



# BUCKFASTLEIGH COMMUNITY DEVELOPMENT

**Supporting community growth and wellbeing**

Trustees' Annual Report and Accounts

For the year ending

31<sup>st</sup> March 2024

Charity number: 1101187

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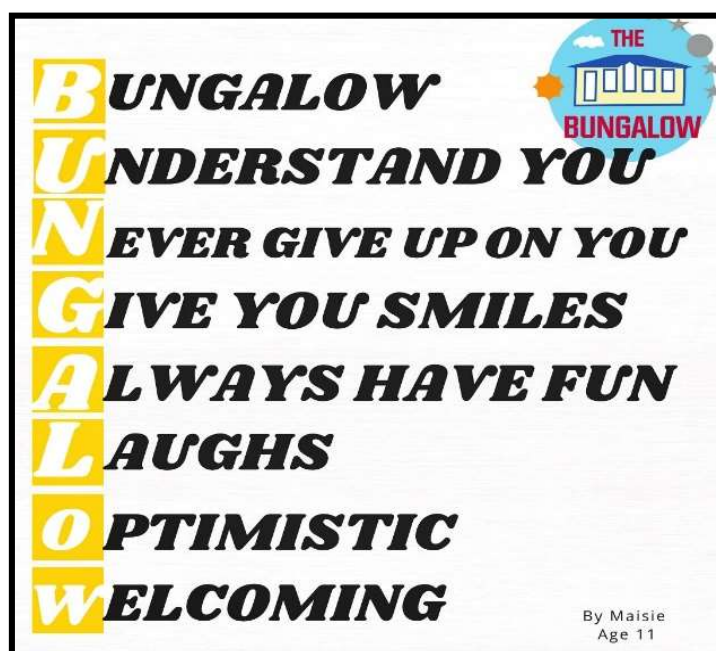


## **Introduction**

2023–2024 has been a transformative year for the Buckfastleigh Community Development Project (Trust). Supported by the Reaching Communities Lottery Grant Fund, we've expanded our programmes and deepened our impact, empowering young people aged 9 to 19 through the Bungalow Youth Project.

Our activities reflect a commitment to fostering personal growth, community involvement, and a sense of belonging. Whether learning new skills, exploring creative outlets, or simply enjoying a safe space to connect, our young people are at the heart of everything we do.

Natalie Clark  
Chair of Trust



## Objectives and Activities

We are driven by five core objectives, brought to life through meaningful programmes tailored to the needs of our young people:

### 1. Empowering Young People

- This year, over 100 participants shaped their experiences through youth-led programming, developing services that reflect their dreams and ambitions.

### 2. Promoting Healthy Lifestyles

- More than 2,400 nutritious meals were served during our programmes, coupled with hands-on cooking experiences. *"I reckon I can go home and remember how to cook this," said Harvey, 15, "didn't know it was that easy!"*

### 3. Building Skills and Opportunities

- Provided 48 weeks of dynamic activities, from drumming workshops to career pathways, inspiring young people to pursue their passions.

### 4. Encouraging Positive Development

- Created structured environments where participants built confidence, formed healthy relationships, and made informed lifestyle choices.

### 5. Collaborating for Holistic Support

- Partnered with local services to ensure comprehensive care, including mental health support for families in need.



**Cooking at the  
Bungalow**



**Cooking at the  
Bungalow**

### **2023–2024 Bungalow Youth Project Programme**

Our Bungalow Youth Project offered a robust weekly schedule designed to meet the unique needs of young people aged 9 to 19. Each session is carefully crafted to foster skills, creativity, and personal growth:

- **Monday: Charity Project Night**

A community-driven initiative engaging young people in working with other community groups that make a positive impact. This night fosters teamwork, responsibility, and community spirit. *“I always know there’s somewhere I can go to feel safe and be myself,”* said Esther, 13.

- **Tuesday: Programme Development Planning Sessions and Youth Worker Training**

Focused on equipping youth workers with the skills to deliver impactful, responsive services. Ensuring all sessions are resourced and impact monitoring for evaluation is tracked. Young people also participate in brainstorming sessions to shape future programming.

- **Wednesday: New (9–11) Service**

An introductory programme designed with younger children’s input to ease their transition into youth services. Activities focus on fun, creativity, and building a sense of belonging. *Impact Highlight:* Parents shared that their children felt “excited and confident” about joining the Bungalow Youth Project.

