



Swan Youth Project Annual Review 2020/21



Engage, empower, enable

“Although this year has been tough and stressful, the Swan Centre has remained one of the places that I feel like I can be myself without judgement with kind leadership and a welcoming environment.”



A Message from our Patron James Bagge



“Raising funds for young carers, I became much more aware of the plight of so many of the young people living in our midst. Those of us who live in and around Downham should all be much more alive to the challenges they face and the support they need. The work which Anna Foster and her team do at the Swan Youth Project is a godsend to some of these young people and I am privileged to be able to do something to help them.”

Trustees

J D Westrop Chair
J W Harris
J T Woollett (Appointed 25 February 2021)
J J G Kramarchuk
H P Blakemore (Resigned 18 May 2020)
C M R Cassidy (Appointed 18 May 2020, resigned 14 June 2020)
P Forrest (Appointed 25 February 2021)

Registered office

Paradise Road
Downham Market
Norfolk PE38 9JE

Accountants

Moore Thompson
Bank House Broad Street
Spalding PE11 1TB

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

About us

Swan Youth Project is a registered charity supporting vulnerable children and young people based in Downham Market, Norfolk. Our area is one of significant social deprivation; we are the only local dedicated youth service. Since March 2020 we have needed to significantly adapt our services as we have continued to help our young people throughout the Covid-19 pandemic.

The children and teenagers we help face significant issues, more than a quarter have mental health needs, West Norfolk has the highest exclusion rate for schools in the whole of Norfolk, many of our young people have chaotic home lives and currently ten have social services involvement. Over the past year we have particularly seen issues with: loneliness, depression, lack of motivation, difficulty in

maintaining structure and significant sleep issues.

Our aim is to provide educational, social and emotional support to circa 150 young people each year (ages 8 to 18). Throughout lockdown we have provided a full timetable of Covid-safe face to face and on-line sessions as we continued to support the mental and physical health of young people who have been significantly impacted by the pandemic. It has been a tough year, but we have become masters of adaptation and creative thinking when it comes to delivery, as we knew our young people would need us more than ever. We were able to continue to support throughout the year and have continually kept our young people engaged with our services. This is reflected in our figures for engagement and also in the funding we

were able to access to continue with delivery in the most difficult of circumstances.



Who did we help?

We have noticed an upturn this year in the needs of our client group, including increased numbers of referrals to our 1:1 support for mild/emerging mental health and also to our Family Support Worker.

“I like coming here because I feel like people actually like me (not that sounding sad).”

156 young people supported

2864 contacts with young people

16 consultations with Children's Services due to safeguarding concerns

10% of our young people have children's services actively involved

65% had mental health concerns

11% are young carers

How did we help?

Our services are wide-ranging and adapt to suit the needs of the young people we are working with. Below are highlights of our work from the last year from our

Group work, Family Support work, 1:1 Support Work, Young Carers and Hygiene / Foodbank provision.

Group work

Historically our Open Access groups were one of the main strands of what we did, and enabled us to meet young people, get to know them, and refer them through to more bespoke services that we offer depending on their needs. Over the last year, we could no longer offer this open-access service and needed to become masters of changing the timetable to adjust to moving legislation.

To counter the fact that we needed to restrict the numbers of young people we could have on site, we added more group sessions to our timetable so that we could

still meet with as many young people as possible. We prioritised the young people who needed us most and made sure we invited them to an appropriate group for their needs. The local RAF supported a Supper Club, by cooking up some amazing meals for a group of young people and joined the delivery of the sessions; this was particularly aimed at young men who needed a strong male role model.

Our young people tell us that they much prefer the face to face groups and get much more from them than the online

“I think that the Swan Centre is absolutely amazing because it is super fun and it lets me communicate with others and meet many new people.”

alternative. The variety of groups we offered meant that we could capture most of the young people we particularly needed to see. Participation and feedback was very good, which meant that when we finally got back to Open Access all of our young people were still well engaged with us.

“I look forward to Fridays, not because it is the weekend, because I get to come here!”



Family Support Work

In August 2020 we introduced our new Family Support Service. It has been supporting families and young people with a variety of issues such as anger management, loneliness and isolation, school refusal and mental health needs. 14 families received regular support in the first three months of 2021, and we are increasingly getting calls and visits for advice and one-off support.

