

YOUNG PEOPLE TAKING ACTION

Unaudited Annual Report and Financial Statements

31 August 2020

Company Registration Number 04985668

Charity Number 1102645



Contents	Pages
Trustees Report	1-6
Independent Examiner's Report	7-8
Statement of financial Activities (incorporating the Income and expenditure account)	9
Balance Sheet	10
Notes to the Financial Statements	11-15

**The trustees present their report and financial statement.
for the year ended 31 August 2020.**

Registered Charity Name	Young People Taking Action
Charity Number	1102645
Company Registration Number	04985668
Registered Office	53 High Street Leiston Suffolk IP16 4EL
Trustees	Jack Fairweather, Chair of Trustees Tony Cooper Ronnie Hostler Spadge Hopkins Jasmine Trotter-Langlois Martin Collett Rebekah Williams
Young Trustees	Henri Midwinter, Vice Chair Tara Hannett Casie Jackson Jess Thorp Siobhan White Ethan Reade Reena Miah
Independent Examiner	CRASL Accounting Services Carlton Park House Carlton Park Industrial Estate Saxmundham Suffolk IP17 2NL
Bankers	Barclays Bank plc 4 Church Street Woodbridge Suffolk IP12 1DJ

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 5 December 2003 and registered as a charity on 16 March 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and Appointment of Directors

The trustees (who are also directors of the charity for company law) are shown on page 1 and held office throughout the year. The charity aims to recruit trustees with a wide range of business and sector experience from which the charity will benefit.

Trustee Induction and Training

New trustees are provided with: -

The charity's Memorandum and Articles of Association

The latest accounts of the charity

Details of Charity Commission guidance notes CC3 -"The Essential Trustee"

In addition trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Organisational Structure

Young People Taking Action has a well-defined internal structure: Members, who are consulted regularly in a variety of ways. Young people are instrumental in the direction the project takes. They are asked for their ideas for new projects, consulted over any changes, which are to be made as well as helping to maintain the vitality of the project overall. The Trustees, include member and volunteer representation, meet monthly and are responsible for the final decision about the organisation overall. The Main committee, including advisors, meets quarterly and are responsible for the strategic direction and overall policies of the charity. The Sub Committees, (finance, policies, publicity, and personnel) meet monthly. These committees discuss the issues and topics surrounding their specialty in greater detail and feedback the information to the main committee, so decisions can be made.

The Project Manager oversees day to day running of the whole organisation and attends all meetings.

The project manager is the lynch pin between the different committees, the staff, and the young people, as well as being the representative for the organisation with other professionals.

Project Workers support young people, attend the main committee meeting, and are involved in other committee meetings where appropriate to their skills and interests. Volunteers meet monthly to discuss any issues they have surrounding the work they have been doing within the project as well as being updated on any issues which may have arisen from the committee meetings. Members are updated of any changes which have been sanctioned by the committee, which will affect them in any way.

Risk Review

The trustees have conducted a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

Objectives and activities

Mission Statement

Young People Taking Action (YPTA), locally known as the CYDS project, was set up in 1997 to support young people aged 8-29 in the Suffolk Coastal Area by the provision of an information and support service.

In particular to help young people to reach their full potential and to improve the conditions of life for young persons who have the need for such as service due to social or economic circumstances.

Young People Taking Action is dedicated to continuing to improve and update the services, giving continuity of care to all service users, especially those who are marginalised.

Primary Objectives

- Free, confidential, open minded, non-judgmental support.
- To aid young people to reach their full potential.
- To empower young people to take control of their daily lives and future independence.
- To respect the rights of the individual and their choices.
- To provide information and advice on topics, which may hinder young people reaching their goals.
- To meet the needs of young people in the local community and surrounding area.
- To advocate on behalf of the young people so they receive the best and most useful service for them.
- To offer a service which is user- friendly and flexible to the needs of the users, which offers the opportunity for early intervention together with crisis support.

Young People Taking Action aims to promote public benefit by tackling the issues outlined below:

- Develop independence and empowerment.
- Develop self-awareness.
- Develop self-esteem and confidence.
- Gain an understanding of services available to them.
- Develop new skills and coping strategies.
- Change self-abusing patterns of behaviour.
- Reduce loneliness, isolation, and social marginalization.
- Receive opportunities to challenge themselves in a supportive environment.
- Gain relevant information to make informed choices.

The work we have undertaken in the past year and what we hope to achieve in the coming year will be explained in more detail over the following pages.

The trustees have taken due regard of the guidance published by the Charity Commission on public benefit.

