudited**

**Trustees' Report and Financial Statements**

**For the Year Ended 31st December 2020**

Registered Charity Number 1099864

**EP Youth Ltd**  
**Trustees' Report and Financial Statements**  
**Year Ended 31<sup>st</sup> December 2020**

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**EP Youth Ltd**  
**Company Information**  
**Year Ended 31<sup>st</sup> December 2020**

**The Board of Trustees**

A R Vertigan (Chair)  
N Cooper  
G G E Woodland  
J Holdom

**Company Registered Number**

04838412

**Charity Registered Number**

1099864

**Registered Office**

11 Oak Street  
Fakenham  
Norfolk  
NR21 9DX

**Independent Examiner**

Anthony James Brice LP  
Chartered Certified Accountant  
The Old Forge, The Street  
Pulham St Mary  
Diss  
Norfolk  
IP21 4RD

**EP Youth Ltd**  
**Trustees' Annual Report**  
**Year Ended 31<sup>st</sup> December 2020**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of EP Youth Ltd (the company) for the ended 31st December 2020. The Trustees confirm that the financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice: "Accounting and Reporting by Charities" (FRS 102).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic and Director's Report) Regulations 2013 is not required.

The trustees have complied with the duty in Section 17 (5) of the 2011 Charities Act to have paid due regard to guidance issued by the Charity Commission in relation to the activities being for the public benefit.

**Structure, governance and management**

Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on the 19<sup>th</sup> July 2003.

Trustees

The following trustees served office during the year:

A R Vertigan (Chair)  
N Cooper  
G G E Woodland  
J Holdom

Organisational Structure and Decision Making

Throughout the year, the charity has been managed by a board of Trustees/Directors. We seek to ensure that the board brings a broad base of skills and experience relevant to current challenges. Where vacancies exist, we recruit by advertising and pro-active invitation. candidates are selected by the board after consideration of their skills and references. Our board meets regularly, and its work is supported by the employees of the charity.

**Objectives and Activities**

Public Benefit

To promote for the benefit of the inhabitants of Fakenham and the surrounding area without distinction of sex, sexual orientation, race, political, religious or other opinions to advance education and provide facilities in the interest of social welfare and for the recreation and leisure-time occupation with the objects of improving the condition of life for the said inhabitants and by such other charitable means as the trustees from time to time may think fit.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

**EP Youth Ltd**  
**Trustees' Annual Report (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

**Achievements and performance**

"Youth work takes an holistic approach with young people. It starts where they are at in terms of developmental or physical location (open access or detached/street work) – the relationship between young people and youth worker is entirely voluntary – youth work often only works because of the voluntary relationship. Many professionals work with young people, but principally, only in youth work is it the choice of the young person to engage with the professional."

National Youth Agency

EP Youth workers reach out to young people and families; inspiring them to believe in themselves; empowering them to pursue their goals and celebrating them for their achievements, influence, and pursuit of happiness. Our team creates opportunities for young people to come together safely, presents challenges for young people to experience personal growth and the stretching kind of informal learning that builds character and resilience. When times are difficult – and during adolescence, the stormiest of times for most of us, there are plenty of difficulties – we offer support in many different ways to make sure that we are accessible and useful to anyone who needs some help. One to one and group work, which targets particular needs, are commonplace offerings and we adapt our days and times of operation to suit the young people and families who want to come and use our services.

In 2020 we began to offer a full service to young people and families across all our projects while we and the rest of the world observed breathlessly the emerging shape and meaning of the Covid 19 virus. While the first lockdown inevitably brought much of our work to a halt, we continued to offer information, support and signposting through our website and on-line. As Covid 19 restrictions were cautiously relaxed, we resumed service provision while observing the requirements laid out by the government, the NYA and local guidance to minimise the risk of infection and provide the safest possible environment for young people and our staff. It has been, and continues to be, a worrying and confusing time for us all. Personal loss and isolation are undeserved contemporaries and the impact on the young is no less profound.