- **Wednesday: New After School Service – Dungeons & Dragons**

This new service has helped a group of young people who struggle with our main provision to see the Bungalow as a safe place to feel comfortable and grow their confidence and social skills. Most notably, to feel they have access to a community where they can be empowered and belong. One parent said, *“I want to share my heartfelt testimonial about*

*the incredible benefits that the D&D sessions at the Bungalow has brought into my child's life. As a parent, I have witnessed firsthand the transformative power of the game and its positive impact, on his development. It has fostered his creativity and problem-solving skills, teamwork, communication and emotional intelligence, and his self-confidence. Through being part of this inclusive and welcoming group, he has gained invaluable life skills that extend far beyond the realm of the game."*

- **Thursday: Junior Night (11–13)**

A structured environment for pre-teens to explore their interests, build connections, and gain essential life skills. Activities range from creative projects to teamwork challenges. *Impact Highlight: "my favourite part of my week, I learned how to play pool and create some crazy paint pouring, I love seeing my art on the walls of the Bungalow"* said young person aged 12.

- **Friday: Senior Night (13–19)**

A safe, engaging space for older young people to focus on skills development, career pathways, and personal growth. Highlights include peer discussions and peer discussions. *Impact Highlight: "Senior Night is great, just chilling with my mates, playing music and sharing food we cook together,"* said young person aged 16.



Dancing Session



## Programme Achievements

Our Youth Project Programme offered dynamic, impactful opportunities for young people aged 9-19. This year our achievements include:

- **Consistent Service Delivery:** Running five nights a week for 48 weeks, we've become a reliable anchor in the lives of our participants. *"I always know there's somewhere I can go to feel safe and be myself,"* said Esther, 13.
- **Membership Growth:** A 50% increase in membership reflects the growing demand for our services. This reflects the growing demand for our programmes and the trust placed in us by the community.
- **Targeted Sessions:** Responding to feedback, we introduced targeted sessions like the aged 9-11 group easing younger children into youth services and helping them build confidence early on.



- **Adventure and Enrichment:** Summer trips were a highlight this year. As well as a weekend stay on a local Dartmoor Outreach Farm, working with and helping animal husbandry. *"It was my first time on a working farm", said one participant, 14, "I loved it, and I want to go back and volunteer my time with them."*
- **Youth-Led Fundraising:** Through initiatives like the Christmas decoration stall and Rotary Club Santa Float, our young people raised funds for activities they care about. This hands-on experience taught skills like teamwork, planning, and budgeting.



- **Youth Worker Development:** Trained and supported young people to pursue qualifications as Youth Workers, contributing to the future of the field.





## Christmas Dinner 2023

### Challenges and Lessons Learned

While we celebrated many successes, resource limitations challenged our ability to maintain a stable team of youth workers. Consistency is essential for building trust, and ensuring staff retention will be a top priority moving forward.

We've learned that when young people are given leadership roles—whether it's shaping programmes or fundraising—they rise to the challenge. Building on this, we'll continue to expand opportunities for youth-led initiatives, empowering participants to become change-makers in their community.

### Looking Ahead for the Bungalow Youth Project

The coming year holds exciting opportunities as we aim to:

- Strengthening our team of youth workers to ensure stability and mentorship.
- Launching a **community garden project**, where young people can grow, harvest, and cook their own food—a natural extension of our healthy lifestyle programs.
- Expanding career-focused workshops, providing practical guidance on education, CV writing, and employment opportunities.

- Deepening our engagement with underrepresented groups to ensure our services are inclusive and accessible to all.

With your continued support, we're building a future where every young person has the tools, opportunities, and confidence to thrive.

## **Thank You**

To everyone who has walked alongside us this year—our young people, their families, our dedicated staff and volunteers, and our funders—thank you. Your contributions, enthusiasm, and belief in our mission have made every success possible. Together, we're not just changing lives; we're building a stronger, more connected community.

## **Financial Review**

The financial year ending March 2024 marked a period of growth and stability for the Bungalow Youth Project, fully funded by the Reaching Communities Lottery Grant. This essential funding has enabled us to deliver a consistent and impactful programme of activities for young people in our community.

During the year, the charity received income totalling £119,779 with outgoings amounting to £108,373. This strong financial position reflects our commitment to effectively managing resources while ensuring we meet the needs of the young people we serve.

With the security of multi-year funding, we are focusing on building our reserves to safeguard the long-term sustainability of our services. This solid financial foundation allows us to continue delivering meaningful opportunities that empower young people to thrive.

## **Structure, Governance and Management**

### **Constitution**

Buckfastleigh Community Development Project (Trust) is a registered charity, governed by a constitution dated 19 December 2002, amended on 21 November 2003.

