



## **Trustees' Annual Report for the period**

	<b>From</b>
Period start date	<b>To</b>
Period end date	

01  
04  
2020

31  
03  
2021

Section A  
details

Reference and administration

**Charity name**

Cambourne Youth Partnership

**Other names charity is known by**

N/A

**Registered charity number (if any)**

1124931

**Charity's principal address**

Cambourne Soul

Back Lane, Greater Cambourne

Cambridgeshire

**Postcode**  
**CB23 6FY**

**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)**

Nigel Taylor  
Chair of Trustees

1

Jeyur Patel  
Treasurer

2

Neil Perry  
Vice-chair Trustees

3

John Panrucker

4

Neil Thompson

5

Jane Brooks

6

7

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

**Name**

**Dates acted if not for whole year**

**Names and addresses of advisers (Optional information)**

**Type of adviser**

**Name**

**Address**

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

## Section B management

## Structure, governance and

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	The Charity is constituted as a Membership Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by Charity Members at AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The members of Cambourne Youth Partnership elect an Executive Committee which is responsible for leading and managing the work of the charity. The Executive Committee meets at least twice a year, and normally three or four times a year. The Executive Committee takes responsibility for monitoring the activities undertaken by staff and volunteers and the outcomes and impact achieved. They receive regular reports from staff and volunteers on the children and youth work sessions, trips and special events. The Executive Committee is also responsible for overseeing policies and procedures including safeguarding, information sharing, health & safety. Finances and other resources are also managed by the Executive Committee, which receives regular finance reports from the Treasurer. The Executive Committee regularly reviews any major risks on an annual basis. Cambourne Youth Partnership works closely with Cambourne Parish Council (which funds some of our community work), Romsey Mill Trust (a leading charity working with children, young people and families across Cambridgeshire), Cambourne Church, South Cambridgeshire District Council and Cambridgeshire County Council (particularly the locality team).

## Section C

## Objectives and activities



**Summary of the objects of the charity set out in its governing document**

Helping young people to advance in life by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals. Providing recreational and leisure time activity in the interests of social welfare. Advancing education.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Cambourne Youth Partnership continues to provide and maintain a venue in Cambourne as a base for a range of recreational and leisure time activities.

In partnership with Romsey Mill, Cambourne Youth Partnership organises a range of local community-based young people's clubs and activity sessions (including sports, arts and music in a well-equipped studio), detached youth work sessions, and health and wellbeing learning opportunities.

Work in the local secondary schools provides additional, group and one-to-one, educational and emotional support to children and young people at risk of not making good progress through their school life.

When possible, holiday clubs and trips are organised to enable young people to have new experiences.

The Cambourne Youth Partnership Trustees confirm that they have complied with section 4 of the Charities Act 2006, to have due regard to The Charity Commissioners general and specific guidance on Public Benefit.

**Additional details of objectives and activities (Optional information)**

In addition to the Trustees, Cambourne Youth Partnership received regular help from a small but dedicated number of volunteers. In the 2020-21 year CYP benefited from the help of 12 volunteers (excluding trustees).

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



### **Summary of the main achievements of the charity during the year**

Like many youthwork charities during this year, Cambourne Youth Partnership was significantly affected by the Covid-19 pandemic. Contact was maintained with as many young people as possible, often through online/digital media when face-to-face contact was not allowed. When open-access clubs could not operate, youth workers maintained detached work and 1:1 support wherever possible. Youth workers spent some of the year on furlough either fully or partially.

Despite these challenges, Cambourne Youth Partnership has maintained a range of activities during 2020-21 with the help of three part-time youth workers, along with Romsey Mill's Youth Coordinator and a range of other volunteers, including CYP trustees.

In the second half of the year, four targeted youth clubs were restarted as well as two football groups. These clubs and activities allowed issues such as healthy relationships, career progression, sexuality, drugs and alcohol, healthy eating, criminality, racial hatred and gender equality to be explored. A landscape gardening project enabled young people to develop their skills and enhance the area around the youth building.

CYP are grateful for the financial support of the Cambourne Parish Council in providing an annual grant of £30,000 for the financial year 2020-21, supplemented by a Covid grant from the District Council. These grants are all the more essential given the removal of universal/open access activities for young people formerly provided by the County Council, but now eliminated by funding cuts. The Locality Team youth workers offer some targeted one-to-one support to young people in specific need, flagged up to them by the CYP staff team.