*"My Mum does her best but she can't do everything. You have helped me to achieve things I never thought possible"*

Young Carer, HM, 18

Our team established an online offer to run throughout the times of full lockdown, with safer activities, self-help tools, information, and links to crisis and specialist services with a facility to email the team with comments and enquiries. We learned to use video conferencing platforms to best effect for maintaining contact with young people and each other in the team, addressing hopes and fears to share courage and uphold morale. Cautious and deferential, we implemented best safety practice in contributing to the resilience and recovery of young people and families during this overwhelming period.

In July we were able to restart some face-to-face work with appropriate safety precautions in place. Young Parents, Young Carers and one to one support to young people and families were available and Food for All - our project in response to food poverty – gathered momentum as all the supermarkets in town joined in by donating their ambient waste and involving shoppers with social conscience to help those less fortunate.

*"This is what I love about EP Youth – you never know what you're going to get. You come here and anything can happen!"*

Young Person, NG, 15

Individuals and groups gain resilience and empathy by working together and thinking about others while they undertake purposeful challenge. During 2020, we have asked young people to be tolerant and accommodating of the necessary changes in our responses to their needs. Inviting participation in outreach work concerned with young people's safety gave us the opportunity to personally reinforce the importance of adhering to the safety measures for avoiding cross-contamination. When it was time to reintroduce groups into the building, we commended the young people's willingness to undertake actions to protect themselves and others. An encouraging experience in being heard and valued plays a significant part in young people's self-esteem and decision making in their future, and the impact of changing perceptions by their own actions is inspiring.

We want to thank The George John and Sheilah Livanos Charitable Trust for their ongoing support and continued interest in the development of the charity and our work with young people. Their assistance over many years has kept EP Youth secure in the community and enabled a responsive, professional and locally invested charity to keep a building, develop and deliver timely project ideas to meet the emerging needs of young people, develop partnership projects, employ professional staff, and train volunteers. As always, we value their continued involvement and their friendship.

Thank you to the many private donors and grant-making trusts and organisations who have supported us including; Norfolk Community Foundation, The Aquarius Trust, Colin Garwood, DJ Yarham, Fakenham Charities, The Fitton Trust, Nichol-Young Foundation, Gina and Stuart Harrison, Joanies Trust, The Kerrison Trust, Marsh Christian Trust, Handelsbanken, the Norfolk

**EP Youth Ltd**  
**Trustees' Annual Report (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

Winter Resilience Fund, Vulnerable Families Fund, Walking for Norfolk, Victory Housing Community Fund and the Paul Bassham Charitable Trust. Like many of our organisational peers, we would not have made it through the pandemic without the furlough scheme and the help from local authority.

Our Treasurer and accountant work closely together with the team to entrench good working practices, continuing to develop our systems to be capable of maintaining a meaningful local association as we continue to do what we can to improve the outcomes for young people and families. Government assistance has kept us afloat, and our in-house fundraising has secured enough funds to deliver targeted projects this year, but we are, like many other small concerns, still just about managing and there is so much more we could do in better circumstances. We are encouraged that our local, needs-led approach is commensurate to the wider agenda and that our priorities, drawn from continuously monitoring needs and the outcomes of our work with young people will, we hope, continue to be valued by our funders.

#### **Financial review**

In common with other small charities, we found 2020 to be particularly testing. Nevertheless, expansion of the much needed food bank and, once Covid restrictions permitted, our core projects were duly delivered. It is to the credit of all those involved in fund raising and the relationships built up with funders, that voluntary income for the year exceeded that for 2019. It is also worth mentioning that the Government's Covid grants and job support were invaluable, enabling us to pay the team's wages throughout the year. Unrestricted Funds have been maintained at acceptable levels.