Achievements and Performance

Introduction to the year

Over the last year CYDS has continued to deliver a valuable service to young people living in our area of benefit and for some from outside of it.

The project as a whole has been able to offer different and interesting learning experiences, such as short educational courses to help people into education, training or employment, diversionary holiday activities and hobby sessions allowing young people the chance to try something new, such as art, photography and film making.

The organisation also continues to be proactive in offering young people courses, which the staff team sees as being beneficial to the ongoing wellbeing of the young people, such as substance misuse, anger management and others helping them to be better equipped to reach their full potential.

We continue to be able to cover all sessions with paid qualified staff assisted by volunteers, some of which are young people from within the project and some local people from the wider community keen to help the young people.

Open Access

Up until March and the start of the lockdowns our centre in Leiston offered open access time, a total of 24 hours per week. This open access work is of real importance as without it we would not be able to build the relationships with the members enabling us to support them into the other more structured work we offer or into other training / employment opportunities. Also, it gives the members time to unwind, blow off steam, have fun, meet up with friends, try new things and relax in a safe comfortable environment. This year has been hard for us not being able to keep contact with many of our young and them with us.

Offer One 2 One Counselling

This year we have been able to offer free Counselling to young people who need it. We have expanded to offering an afternoon a week at our local college (Suffolk on the Coast) to support the young people there.

Fun Activities

From our centre we offer a wide range of fun activities for members including arts and crafts, photography, use of Internet, computer gaming, pool table, music, board games, TV, film projects, music projects, cooking, competitions and trips out. Again, this was up until March and the start of the lockdowns.

Targeted Support

We have been able to offer one to one support sessions to local young people to help them to get the best possible transition from school life to adult life. Most of this work is aimed at young people not in, or at risk of being not in, education, employment, or training. Or young people who have been identified as young offenders or at real risk of becoming involved in crime.

Young Parents

Our Young Parents weekly afternoon session were well attended, up until March with mums, dads and their children taking part in both fun and educational activities.

Welfare

We were able to offer free use of phone and WiFi, washing machine, tumble dryer, shower, cooking facilities and basic food to young people in real need for these. Up until March then sadly this had to stop.

Holiday Activities

These are a range of sport, outward bound, creative or community projects run during school holidays to give young people a chance to have fun, gain resilience, make new friends, and learn to work as a team or to give something back to the local community. These activities were also stopped in March and replaced with detached street-based sessions.

Detached Work

We have been going out and about around the streets of Leiston and Saxmundham offering information, advice and activities to young people who do not use our centre in Leiston. This work was expanded to fill the place of other activities that had to stop due to Covid. On top of the all the normal information and advice work we also helped young people to understand the rules around Covid and the different levels of lockdowns and social distancing and protecting themselves and others.

Partnership Working

We continue working in partnership with Access Community Trust in Saxmundham, we are working with Terrance Higgins Trust offering Sexual Health, Turning Point to offer workshops around substance misuse.

Financial review

Incoming resources amounted to £126,904 After incurring costs £83,725 the net credit balance for the year amounted to £49,773 as shown on page 9. The directors consider the yearend financial position to be satisfactory.

Principal Funding Sources

The principal funding sources for the charity are grants to enable it to meet its charitable objectives. During the year, these grants were chiefly from Children in Need, Robert McAlpine Foundation, Garfield Weston Foundation, Limbourne Trust, Suffolk Community Foundation, Suffolk Coastal District Council, Leiston Town Council, Saxmundham Town Council and the Kerrison Trust.

Reserves Policy

Unrestricted funds represent the balance arising from the past operating activities. The charity is actively seeking funding for its ongoing work for the coming year.

The main expenditure incurred by the charity is in relation to wages, and the trustees are satisfied that the balance of the fund is sufficient to meet the day-to-day operating requirements of the charity for a period of three months, amounting to approximately £15,000.

Free reserves at 31 August 2019 amounted to £45,311

Restricted funds are held in accordance with the terms of use for each project.

Plans for Future Periods

Expand the in work Leiston in line with our Lottery Funding from September.

We hope to be able to get back to offering open access information, advice, and guidance sessions each week. To build on the successes we have had in building relationships with young people that have enabled us to support them into more positive life choices.

Expand the work in Saxmundham in line with our Lottery Funding from September.

We hope to be able to get back to offering open access information, advice, and guidance sessions each week. To build on the successes we have had in building relationships with young people that have enabled us to support them into more positive life choices.