34 young people have been supported by our Family Support Worker in March 2021 alone.

We also started a Parents Group back in September 2020 specifically aimed at the parents of high school aged young people. This small and friendly group is facilitated by the Family Support Worker and allows time to talk through the general teenage issues and worries that parents may have. It is working really well and is a chance to discuss the teenage brain and the science behind the changes that occur at this time, so families have a better understanding of how to support their children.

We see this service needing to expand as the year goes on and will closely monitor the demand over the next three months.

A young person was referred to us by their school for behavioural and emotional support for the young person, alongside support for their mum in setting boundaries and managing negative behaviours.

We met with this family in January 2021 for an initial meeting and made a joint plan to support the mum and the young person. We have since had a monthly meeting with the mum, supporting her to identify the important boundaries she wanted to put in place and the ways in which she could do this, as well as looking at strategies for managing the young person's negative behaviour. The young person has attended weekly one to one sessions, initially in the centre and then at school, to work through 'Retracking', which is the resource we use to help guide us through the topics needed.

This support has given the family the space and time to reflect on what was happening and make changes to some of the more entrenched behaviours. The family have noticed a big improvement and been able to implement the boundaries and manage the negative behaviour.

“From the first meeting at the Swan Project I found the team to be very welcoming and easy to talk to. Sonja has been so supportive and has helped me to understand my daughter more and offers help and practical solutions to deal with issues. There is no judgement just kind words.

Sonja has been supporting my daughter to manage and understand her emotions and there has been a remarkable difference in how our family now interacts together. I cannot praise this service enough.”



'No Child Goes Hungry'

The Scheme was started by two mums back in November 2020 with the initial idea to provide food parcels for local families over the Christmas period. Swan Youth Project supported from the start due to our contacts with families and young people. Due to a continued need for the scheme, food parcels were provided throughout the spring to families with school age children that have had their finances affected by Covid and are not able to access Free School Meals.

Over the 2-week Christmas period 98 children from over 50 families were supported.

We have extended this service into the new year and accessed funding to support a project co-ordinator for one day a week, thanks to Norfolk Community Foundation, we also have four excellent volunteers who really go the extra mile to support this project.

We are aiming to keep this project going for the coming year, as we know

"The No Child Goes Hungry Scheme has really helped my family, it's meant I'm able to support my children so they can go to school on a full tummy and not go to bed hungry. This has taken a lot of pressure and stress away from the family knowing my children are supported by the scheme."

that the current issues are going to take a long time to fully resolve. The service supplies a food parcel for each child in the family plus access to the Hygiene Bank on a weekly basis.

So far this year we have supplied **425** PARCELS TO **57** YOUNG PEOPLE **26** FAMILIES

1:1 Support Work

Our 1:1 support continues to be a really important part of our offer. Throughout lockdown we have continued to see the most in need face to face and offer a listening ear alongside practical support and advice. We have seen an increase in anxiety amongst our young people, due to lack of contact with friends and schools being closed. Many young people report

that they are finding routine difficult and getting back to social situations a struggle. There have definitely been family tensions throughout the lockdown too, which have impacted on young people. This service is consistently at capacity for Rhi, our Senior Youth Worker, who only has six slots available a week currently.



"I love coming to the Swan Centre as I am able to speak to people and Swan Centre helps me with my mental health - coming here also makes me feel better about myself and knowing that everyone is always there for me if I can't speak to anyone else."

Young Carers

Our Young Carers are supported by Sonja and receive 'check in' contacts regularly. Where appropriate we have linked them into groups of their choice, so they can socialise and spend time away from the home.

We get to know the families and young people well, so we have an on-going informal line of communication, which

works well. The grandparent of one of our young carers recently was able to contact us due to concerns around behaviour, which we were able to pick up and arrange some 1:1 support in the following weeks. This model of working allows for flexibility and person-centred support in a way that a generic group does not.