#### Reserves Policy

The trustees aim to maintain reserves to (a) provide working capital to enable day to day running to continue in the event of a significant shortfall of income (b) cover longer term expenses such as maintenance of the equipment or strategic development of new facilities or services and (c) provide a contingency amount to cover moderate unforeseen expenses. We consider that maintaining Unrestricted Reserves equal to three months' operating costs is prudent.

#### **Plans for the future**

##### Aims and Key Objectives for Future Periods

North Norfolk is a beautiful rural area, rich in heritage, wildlife and famous for its big, blue skies. For young people it is also inaccessible and lacking in opportunities to achieve, to gain skills and to grow into resilient, independent adults. Young people are isolated, and as a result, they are at risk of not fulfilling their true potential. They need inspiration and real-life positive experiences to raise their aspirations and realise their goals. We want to continue to recruit and train excellent individuals and we look forward to developing further work with families, young people NEET and those in need of short term educational and work experience placements during times of difficulty. We know that the need for one-to-one support is increasing every year as mental health services are fatigued and expended. We will be fundraising to deliver more vital outreach work; creative projects addressing mental health difficulties through our membership of the Sir Norman Lamb Mental Health and Well-Being Coalition; reducing child exploitation and the social and environmental threats that keep young people vulnerable. We will continue to build positive relationships with young people, engaging their interest and growing their self-esteem and confidence to take themselves seriously.

#### **Financial instruments**

##### Objectives and policies

The charity's activities expose it to a number of financial risks including cash flow risk and liquidity risk. The charity does not use derivative financial instruments.

##### Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in interest rates. Where economically possible, interest bearing assets are held at fixed rate to ensure certainty of cash flows.

##### Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables. The charity's credit risk is negligible as it has very low levels of trade receivables. The amounts presented in the balance sheet are net of allowances

**EP Youth Ltd**  
**Trustees' Annual Report (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies and all deposits are held in accounts subject to the UK Financial Services Compensation Scheme.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity aims to hold cash reserves equivalent to a minimum of three month's running costs.

**Trustees' Responsibility Statement**

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

28/09/2021

This report was approved by the Trustees on ..... and signed on their behalf by:



.....  
**adrian vertigan**  
Print Name .....  
Trustee

**Independent Examiner's Report**  
**to EP Youth Ltd**  
**Year Ended 31<sup>st</sup> December 2020**

I report on the financial statements of the charity for the year ended 31st December 2020 set out on pages 8 to 15.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

**Respective responsibilities of the trustees and the examiner**

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

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

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

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended practice: Accounting and Reporting by Charities
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Anthony James Brice MEng (Hons) FCCA  
The Old Forge, The Street  
Pulham St Mary  
Diss  
Norfolk  
IP21 4RD

28/09/2021



**EP Youth Ltd**  
**Statement of Financial Activities**  
**(Incorporating Income & Expenditure Account)**  
**Year Ended 31<sup>st</sup> December 2020**

