

COMPANY REGISTRATION NUMBER : 04125056

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

CHARITY NUMBER : 1102380

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2022**

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## FELIXSTOWE YOUTH DEVELOPMENT GROUP

### TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name	Felixstowe Youth Development Group
Charity number	1102380
Company registration number	04125056
Principal Address & Registered Office	2nd Floor 54 Cobbold Road Felixstowe Suffolk IP11 7EL
Directors	D Rowe S Wyatt M Townshend Rev A Dotchin H Leveridge R Smithson B Watling - resigned 20/10/2022 R Darbyshire - appointed 18/10/2022
Chair	D Rowe
Secretary & Vice Chair	S Wyatt
Treasurer	B Watling
Project Manager	S Hopkins
Independent Examiner	Beatons Limited Chartered Accountants 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich IP10 0BF

## **FELIXSTOWE YOUTH DEVELOPMENT GROUP**

### **TRUSTEES ANNUAL REPORT**

#### **YEAR ENDED 31 DECEMBER 2022**

The Trustees, three of whom are also Directors for the purposes of Company Law, present their report and the independently examined financial statements of the Charity for the year ended 31 December 2022.

#### **Reference and Administrative Details**

Reference and administrative details are shown in the schedule of Trustees and Professional Advisers on page 1 of the financial statements.

#### **The Trustees**

The Trustees who served the company during the period were as follows :

D Rowe (also Director)

S Wyatt (also Director)

M Townshend (also Director)

Rev A Dotchin (also Director)

H Leveridge (also Director)

B Watling (also Director) resigned April 2022

R Smithson (also Director)

R Derbyshire (also Director) appointed September 2022

#### **Appointment of Trustees**

We have job descriptions for the roles and when looking to recruit new Trustees or Directors adopt a number of recruitment methods. These include direct approaches to those we know have the skills required and have shown an interest in the work, advertising via Chamber of Trade and Commerce, Rotary Club and other professional bodies, and placing a general advertisement.

Any person interested in being a Trustee meets with the Chair or Vice Chair and Project Manager so that they clearly understand the work we do and the commitment they are taking on. If after the meeting they remain interested their name is placed before the Management Board for approval. All Trustees undergo a DBS records check.

#### **Objectives of the Charity**

The Charity is a Company limited by guarantee and was incorporated 13 December 2000. The Charity was established under a Memorandum of Association, which established the objectives and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the members of the Management Board are elected at the Annual General Meeting.

The Directors confirm that they have paid due regard to the Charity Commission's guidance on public benefit and have strived to ensure that the Charity's activities reflect this.

#### **Review of Activities**

The Company is a Charity established to provide youth services and activities for young people (age 7-25) primarily living in Felixstowe and the surrounding villages. Our town centre youth hub provides a safe environment where young people can meet with qualified youth workers. We promote the welfare of all young people through supportive relationships and positive experiences designed to enhance their personal and social development. Our target group is inclusive of young people disadvantaged in some way, or who have difficulties in their relationships with their peers, family, school or authority generally. We offer a varied programme of activities and social opportunities, together with one-to-one mentoring, counselling, information, advice and guidance on a number of issues. We work in many local schools and undertake outreach work. The past year has resulted in an expansion of the work to include increased work with families of young people we are already working with.

As we move to living with Covid we have increased our face to face sessions and been able to do more work in schools

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

#### **Investment Policy**

Under the Memorandum and Articles of Association, the Charity has the power to make any investments which the Trustees see fit.

#### **Achievements and performance**

At 31 December 2022 the unrestricted funds were £35,471, the restricted funds were £169,237 and funds totalled £204,708.

#### **Progress**

The Directors wish to record their continuing thanks to the staff and volunteers for their dedication to the project. Fundraising has continued in-house with success in raising numerous grants, including a number of large awards.

Shez Hopkins continues as Project Manager, bringing vision and new ideas to the Project. The staff team has increased during the past year.

The Project has had a very successful year. We have continued to target appropriate grant giving bodies & been successful in raising funds from a wide range of Trusts, public organisations and local organisations.

We continue to provide a range of services to the young people in the Felixstowe area, tailored to meet their needs. In 2022, 1144 different young people accessed our services. The total number of contacts was 9951 Level Two is highly regarded within the Community. Our programme of activities is responsive to the needs of young people.

The organisation has a comprehensive set of policy documents reviewed in the past year covering all aspects of its operation. The Project continues to operate successfully from the Youth Hub in Cobbold Road.

#### **Future Strategy**

Felixstowe Youth Development Group is the parent organisation which currently operates the Level Two Youth Project. We will continue to provide a wide range of services for young people, based upon their needs. In the next year we will look to expand our work with families and support young people. We are also looking at how we meet the increased demand for counselling and mentoring.