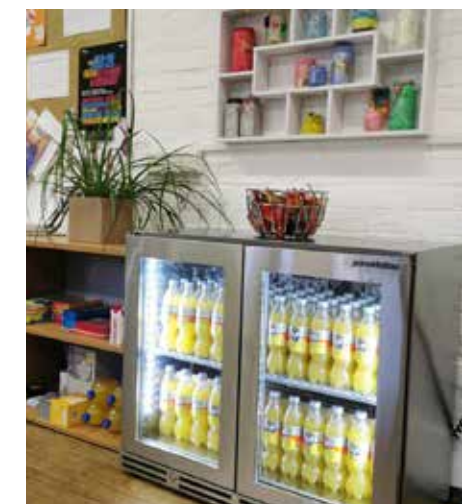


Hygiene Bank

Our Hygiene Bank is a now a key part of our work, having only been launched this time last year. It does exactly what we wanted it to, which is breaking down barriers about health and hygiene.

All of the young people attending the project are encouraged to access this, which means there is no stigma attached to it. It opens-up conversations about

personal hygiene in a positive way and encourages young people to use products that they would not otherwise have access to. We are very lucky that we get lots of donations and some fabulous products to pass on. This also allows for 'older' young people who do not want to attend groups to drop in and see us and get the items they need.





Swan Youth Project (Norfolk) Ltd

Formerly-The South West Norfolk Youth Opportunities Project

A Company Limited by Guarantee

Looking forwards

We will continue to focus on our Open Access sessions where we really get alongside our young people, so we know what is needed and wanted by them. We aim to grow the number of our young members, so we can stay with them as they go through their teen years, with all of the ups and downs involved.

We will monitor our Family Work over the coming three months and assess if the service needs to grow.

We will continue to promote the small groups work and 1:1 sessions for emerging mental health. We know how much these are needed and the importance of time and space for our young people to reflect and grow.

We are collecting nearly new/new clothes to start a shop for our young people. We are only taking appropriate and immaculate clothes that our young people will like. We are aiming for it to be another positive venture that will encourage young people to re-cycle and re-love clothes, to cut down on the throw away culture, as well as allowing for young people without much money to buy aspirational clothes.

The Nearly New Clothes Shop

Our Peer Mentors are going to run the shop initially, which will give them fantastic

work experience and insight. We are also aiming for a café to be open for young people four days a week after school, so

they can drop in and see friends in a safe space. We can then signpost to specific groups and support/services from there.



Thanks

Thank-you to all of the funders, fund raiser and supporters who have helped us over the last year.

Unaudited Financial Statements for the year ending 31st March 2021

Legal and Administrative Information 8

Trustees' Annual Report 9-11

Independent Examiner's Report 11

Statement of Financial Activities 12

Balance Sheet 13

Notes to the Financial Statements 14-17



Legal and Administrative Information for the year ended 31 March 2021

Trustees

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 (Appointed 25 February 2021)
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 H P Blakemore
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Trustees' Annual Report for the year ended 31 March 2021

The trustees, who are also directors for the purposes of the Companies Act, have pleasure in presenting their report and the financial statements of the charitable company for the year ended 31 March 2021.

A message from our Patron, James Bagge

"Raising funds for young carers, I became much more aware of the plight of so many of the young people living in our midst. Those of us who live in and around Downham should all be much more alive to the challenges they face and the support they need. The work which Anna Foster and her team do at the Swan Youth Project is a godsend to some of these young people and I am privileged to be able to do something to help them."



Structure, Governance and Management

SWAN Youth Project (Norfolk) was registered as a charity on 23 September 2011 with charity number: 1143957 as a charitable company. As such, it is also regisitered in England and Wales under the company registration number: 07639262.

The charity is also known by other previous names and shortened versions being:

Swan Youth Project The South West Norfolk Youth Opportunities Project

The SWAN Youth Project (Norfolk) is governed by its Memorandum and Articles of Association which were incorporated on 18 May 2011 and as amended by special resolution registered at companies house on 12 September 2011 with further amendments on 1 November 2019 and 25 February 2021.

Organisation

The charitable company is governed by a Board of Trustees of at least three trustees with no maximum number.

One third of the trustees must retire at each Annual General Meeting by virtue of those who have been longest in office. A director retiring may apply for re-election

Training is provided to keep trustees up to date with new legislation on a regular basis.

Trustees

The Trustees who served the charitable company during the period are listed on the legal and administrative information page, on page 8.