|  |      | Unrestricted<br>Funds | Restricted<br>Funds  | Total<br>Funds 2020   | Total<br>Funds 2019  |
|--|------|-----------------------|----------------------|-----------------------|----------------------|
|  | Note | £                     | £                    | £                     | £                    |
| <b>Incoming Resources</b>                |      |                       |                      |                       |                      |
| <b>From generated funds</b>              |      |                       |                      |                       |                      |
| Voluntary income                         | 3    | 36,447                | 35,306               | 71,753                | 61,982               |
| Investment income                        | 4    | 12                    | -                    | 12                    | 24                   |
| Government grants                        | 3    | 10,000                | 31,823               | 41,823                | -                    |
| Charitable activities                    | 5    | <u>1,750</u>          | <u>-</u>             | <u>1,750</u>          | <u>14,197</u>        |
| <b>Total incoming Resources</b>          |      | <b><u>48,209</u></b>  | <b><u>67,129</u></b> | <b><u>115,338</u></b> | <b><u>76,203</u></b> |
| <b>Resources Expended</b>                |      |                       |                      |                       |                      |
| <b>Charitable activities</b>             |      |                       |                      |                       |                      |
| Direct charitable expenditure            | 6    | 26,397                | 48,811               | 75,208                | 74,547               |
| <b>Costs of generating funds</b>         |      |                       |                      |                       |                      |
| Governance and support costs             | 7    | <u>11,046</u>         | <u>8,352</u>         | <u>19,398</u>         | <u>22,367</u>        |
| <b>Total resources expended</b>          |      | <b><u>37,443</u></b>  | <b><u>57,163</u></b> | <b><u>94,606</u></b>  | <b><u>96,914</u></b> |
| <b>Net (outgoing)/incoming Resources</b> |      |                       |                      |                       |                      |
|  |      | <b>10,766</b>         | <b>9,966</b>         | <b>20,732</b>         | <b>(20,711)</b>      |
| Transfers between funds                  | 13   | <u>(7,959)</u>        | <u>7,959</u>         | <u>-</u>              | <u>-</u>             |
| <b>Net movement in Funds</b>             |      | <b>2,807</b>          | <b>17,925</b>        | <b>20,732</b>         | <b>(20,711)</b>      |
| <b>Reconciliation of Funds</b>           |      |                       |                      |                       |                      |
| Balances brought forward                 |      | <u>9,300</u>          | <u>18,851</u>        | <u>28,151</u>         | <u>48,862</u>        |
| <b>Balances carried forward</b>          |      | <b><u>12,107</u></b>  | <b><u>36,776</u></b> | <b><u>48,883</u></b>  | <b><u>28,151</u></b> |

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 10 to 15 form part of these financial statements

## EP Youth Ltd

## Balance Sheet

Year Ended 31<sup>st</sup> December 2020

|                                     |      | 2020    |               | 2019    |               |
|-------------------------------------|------|---------|---------------|---------|---------------|
|                                     | Note | £       | £             | £       | £             |
| <b>Fixed assets</b>                 |      |         |               |         |               |
| Tangible assets                     | 10   |         | 4,126         |         | 5,828         |
| <b>Current assets</b>               |      |         |               |         |               |
| Cash at bank and in hand            |      | 46,777  |               | 27,053  |               |
| <b>Creditors:</b>                   |      |         |               |         |               |
| Amounts falling due within one year | 11   | (2,020) |               | (4,730) |               |
| <b>Net current assets</b>           |      |         | <u>44,757</u> |         | <u>22,323</u> |
| <b>Total assets less</b>            |      |         |               |         |               |
| <b>Current liabilities</b>          |      |         | 48,883        |         | 28,151        |
| Long term liabilities               |      |         | -             |         | -             |
| <b>Total net assets</b>             |      |         | <u>48,883</u> |         | <u>28,151</u> |
| <b>Represented by:</b>              |      |         |               |         |               |
| Unrestricted funds                  | 12   |         |               |         |               |
| General                             |      |         | 12,107        |         | 9,300         |
| Designated                          |      |         | -             |         | -             |
| Restricted funds                    |      |         | <u>36,776</u> |         | <u>18,851</u> |
|                                     |      |         | <u>48,883</u> |         | <u>28,151</u> |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each 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 financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

28/09/2021

These financial statements were approved by the trustees on .....and are signed on their behalf by;



Print Name **adrian vertigan** .....Trustee

The notes on pages 10 to 15 form part of these financial statements.

**EP Youth Ltd**  
**Notes to the Financial Statements**  
**Year Ended 31<sup>st</sup> December 2020**

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**a) Basis of accounting**

The charity is a private company limited by guarantee registered in England and Wales and governed in accordance with its articles of association. The address of the registered office is given in the charity information page of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees' Report. The members of the company are the Trustees named on the company information page. In the event of the company being wound up the liability in respect of the guarantee is limited to £10 per member of the company.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 1st January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention in sterling which is the functional currency of the charity

**b) Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Surpluses on restricted funds are made available to other funds in the furtherance of the objectives of the charity as a whole.

