

# **The Maximum Life Youth Project**

**Trustees Report**

**and**

**Unaudited Financial Statements**

**31st August, 2020**

# **The Maximum Life Youth Project**

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# **The Maximum Life Youth Project**

## **Trustees' Report**

*for the year ended 31st August, 2020*

### **Constitution**

The Maximum Life Youth Project is governed by a deed of trust dated 25th July, 2003 and a supplemental trust deed dated 28th August, 2003. The Project is registered with the Charity Commissioners under registration number 1101523.

### **Governing body and trustees**

The trustees of the Project, who act as the governing body controlling the activities of the Project, are:-

Mr R. J. Axford  
Mrs J. Gray  
Mr K. Wardale

In addition, Mr P. Spooner served as a trustee until 1st October 2019, when he resigned. This was to enable him to take up the role of Co-ordinator of the Project, on a short-term basis, at the request of the other trustees who felt that his in-depth knowledge of the Project made him the ideal person for this role.

Trustees are provided with training on appointment and on an ongoing basis.

### **Objectives and performance**

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Project's aims and objectives and in planning future activities and setting the charitable expenditure policy for the year. The Project operates within Kingston upon Hull and the East Riding of Yorkshire with the objective of improving the conditions of life for young people through the advancement of education. The Mission Statement, which expands this objective, is:

To improve the quality of life for our young people by providing opportunity for social, physical and spiritual development, and so empowering them to mature as responsible and caring members of the community.

The Headstart Project which is designed to provide, via the three partner organisations, young people with activities, five days a week, throughout the school holidays at several locations from 3 separate bases, on a city-wide basis. The Project employs a lead youth worker to plan, manage and, deliver these activities by the use of other members of the Maxlife staff and external providers of sessions. This has proved to be successful, with satisfactory outcomes being achieved for this project. The end date of this project has now been extended as a result of the Covid pandemic. The Wednesday Club continues to attract a good number of young people to the meetings and runs separate sessions, for 2 different age groups, where they have been involved in such things as healthy eating projects, sporting and art and craft activities. These activities are now operated under the Targeted Early Years (a joint project with Child Dynamics, funded by Hull City Council for a period of 5 years) and this project also delivers additional youth services in the East Hull area. The Step-up club, funded by the Safer Communities Partnership, began operating in September 2019 and is well established with increasing numbers attending. Further funding was received from the Big Lottery Fund – Awards 4 All - Food Plus to develop and expand the network delivering food parcels and healthy eating advice to young people of the area and the Local Area Team to assist with communication with participants during the "lockdowns". The Project also delivered activities for young people in the East Hull Area during the summer with funding, from Hull City Council.

Much of the day-to-day administration, fundraising and co-ordination of projects have been carried out by the Co-ordinator appointed in October 2019 with help from volunteers and the Trustees express their thanks for all their assistance, particularly following the onset of the pandemic. This involved a complete rethink of the ways that the Project interacted with young people and resulted in a greater reliance on "online" delivery of activities. This proved to be extremely successful but the staff are looking forward to being allowed to resume face-to-face meetings.

The Trustees are again extremely grateful to all funders for their generous contributions towards general overhead costs.

# **The Maximum Life Youth Project**

## **Trustees' Report - *continued***

*for the year ended 31st August, 2020*

### **Risk management**

The trustees examine the major risks that the Project faces each year. The trustees have developed systems to monitor and control these risks to mitigate any impact that they may have on the Project in the future.

### **Financial review and future plans**

The Project recorded a deficit of £179 on the year's activities, comprising a surplus on restricted funds of £5,820 and a deficit on general funds of £5,999, resulting from the matters described in the Objectives and Performance review above. The Trustees consider these results to be satisfactory and that the Project is in a sound position for the immediate future. The funding for the Headstart project is, following the extension of funding, in place for a further period of 18 months and the Targeted Early Years funding is in place until March 2025. General funds, taking into account anticipated income and costs are adequate for the Project's activities. The Trustees will continue to seek additional funding for individual projects and also for assistance with administrative and overhead costs.

The trustees will continue to closely consider the future viability of the project and take appropriate action if and when it becomes necessary.

### **Reserves policy**

#### **Restricted funds**

Restricted funds represent funding received, for specific projects, which is released as expenditure is expended on, or upon the satisfactory completion of, the specific projects. Any unspent balances are retained as reserves until the expenditure funded has been expended or the project has been completed.

#### **Unrestricted funds**

Grants, donations and other income received for general purposes are used for essential support, governance and other charitable costs that are not specifically funded by restricted grants and donations. Reserves are retained at the level that the Trustees consider necessary to enable future costs, after taking into account anticipated unrestricted income as appropriate, to be met in order to ensure that the Project remains a viable, going concern.