Objects

The SWAN Youth Project (Norfolk) seeks to provide young people, from eight years and upwards, in South West Norfolk, with access to a wide range of positive and inclusive activities from a dedicated venue. By working with young people, within their local communities, our aim is to raise awareness of existing activities and opportunities for them and encourage new ones.

The area in which the charity can operate is West Norfolk and the objectives of the company as set out in the Memorandum of Association are as follows:

To act as a resource for young people up to the age of 25 living in South West Norfolk by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

- advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- advancing education;
- relieving unemployment;
- relieving sickness and promoting and protecting good mental and physical health;
- providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Risk management

The Board of Trustees has conducted its own review of the major risks to which the charitable company is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charitable company.

Financial reserves

Reserves need to be held to enable an orderly winding down of the Charity's affairs in the event that adequate funding is no longer is available. The Trustees have resolved that the Unrestricted Income and Expenditure Fund should be held at a level of between 25% and 50% of total annual expenditure. At 31 March 2021, the Fund held £52,139 (2020 £13,694) in unrestricted reserves. This equates to 54% of our planned annual running costs for 2021/2022, which are budgeted to be £90,000. The trustees are satisfied that this figure is in-line with our stated policy and enables us to have the confidence to go ahead with the planned expansion of our charitable support work for the coming year.

Financial control

The Board of Trustees control the financial affairs of the charitable company.

Review of Development, Activities and Achievements

The 2020-21 financial year has been a year of continued development and growth for Swan Youth Project. Despite many setbacks and challenges, due to Covid-19, the project has gone from strength to strength. This year more than ever, has shown the importance of our Charity and the work it does for young people including the wider community.

The priorities of the board of trustees in relation to Covid-19 were:

- (1) Protecting the health, welfare and safety of our staff, volunteers, young people, and wider community.
- (2) Protecting the financial stability and future of Swan Youth Project Charity, this includes protecting jobs.
- (3) To ensure continuation of current projects to meet the needs of our young people and the requirements of our funders.
- (4) Respond to Covid-19 by providing further support to our community with the needs that will arise for our young people due to the current situation. Our team of staff have taken a flexible approach to respond to the changing environment around them and put our young people including their families at the heart of what we do.

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The children and teenagers we help face significant issues, more than a quarter have mental health needs, West Norfolk has the highest exclusion rate for



schools in the whole of Norfolk, many of our young people have chaotic home lives and currently ten have social services involvement. Over the past year we have particularly seen issues with: loneliness, depression, lack of motivation, difficulty in maintaining structure and significant sleep issues.

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"I think that the Swan Centre is absolutely amazing because it is super fun and it lets me communicate with others and meet many new people."

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- 10% of our young people have children's services actively involved
- 65% had mental health concerns
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Our services are wide-ranging and adapt to suit the needs of the young people we are working with. Below are highlights of our work from the last year from our Group work, Family Support work, 1:1 Support Work, Young Carers and Hygiene / Foodbank provision.

Future developments

We will continue to focus on our Open Access sessions where we really get alongside our young people, so we know what is needed and wanted by them. We aim to grow the number of our young members, so we can stay with them as they go through their teen years, with all of the ups and downs involved.

We will monitor our Family Work over the coming three months and assess if the service needs to grow.

We will continue to promote the small groups work and 1:1 sessions for emerging mental health. We know how much these are needed and the importance of time and space for our young people to reflect and grow.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit and believe that the objects of the trust and the activities undertaken support this public benefit.

The trustees consider that the full details of the public benefit have been displayed within the review of activities and the future development planned.

Going concern

Over the last year, we have been able to expand our services and increase our funding, despite the challenges of the pandemic. The trustees do not consider that there is any major risk to the charity's going concern and indeed they are confident that they will be able to continue for the good of all beneficiaries.

Trustees' Responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

A resolution to re-appoint Mr K J Maggs of Moore Thompson as independent examiner for the ensuing year will be proposed at the annual general meeting.

Small Company Provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed by order of the Trustees on the 17 June 2021

J D Westrop - Chair

Independent Examiner's Report to the trustees of the SWAN Youth Project (Norfolk) Ltd

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 8 to 20.

