



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2020 to 31st December 2020

Charity name: CATALYST (Tavistock)

Charity registration number: 1118950

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a bridge between churches and schools in the Tavistock area, connecting the resources of church with the needs of young people.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Tavistock College: (Jan-Mar 2020) Mentoring students; running support groups in Years 7,8,9; Christian Union; assemblies; after-school games club; Free Tea Friday social interaction for sixth formers.</p> <p>Tavistock College: (Apr-Dec 2020) Virtual mentoring for some students; some face-to-face mentoring from September</p> <p>Mount Kelly: (Jan-Mar 2020) Thirsty Thursday</p> <p>Primary schools: (Jan-Mar 2020) lunchtime clubs at Horrabridge, Whitchurch and Tavistock primaries; mentoring at Whitchurch, Bere Alston, Tavistock, St Peter's, Lamerton/Gulworthy primary schools.</p> <p>Impact youth club/drop-in Friday at TMC open to all aged 11-18</p> <p>Monday night Bible study & discussion groups; sometimes online during lockdown.</p> <p>Events: (Jan-Mar 2020) Group residential weekend at Heatree on Dartmoor. Trip to Woodlands.</p> <p>Events such as Soul Survivor did not take place in summer 2020, but a national virtual event, Luminosity, was held and two groups were able to participate.</p> <p>Detached work with the Catalyst team visiting communal spaces and parks to engage with young people in the places they gather was able to proceed subject to NYA guidelines during lockdown.</p> <p>Online support work: games nights, prayer sessions, worship nights, quiz evenings, face-to-face contact possible from end of July.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting up the charity in 2008 and subsequently in reviewing the vision of the charity in 2010 and 2014, trustees have maintained the central purpose of the charity to provide a service to young people by providing support, encouraging engagement and helping them to fulfil their potential. The vision is currently being reviewed for 2021.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants to individual young people are considered where they would find it difficult to access Catalyst activities due to financial hardship.
Policy on social investment including program related investment	Para 1.38	No policy.
Contribution made by volunteers	Para 1.38	<p>Our two SWYM (South West Youth Ministries) trainees are a key part of the Catalyst team: each of them volunteers from 24 to 34 hours per week in this placement whilst studying for Diploma or Degree qualifications.</p> <p>A significant contribution is made by volunteer adult mentors who are trained to work 1-to-1 with young people in primary and secondary schools, supporting students referred for mentoring by the schools. Volunteers, with appropriate DBS certification, sometimes help the team to run other activities.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Catalyst operates by invitation in local schools, providing clubs, support groups and 1-to-1 mentoring where young people are referred for mentoring by school staff, with parental consent. Senior teachers, middle managers and key staff all appreciate the contribution made by mentors who come alongside young people to provide support and a listening ear. Through in-school support groups, students are encouraged to make positive life choices with increased confidence.</p>

		<p>Other out-of-school activities are open to all, such as Impact after-school drop-in club for 11-16 years olds providing a safe space for games, relaxation and social interaction.</p> <p>Following curtailment of close contact activities with Covid-19 lockdown restrictions from late March 2020, activities have been subject to National Youth Agency (NYA) operating guidelines.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Using the resources of church to meet the needs of young people through school support groups, mentoring, youth events. Providing a safe and supportive environment for young people to explore issues that are important to them. In normal times the team engage face-to-face with several hundred young people in a typical week. From March 2020 onwards, contact has been mainly virtual with tens rather than hundreds.
Performance of fundraising activities against objectives set	Para 1.41	Catalyst is supported by voluntary donations locally from churches and from individuals who share the charity's vision. Additional grants are sought from appropriate award making trusts as we seek to fill a gap in funding in order to maintain the range of activities and team size in future years.
Investment performance against objectives	Para 1.41	(No investments)
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Balance £11911 on 31st December 2020 compared with £8130 the previous year. This increased balance to carry forward follows curtailment of face-to-face activities for most of 2020.</p> <p>In addition, we carry forward a balance of £1231 reserved for the staging of The Illuminate event, cancelled in 2020 and hopefully to be organised when safe to do so in the future.</p> <p>Trustees make an annual decision on team size, depending on the financial forecasts, which determines the range of activities we</p>
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		can commit to for the next academic year. To this end we produce accounts which differentiate between core funding for the employment and activities run by Director of Youth Work and SWYM funding to support trainees whilst studying.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Catalyst holds no investments and holds all funds in a single charity current account. We aim to hold a minimum of 3 months salary of the key worker who is our sole employee. Reserves can temporarily dip below this threshold if income projections show secure funding for the academic year..
Amount of reserves held	Para 1.22	£11911 at year end 2020. This is reviewed by trustees monthly. During the course of a year this sometimes temporarily dips below the reserves policy desired balance of £5000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Catalyst is dependent on local giving to sustain its work, which centres on the employment of one full-time Director of Youth Work supported by a team of trainees (currently 2) studying courses with South West Youth Ministries (SWYM). This structure could be reviewed if necessary.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations from local churches. Committed monthly payments by standing order from individual local supporters. Occasional grants from award making trusts. One-off fundraising events run by volunteers and supporters, curtailed in 202/21 due to Covid-19
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not hold and do not anticipate holding any investments
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> Decreased funding and increased costs would lead to the reduction in size of the SWYM team. Catalyst relies on a positive relationship with local schools and their leaders. Schools would lose confidence in the charity if volunteers were untrustworthy or unreliable. Lack of suitable applicants for key roles could be a risk. This includes trustees