Signed on behalf of the Trustees



**R. J. Axford**

10th April 2021  
Church Buildings  
Kingston Wesley Methodist Church  
Holderness Road  
Hull HU9 3LP

# **The Maximum Life Youth Project**

## **Independent Examiner's Report to the Trustees of The Maximum Life Youth Project (Charity No. 1101523)**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August, 2020, which are set out on pages 4 to 10.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which give me cause to believe that, in any material respect:

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

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

Signed



**M. J. Green**  
116 Lambwath Road  
Hull HU8 0HE

10th April 2021

**The Maximum Life Youth Project**  
**Statement of Financial Activities**  
**Income and Expenditure Accounts**  
*for the year ended 31st August, 2020*

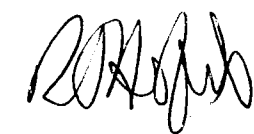
	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
<b>Income and expenditure</b>				
<b>Incoming resources</b>				
<b>Funding income</b>				
Grants and donations (note 3)	7,916	61,533	69,449	29,129
Bank interest	-	-	-	-
	<u>7,916</u>	<u>61,533</u>	<u>69,449</u>	<u>29,129</u>
<b>Income from charitable activities</b>				
Activity income	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total incoming resources</b>	<u>7,916</u>	<u>61,533</u>	<u>69,449</u>	<u>29,129</u>
<b>Outgoing resources</b>				
<b>Charitable expenditure</b>				
Salaries and ancillary costs – direct	2,753	27,483	30,236	12,477
Activity costs	1,661	9,285	10,946	8,416
Salaries and ancillary costs – support	12,735	4,133	16,868	1,240
Equipment purchases and maintenance	-	4,487	4,487	1,907
Other support costs (note 4)	4,664	2,097	6,761	4,893
	<u>21,813</u>	<u>47,485</u>	<u>69,298</u>	<u>28,933</u>
<b>Total charitable expenditure</b>	<u>21,813</u>	<u>47,485</u>	<u>69,298</u>	<u>28,933</u>
<b>Governance costs</b>				
Insurance	80	-	80	75
Accountancy	250	-	250	250
	<u>330</u>	<u>-</u>	<u>330</u>	<u>325</u>
<b>Total governance costs</b>	<u>330</u>	<u>-</u>	<u>330</u>	<u>325</u>
<b>Total resources expended</b>	<u>22,143</u>	<u>47,485</u>	<u>69,628</u>	<u>29,258</u>
<b>Net incoming/(outgoing) resources for the year</b>	(14,227)	14,048	(179)	(129)
Transfer between funds	8,228	(8,228)	-	-
<b>Fund balances at 31st August 2019</b>	<u>6,737</u>	<u>12,622</u>	<u>19,359</u>	<u>19,488</u>
<b>Fund balances at 31st August 2020</b>	<u>738</u>	<u>18,442</u>	<u>19,180</u>	<u>19,359</u>

The annexed notes form part of these financial statements.

**The Maximum Life Youth Project**  
**Balance Sheet (Statement of Cash Assets and Reserves)**  
*at 31st August, 2020*

	£	2020	£	£	2019	£
<b>Current assets</b>						
Cash at bank	19,180			19,332		
Cash in hand	-			27		
	<u>19,180</u>			<u>19,359</u>		
<b>Current liabilities</b>						
Creditors	-			-		
	<u>-</u>			<u>-</u>		
<b>Net current assets</b>			19,180			19,359
<b>Net assets</b>			<u>19,180</u>			<u>19,359</u>
<b>Represented by:</b>						
<b>Reserves</b> (note 2)						
Restricted Funds			18,442			12,622
Unrestricted Funds			738			6,737
			<u>19,180</u>			<u>19,359</u>

Approved by the Board of Trustees on 10th April 2021 and signed on its behalf by:



R. J. Axford



J. Gray

)  
)  
) Trustees  
)  
)

The annexed notes form part of these financial statements.

# **The Maximum Life Youth Project**

## **Notes to the Accounts**

*for the year ended 31st August, 2020*

### **1. Accounting policies**

The principal accounting policies, which have been applied consistently in all years presented, are set out below.

#### **a) Basis of preparation of financial statements**

The accounts are prepared under the historical cost convention and in accordance with the Guidelines set out in the Statement of Recommended Practice "Accounting and Reporting by Charities" effective 1<sup>st</sup> January 2019, so far as applicable to these accounts.

#### **b) Income recognition**

All grants and voluntary income are accounted for gross when receivable, as long as they are capable of financial measurement. This includes gifts in kind which are included at estimated valuation.

#### **c) Expenditure recognition**

All expenditure is accounted for gross as paid.

#### **d) Reserves**

##### **Restricted funds**

Restricted funds represent funding received for specific projects, which is released as costs are expended on, or upon the satisfactory completion of, the specific projects. Any unspent balances are retained as reserves until the expenditure funded has been expended or the project has been completed.

##### **Unrestricted funds**

Grants, donations and other income received for general purposes are used for essential Support, governance and other charitable costs that are not specifically funded by restricted grants and donations. Reserves are retained at the level that the Trustees consider necessary to enable future costs, after taking into account anticipated unrestricted income as appropriate, to be met in order to ensure that the Project remains a viable, going concern.