Responsibilities and basis of report
As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
I have completed my examination.
I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

K J Maggs B.A., F.C.A.
Moore Thompson,
Chartered Accountants, Spalding

Date: 22 June 2021

Statement of Financial Activities (including Income and Expenditure account)

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income from:					
Donations and grants	2	33,690	74,986	108,676	69,292
Charitable activities	3	2,565	-	2,565	2,250
Total income		36,255	74,986	111,241	71,542
Expenditure on:					
Raising funds		-	5,275	5,275	-
Charitable activities	4	8,044	58,719	66,763	49,442
Total expenditure		8,044	63,994	72,038	49,442
Net income		28,211	10,992	39,203	22,100
Transfers between funds		10,234	(10,234)	-	-
Net movement in funds		38,445	758	39,203	22,100
Reconciliation of funds:					
Total funds brought forward		13,694	19,590	33,284	11,184
Total funds carried forward	9	52,139	20,348	72,487	33,284

All of the activities of the charity are classed as continuing activities.
The statement of Financial Activities includes all gains and losses recognised in the year.
The notes on pages 14 to 20 form part of these financial statements.

Balance Sheet at 31 March 2021

	Note	2021 £	2021 £	2020 £
Fixed assets				
Tangible assets	6		5,351	288
Current assets				
Debtors	7	1,000		2,613
Cash at bank and in hand		83,734		37,439
		84,734		40,052
Creditors:				
Amounts falling due within one year	8	(17,598)		(7,056)
Net current assets			67,136	32,996
Total assets less current liabilities			72,487	33,284
Funds				
Unrestricted	9	52,139		13,694
Restricted	10	20,348		19,590
		72,487		33,284

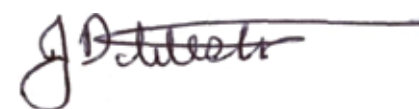
The accounts have been prepared in accordance with the provisions applicable to companies s
ubject to the small companies regime for the year ended 31 March 2021, the charity was entitled
to exemption from audit under Section 477 of the Companies Acr 2006 (the Act) relating to small companies.

Trustees responsibilities:

(i) The members have not required the charity to obtain an audit of its accounts
for the year in question in accordance with Section 476

(ii) The directors acknowledge their responsibilities for complying with the requirements
of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved and authorised by the Trustees
on the 17 June 2021 and are signed on their behalf by:



J D Westrop - Chair



J W Harris

Company Number: 04329558

The notes on pages 14 to 20 form part of these financial statements.

1. Accounting policies

General information and basis of accounting

Swan Youth Project (Norfolk) Ltd is a company limited by guarantee registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The number of guarantors at 31 March 2021 was 5 (2020 - 5).

The address of the registered office of the charity is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is the provision of access to a wide range of positive and inclusive activities from a dedicated venue.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to

include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of

performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or



constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Charitable activity expenditure is detailed in note 5 to the financial statements. These expenses are subcategorised between charitable activities, support costs and governance costs. Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, computer costs, and bank charges. They are incurred directly in support of expenditure on the objects of the charity.

Governance costs are costs of charitable activities but those which relate to the governance and stewardship of the charity rather than directly to the activities themselves.

Fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:
Office equipment -20% straight line
Project assets - 0% straight line

Project assets are assets which have been acquired for the purposes of specific activities for the beneficiaries and may include items such as office equipment.

Office equipment relates to those assets which are used for the support activities.



Debtors and creditors receivable/ payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Employee benefits

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the Statement of Financial Activities.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These

estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

The useful economic life used to depreciate tangible fixed assets relates to the expected future performance of the assets acquired and management's estimate of the period over which economic benefit will be derived from the asset.

The residual value of an asset is the estimated fair value of that asset at the end of its useful economic life and therefore is also dependent upon the estimation of that life span.

Historically, changes to the useful economic life and residual values have not had a material impact on the depreciation amount charge to the Statement of Financial Activities. Cut-off is applied at the year end date. An estimation of income or expenditure applicable to the relevant period must be applied when the receipt or payment relates to a different period to the year end.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risk of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.



