

**Catalyst Tavistock**  
**Report and Financial Statements**  
**For the Period 1 September 2023 to 31 August 2024**  
**Charity number 1118950**

**Contents**

- 1. Reference, Legal and Administrative Information**
- 2. Structure, Governance and Management**
- 3. Responsibilities of the Trustees**
- 4. Our objectives**
- 5. Report of the Trustees**
- 6. Risk Management**
- 7. Related Parties**
- 8. Financial Review**
- 9. Reserves Policy**
- 10. Independent Examiner's Report**

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**Charity Trustees**

Mr. Ross Mitchell	Chair
Mrs. Catherine Stoate	Secretary
Mr. Geoffrey Orton	
Mrs. Kathy Palmer	Safeguarding
Mrs. Susan Savage	
Mr. Timothy Shobrook	
The Rev. Robert Weston	

**Treasurer** Mr. Chris Rowe from 1 January 2023

**Independent Examiner** Mr. Andrew Wing ( Wings Accountants - Tavistock)

**Bankers** Lloyds Bank

## **2. Structure, Governance and Management**

### Governing Document.

The organisation is a charitable company limited by guarantee, incorporated on 10<sup>th</sup> January 2005 and registered as a charity on 25<sup>th</sup> April 2007. The company was established under a Declaration of Trust, which established the objects and powers of the Charity.

### Recruitment and Appointment of Trustees.

Under Article 9 the Trustees are appointed by the existing Trustees. They have control of the Charity and its property and funds. On appointment and induction of new trustees, the Chair will provide the main documents which set out the operational framework for the charity including:

- Memorandum and Articles.
- The current financial position as set out in the latest published accounts.
- Future plans and objectives.
- Charity Commission publications giving guidance for new trustees.

## **3. Responsibilities of the Trustees**

The Trustees have control of the Charity, its property and funds. Charity law requires the Trustees to prepare Financial Statements for each financial year. The Trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They must also;

- Prepare a written report on the Charity's activities
- Keep records of those Trustees retiring or who wish to retire by rotation.
- Appoint reporting accountants or auditors for the Charity

The Trustees responsibilities are more fully set out in paragraphs 5-7 of the Declaration of Trust.

## **4. Our objectives**

The Charity's aim is to provide a Christian presence in Tavistock College by employing a Christian Youth worker to work within the college and be a link to local Churches of all denominations and primary schools in the area.

Our charity's purposes as set out in the objects at Clause 3 of the Declaration of Trust:

"The promotion and advancement through education of the Christian Faith, worship of God and the Christian way of life as indicated by the scriptures, amongst young people of school age and over both within and without schools, colleges and other religious establishment (and thereby assist in ensuring that the due attention is given to the spiritual, social and

moral education and development of young people as well as to the development and occupation of their minds and bodies.)”

## **5. Report of the Trustees**

This report covers a period of 12 months from September 2023 to August 2024 to align with the school year.

The Charity employs one full time worker and in this period supports a part time trainee to work in Schools and Colleges in the Tavistock area. A reduction in funding from the previous year meant that the trustees had to have just one trainee for this period. The full-time employee is a qualified youth worker. The trainee is a part time student at “South West Youth Ministries”(SWYM) a training academy for young people seeking to enter into Christian youth work.

The Employee’s task is to advance the Christian faith by teaching young people in various settings about the Christian faith and to support young people in their journey through school, primarily secondary school, giving special consideration to wellbeing and mental health issues. In April 2024 our part time trainee resigned from her post but the essential work of the trust was able to continue through the dedicated work of several of our volunteers.

The team is supported by volunteers.

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.

### **Summary of activities.**

**Tavistock College:** Mentoring students; running support groups in Years 7 & 8; Christian Union; Free Tea Friday social interaction for sixth formers. Our employee oversees 18 mentors who together see about 25 mentees each term.

**Primary schools:** Some mentoring in Bere Alston P.S.

**Monday night Bible study & discussion groups;**

### **Events:**

**Detached work** with the Catalyst team visiting communal spaces and parks to engage with young people in the places they gather. This has proved particularly popular in the village of Horrabridge where there has been a significant problem with youth anti-social behaviour. With support from the Parish Council, the level of anti-social behaviour and property damage has been reduced.