## **Section E**

## **Financial review**

### **Brief statement of the charity's policy on reserves**

Cambourne Youth Partnership's Trustees have a policy of holding 3 months of unrestricted reserves to cover the cost of any extraordinary repairs to the Cambourne Soul building and equipment and to cover any unexpected staffing costs or shortfall in income that cannot be anticipated.

### **Details of any funds materially in deficit**

None

### **Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our expenditure supported the key objectives of the charity primarily through staffing the young people's regular activities; we also pay the some of the costs of maintaining the youth building (currently a temporary mobile building) e.g. energy/water/waste collection bills, insurance, fire safety, alarm systems etc.

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

*N R Taylor*

**Full name(s)**

Nigel Taylor

Chair

**Position (eg Secretary, Chair, etc)**

07.12.2021

**Date**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Cambourne Youth Partnership

1124931

## Receipts and payments accounts

For the period  
from

4/1/2020

To

3/31/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Donations, legacies, grants	44,229	-	-	44,229
Fundraising Events	-	-	-	-
Bank Interest on Deposit	22	-	-	22
Fees for Charitable Services	-	-	-	-
Hire of Hall and Equipment	-	-	-	-
Other	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	44,251	-	-	44,251
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	44,251	-	-	44,251
<b>A3 Payments</b>				
Cost of Fundraising Events	-	-	-	-
Wages, Salaries & NI	25,711	-	-	25,711
Repairs & Maintenance, Bin Collection	1,354	-	-	1,354
Lighting and heating	2,165	-	-	2,165
Water and Sewage	697	-	-	697
Insurance	330	-	-	330
Telephone, internet, TV, postage	520	-	-	520
Consumables	588	-	-	588
Grants and Donations Paid	-	-	-	-
Bank Charges and Accounting	216	-	-	216
Purchase of Assets	-	-	-	-
Other (Safeguarding)	197	-	-	197
<b>Sub total</b>	31,778	-	-	31,778
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	31,778	-	-	31,778
<b>Net of receipts/(payments)</b>	12,473	-	-	12,473
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	18,340	-	-	18,340
<b>Cash funds this year end</b>	30,813	-	-	30,813

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Co-operative Bank	15,444	-
	Cambridge Building Society	15,369	-
		-	-
	<b>Total cash funds</b>	<b>30,813</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees		Print Name
Signature		
N R Taylor		Nigel R Taylor

**CC16a**

**Last year**

**to the nearest £**

<b>31,204</b>
-
<b>38</b>
-
<b>156</b>
-
-
-
<b>31,398</b>

-
-

<b>31,398</b>
---------------

-
<b>25,632</b>
<b>1,257</b>
<b>1,471</b>
<b>1,026</b>
<b>330</b>
<b>292</b>
<b>106</b>
-
<b>216</b>
-
<b>307</b>
<b>30,635</b>

-

<b>30,635</b>
---------------

<b>763</b>
-
<b>17,577</b>
<b>18,340</b>





**Endowment  
funds**  
to nearest £

-
-
-
-

OK

**Endowment  
funds**  
to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


**Date of  
approval**

07.12.2021

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Cambourne Youth Partnership

On accounts for the year  
ended

March 2021 (31.03.2021)

Charity no  
(if any)

1124931

Set out on pages

Two

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. ~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [ ] if not applicable.~~

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention ~~(other than that disclosed below\*)~~

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

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

Signed:

Date: 12.01.2022

Name:

Keith Maloney



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

Association of Accounting Technicians (AAT) Advanced Certificate in  
Bookkeeping & Advanced Diploma in Accounting (level 3) &  
Professional Diploma in Accounting (level 4)  
Chartered Institute of Payroll Professionals (CIPP) Diploma in Payroll  
Management (level 5)

Address:

5 Brookfield Way

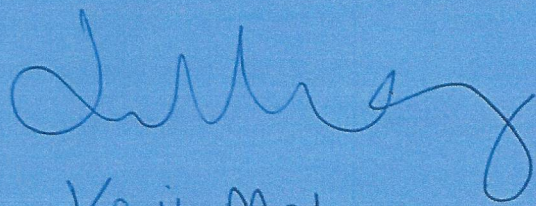
Lower Cambourne

Cambridge CB23 5EB

## Section B

### Disclosure

Only complete if the examiner needs to highlight material problems. (E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)



Keith Maloney

12.01.2022