



Empowering Young People

CHAIRMAN'S REPORT

What a year that we had! No one expected the year from March 2020 to April 2021 to be one of a Covid Pandemic.

This affected everyone throughout the World and we did not escape the issues that it through up?

What did it mean to the running of Hayle Youth Project?

We had to rethink everything we did to comply with the measures that was brought in to protect the population of the Country and the South West.

For the Youth Project team they had to react in a new way and new procedures had to be put in place to protect themselves and those they supported the young people of the Community.

One to one sessions had to be stopped, the use of the internet and telephone became the normal way of supporting individuals, those who lived closer to the Centre we catered for by an early breakfast club where they collected food parcels from outside the centre complying with all the Covid rules. This was much appreciated by those who received them several times a week. Thanks must go to all staff that put themselves out to make this happen.

The team worked brilliantly throughout the year and we were able in certain cases offer Furlough through the Government scheme to Staff. This was appreciated by those who were able to take it.

The Team managed to support numerous young people who were feeling the extra pressure put on them with home schooling and the fear of the pandemic.

The manager's report will cover many of the issues raised by the pandemic and the response that was required by the team to support and help the young people.

The project continued to fund raise and was able to get grants in respect of the Covid crisis, this help to provide extra support to those affected.

We must thank Steve Potts and members of the team who spent many hours compiling the grant documents which were successful.

Admin continued throughout the year and thanks must go to Alisha who provided an excellent service where we continued to update Policies and Procedures as well as in cases implementing aspects of the Organisational review.

Finally the last year has shown that our team have met all the challenges that they have been faced with and have continued to provide a fantastic service to all the young people in their charge.

This is not to forget all the members of the Committee who have given up their time in difficulties that no one expected or anticipated to support the Project in numerous ways.

David Raymer
Chairman
Hayle Youth Project
November 2021

PROJECT MANAGER'S REPORT

Covid- 19 had a massive impact on HYP shaping the way we delivered our programmes, rewriting policy/procedures and risk assessments, purchasing new equipment, staffing, and enabling HYP to find new ways of working. The only thing it didn't impact on was the team's determination to continue to provide young people with a service that was safe and relevant.

HYP Management responded to covid- 19, lockdown and government guidelines by equipping all staff with laptops, mobile phones, laptop bags and the appropriate software to enable the whole team to work from home within GDPR guidelines and HYP Risk Assessments. It was also a time of uncertainty for everyone, and it soon became apparent that we needed to have a safe space for the team to meet, talk and reflect. In response to this we set up two weekly meetings, one formal and the other informal. The first meeting was focused on HYP services and the young people we were working with, and the second meeting was an opportunity to talk about anything that affected us in a friendly confidential space. These weekly meetings played a vital part in keeping the teams morale and motivation at healthy levels and ensuring that no signs of any team member needing extra support were missed. Dai and I offered six weekly supervision sessions to the team via zoom or telephone.

Lockdown created time for some of the action points that were identified in the Organisational Review to be addressed. Alisha started to put together an induction pack for paid members of staff. Dai and I worked closely with Tristan, Joy Moore and Gary Anderson reviewing all HYP policies/procedures, updating them, identifying gaps and sourcing or writing new policies where needed.

HYP continued to work with young people during lockdown we offered one-to-one mentoring over the phone, zoom or if they were significant safeguarding concerns one-to-one work took place in person outside and socially distanced. We offered welfare checks and continued to offer breakfast club outside socially distanced or take away. When Government guidelines permitted, we ran small outside youth groups and started to run the Holliday Activities programme again. The team delivered wellness boxes to young people that we knew were struggling physically and mentally during lockdown they contained reading books, art and crafts, food, games, and advice for keeping well and safe during lockdown. The boxes were well received and reminded the young people that someone was thinking about them and cared for them.

Lockdown really highlighted how important social media is and Alisha was tasked with the job of ensuring that the HYP Facebook Page, Instagram and the website were regularly updated with inspirational quotes & images, information on how to keep well and safe during the global pandemic, useful links, and other information. It was also a key tool for keeping parents, carers and young people informed of any changes to HYP provision.