Detached Work

We need to be able to offer detached work to make sure we can reestablish contact with any young people who we have not seen due to Covid plus engage with those younger one who have just come up into our age range.

Widen the age ranges of those who use CYDS.

Consult with the young people to see what days, time, and ages they think sessions should be aimed at.

Holiday Activities

Offer a bigger holiday activities programme to a wider group of young people. To give young people something to look forward too. With fun activities away from home and back outside in the fresh air again.

Partnerships

Continue to offer the use of our centre to other services and organisation that work with young people in our area and to work towards CYDS being at the centre of the local Integrated Youth Support Service.

Independent Examiner

CRASL Accounting Services will be re-appointed as independent examiner for the ensuing year.

Small Companies Provision

This report has been prepared in accordance with special provision for small companies under part 15 of the Companies Act 2006.



Jack Fairweather
Company Secretary

Date 6/5/2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Young People Taking Action

I report on the accounts of the charity for the year ended 30 June 2020, which are set out on pages 7 to 10.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (The Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

Your attention is drawn to the fact that the charity has prepared accounts 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 for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) is in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

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 130 of the
Act; and |
|---|---|

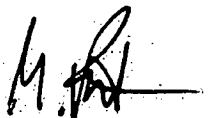
Young People Taking Action

*

to prepare accounts which accord with the accounting records and
to comply
with the accounting requirements of the Act.

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.

A handwritten signature in black ink, appearing to be 'M. Fuller', with a stylized flourish at the end.

M Fuller FMAAT
CRASL
Saxmundham

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 August 2020

	<u>Note</u>	Unrestricted £	2020 <u>Total</u> £	2019 <u>Total</u> £
Income and endowments from				
<i>Voluntary Income:</i>				
Donations and legacies	2	55,741	55,741	68,572
Grants		10,000	10,000	0
<i>Activities for generating funds:</i>				
Charitable activities	3	61,163	61,163	0
<i>Investments</i>		0	0	0
Total income and endowments		<u>126,904</u>	<u>126,904</u>	<u>68,572</u>
Expenditure				
<i>Cost of generating voluntary income</i>				
Charitable activities	4	83,725	83,725	75,100
Total expenditure		<u>83,725</u>	<u>83,725</u>	<u>75,100</u>
Net movement in funds		43,179	43,179	-6,528
Balances brought forward		<u>6,594</u>	<u>6,594</u>	<u>13,122</u>
		<u>49,773</u>	<u>49,773</u>	<u>6,594</u>

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 11 to 15 form part of these accounts.

Young People Taking Action
BALANCE SHEET AS AT 30 June 2020

	Note	£	2020 £	£	2019 £
Fixed Assets					
Tangible Assets	5		0		0
			<u>0</u>		<u>0</u>
Current Assets					
Stock		0		0	
Debtors and prepayments	6	-26		193	
Cash at bank-current		50,995		7,151	
Cash at bank-deposit		0		0	
Cash in hand		0		0	
		<u>50,969</u>		<u>7,344</u>	
Liabilities					
Amounts falling due in one year	7	<u>1,196</u>		<u>750</u>	
Net current assets			<u>49,773</u>		<u>6,594</u>
Net assets			<u>49,773</u>		<u>6,594</u>
Funds					
General			<u>49,773</u>		<u>6,594</u>
			<u>49,773</u>		<u>6,594</u>

For the financial year in question the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the Board of Trustees on 06/05/2021
and signed on its behalf by:



Martin Collett
Trustee

NOTES TO THE ACCOUNT

For the year ended 31 August 2020

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2015) and the Charities Act 2011. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by the Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRSSE) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Preparation of accounts on a going concern basis

The assessment of the trustees is that the charity is a going concern.

Income

All incoming resources are included on the Statement of Financial Activities when the charity has sufficient certainty that receipt of the income is probable and the amount can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT. Grants offered subject to conditions which have not been met at the year end date are noted as commitment but not accrued as expenditure.

Voluntary Income

All donated income is included in income on receipt where the donor requires that the sum is to be treated as income in future accounting periods.

NOTES TO THE ACCOUNT

For the year ended 31 August 2020

Investment Income

Interest received is included when receivable.