**c) Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of donations and gifts and is included in full in the SOFA when receivable. Grants and donations are recognised when receivable.

Investment income along with any recoverable income tax is recorded when receivable.

Gift aid reclaimable on donations to the charity is included with the amount received.

**d) Resources expended**

Expenditure is recognised in the accounts on an accruals basis and includes any irrecoverable VAT.

*Charitable* expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

*Governance costs* include those costs associated with meeting the constitutional and statutory requirements of the charity.

**EP Youth Ltd**  
**Notes to the Financial Statements (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

**e) Fixed assets**

Tangible fixed assets are stated at historic cost less accumulated depreciation. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

- Motor vehicles 25% reducing balance
- Equipment 20% straight line

**f) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**g) Impairment**

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount.

Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

**h) Provisions**

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

**2. Taxation**

EP Youth Ltd is a registered charity and is therefore exempt from direct taxation.

**3. Voluntary Income and government grants**

|                                  | <b>Restricted<br/>Funds 2020<br/>£</b> | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|----------------------------------|--|--|-----------------------------------|
| Charitable grants                | 35,306                                 | 21,783                                   | 60,102                            |
| Other donations                  | <u>-</u>                               | <u>14,664</u>                            | <u>1,880</u>                      |
|                                  | <b><u>35,306</u></b>                   | <b><u>36,447</u></b>                     | <b><u>61,982</u></b>              |
| Small Business Grant Fund        | -                                      | 10,000                                   | -                                 |
| Coronavirus Job Retention Scheme | <u>31,823</u>                          | <u>-</u>                                 | <u>-</u>                          |
|                                  | <b><u>31,823</u></b>                   | <b><u>10,000</u></b>                     | <b><u>-</u></b>                   |

**4. Investment Income**

|               | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|---------------|--|-----------------------------------|
| Bank interest | <u>12</u>                                | <u>24</u>                         |

**EP Youth Ltd**  
**Notes to the Financial Statements (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

**5. Incoming Resources from Charitable Activities**

|                  | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|------------------|--|-----------------------------------|
| Norfolk Academy  | -  | 14,197                            |
| Consultancy fees | <u>1,750</u>                             | -                                 |
|                  | <u><b>1,750</b></u>                      | <u><b>14,197</b></u>              |

**6. Analysis of Charitable Expenditure**

**Direct charitable services**

|   | <b>Restricted<br/>Funds 2020<br/>£</b> | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|---|--|--|-----------------------------------|
| Wages, salaries and pension contributions | 46,516                                 | 25,690                                   | 73,237                            |
| Project materials                         | 2,168                                  | 24                                       | 530                               |
| Motor vehicle costs                       | <u>127</u>                             | <u>683</u>                               | <u>780</u>                        |
|   | <u><b>48,811</b></u>                   | <u><b>26,397</b></u>                     | <u><b>74,547</b></u>              |

**7. Governance and support costs**

|                                  | <b>Restricted<br/>Funds 2020<br/>£</b> | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|----------------------------------|--|--|-----------------------------------|
| Subcontract                      | 545                                    | 944                                      | 533                               |
| Rent                             | 3,478                                  | 6,023                                    | 11,546                            |
| Water rates                      | 68                                     | 117                                      | 232                               |
| Business rates                   | -                                      | -  | 837                               |
| Electricity                      | 476                                    | 824                                      | 998                               |
| Printing, postage and stationery | 323                                    | 559                                      | 1,284                             |
| Telephone                        | 181                                    | 313                                      | 706                               |
| Subscriptions and memberships    | 103                                    | 62                                       | 562                               |
| Repairs and renewals             | 211                                    | 16                                       | 320                               |
| Insurance                        | 878                                    | 1,519                                    | 2,330                             |
| Legal and professional           | 5                                      | 8  | -                                 |
| Accountancy fees                 | -                                      | -  | -                                 |
| Independent examiner             | 308                                    | 532                                      | 810                               |
| Training                         | 74                                     | 129                                      | 103                               |
| Depreciation                     | 1,702                                  | -  | 2,106                             |
| Sundry                           | <u>-</u>                               | <u>-</u>                                 | <u>-</u>                          |
|                                  | <u><b>8,352</b></u>                    | <u><b>11,046</b></u>                     | <u><b>22,367</b></u>              |

