

# **Young People's Shop**

A charitable company limited by guarantee  
offering independent, unbiased counselling, support, information and advice  
to young people aged 11-25

Est. 1999

**Directors' Annual Report and Financial Statements  
for the Year Ended 31 March 2023**

**Charity number: 1148771  
Company number: 07968887**

# **Young People's Shop**

(A company limited by guarantee)

## **Directors' Report & Financial Statements**

**For the Year Ended 31 March 2023**

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**Young People's Shop** (A company limited by guarantee)

**COMPANY INFORMATION for the year ended 31 March 2023**

**Reference and Administrative Information**

Charity Name: Young People's Shop  
Charity registration number: 1148771  
Company registration number: 07968887  
Registered Office and operational address: 29 South Street, Chichester, West Sussex, PO19 1EL

**Trustee Directors:**  
Richard Lang Chair  
Melissa Marlow (appointed 4 January 2022)  
Sara Pickford  
Maureen Doyle  
Ali Meyrick

**Operations Manager:** Cathy Burnard

**Clinical Supervisors:** Julie Slumbers, Margaret Hambrook, Vhari McEwan  
**and for Emotional Support:** Jo Robb

**Outreach and Youth Services Lead:** Aly Ede

**Lead Support Worker:** Bud Hagon  
**Lead Support Worker:** Olly West

**Administrative Worker:**

**Volunteer Counsellors:** Ellie Stimpson (assessor) Amanda Halford (Assessor) Jane Oswin, Gemma Lord, India Ede, Olly West, Jax Sands, Beccy Whitehead, Carron Cosbert, Shari Jesse, Natalie Slater, Simon Hargreaves, Luke Ferre, Tina Podmore, Angelique Mould, Fiona Keen, Laure Jackson, Edward Hayes

**Information Support Workers:** Gemma Le'Roy, Lizzie Breckon, Ash Prince, Rylee Spooner, Molly Baker, Louise Baker, Judy Talbot, Effie Rogers, Georgie Harris, Tina Dogruluk, Tina Dogruluk, Helen Brown, Helen Brown, Georgie Harris

**Young People's Panel Lead:** Olly West, Bud Hagon, Aly Ede

**Outreach Workers:** Aly Ede

**Lead Safeguarding Officer:** Cathy Burnard

**Acting Safeguarding Officer:** Bud Hagon, Olly West, Jo Robb

**Lead Child Protection Officer:** Cathy Burnard

**Bankers:** Barclays, East Street, Chichester PO19 1HR

Young People's Shop is affiliated to Youth Access (the national membership body for young people's information, advice and counselling services) and works within the guidelines of the British Association of Counselling & Psychotherapy (BACP) of which it is also a member.

**REPORT OF THE TRUSTEE DIRECTORS**  
**for the year ended 31 March 2023**

The Directors present their report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

**1. INTRODUCTION**

Young People's Shop (formerly the Chichester Information Shop) was established 23 years ago in 1999 under the governance of West Sussex County Council. Following funding cuts in 2009, it became an independent stand-alone service and in 2012 the organisation became a charitable company limited by guarantee. This preserved its ability to continue operating within the guidelines set by the National Youth Agency in 1993 for Information Shops, and to work to the Quality Standards set by Youth Access (the national organisation for Youth Information, Advice & Counselling Services - YIACS).

The project initially sought to retain and preserve its open-ended counselling service for young people, operating from a room within Chichester Boys' Club. In December 2019, due the impact of the Covid-19 pandemic, the charity moved out of its old premises at The Boys Club in Little London. The premises had been invaluable to the project from 2012 but had become too small and cramped to cope with the growth being experienced and to accommodate future plans. New premises were identified, and we moved into them in June 2021. Since the re-opening the activity level at the charity has ballooned. Partly this is due to significantly better premises and partly due to the surge in demand for our services following the end of the lockdowns and more recently, the impact on society of the cost of living increases

**2. STRUCTURE, GOVERNANCE & MANAGEMENT**

**2.1 Governing Document**

The organisation is a charitable company limited by guarantee (with no share capital), incorporated on 28 February 2012 and registered as a charity on 31<sup>st</sup> August 2012. The Memorandum and Articles of Association form the governing document.

**2.3 Trustee Directors**

The directors, as defined in the Memorandum and Articles, act as both the directors of the company and, since the organisation is a registered charity, also as its charitable trustees. The Board of Directors provides the strategic leadership for the organisation. All members give their time voluntarily and receive no benefits from the charity. The Board meets quarterly, or more frequently if circumstances demand, and encourages the attendance of a member of the Operations Management Team, whose input is of equal weight as that of a trustee.

At 31<sup>st</sup> March 2023 there were five directors.

Trustees are appointed via recommendation from existing trustees followed by interview.