### **Method of Appointment or Election of Trustees**

Trustees are appointed or reappointed annually at the Annual General meeting. All the Trustees give their time voluntarily and receive no remuneration or other benefit for their work as Trustees.

Fanny Jackson stood down as Chair on 30 July 2021 to take on the role of interim director of the charity. This ended in January 2024 but then resumed in April 2024 as efforts to recruit a suitable replacement were unsuccessful.

## **Organisation, Structure and Decision Making**

The Trustees meet regularly. At each meeting the Trustees consider reports on the activities and performance of the Bungalow Youth Project and make decisions relating to operations and strategy.

In adherence to our commitment to transparency, it is important to note a unique aspect of our Trustee Board composition. One of our Trustees holds a relationship with our employed charity director, being their partner. Maintaining impartiality and ensuring the highest standards of ethical conduct, this Trustee voluntarily refrains from participating in any voting processes related to financial decisions concerning the role of the Charity Director. Upholding the principles of fairness, accountability, and governance within our organisation.

## **Reference and Administrative Details**

Trustees	Sophie Walker-Howarth Karina Clegg Natalie Clark (Chair from January 2023) Tegan Hubbard-Clegg Fanny Jackson Jenna Sholz (Treasurer) Johnny Thwaites
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Staff:	Charity Director Youth Manager Youth Programme Facilitator Lead Support Worker Apprentice Youth Support Worker Asst. Youth Support Worker
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Charity registered number    1101187

Address	Victoria Park Lodge Plymouth Road Buckfastleigh TQ11 0DB
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Accountants	Ian Barrett FCA FCIE
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Bankers	Lloyds Bank
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**Independent Examiner's Report to the  
Trustees of Buckfastleigh Community Development Project (Trust)  
Charity number: 1101187**

I report to the trustees on my examination of the accounts of Buckfastleigh Community Development Project (Trust) for the year ended 31st March 2024.

***Responsibilities and basis of 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 Charity's accounts carried out under section 145 of the 2011 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.

***Independent examiner's statement***

I have completed my examination. I 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 the Charity 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 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.

*I P Barrett FCA FCIE*  
Barretts  
Chartered Accountants  
22 Union Street  
Newton Abbot  
Devon TQ12 2JS

28th January 2025



Statement of Financial Activities  
Year ended 31 March 2024

		<b>Unrestricted Funds 2024 £</b>	<b>Restricted Funds 2024 £</b>	<b>Total Funds 2024 £</b>	<b>Total Funds 2023 £</b>
	<i>Note</i>				
<b>Income from:</b>					
Donations and legacies	2	2,774	116,422	<b>119,196</b>	95,760
Other income	3	583	-	<b>583</b>	1,552
<b>Total income</b>		<b>3,358</b>	<b>116,422</b>	<b>119,779</b>	<b>97,312</b>
<b>Expenditure on:</b>					
Charitable activities	4	(2,865)	111,238	<b>108,373</b>	84,774
<b>Total expenditure</b>		<b>(2,865)</b>	<b>111,238</b>	<b>108,373</b>	<b>84,774</b>
<b>Net income / (expenditure)</b>		<b>6,223</b>	<b>5,183</b>	<b>11,406</b>	<b>12,538</b>
<b>Transfers between funds</b>	17, 18	3,188	(3,188)	-	-
<b>Net movement in funds</b>		<b>9,411</b>	<b>1,995</b>	<b>11,406</b>	<b>12,538</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		(2,943)	43,157	<b>40,214</b>	27,676
<b>Total funds carried forward</b>		<b>6,468</b>	<b>45,152</b>	<b>51,620</b>	<b>40,214</b>

The notes on pages 14 to 20 form part of these financial statements.

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

Buckfastleigh Community Development Project (Trust) (Registered Charity number: 1101187)  
Report to the Trustees for the Year Ended 31<sup>st</sup> March 2024

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Balance Sheet  
31 March 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible assets	12	2,419	-
		<u>2,419</u>	<u>-</u>
<b>Current Assets</b>			
Stocks			
Debtors	14	492	50
Cash at bank and in hand		51,932	43,807
		<u>52,424</u>	<u>43,857</u>
<b>Creditors:</b>			
Amounts falling due within one year	15	(3,223)	(3,643)
		<u>49,201</u>	<u>40,214</u>
<b>Net Current Assets</b>			
		<u>51,620</u>	<u>40,214</u>
<b>Total assets less current liabilities</b>			
		<u>51,620</u>	<u>40,214</u>
<b>Creditors:</b>			
Amounts falling due after more than one year	16	-	-
		<u>51,620</u>	<u>40,214</u>
<b>Net assets</b>			
		<u>51,620</u>	<u>40,214</u>
<b>Funds</b>			
General funds	17	6,468	(2,943)
Restricted funds	18	45,153	43,157
		<u>51,620</u>	<u>40,214</u>

The notes on pages 14 to 20 form part of these financial statements.

