



**Celebrating 25 years in the Community
1999-2024**

**Annual General Meeting
Monday 12th December 2024
12 Noon**

Covering periods 1st April 2023 - 31st March 2024

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**Annual General Meeting Agenda
12th December 2024**

1. Apologies
2. Agree Minutes from last meeting
3. Chairman's Report



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4. Manager's Report
5. Annual Finance Report
6. Vice Chair
7. Constitution
8. Elections

HYP Chair's Report April 2023 - March 2024

I am pleased to report that HYP has had another successful year and would like to highlight:

- Our strong staff team continues to be effectively led by Manager, Jacqueline, ably supported by Carla as Deputy Manager. Tom provides committed leadership and continuity in his role as Senior Youth Worker. Hannah has also demonstrated great commitment to the project, especially in her leadership of the PositiveMe and the LGBTQIA+ groups.



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- We had to say farewell to Aidan and Stephen, as Fund Raiser earlier in the year. The whole team continues to provide a range of much needed programmes for groups and individual young people, including outdoor education. In a Post COVID climate with a growing awareness of the needs to support the mental health and well-being of young people, it has been good to see how HYP is flexibly responding in the services we can offer in West Cornwall and beyond.
- HYP continues to be regularly used by local schools, as well as the Council looking to provide Alternative Provision through SLAs to deliver that support to those vulnerable young people. However, against a backdrop of tighter budgets, HYP continues to depend on a pro-active approach to securing larger bids from a wide variety of charities. We cannot afford to be complacent if we are going to deliver the range of services needed.
- Whilst much 1:1 support happens within the community to best support the individual needs of the young people, the Centre itself continues to be developed and is where they feel invested and somewhere they want to attend. It has been good to see the garden area and outside space further developed over the last year. Well done again to Carla and the team, including the young people, for promoting the Centre and its work through another successful Family Fun Day.
- As ever I would like to thank our strong and committed team of Trustees with its wide of range of professional backgrounds and skills. Particular thanks to Sarah Welpy, who became Deputy Chair, and skilfully led the project whilst I had a 4 month sabbatical at the start of 2024. Thanks too to both Leslie and Sarah for continuing to lead the preparations towards becoming a CIO, which we hope to sign off at this AGM. We were sad to lose Victoria Dinham, as Associate Trustee, when she relocated to London. We continue to look for new and appropriately skilled Trustees to develop the work and evaluate the impact of HYP.
- The work of HYP continues to be driven by the Strategic Plan against which our Manager and Deputy report at our bi-monthly Executive Board meetings. Policies and practice are regularly reviewed to ensure they are fit for propose. I would like to thank Jacqueline for her proactive approach in anticipating and dealing with project issues, which we address in our regular Manager and Chair meetings. Individual trustees have their assigned roles matched to their skills and priority within the Strategic Plan.
- HYP's finances continue to be well monitored and presented to Executive Board meetings to support our decision making. Our thanks to Alisha and EC4 for maintaining the accounts.



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- In reviewing the year, I would like to say a huge thank you to all the staff and trustees for all their hard work and successes in supporting the needs of local young people.

Gary Anderson
Chair-November 2024

HYP Annual Managers Report 1st April 2023 -31st March 2024

2023 to 2024 has been a time of consolidation, focusing on service delivery, core functions and marketing and promotion, that support and ensure HYP continues to operate at a professional level.

- There has been a big focus on policies and procedures in particular GDPR and the implementation of a bespoke database, working closely with ICT 4.
- The Executive board has focused on becoming a CIO, thank you to Sarah, Leslie and Gary for taking a lead on this.
- We have made our financial monitoring more robust by signing up to Quickbooks and utilising Synergy Accounting.



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- HYP has continued to respond to its service users' needs, setting up new programmes like HPF, which offers a full day of alternative provision and targeted sibling and extended mentoring.
- We continued to receive referrals from seven schools /academies and EOTAS and Children's Social Care.
- We have also undertaken the NYA assessment and moving forward are looking to apply to become an approved provider by Cornwall Council.
- Gary and I continued to meet regularly to ensure that the targets set out in the 3-year strategic plan are being met and to discuss EB action points. The meetings were very useful and productive, thank you Gary.
- Stephen & I continued to work on funding bids and were successful in securing £129,067 of grant funding and £17,139 was generated from selling HYP services.
- We had a working Day at Una. Carla and I met with the Executive Board and focused on the following areas:
 - review HYP's current operation
 - identify future strategic priorities for HYP
 - develop a common understanding of the role of Trustees and MC members
 - identify the skills of the current Trustees & MC members and any gaps to inform future recruitment
 - Strengths, Weaknesses, opportunities, Threats (SWOT) of HYP at present
 - Emerging Strategic priorities for HYP in the future (Group)
 - Job descriptions for Trustees, MC, Treasurer & Secretary (Pairs & Group)
 - Who are we? Backgrounds, Experience & Skills
 - Jacqueline presented her DRAFT Strategic Plan which focused on the following areas:
 1. Service Delivery
 2. Core Functions & Administration
 3. Marketing & Promotion

Breakfast Club served 2003 FREE breakfasts eaten.

Mentoring Hours = 1002hrs.

HPF hours: 352hrs of alternative provision.



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Safeguarding continued to be at the heart of everything we do with the belief that all children and young people have a fundamental right to be protected from harm.

I would like to take this opportunity to thank the Executive Board and HYP Team for all your time and professionalism. Also, a special mention to Carla for running all holiday programmes and managing the project in my absence.

Prepared by Jacqueline Hart – HYP Manager

HAYLE YOUTH PROJECT
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2024

<u>INCOME</u>	<u>2024</u>	<u>2023</u>	
Grants:			
BLF-Reaching Communités	52619	82987	
Garfield Weston	-	20000	
BBC Children in Need	9982	10327	
Youth Investment Fund	35000	0	
Hayle Town Council	5882	5882	
Barbara Ward	-	5000	
Louis Nicholas Charitable Trust	-	4000	
Pixel Fund	-	-	
Tudor Trust	22000	40000	
Annette Duvocet Trust	-	-	
UK Youth Thriving Minds	109	38500	
Cornwall Community Fund	-	4163	
Cwll Council SIPF Fund	3525	10575	
Awards for All	-	9920	231354
	<hr/>	<hr/>	
<u>OTHER INCOME</u>			
Deposit Account Interest	1087		488
Fees from Schools & Families	15062		21268
Other Income	1933		1413
Income from Centre	144		0
	<hr/>		<hr/>
	147343		254523
 <u>LESS EXPENDITURE</u>			
Salaries & NIC	167435	124598	
Staff Training	4205	1694	
Payroll services	765	765	
Sessional Worker Costs	726	6305	
Telephone & Internet	4045	3109	
Project/Development	-	-	
Co-Ordinator	6549	8325	
Insurance	3078	1981	
Project Related Expenses	14495	12798	
Minibus Expenses	2466	2913	
Young Persons travel	3048	1954	
Computer Supplies, Sundry,PPE Etc.	1830	1604	
Centre Costs: Utilities, Waste,			
Cleaning & Maintenance	15763	18327	
Accountancy	776	660	
Depreciation	2805	2268	
Marketing	130	622	
External Supervision	600	630	
IT Costs	4930	5144	193697
	<hr/>	<hr/>	
Excess of Expenditure over Income			
for the Year (Loss)	<hr/>	<hr/>	<hr/>
	-86303		60826

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