2. Income from donations and grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations and legacies	13,825	-	13,825	5,024
Grants				
Borough Council of Kings Lynn and West Norfolk	7,500	-	7,500	10,000
Covid-19 Closure Grants	10,000	-	10,000	-
Furlough claims	1,165	-	1,165	-
Government grants	18,665	-	18,665	10,000
Trust and Foundation donations	-	66,125	66,125	29,996
Awards for All	-	10,000	10,000	-
BBC Children in Need	-	6,456	6,456	-
De Laszlo Fund	-	5,000	5,000	-
Norfolk Community Foundation	-	16,752	16,752	5,726
Sir Norman Lamb Mental Health & Wellbeing Fund	-	5,000	5,000	-
The Postcode Lottery	-	10,000	10,000	-
UK Youth	-	-	-	5,372
YIF Fund	-	12,917	12,917	18,898
Other donations	1,200	8,861	10,061	24,272
Total grants and trusts	19,865	74,986	94,851	64,268
Total donations and grants	33,690	74,986	108,676	69,292

3. Charitable activities income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Subscriptions	270	-	270	1,100
Room hire	2,295	-	2,295	1,150
Total charitable activities income	2,565	-	2,565	2,250

4. Charitable activities expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Charitable activities				
Activity and group costs	-	2,834	2,834	-
Wages and salaries	4,420	44,211	48,631	30,840
Pension cost	-	25	25	-
Training costs	76	238	314	-
Light and heat	-	618	618	-
Repairs and Maintenance	229	1,401	1,630	-
Advertising	-	420	420	-
Insurance	-	661	661	-
Telephone	-	543	543	-
Printing, postage and stationery	-	1,098	1,098	-
DBS and other checks	-	159	159	-
Sundry expenses	-	778	778	-
Depreciation	1,287	-	1,287	-
	6,012	52,986	58,998	30,840
Support costs				
Wages and salaries	-	3,560	3,560	6,665
Software and licences	-	1,225	1,225	-
Subscriptions	-	310	310	-
Bank charges	-	138	138	-
Depreciation	72	-	72	72
Other costs	-	-	-	11,285
	72	5,233	5,305	18,022
Governance costs				
Accountancy and payroll costs	1,800	-	1,800	80
Independent examiner's fees	160	500	660	500
Total charitable activities expenditure	8,044	58,719	66,763	49,442

5. Staff costs and employee benefits

	2021 £	2020 £
The aggregate payroll costs were:		
Wages and salaries	52,191	37,505
Social security costs	-	-
Other pension costs	25	-
Total aggregate payroll costs	52,216	37,505

No employee received total employee benefits (excluding employer pension costs) of more than £60,000 in either the current or prior year.

The average monthly number of employees during the year was 5 (2020 - 5).
The full time equivalent of this was 3 (2020 - 3).

No amounts are payable to the trustees in respect of remuneration, benefits in kind or reimbursement of expenses.

6. Tangeable fixed assets

	Office equipment £	Project assets £	Total £
Cost	360	-	360
Additions	-	6,422	6,422
At 31 March 2021	360	6,422	6,782
Depreciation			
At 1 April 2020	72	-	72
Charge for the year	72	1,287	1,359
At 31 March 2021	144	1,287	1,431
Net book value			
At 31 March 2021	216	5,135	5,351
At 31 March 2020	288	-	288

Project assets include furniture, equipment and office equipment purchased by restricted funds for the relevant project. Office equipment is purchased specifically for the office and support use.

7. Debtors

	2021 £	2020 £
Trade debtors	1,000	2,613
	1,000	2,613

8. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	832	-
Loan made by trustee	6,106	6,556
Deferred grant income	10,000	-
Accrued expenses	660	500
	17,598	7,056

The loan made by a trustee is interest free, is unsecured and has no repayment terms. It is being repaid at a rate of £50 per month.