The financial statements were approved by the Board of Trustees on 21 January 2025 and signed on their behalf by:



Natalie Clark (Chair)

Notes to the Financial Statements  
Year ended 31 March 2024

**1. Accounting Policies**

**Basis of preparing the financial statements** The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## 2. Income from: Donations and legacies

	Unrestricted funds	Restricted	2024 Total	2023 Total
	£	£	£	£
Grants	-	116,422	<b>116,422</b>	86,197
Donations	2,774	-	<b>2,774</b>	9,563
			-	-
Total voluntary income	2,774	116,422	<b>119,196</b>	95,760

Income from donations and legacies in 2023 comprised £8,813 unrestricted funds and £86,947 restricted funds

## 3. Income from: Other Income

	Unrestricted funds	Restricted	2024 Total	2023 Total
	£	£	£	£
Bank interest	383	-	<b>383</b>	52
Other income	200	-	<b>200</b>	1,500
	583	-	<b>583</b>	1,552

In 2023 other income comprised £1,552 unrestricted and £Nil restricted funds.

## 4. Analysis of expenditure on charitable activities

	Unrestricted funds	Restricted	2024 Total	2023 Total
	£	£	£	£
Operation of Youth Project	(2,865)	111,238	<b>108,373</b>	84,774
	(2,865)	111,238	<b>108,373</b>	84,774

In 2023, expenditure on charitable activities was £84,774 of which £48,845 was restricted and £35,929 was unrestricted.



## 5. Operation of Youth Project Activities

	2024	2023
	Total	Total
	£	£
<b>Activities undertaken directly</b>		
Sessional fees	3,321	2,576
Food, materials and activity costs	8,219	5,053
Volunteer expenses	187	-
Other direct project costs	159	773
	<b>11,886</b>	<b>8,402</b>
<b>Support costs</b>		
Salaries, NI and pension	74,603	58,100
Other staff costs	581	503
Rent	1,662	1,662
Rates and water	283	305
Light and heat	1,927	1,213
Maintenance, cleaning and repairs	2,454	2,733
Insurance	1,355	1,477
IT, software and licences	3,701	507
General office costs	1,381	1,075
Bookkeeping and payroll	4,168	2,768
Marketing and promotion	207	-
Professional fees	2,438	4,560
Independent examination	960	1,350
Depreciation	769	-
Bad debt write off	-	119
	<b>96,487</b>	<b>76,372</b>
<b>Total</b>	<b>108,373</b>	<b>84,774</b>

## 6. Net income/expenditure

This is stated after charging:

	2024	2023
	£	£
Depreciation of tangible fixed assets owned by the charity	769	-
Pension costs	1,292	272

## 7. Analysis of staff costs, Trustees' remuneration and expenses, and the costs of key management personnel

Staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	73,011	30,293
Social Security costs	300	-
Pension contributions	1,292	272
	<b>74,603</b>	<b>30,565</b>

The number of employees during the year was as follows:

	Average monthly		Full time equivalent	
	2024	2023	2024	2023
Youth workers and management	5	5	2.5	2.0
	<b>5</b>	<b>5</b>	<b>2.5</b>	<b>2</b>

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

The key management personnel comprises the Charity Director and Project Manager (both part-time). The aggregate employee benefits payable to key management personnel for the year was £54,698 (2023: £6,062)

## 8. Related Party Transactions

No Trustee received remuneration for acting as a Trustee of the Charity (2023: Nil), nor did any Trustee receive expenses or other benefits (2023: Nil)

During the year, one Trustee was paid £24,769 for her role as Charity Director (2023: £23,053)

## 9. Tangible Fixed Assets

	Furniture and Equipment	IT & Electrical Equipment	Total
	£		£
Cost or valuation			
At 1 April 2023	-	-	-
Additions	200	2,988	3,188
Disposals	-	-	-
<b>At 31 March 2024</b>	<b>200</b>	<b>2,988</b>	<b>3,188</b>
Depreciation			
At 1 April 2023	-	-	-
Charge for year	40	729	769
Disposals	-	-	-
<b>At 31 March 2024</b>	<b>40</b>	<b>729</b>	<b>769</b>
<b>Net book value</b>			
At 31 March 2023	-	-	-
At 31 March 2024	<b>160</b>	<b>2,259</b>	<b>2,419</b>