HYP made use of the Government furlough scheme at various points throughout the pandemic. Dai- Deputy Manager, myself and Tristan – Youth Worker were all furloughed saving HYP money and enabling us to focus on being parents and the commitments of the dreaded home-schooling!

As government restrictions eased HYP Management focused on supporting the team on making the transition from working at home to working back at HYP. We gradually increased it from one day a week in the office, to two days a week until everyone was then working all there hours from the centre. This worked well with the team feeling safe and supported.

Stephen Potts and I secured £248,959 in grant funding over 3 years through the National Lottery Reaching Communities programme just before the pandemic hit and we secured a grant from Cornwall Council to run the Breakfast Club.

In a report published (March 2020) by UK Youth it reveals the impact of the COVID-19 pandemic on youth services. The preliminary data shows that 64% of youth organisations are at risk of closure in the next 12 months. I am delighted to say that HYP does not fall into that 64% statistic. We have managed to stay finically secure during this difficult time, we have seen lockdown as an opportunity to address action points raised in the organisational review and the team supported each other when there was a lot of uncertainty and fear to face. Despite all of these challenges the HYP team continued to provide professional services to over 70 young people and provide 334 meals during this challenging time. I would like to take this opportunity to thank all of you as none of this would have been possible without the dedication and professionalism of a great team and Management Committee.

Jacqueline Hart
Project Manager

HYP Finance Report (April 2020 – March 2021)

It was a difficult year for HYP due to the Covid-19 pandemic and we have seen a lot of changes during this financial year compared to the previous year. Full accounts have been prepared with a summary as follows.

Income Generation

Over the year we have seen a reduction in the income being generated through referrals and from the Centre building rent. Overall there was about 48% reduction income.

For the year ending March 2020

- Programme delivery income was £ £41,775
- Centre rental income was £2,080

For the year ending March 2021

- Programme delivery income was £11,709
- Centre rental income was £50

This reduction in income was in part offset through the Government's Job Retention Scheme, bringing in £12,149 to cover staff salaries.

Grants

Over the year we saw a reduction in income through grants, although not as substantial as income generation with a reduction of around £15,000.

Just prior to the pandemic we were able to secure a new 3 year grant programme through the National Lottery Reaching Communities programme, with a grant from Cornwall Council to run the Breakfast Club being the main funds secured.

Expenditure

As with income there was a reduction in expenditure during the year, down from £138,356 (2019/20) to £103,852 (2020/21). This was mainly due to a reduction in costs for project related costs, staff travel costs and sessional worker costs.

Overall Summary

Despite the considerable reduction in income during the year, this was offset by the reduction in expenditure.

Overall, there was a surplus in funds of £13,372, which is very comparable to the previous financial year.

As we move forward, HYP remains in a reasonably good financial position. We have a further 2 years remaining on our Lottery grant and have secured further funding from other funders recently to cover any potential shortfall in the current / coming year.

HAYLE YOUTH PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2021

		Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds 2021 2020	
INCOMING RESOURCES						
Activities in the furtherance Of the charity's objects:						
Grants & Donations		111426		2500	113926	128985
Other Income				23996	23996	45176
Investment Income:						
Interest Receivable				33	33	69
TOTAL INCOMING RESOURCES	2	<u>111426</u>	<u>—</u>	<u>26529</u>	<u>137955</u>	<u>174230</u>
RESOURCES USED						
Costs of activities in furtherance of the Charity's objects:						
Direct Charitable Expenditure	3	103852			103852	138356
Other Expenditure:						
Fund-raising, Publicity						
Management & Administration	3	6652		12832	19484	21091
Depreciation	7	922		325	1247	938
TOTAL RESOURCES EXPENDED		<u>111426</u>	<u>—</u>	<u>13157</u>	<u>124583</u>	<u>160385</u>
NET INCOMING RESOURCES FOR THE YEAR						
Before Transfers		-	-	13372	13372	13845
Transfer Between Funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		-	-	13372	13372	13845
TOTAL FUNDS BROUGHT FORWARD		<u>-</u>	<u>-</u>	<u>59833</u>	<u>59833</u>	<u>45988</u>
TOTAL FUNDS CARRIED FORWARD		<u>-</u>	<u>-</u>	<u>73205</u>	<u>73205</u>	<u>59833</u>