We are committed to encouraging the professional development of staff and volunteers. As funds permit, opportunities will be offered for training courses and conferences. In-house training is also cascaded to staff and volunteers. As in previous years the Directors are committed to ensuring we pay at least the Living Wage to all staff.

In the coming year the Directors are committed to supporting the staff team and services provided at the Youth Hub. We will encourage other agencies working with young people to engage with us. The Directors and Management Board remain fully committed to the immediate and long-term future of Felixstowe Youth Development Group and Level Two Youth Project.

#### **Reserves Policy**

Designated reserves are represented by net current assets within the Unrestricted Funds of the Charity. Designated reserves ensure the resilience and sustainability of the Charity in such circumstances as when encountering:

- a temporary period of reduced income
- an unexpected increase in operational costs
- unexpected management/overhead costs

At 31 December 2022 the minimum reserves requirement, calculated by reference to the Board-approved operating budget for 2023, is set at £94 000; this represents 3 months expenditure as per the budget.

The Trustees will monitor the adequacy of reserves on a three monthly basis in the context of operational plans and may amend the required level as appropriate in response to identified changes either in the risk environment and/or their risk appetite.

**Trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements for each financial year, which 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 judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 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.

Approved by the Directors and the Management Board on 28.3.23 and are signed on their behalf by:

  
D Rowe  
Director & Chair

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**  
**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE**  
**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**YEAR ENDED 31 DECEMBER 2022**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022 which are set out on pages 6 to 15.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

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

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

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

  
JJ Oakley F. C. A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Foxhall, Ipswich  
IP10 0BF  
18 April 2023

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
YEAR ENDED 31 DECEMBER 2022**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income					
Donations and Gifts	<b>2</b>	41,943	1,278	<b>43,221</b>	14,143
Activities for generating funds					
Fund-raising		-	-	-	-
Income from charitable activities					
Grants		45,011	250,193	<b>295,204</b>	249,247
Investment income	<b>3</b>	597		<b>597</b>	229
<b>TOTAL INCOMING RESOURCES</b>		<u>87,551</u>	<u>251,471</u>	<u><b>339,022</b></u>	<u>263,619</u>
<b>RESOURCES EXPENDED</b>					
Charitable activities	<b>4</b>	82,007	247,805	<b>329,812</b>	269,761
Governance costs	<b>5</b>	17,184	599	<b>17,783</b>	17,872
<b>TOTAL RESOURCES EXPENDED</b>		<u>99,191</u>	<u>248,404</u>	<u><b>347,595</b></u>	<u>287,633</u>
<b>NET OUTGOING RESOURCES FOR THE THE YEAR / NET EXPENDITURE FOR THE YEAR</b>					
	<b>6</b>	(11,640)	3,067	<b>(8,573)</b>	(24,014)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		47,111	166,170	<b>213,281</b>	237,295
Transfers between Fund		-	-	-	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>35,471</u>	<u>169,237</u>	<u><b>204,708</b></u>	<u>213,281</u>

The statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities

The notes on pages 8 to 15 form part of these financial statements



# FELIXSTOWE YOUTH DEVELOPMENT GROUP

## BALANCE SHEET YEAR ENDED 31 DECEMBER 2022

	Note	2022		2021	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		26,648		42,881
<b>CURRENT ASSETS</b>					
Debtors	9		1,459		1,476
Cash at bank and in hand			214,728		203,255
			<u>216,187</u>		<u>204,731</u>
<b>CREDITORS: Amounts falling due within one year</b>	10		<u>(38,127)</u>		<u>(34,331)</u>
<b>NET CURRENT ASSETS</b>			178,060		170,400
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>204,708</u>		<u>213,281</u>
<b>NET ASSETS</b>			<u>204,708</u>		<u>213,281</u>
<b>FUNDS</b>					
Restricted income funds	12		169,237		166,170
Unrestricted income funds	13		35,471		47,111
<b>TOTAL FUNDS</b>			<u>204,708</u>		<u>213,281</u>

For the financial year ended 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledges their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the Directors and Management Board on the 18 April 2023 and are signed on their behalf by:



D ROWE  
Director

Company registration Number: 04125056

The notes on pages 8 to 15 form part of these financial statements

## **FELIXSTOWE YOUTH DEVELOPMENT GROUP**

### **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022**

#### **1. ACCOUNTING POLICIES**

##### **General information and basis of preparation**

The Charity is a Company limited by guarantee and has no share capital. The Charity is incorporated in England and Wales. The address of the registered office is 2nd Floor, 54 Cobbold Road, Felixstowe Suffolk, IP11 7EL. The company number is 04125056.

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, Companies Act 2006 and UK Generally Accepted Accounting Practice.

The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **Pension costs**

The company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against profits in the year they are payable.