## 10. Debtors: Due within one year

	2024	2023
	£	£
Trade debtors	-	-
Other debtors	-	-
Prepayments	492	50
	<b>492</b>	<b>50</b>

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

	2024	2023
	£	£
Trade creditors	508	-
Other creditors	911	2,141
Accruals	1,804	1,502
	<b>3,223</b>	<b>3,643</b>

## 12. Creditors: Amounts falling due after more than one year

	2024	2023
	£	£
Other creditors	-	-
	<b>-</b>	<b>-</b>

Buckfastleigh Community Development Project (Trust) (Registered Charity number: 1101187)  
Report to the Trustees for the Year Ended 31<sup>st</sup> March 2024

**13. Unrestricted Funds**

	<b>Funds brought forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Fund as at 31 March 2024</b>
	£	£	£	£	£
General funds	(2,943)	3,358	2,865	3,188	<b>6,468</b>
	(2,943)	3,358	2,865	3,188	6,468

**Unrestricted Funds  
2023 - Comparative**

	<b>Funds brought forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Fund as at 31 March 2023</b>
	£	£	£	£	£
General funds	22,623	10,365	(35,929)	-	(2,941)
	22,623	10,365	(35,929)	-	(2,941)

**14. Restricted Funds**

	<b>Funds brought forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Fund as at 31 March 2024</b>
	£	£	£	£	£
Lottery Reaching Communities	41,869	97,573	(106,587)	(2,988)	<b>29,866</b>
Tesco Groundworks	1,125	375	(1,300)	(200)	-
Teignbridge Lottery	-	2,500	(214)	-	<b>2,286</b>
Growing Communities	-	2,974	(2,974)	-	-
PCC Safer Communities	-	10,000	-	-	<b>10,000</b>
S Devon Community Foundation	163	3,000	(163)	-	<b>3,000</b>
					-
	43,157	116,422	(111,238)	(3,188)	45,153

To reflect the use of restricted funds within the required period, transfers equivalent to the cost of fixed assets purchased has been transferred to unrestricted funds to cover future depreciation charges.

Lottery Reaching Communities	To support the Bungalow Youth Project including running costs and salaries
Tesco Groundworks	To provide food and art materials for the youth sessions and to buy a replacement fridge
Teignbridge Lottery	Running costs to provide a Warm Food Hub
Growing Communities	Running costs and salaries to provide a Warm Food Hub
PCC Safer Communities	To run the Pads, Gloves and Pizza project which supports young people who have been impacted by County Lines activity in Buckfastleigh
South Devon Community Foundation	To provide activity days, residential trip, transport and refreshments for young people



Buckfastleigh Community Development Project (Trust) (Registered Charity number: 1101187)  
Report to the Trustees for the Year Ended 31<sup>st</sup> March 2024

<b>Restricted Funds 2023 - Comparative</b>	<b>Funds brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Fund as at 31 March 2023 £</b>
Lottery Reaching Communities		60,129	(18,259)	-	<b>41,869</b>
Awards for All	3,055	-	(3,055)	-	-
DCF film project	2,000	-	(2,000)	-	-
Tesco Groundworks	-	1,125	-	-	<b>1,125</b>
Teignbridge Lottery	-	3,000	(3,000)	-	-
Growing Communities	-	3,000	(3,000)	-	-
PCC Safer Communities	-	5,000	(5,000)	-	-
S Devon Community Foundation		7,000	(6,838)	-	<b>162</b>
					-
	5,055	79,254	(41,152)	-	43,157

### 15. Analysis of Funds

	<b>General fund £</b>	<b>Restricted £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Tangible fixed assets	2,419	-	<b>2,419</b>	-
Current assets	4,120	48,305	<b>52,424</b>	43,857
Current liabilities	(71)	(3,152)	<b>(3,223)</b>	(3,643)
Long term liabilities	-	-	-	-
	6,468	45,153	<b>51,620</b>	40,214

<b>2023 - Comparative</b>	<b>General fund £</b>	<b>Restricted £</b>	<b>Total 2023 £</b>
Tangible fixed assets	-	-	-
Current assets	(2,943)	46,800	<b>43,857</b>
Current liabilities	-	(3,643)	<b>(3,643)</b>
Long term liabilities	-	-	-
	(2,943)	43,157	<b>40,214</b>

### 16. Contingent Liabilities

The charity had no contingent liabilities at 31 March 2024.