HAYLE YOUTH PROJECT

BALANCE SHEET AS AT 31ST MARCH 2021

		Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds 2021	2020
<u>TANGIBLE FIXED ASSETS</u>	7	3179	-	2800	5979	4133
<u>CURRENT ASSETS</u>						
Debtors	4	-	-	614	614	549
Bank Deposits, Current Account Balance & Cash In Hand		4582	-	70686	75268	63756
		<u>7761</u>	-	<u>74100</u>	<u>81861</u>	<u>68438</u>
<u>CREDITORS</u>						
Amounts Falling due Within One Year	5	54	-	895	949	996
Deferred Income	6	7707			7707	7609
		<u>7761</u>	-	<u>895</u>	<u>8656</u>	<u>8605</u>
NET ASSETS		-	-	73205	73205	59833
<u>FUNDS (Per Schedule)</u>						
Restricted		-			-	-
Designated			-		-	-
Unrestricted		-	-	73205	73205	59833
		<u>-</u>	<u>-</u>	<u>73205</u>	<u>73205</u>	<u>59833</u>

Approved by the Trustees on

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Chairman of the Trustees

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Date

INDEPENDENT EXAMINERS REPORT

TO THE TRUSTEES OF HAYLE YOUTH PROJECT

We report on the accounts of the charity for the year ended 31st March 2021 which are set out on pages 1 to 8.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINERS

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply. It is our 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 our attention.

BASIS OF INDEPENDENT EXAMINERS REPORT

Our 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 disclosure in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence required by an audit and consequently, we do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINERS STATEMENT

In connection with our examination, no matter has come to our attention;

1. Which gives us reasonable cause to believe that in any material respect the requirement
 . to keeping accounting records in accordance with section 130 of the Act, and
 . 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 our opinion, attention should be drawn in order to enable a proper
 understanding of the accounts to be reached.



PRYOR BEGENT FRY & CO.
Chartered Accountants
13-15 Commercial Road
Hayle
Cornwall
TR27 4DE

3rd September 2021

HAYLE YOUTH PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

1 ACCOUNTING POLICIES

a Basis of Preparation

These financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting and Financial Reporting Standards and the Charities Statement of Recommended Practice 2015.

b Fund-Accounting

Unrestricted funds are funds, which as such are available for use or retention at the discretion of the executive committee, in accordance with the Charity's Objects. Restricted funds are trust funds subject to specific restrictive conditions imposed as donors or by the declared purpose in appeals literature.

c Incoming Resources

All income is accounted for on a receivable basis. Any general-purpose grants whose use is restricted by the grantor to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

d Resources Expended

All expenditure is accounted for on an accruals basis. Where incurred directly to further the Trust's Charitable Objects, it is shown under the heading of direct Charitable expenditure.

e Depreciation of Fixed Assets

Depreciation is provided for on Fixed Assets at 10% per annum on a straight line basis. Expenditure on smaller items is written off in the year incurred. Items acquired are normally quickly depreciating and this policy is deemed prudent by the executive committee.

f Capital Grants

The Charity has not been in receipt of capital grants.