9. Statement of funds

Movement in resources	Balance at 1 March 2020 £	Incoming £	Outgoing £	Transfers £	Balance at 31 March 2021 £
General funda					
General funds	13,694	36,255	(8,044)	10,234	52,139
Total unrestricted funds	13,694	36,255	(8,044)	10,234	52,139
Restricted funds					
Awards for All	-	10,000	(9,582)	(418)	-
BBC Children in Need	-	6,456	(6,456)	-	-
De Laszlo Fund	-	5,000	(5,275)	275	-
Norfolk Community Foundation	4,048	16,752	(14,571)	(878)	5,351
Sir Norman Lamb Mental Health & Wellbeing Fund	-	5,000	-	-	5,000
The Postcode Lottery	-	10,000	(4,322)	-	5,678
UK Youth	5,372	-	(5,272)	(100)	-
YIF Fund	(4,000)	12,917	(7,360)	(320)	1,237
Other small funds	14,170	8,861	(11,156)	(8,793)	3,082
Total restricted funds	19,590	74,986	(63,994)	(10,234)	20,348
Total funds	33,284	111,241	(72,038)	-	72,487
Transfers between restricted funds and unrestricted funds usually relate to fixed assets acquired for the restricted purpose but where that asset will be used by other activities after the relevant project ceases, i.e. the funds have been used for the restricted purpose first.					
The ‘Other small funds’ relates to retracted funds for which the income and expenditure is below £5,000 and have therefore been amalgamated for the purposes of the financial statement but separate details are retained by the charity.					
Analysis of net assets		Tangible fixed assets £	Other net assets £	Total £	
General funds					
General fund		5,351	46,788		52,139
Total unrestricted funds		4 5,351	6,788		52,139
Restricted funds					
Norfolk Community Foundation		-	5,351		5,351
Sir Norman Lamb Mental Health & Wellbeing Fund		-	5,000		5,000
The Postcode Lottery		-	5,678		5,678
YIF Fund		-	1,237		1,237
Other small funds		-	3,082		3,082
Total restricted funds		-	20,348		20,348
Total funds		5,351	67,136		72,487

9. Statement of funds (continued)

Awards for All fund represents monies received for the purposes of supporting our young people through the initial covid stages, with small groups and 1:1 work. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

BBC Children In Need fund represents monies received for the purposes of delivering both 1:1 support and small groups support to young people for their well-being and mental health. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

De Laszlo fund represents monies received for the purpose of expanding and improving our fundraising. Any surplus would be repayable and deficits are covered by use of unrestricted funds.

Norfolk Community Foundation – Covid fund represents monies received for the purposes of supporting young people through the covid pandemic, with 1:1 and small group work. Any surplus could be used as unrestricted funds and deficits are covered by the use of unrestricted funds.

Norfolk Community Foundation – Vulnerable Family Support fund represents monies received for the purpose of recruiting a family support worker who will work with families/young people who are struggling with a variety of issues and challenges. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

Norfolk Community Foundation – Women Together fund represents monies received for the purpose of holding a specific girls group. A safe space for topics of concerns and interest to be discussed and support given. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

Sir Norman Lamb Mental Health & Wellbeing fund represents monies received for the purposes of supporting our core offer for young people. Any surplus could be used as unrestricted funds and deficits are covered by the use of unrestricted funds.

The Postcode Lottery fund represents monies received for the purposes of part funding the managers salary. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

UK Youth fund represents monies received for the purposes of an additional member of staff for Open Access sessions to allow us to expand numbers. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

YMCA (YIF Fund) represents monies received as part of the Youth West Project; we were funded for a part time youth worker and to run an outreach group. We also delivered holiday activities and vocational taster sessions. Any surplus would be repayable and deficits are covered by the use of unrestricted funds.

10. Control relationship

The charity is controlled by the trustees jointly and no individual can or does exert control over the others.

11. Statement of Financial Activities comparative

	Unrestricted £	Restricted £	Total £
Income from:			
Donations and grants	20,368	48,924	69,292
Charitable activities	2,250	-	2,250
Total income	22,618	48,924	71,542
Expenditure on:			
Charitable activities	98,941	(49,499)	49,442
Total expenditure	98,941	(49,499)	49,442
Net expenditure	(76,323)	98,423	22,100

More information

We are always happy to talk through any potential groups or individual needs and welcome visits, by appointment, to the centre to discuss this further.

We also welcome visits to sessions (strictly by appointment) to see the work in action.

Please contact **anna@swanyouthproject.org** or **01366 386259**

You can visit our website for more information on our groups and support **www.swanyouthproject.org** and also follow the links to our social media, where we post regularly about the work we do.

We are a registered charity no. 1143957.



Facebook: **www.facebook.com/theswanproject1**

Twitter: **[@DMSwanYouth](https://twitter.com/DMSwanYouth)**

Instagram: **[dmswanyouthproject](https://www.instagram.com/dmswanyouthproject)**