##### **Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received

##### **Grants received**

A grant that is subject to performance-related conditions received in advance of delivering the services required by that condition, or is subject to unmet conditions wholly outside the control of the charity, is accounted for as a liability and is shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

## FELIXSTOWE YOUTH DEVELOPMENT GROUP

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

#### 1. ACCOUNTING POLICIES

##### Fixed assets

All fixed assets are initially recorded at cost.

##### Depreciation

Depreciation is calculated so as to write off the cost of an assets, less its estimated residual value, over the useful economic life of the asset as follows:

Fixtures and Fittings	- 25% reducing balance
Motor Vehicles	- 25% straight line

##### Cash and cash equivalents

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

##### 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.

##### Financial instruments

Basic financial instruments are recognised at amortised cost, except for investments in non-convertible preference and non-puttable ordinary shares which are measured at fair value, with changes recognised in profit or loss. Derivative financial instruments are initially recorded at cost and thereafter at fair value with changes recognised in profit or loss.

#### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>DONATIONS</b>				
Donations and Gifts	41,943	1,278	43,221	14,143
	<u>41,943</u>	<u>1,278</u>	<u>43,221</u>	<u>14,143</u>

# **FELIXSTOWE YOUTH DEVELOPMENT GROUP**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022**

### **3. INVESTMENT INCOME**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Bank interest receivable	597	-	597	229

### **4. CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Gross Salaries and Pension	51,969	214,366	266,335	215,794
Disclosure Barring Service	728	70	798	314
Motor and Travel expenses	30	5,571	5,601	4,316
Training	-	10,938	10,938	3,497
Project Specific Expenses	-	12,576	12,576	15,271
Building Utilities	8,469	-	8,469	6,691
Cleaning	6,128	-	6,128	6,105
Repairs	1,721	-	1,721	2,233
Equipment Purchased	2,119	1,295	3,414	1,424
Telephone and Fax	4,119	-	4,119	3,516
Printing	702	-	702	984
Postage and stationery	91	360	451	413
Website and computer costs	1,193	-	1,193	2,047
Advertising and recruitment	137	-	137	1,238
Consultancy fees	2,860	-	2,860	3,920
Miscellaneous	1,741	2,629	4,370	1,998
	82,007	247,805	329,812	269,761

### **5. GOVERNANCE COSTS**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Independent Examination Fee	1,550	-	1,550	1,416
Depreciation	15,634	599	16,233	16,456
	17,184	599	17,783	17,872

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2022**

**6. NET OUTGOING RESOURCES FOR THE YEAR**

This is stated after charging:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation	<b>16,233</b>	<b>16,456</b>

**7. STAFF COSTS AND EMOLUMENTS**

Total staff costs were as follows:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and Salaries costs	240,164	195,358
Social Security	13,233	10,107
Pension costs	12,029	9,562
Other forms of employee benefits	909	767
Total	<b>266,335</b>	<b>215,794</b>

**Particulars of employees:**

The average number of persons employed by the company during the year was as follows:

<b>2022</b>	<b>2021</b>
<b>No.</b>	<b>No.</b>
<b>13</b>	<b>12</b>

No employee received remuneration of more than £60,000 during the year (2021 - Nil)

During the year the Charity made pension contributions totalling £13,233 (2021 - £10,107)

The number of directors for whom retirement benefits are accruing under defined contribution schemes amounted to Nil (2021: Nil)

**FELIXSTOWE YOUTH DEVELOPMENT GROUP**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2022**

**8. TANGIBLE FIXED ASSETS**

	<b>Fixtures &amp; Fittings £</b>	<b>Motor Vehicles £</b>	<b>Total £</b>
<b>COST</b>			
At 1 January 2021	53,470	62,764	116,234
Additions	-	-	0
<b>At 31 December 2021</b>	<b>53,470</b>	<b>62,764</b>	<b>116,234</b>
<b>DEPRECIATION</b>			
At 1 January 2021	50,801	22,552	73,353
Charge for the year	667	15,566	16,233
<b>At 31 December 2021</b>	<b>51,468</b>	<b>38,118</b>	<b>89,586</b>
<b>NET BOOK VALUE</b>			
<b>At 31 December 2021</b>	<b>2,002</b>	<b>24,646</b>	<b>26,648</b>
At 31 December 2020	2,669	40,212	42,881

**9. DEBTORS**

	<b>2022 £</b>	<b>2021 £</b>
Prepayments	1,459	1,476
	<b>1,459</b>	<b>1,476</b>

**10. CREDITORS: Amounts falling due within one year**

	<b>2022 £</b>	<b>2021 £</b>
Big Lottery Fund - Reaching Communities Fund Deferred Income	-	-
Big Lottery Fund - Youth Investment Fund Deferred Income	-	-
Other accruals and Deferred Income	38,127	34,331
	<b>38,127</b>	<b>34,331</b>