Fixed Assets

Depreciation is provided on fixed assets at rates calculated to write off the costs, less estimated residual value, or each asset over its expected useful life as follows:-

Furniture, Fixtures and Fittings - 20% on reducing balance

Stock

Stock is valued at a lower of cost and net realisable value

NOTES TO THE ACCOUNTS

For the year ended 31 August 2020

	Note	Unrestricted £	Restricted £	2020 Total £	2019 Total £
2 Donations and legacies					
Donations & Legacies		55,741	0	55,741	68,572
Grants		10,000	0	10,000	0
		<u>65,741</u>	<u>0</u>	<u>65,741</u>	<u>68,572</u>
3 Charitable activities					
Fundraising	9	20,023	27,593	47,616	0
Youth Club		12,771		12,771	
Snack Bar / Training		777		777	
		<u>33,570</u>	<u>27,593</u>	<u>61,163</u>	<u>0</u>
4 Charitable activities					
Coffe bar & Food		367	0	367	381
Fundraising Costs		11,320	0	11,320	7,541
Wages & Salaries		39,547	0	39,547	45,519
Pension Contributions		1,925	0	1,925	2,095
Rent & Rates		10,800	0	10,800	10,800
Light & Heat		1,147	0	1,147	1,012
Telephone		781	0	781	671
Waste Disposal		133	0	133	522
Licences		174	0	174	152
Fire & Intruder Alarms			0	0	100
Insurance		700	0	700	641
Counselling		3,810	0	3,810	3,405
Equipment & Repairs		1,344	0	1,344	0
Consumables			0	0	413
Travel & Subsistence			0	0	219
Project & Activities			0	0	810
Stationery & General		428	0	428	819
Accounts		310	0	310	
LYC		10,229	0	10,229	
Training		710	0	710	
		<u>83,725</u>	<u>0</u>	<u>83,725</u>	<u>75,100</u>

NOTES TO THE ACCOUNTS

For the year ended 31 August 2020

5 Fixed Assets

	Equipment	Furniture	Total
	£	£	
Cost			
At 1 September 2019	0	61,040	61,040
Additions	0	0	0
Less:			
Grants	0	0	0
At 31 August 2020	<u>0</u>	<u>61,040</u>	<u>61,040</u>
Depreciation			
At 1 September 2019	0	61,040	61,040
Charge for the year	0	0	0
At 31 August 2020	<u>0</u>	<u>61,040</u>	<u>61,040</u>
Net book Value			
At 31 August 2020	<u>0</u>	<u>0</u>	<u>0</u>
At 31 August 2019	<u>0</u>	<u>0</u>	<u>0</u>

6 Debtors and prepayments

Debtors	0	0
Prepayments	-26	193
	<u>-26</u>	<u>193</u>

7 Liabilities: Amounts falling due within one year

Accruals and other creditors	1,196	750
	<u>1,196</u>	<u>750</u>

8 Grants received

Grants	10,000
	<u>0</u>
	<u>10,000</u>

9 Fundraising

Fundraising			Unrestricted	Restricted			
Date	Donated by	Amount	General	Juniors	Holidays	Counselling	Saxmundham
08/10/2019	Limborne Ch Trust	5,000.00				5,000.00	
08/10/2019	Cranfield Ch Trust	300.00	300.00				
14/09/2019	Alchemy Foundation	500.00	500.00				
07/10/2019	Woodroffe Benton Foundation	750.00	750.00				
18/11/2019	Amazon Smile	6.90	6.90				
25/11/2019	Sydney Vlack Charitable Trust	500.00				500.00	
05/12/2019	The Oak Trust	500.00	500.00				
09/12/2019	Garfield Weston	10,000.00	10,000.00				
09/12/2019	Robert McAlpine Foundation	5,000.00		5,000.00			
09/12/2019	Suffolk Community Foundation	7,093.00			7,093.00		
17/02/2020	Albert Hunt Charitable Trust	3,000.00				3,000.00	
09/03/2020	Lynn Foundation	500.00	500.00				
19/03/2020	Saxmundham Town Council	500.00					500.00
27/04/2020	Nichol Young Foundation	1,000.00				1,000.00	
21/05/2020	Amazon Smile	6.33	6.33				
28/05/2020	Foyle Foundation	5,000.00	5,000.00				
28/05/2020	Simon Gibson Charitable Trust	3,000.00			3,000.00		
16/06/2020	The Pixel Fund	2,500.00				2,500.00	
16/07/2020	Millenium Oak Trust	100.00	100.00				
20/08/2020	Ganzoni Charitable Trust	2,000.00	2,000.00				
		47,256.23	19,663.23	5,000.00	10,093.00	12,000.00	500.00

Other Fund Raising

22/10/2019	Mid Point Comm		17.28				
25/11/2019	Verastar Ltd		342.18				
			359.46				

47,615.69	20,022.69	5,000.00	10,093.00	12,000.00	500.00
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