**8. The resources expended by the charity include:**

|                                       | <b>Restricted<br/>Funds 2020<br/>£</b> | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|---------------------------------------|--|--|-----------------------------------|
| Independent examiner's fee            | 308                                    | 532                                      | 810                               |
| Depreciation of tangible fixed assets | 1,702                                  | -  | 2,106                             |
| Operating leases                      | 3,478                                  | 6,023                                    | 11,546                            |

**EP Youth Ltd**  
**Notes to the Financial Statements (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

**9. Staff costs**

|  | <b>Unrestricted<br/>Funds 2020<br/>£</b> | <b>Total<br/>Funds 2019<br/>£</b> |
|--|--|-----------------------------------|
| Wages, salaries and pension costs were as follows: | 72,206                                   | 73,237                            |
|  | <b>2020<br/>No.</b>                      | <b>2019<br/>No.</b>               |

The average number of staff employed by the charity during the financial year amounted to:

|   |   |
|---|---|
| 4 | 4 |
|---|---|

No employee received remuneration amounting to more than £60,000 in either year.

**10. Tangible fixed assets**

|                         | <b>Furniture &amp;<br/>Equipment<br/>£</b> | <b>Motor<br/>Vehicles<br/>£</b> | <b>Total<br/>£</b> |
|-------------------------|--|---------------------------------|--------------------|
| Cost                    |  |                                 |                    |
| At 1 January 2020       | 2,443                                      | 11,500                          | 13,943             |
| Additions               | -  | -                               | -                  |
| Disposals               | -  | -                               | -                  |
| At 31 December 2020     | <u>2,443</u>                               | <u>11,500</u>                   | <u>13,943</u>      |
| Depreciation            |  |                                 |                    |
| At 1 January 2020       | 1,467                                      | 6,648                           | 8,115              |
| Charge for the year     | 489  | 1,213                           | 1,702              |
| Elimination on disposal | -  | -                               | -                  |
| At 31 December 2020     | <u>1,956</u>                               | <u>7,861</u>                    | <u>9,817</u>       |
| Net book value          |  |                                 |                    |
| At 31 December 2020     | <u>487</u>                                 | <u>3,639</u>                    | <u>4,126</u>       |
| At 1 January 2020       | <u>976</u>                                 | <u>4,852</u>                    | <u>5,828</u>       |

**11. Creditors: Amounts falling due within one year**

|                                 | <b>2020<br/>£</b>   | <b>2019<br/>£</b>   |
|---------------------------------|---------------------|---------------------|
| Other creditors                 | 288                 | 295                 |
| Social security and other taxes | 891                 | 3,625               |
| Accruals and deferred income    | <u>841</u>          | <u>810</u>          |
|                                 | <b><u>2,020</u></b> | <b><u>4,730</u></b> |