**Grant Making.** Small grants are made to individual students who would otherwise find it difficult to access Catalyst services.

## **6. Risk Management**

Policies and procedures are in place to ensure compliance with health and safety of volunteers, the students that we serve and employees. The Charity has a safeguarding officer who has oversight of safeguarding of children and a separate safeguarding trustee.

Catalyst is fully insured with Public Liability Insurance

Potential risks to the viability of the Charity are:

- Funding limitations and increased costs which would lead to the reduction in size of the team.
- Catalyst relies on a positive relationship with local schools and their leaders.
- Ability to recruit suitable people for key roles and Trustee roles.

## **7. Related Parties**

Catalyst works in close conjunction with TACT “Tavistock Area Christians Together” and with Churches in the Tavistock area which provide both funding and volunteers.

We are a recognised mission partner with South West Youth Ministries.

## **8. Financial Review**

Closing balance on 1st September 2023 : £15,608.47

Balance on 31<sup>st</sup> August 2024 : £ 15,557.79 which includes £1231 (Illuminate fund which has now been absorbed into the general funds)

Trustees make an annual decision on team size, depending on the financial forecasts, which determines the range of activities we 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 the youth and schools worker and SWYM funding to support trainees whilst studying.

## **9. Reserves Policy**

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. Reserves can temporarily dip below this threshold if income projections show secure funding for the academic year. We have maintained a reserve account of £5000 which represents two months of regular expenditure. The reserves are needed to meet the working capital requirements of the charity and the Management Committee are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

#### 10. Independent Examiner's Report

See separate document "Catalyst summary accounts 1st September 2023 to 31st August 2024"

Andrew Wing (Wings Chartered Accountants, Tavistock) was appointed as the Charity's independent examiner for this period and has expressed his willingness to continue in that capacity.

This report has been prepared in accordance with the Charities (Accounts and Reports) Regulations 2008.

Approved by the Trustees on 22 May 2025

and signed on its behalf by: Ross Mitchell (Chair)

*Ross JH Mitchell*





Summary of Accounts 2024 (12 months)  
1st September 2023 to 31 August 2024

INCOME	12 months to 31	8 months to 31	EXPENDITURE	12 months to	8 months to 31
	August 2024	August 2023		31 August 2024	August 2023
Churches	11,200.00	9,520.00	Salary	23,962.47	14,486.76
Individuals	17,202.49	13,459.97	Pension Contribution	1,313.28	841.91
Other Donations	5,033.55	1,000.00	Employee travel & phone	803.08	507.25
Gift Aid	0.00	3,167.30	Employee training	119.00	0.00
			Insurance	661.03	0.00
			Web, print & publicity	126.50	111.60
			Subsidised events	438.50	95.39
			Expenses for activities	961.80	890.57
			DBS and mentoring	338.12	208.25
			Trainee pocket money	0.00	1,279.94
			SWYM travel + kit	746.49	964.67
			SWYM fees	1,550.00	4,050.00
			Office costs	62.95	91.92
			Hosting SWYM trainees	2,220.00	1,113.71
			Audit Fees	250.00	0.00
	<b>33,436.04</b>	<b>27,147.27</b>		<b>33,553.22</b>	<b>24,641.97</b>

Bank at start of the year	15,608.47
add: income	33,436.04
less: expenditure	33,553.22
Bank at end of year	<b>15,491.29</b>
Illuminate reserved funds	0.00
General fund carried forward	<b>15,491.29</b>

Treasurer C J Rowe

Independent Examiner Andrew Wing LLB FCA



# 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

Catalyst Tavistock

On accounts for the  
period ended

31<sup>st</sup> August 2024

Charity no  
(if any)

1118950

Set out on page

3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended **31/08/2024**.

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 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.

Signed:

Date:

22/05/2025

Name:

Andrew Wing LLB

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

FCA (ICAEW)

Address:

Unit 1, Pearl Assurance House,

Elbow Lane

Tavistock  
Devon  
PL19 0BG

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