		willing and able to take on the responsibility of office.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Deed of Trust 2004
How is the charity constituted?	Para 1.25	Charitable Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are recommended by Tavistock Area Christians Together (TACT) churches and appointed by the body of trustees. From among their number, trustees appoint a chair, treasurer, secretary and safeguarding officer.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	Catalyst reports to Tavistock Area Christians Together (TACT) We are a recognised mission partner of South West Youth Ministries (SWYM)
Other		

Reference and Administrative details

Charity name	CATALYST (Tavistock)
Other name the charity uses	Catalyst
Registered charity number	1118950

Charity's principal address	c/o 8 Deer Park Crescent Tavistock Devon PL19 9HQ
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Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Trevor Atkinson			
2	Duncan Bird	(Chair)	Currently not able to officiate	
3	Ross Mitchell			
4	Geoff Orton	Treasurer		
5	Kathy Palmer	Safeguarding		
6	Sue Savage			
7	Tim Shobbrook			
8	Catherine Stoate	Secretary		
9	Rob Weston			
10				
11				
12				
13				
14				
15				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>G C Orton</i>	
Full name(s)	Geoffrey Charles Orton	
Position (eg Secretary, Chair, etc)	Trustee/Treasurer	
Date	<i>9th March 2021</i>	



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
CATALYST (Tavistock)

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1118950

Set out on pages

Page 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

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 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

02/02/21

Name:

Graham Stoa

Relevant professional
qualification(s) or body
(if any):

n/a

Address:

24 Church Lea, Whitchurch

Tavistock, Devon

PL19 9PS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

n/a

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Summary of accounts 2020

1st January 2020 to 31st December 2020

Income	2020	(last year 2019)	Expenditure	2020	(last year 2019)
Core funding					
Churches	£7,500.00	£10,418.98	Salary	£22,960.30	£24,048.12
Individuals	£14,970.09	£22,160.56	Employer N.I.	0	£0.00
Other donations			Pension contributions	825.74	£729.06
Gift Aid	£3,109.54	£3,941.00	Events (FNP/SS)	£262.40	£454.98
Govt JRS scheme	£6,671.85		Expenses for activities	£295.65	£1,604.49
			Employee travel+phone	£394.29	£963.25
			Insurance	£524.61	£516.78
			Webhosting + printing	£340.94	£1,755.93
			Employee training		£627.95
			DBS & mentor training	£358.77	£466.69
Additional SWYM funding					
Churches	£8,405.37	£6,082.95	Pocket money	£3,360.00	£4,410.00
Special events		£7,168.37	Expenses inc. travel	£1,034.62	£1,666.12
			SWYM fees	£6,450.00	£7,525.00
			Office costs	£37.93	£600.00
			Hosting	£30.34	£0.00
	£40,656.85	£49,771.86		£36,875.59	£45,368.37

Reconciliation

Bank start of year	<u>£8,130.57</u>	01/01/2020
add Income	£40,656.85	
less Expenditure	<u>£36,875.59</u>	
Balance of Catalyst funds	<u>£11,911.83</u>	
add illuminate donations	£1,231.28	
Total	<u>£13,143.11</u>	
Bank end of year	<u>£13,143.11</u>	31/12/2020

Treasurer: *G C Orton* 09/01/2021

G C Orton

Independent examiner: *G D Stoaate* 02/02/2021

G D Stoaate



Section A

Independent Examiner's Report

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02/02/21

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Graham Stoa

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(if any):

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Treasurer: *G C Orton* 09/01/2021

G C Orton

Independent examiner: *G D Stoaate* 02/02/2021

G D Stoaate