**EP Youth Ltd**  
**Notes to the Financial Statements (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

**12. Summary of Funds**

|                                  | Balance at<br>1 January 2020<br>£ | Incoming<br>£  | Outgoing &<br>Transfers<br>£ | Balance at<br>31 December 2020<br>£ |
|----------------------------------|-----------------------------------|----------------|------------------------------|-------------------------------------|
| Unrestricted general fund        | <u>9,300</u>                      | <u>48,209</u>  | <u>(45,402)</u>              | <u>12,107</u>                       |
| Designated funds                 | <u>-</u>                          | <u>-</u>       | <u>-</u>                     | <u>-</u>                            |
| Restricted funds:                |                                   |                |                              |                                     |
| Project Vehicles                 | 4,852                             | -              | (1,213)                      | 3,639                               |
| EPY Drop-in                      | -                                 | -              | -                            | -                                   |
| Supper Club                      | -                                 | 3,850          | (3,850)                      | -                                   |
| EPY Refurbishment                | -                                 | -              | -                            | -                                   |
| Computer FA Fund                 | 976                               | -              | (489)                        | 487                                 |
| Street Life                      | 5,833                             | -              | (3,418)                      | 2,415                               |
| Me Time                          | -                                 | 9,504          | (3,648)                      | 5,856                               |
| Information Point                | -                                 | -              | -                            | -                                   |
| Young Adult Carers               | -                                 | 6,900          | (373)                        | 6,527                               |
| Work Experience                  | -                                 | -              | -                            | -                                   |
| YP Volunteering Support          | -                                 | -              | -                            | -                                   |
| Wheels                           | -                                 | 5,000          | -                            | 5,000                               |
| Parent Partner                   | 7,190                             | 5,000          | (3,783)                      | 8,403                               |
| ICE                              | -                                 | 1,100          | -                            | 1,100                               |
| Young Parents                    | -                                 | -              | -                            | -                                   |
| Food for All                     | -                                 | 3,952          | (603)                        | 3,349                               |
| Coronavirus Job Retention Scheme | -                                 | <u>31,823</u>  | <u>(31,823)</u>              | -                                   |
|                                  | <u>18,851</u>                     | <u>67,129</u>  | <u>(49,204)</u>              | <u>36,776</u>                       |
| Total funds                      | <u>28,151</u>                     | <u>115,338</u> | <u>(94,606)</u>              | <u>48,883</u>                       |

The specific purposes for which the funds are to be applied are as follows:

Project Vehicles - funds donated to help refurbish a vehicle into an activity area for service users.

EPY Drop-in - after school club for young people to do their homework and interact with others.

Supper Club – life skills and employability for 14-25 outside of Employment, education or training

EPY Refurbishment – creation of a kitchen area for young people; installation of downstairs toilet facilities

Computer FA Fund – computer equipment

Street Life - an evening outreach project in Fakenham town centre

Me Time - helping to empower young women.

Information Point – signposting and support for young people in Fakenham Academy

Young Adult Carers – support for young people with family caring responsibilities

Work Experience – provision of facilities and support for young people preparing them for work prior to leaving school

YP Volunteering Support – volunteer training

Wheels – mobile outreach project working with young people in the most rural areas

**EP Youth Ltd**

**Notes to the Financial Statements (continued)**

**Year Ended 31<sup>st</sup> December 2020**

Parent Partner – improves life chances by working with young parents and parents of young people to understand, accept and cherish their challenging, vital and enlightening family relationships

ICE - : Information, Confidentiality and Education. Outreach youth work at partner venues providing issue based support, advocacy and signposting to specialist services.

Young Parents Group - Addressing a gap in services in the locality, for young parents to engage with life and key skills for themselves alongside parenting information, support and training, based on the Solihull approach.

Food for All – the charity redistributes publicly donated and surplus food, personal hygiene products, and household items to young people and families alongside informal education and the skills and knowledge to use the items effectively.

**13. Analysis of net assets between restricted and unrestricted funds**

|                    | <b>Tangible<br/>Fixed Assets<br/>£</b> | <b>Other Net<br/>Assets<br/>£</b> | <b>Total<br/>£</b>   |
|--------------------|--|-----------------------------------|----------------------|
| Restricted funds   | 4,126                                  | 32,650                            | 36,776               |
| Unrestricted funds | <u>-</u>                               | <u>12,107</u>                     | <u>12,107</u>        |
|                    | <b><u>4,126</u></b>                    | <b><u>44,757</u></b>              | <b><u>48,883</u></b> |

**14. Financial Instruments**

|  | <b>2020<br/>£</b> | <b>2019<br/>£</b> |
|--|-------------------|-------------------|
| Financial assets measured at amortised cost      | -                 | -                 |
| Financial liabilities measured at amortised cost | -                 | -                 |

Financial assets measured at amortised cost comprise debtors excluding prepayments. Financial liabilities measured at amortised cost comprise creditors excluding accruals and deferred income.