HAYLE YOUTH PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2021

	Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds 2021 2020	
2					
INCOMING RESOURCES					
GRANTS & DONATIONS				92388	90925
BLF – Reaching Communities	92388			17538	2500
CCC	17538			1500	-
Elm Grant Trust	1500				10000
Trysil Charity					5060
Barbara Ward					500
Paphitis Trust					20000
Tudor Trust					
Other Grants			2500	2500	-
	<u>111426</u>	<u>—</u>	<u>2500</u>	<u>113926</u>	<u>128985</u>
OTHER INCOME					
Fees from School & Families			11709	11709	41618
Income From Centre			50	50	2080
HMRC – JRS			12149	12149	-
Other Income			<u>88</u>	<u>88</u>	<u>1478</u>
			<u>23996</u>	<u>23996</u>	<u>45176</u>
3					
EXPENDITURE					
Direct Charitable Expenditure				96582	97650
Staff Costs				2410	10648
Project Related Expenses				-	-
Consultancy Fees					
Project/Development				2812	5623
Co-Ordinator				441	1136
Minibus Expenses				834	8123
Travel & Miscellaneous Expenses				<u>773</u>	<u>15176</u>
Sessional Worker Costs				<u>103852</u>	<u>138356</u>
	<u>103852</u>	<u>—</u>	<u>—</u>	<u>103852</u>	<u>138356</u>
OTHER EXPENDITURE					
Organisational Review				-	1024
Miscellaneous				-	-
Establishment Costs				7799	10532
Administrative Costs				11085	8535
Independent Examiner				<u>600</u>	<u>600</u>
	<u>6652</u>	<u>—</u>	<u>12832</u>	<u>19484</u>	<u>21091</u>

HAYLE YOUTH PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2021

		Restricted Funds	Unrestricted Funds	Total Funds	
				2021	2020
4					
DEBTORS					
Prepayment - Insurance			614	614	549
Minibus Expenses					
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
		<u> </u>	<u>614</u>	<u>614</u>	<u>549</u>
		<u> </u>			
5					
CREDITORS					
Telephone/Broadband			172	172	246
Hayle Town Youth Club		54		54	54
Payroll Services			123	123	96
Accountancy			<u>600</u>	<u>600</u>	<u>600</u>
		<u>54</u>	<u>895</u>	<u>949</u>	<u>996</u>
	Opening Deferred Income	Received	Closing Deferred Income	Allocated	
6					
MOVEMENT OF RESTRICTED FUNDS					
<u>Restricted</u>					
BLF Reaching Communities	7609	92486	7707	92388	
CCC		17538		17538	
Elm Grant Trust		<u>1500</u>		<u>1500</u>	
	<u>7609</u>	<u>111524</u>	<u>7707</u>	<u>111426</u>	

HAYLE YOUTH PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

(CONTINUED)

	Motor Vehicle	Equipment	Shed	Total
7				
TANGIBLE FIXED ASSETS				
Cost as at 01/04/20	21830	8972	1700	32502
Additions During Year	<u>-</u>	<u>3093</u>	<u>-</u>	<u>3093</u>
Cost as at 31/03/21	<u>21830</u>	<u>12065</u>	<u>1700</u>	<u>35595</u>
Depreciation as at 01/04/20	21830	6029	510	28369
Provided During Year	<u>-</u>	<u>1077</u>	<u>170</u>	<u>1247</u>
Depreciation as at 31/03/21	<u>21830</u>	<u>7106</u>	<u>680</u>	<u>29616</u>
Net Book Value as at 31/03/21	<u>-</u>	<u>4959</u>	<u>1020</u>	<u>5979</u>
Net Book Value as at 01/04/20	<u>-</u>	<u>2943</u>	<u>1190</u>	<u>4133</u>

HAYLE YOUTH PROJECT

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED

31ST MARCH 2021

INCOME

Grants:

BLF Reaching Communities	92388	
CCC	17538	
Elm Grant Trust	1500	
Other Grants	<u>2500</u>	113926

OTHER INCOME

Deposit Account Interest	33	
Fees From Schools & Families	11709	
Other Income	88	
Income From Centre	50	
HMRC – JRS	<u>12149</u>	
		137955

Deduct:

EXPENDITURE

Salaries & NIC	96326	
Staff Training	256	
Payroll Services	979	
Sessional Worker Costs	773	
Telephone & Internet	1627	
Project/Development		
Co-Ordinator	2812	
Insurance	2068	
Project Related Expenses	2410	
Minibus Expenses	441	
Young Persons Travel	834	
Computer Supplies,		
Sundry, PPS, PPE Etc.	1972	
Centre Costs: - Utilities, Waste,		
Cleaning & Maintenance	5731	
Accountancy	600	
Depreciation	1247	
Marketing	6435	
External Supervision	59	
Volunteer Costs	<u>13</u>	124583

EXCESS OF INCOME OVER
EXPENDITURE FOR THE YEAR

£13372

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3rd September 2021