# The Maximum Life Youth Project

## Notes to the Accounts

for the year ended 31st August, 2020

3. Grants and donations received	2020		2019	
	£	£	£	£
<b>Restricted funds:</b>				
<b>Play Ranger scheme</b>				
National Lottery funding of the Headstart Project (through Hull City Council and the Hessle Road Network)		24,577		24,577
<b>Step Up Club</b>				
Community Safety Partnership		10,000		-
<b>Hull City Council</b>				
Targeted Early Help Youth Provision		14,776		-
<b>Awards 4 All</b>				
Food Plus Project		9,440		-
<b>Hull City Council – Local Area Network</b>				
Covid Support Initiative		200		-
<b>Administration Costs</b>				
James Reckitt Charitable Trust		-		2,000
<b>Summer activity projects</b>				
Hull City Council		2,540		-
<b>Total restricted funds</b>		<b>61,533</b>		<b>26,577</b>
<b>Unrestricted funds:</b>				
James Reckitt Charitable Trust	2,500		2,000	
Asda Token Scheme	-		200	
South Hunsley Academy Trust – Malet Lambert	5,040		-	
Other donations	376		352	
<b>Total general funds</b>		<b>7,916</b>		<b>2,552</b>
<b>Total grants and donations</b>		<b>69,449</b>		<b>29,129</b>
4. Charitable expenditure – Support cost	2020		2019	
	£	£	£	£
Rent		3,385		1,163
Insurance		755		752
Telephone & internet		835		594
Subscriptions		860		-
Print, publicity, promotion & advertising		364		1,211
Training costs		-		818
Other office costs		562		355
		<b>6,761</b>		<b>4,893</b>

# **The Maximum Life Youth Project**

## **Notes to the Accounts**

*for the year ended 31st August, 2020*

### **5. Non-cash assets**

The Project held non-cash assets at 31st August 2020 of £5,179 in respect of equipment held for use in the Project's activities (2019 - £1,922).

### **6. Liabilities and assets**

On general funds, at 31st August 2020, the Project was owed £2,811 (2019 - £Nil) in respect final payments on completed projects and had liabilities at 31st August 2020 amounting to £694 in respect of property rent and other expenses (2019 -£798). At 31st August 2020 the Project was owed £1,979 in respect of restricted fund income (2019 - £1,540) and had liabilities of £937 in respect of restricted fund expenses (2019 - £836).

### **7. Trustees' remuneration**

The Trustees received no remuneration in the current year (2019 £Nil).

P.Spooner who was a Trustee until 1st October 2019 was asked by the other Trustees if, because of his experience, he would be willing to accept a paid position as Co-Ordinator of the Project on a short-term basis. Mr Spooner indicated that he was willing to accept the position and resigned from his role as a Trustee.

This appointment was intended, originally, to be for six months but, as the Covid pandemic struck, was extended by the Trustees so that he could provide a lead in dealing with the problems associated with the effects of the Governments Covid regulations on the Project.

His remuneration during the year to 31st August 2020 amounted to £12,090 (2019 £Nil). There were no benefits (2019 £Nil) during the year.

# **The Maximum Life Youth Project** **Notes to the accounts** *for the year ended 31st August, 2020*

## **8. Restricted Funds**

<b>Project</b>	<b>Fund balances 2019 £</b>	<b>Incoming resources (note 3) £</b>	<b>Outgoing resources (below) £</b>	<b>Transfers between funds £</b>	<b>Fund balances 2020 £</b>
Hessle Road Network – Headstart	11,142	24,577	20,580	(6,979)	8,160
Summer activity projects 2019 & 2020	-	2,540	2,164	(371)	5
James Reckitt Charitable Trust – Admin	1,480	-	1,480	-	-
Safer Communities P'ship – Step-up	-	10,000	9,731	(161)	108
Targeted Early Help Youth Provision	-	14,776	11,759	(717)	2,300
Awards 4 All – Food Plus	-	9,440	1,571	-	7,869
Covid Support	-	200	200	-	-
<b>Total</b>	<b>12,622</b>	<b>61,533</b>	<b>47,485</b>	<b>(8,228)</b>	<b>18,442</b>
<b>Total 2019</b>	<b>13,589</b>	<b>26,577</b>	<b>22,305</b>	<b>(5,239)</b>	<b>12,622</b>

**The Maximum Life Youth Project**  
**Notes to the accounts**  
*for the year ended 31st August, 2020*

**8. Restricted Funds - continued**

	Charitable expenditure				2019 Total £
	Staff costs – direct £	Activity costs & equipment £	Support staff & costs £	2020 Total £	
Hessle Road Network – Headstart	12,452	4,992	3,136	20,580	20,560
Summer activity projects 2019 & 2020	771	1,393	-	2,164	1,225
James Reckitt Charitable Trust – Admin costs	-	-	1,480	1,480	520
Safer Communities P’ship – Step Up	5,149	3,747	835	9,731	-
Targeted Early Help Youth Provision	9,111	1,934	714	11,759	-
Awards 4 All – Food Plus	-	1,571	-	1,571	-
Covid Support	-	135	65	200	-
<b>Total</b>	<b>27,483</b>	<b>13,772</b>	<b>6,230</b>	<b>47,485</b>	<b>22,305</b>
<b>Total 2019</b>	<b>10,212</b>	<b>8,348</b>	<b>3,745</b>		