**15. Related Party Transactions**

During the year the charity paid the wife of a trustee £nil (2019: £nil) for clerking services and associated expenses.

During the year the charity paid £nil (2019: £nil) for reimbursement of charity expenses incurred by trustees.

N Cooper, a trustee and employee of the charity, received remuneration of £36,372 (2019: £36,372) during the year for non-trustee services as a youth worker and manager.

**16. Operating lease commitments**

The total minimum lease payments under non-cancellable operating leases are as follows:

|                          | <b>2020<br/>£</b> | <b>2019<br/>£</b> |
|--------------------------|-------------------|-------------------|
| Land and buildings       |                   |                   |
| Expiring within one year | 11,400            | 11,400            |



**EP Youth Ltd**  
**Notes to the Financial Statements (continued)**  
**Year Ended 31<sup>st</sup> December 2020**

**17. Comparative Statement of Financial Activities**

|  |      | Unrestricted<br>Funds | Restricted<br>Funds  | Total<br>Funds 2019  | <i>Total<br/>Funds 2018</i> |
|--|------|-----------------------|----------------------|----------------------|-----------------------------|
|  | Note | £                     | £                    | £                    | £                           |
| <b>Incoming Resources</b>                |      |                       |                      |                      |                             |
| <b>From generated funds</b>              |      |                       |                      |                      |                             |
| Voluntary income                         | 3    | 35,150                | 26,832               | 61,982               | 88,209                      |
| Investment income                        | 4    | 24                    | -                    | 24                   | 15                          |
| Charitable activities                    | 5    | <u>14,197</u>         | <u>-</u>             | <u>14,197</u>        | <u>21,285</u>               |
| <b>Total incoming Resources</b>          |      | <b><u>49,371</u></b>  | <b><u>26,832</u></b> | <b><u>76,203</u></b> | <b><u>109,509</u></b>       |
| <b>Resources Expended</b>                |      |                       |                      |                      |                             |
| <b>Charitable activities</b>             |      |                       |                      |                      |                             |
| Direct charitable expenditure            | 6    | 23,215                | 51,332               | 74,547               | 76,956                      |
| <b>Costs of generating funds</b>         |      |                       |                      |                      |                             |
| Governance and support costs             | 7    | <u>8,524</u>          | <u>13,843</u>        | <u>22,367</u>        | <u>19,806</u>               |
| <b>Total resources expended</b>          |      | <b><u>31,739</u></b>  | <b><u>65,175</u></b> | <b><u>96,914</u></b> | <b><u>96,762</u></b>        |
| <b>Net (outgoing)/incoming Resources</b> |      | <b>17,632</b>         | <b>(38,343)</b>      | <b>(20,711)</b>      | <b>12,747</b>               |
| Transfers between funds                  | 13   | <u>(30,920)</u>       | <u>30,920</u>        | <u>-</u>             | <u>-</u>                    |
| <b>Net movement in Funds</b>             |      | <b>(13,288)</b>       | <b>(7,423)</b>       | <b>(20,711)</b>      | <b>12,747</b>               |
| <b>Reconciliation of Funds</b>           |      |                       |                      |                      |                             |
| Balances brought forward                 |      | <u>22,588</u>         | <u>26,274</u>        | <u>48,862</u>        | <u>36,115</u>               |
| <b>Balances carried forward</b>          |      | <b><u>9,300</u></b>   | <b><u>18,851</u></b> | <b><u>28,151</u></b> | <b><u>48,862</u></b>        |









# Final docs for e-signature EP Youth 2020 1 of 2

Final Audit Report

2021-09-28

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