## **2.4 The Operations Management Team**

The Operations Management Team (made up of the CEO, Outreach/ youth service lead, emotional support leads and counselling lead) runs the service and meets together on a weekly basis. Several changes took place within the team during the period. The team reports to the Directors and a member of the management team attends the Board meetings. In the second quarter of 2021 a new team was formed from a group of new participants. The new team is headed by the CEO, Cathy Burnard.

At 31<sup>st</sup> March 2023 the team consists of:

Chief Executive Officer:	Cathy Burnard
Outreach, youth lead:	Aly Ede
Clinical Leads:	Jo Robb, Catherine Winters (Catherine Winters was with us from January 2022 -March 2023)
Lead Emotional support workers:	Bud Hagon, Olly West
Administrator:	Claire Akhurst

## **2.5 Volunteers**

Volunteers are central to the work we do here at YPS. We have 14 drop-in workers, volunteer counsellors and five trustees.

Many of our volunteers working in the drop-in service (providing emotional support, sexual health services and signposting) are very experienced. Most have worked with young people, so already have a good working knowledge of young people and their needs.

Before they commence with us, they attend training, facilitated by Bud Hagon and Aly Ede. The training is a way for the volunteers to gain an insight into who we are, how we operate and some of the fundamentals of emotional support.

Some of the volunteers are studying Psychology at Chichester University, so looking for experience in working in a mental health field and have proved to be of tremendous help to the charity.

Our counselling team is made up of a mixture of qualified and trainee counsellors. All counsellors work from a humanistic modality and benefit from fortnightly clinical supervision and training opportunities within the charity. On induction all counsellors receive specific mandatory training on counselling young people including safeguarding and confidentiality. In September 2022, we included LGBTQ training to our list of mandatory training.

## **3. OBJECTIVES AND ACTIVITIES**

The object of the charity, as set out in the governing document, is relief of the physical and mental suffering of young people in Chichester and its surrounding areas by the provision of counselling and support.

The trustees confirm that they have paid due regard to the guidance given by the Charity Commission on public benefit.

The project aims to make fully accessible for all young people the information and support they need to enable them to become fully participative members of the community and active, independent citizens by:

- offering support and counselling to young people where need for such services is identified and assessed.
- where appropriate, remote counselling / emotional support can be accessed.
- offering to all young people a focal point for the provision of independent information and advice, free from bias on the wide range of issues which affect their lives – for example, education, employment and training, family and relationships, health issues, housing and homelessness, justice and equality, money matters, and sport, travel and leisure.

- encouraging young people to maximise the benefits of the wide range of opportunities available to them
- encouraging and developing opportunities for volunteering
- providing the services on offer via staff who are trained and accustomed to working with young people
- actively seeking the participation of young people in the planning, development, management, delivery and evaluation of a service centred on their needs
- monitoring the needs of and provision for young people in the locality in order to inform the decision-making of local and national government

### **Mission Statement**

YPS undertakes to ensure continued provision of information, advice, support and counselling for young people aged 11-25 within Chichester and the surrounding area. Central to such provision will be an assurance to young people that **services will be free, confidential and offered independently from other services or influences**. Services will be centred on the young people using them, will be non-target-driven, and will have young people at the heart of service development."

As members of Youth Access, we have adopted their Quality Standards system to ensure that our policies and procedures are of the highest order. The service also subscribes to the ethical framework of the British Association of Counselling & Psychotherapy (BACP), of which it is also a member.

## **4. ACHIEVEMENT & PERFORMANCE**

### **Charitable Activities**

#### *Supporting Young People*

We are currently open Monday -Friday from 2pm-6pm. Our service looks at the young people holistically, encompassing the physical and the psychological

The Information Shop opened its doors to our new premises on 26<sup>th</sup> July 2021. Since opening we have very quickly established ourselves as a safe place for young people.

The charity in the past year has gone from strength to strength, with a core staff team of seven employees. We are fortunate to have a regular steady funding stream. We have been able to run more activities for young people and open the shop for longer hours on a Tuesday and Wednesday morning, offering additional emotional support and craft activities.

#### **Emotional support**

- We offer a face-to-face emotional support service.
- The emotional support lasts for 30-minutes and can be re- booked as and when required.
- Young people waiting for counselling will sometimes choose to access our emotional support service until a counselling space has become available. Looking at recent statistics some young people will never access counselling, instead are happy to come in for the 30-minute emotional support sessions.
- The NHS sexual health support changed over the lock down period and can now be accessed online, we support young people to access the service and collect condoms and STI testing kits.

#### **Counselling service**

- Most counsellors are working face to face, however if the young person requests online counselling this is also provided. Young people can have up to 2 years of free counselling.
- There are currently 5 supervision groups with space for 4 counsellors in each.
- We can have up to 20 counsellors, this number fluctuates throughout the year.



## Key Activities & Achievements in 2023

### Social media

We have significantly increased our social media presence. Philippa Hagon (senior support worker) is responsible for updating our social media sites and liaising with the manager for appropriate and current topics to promote.

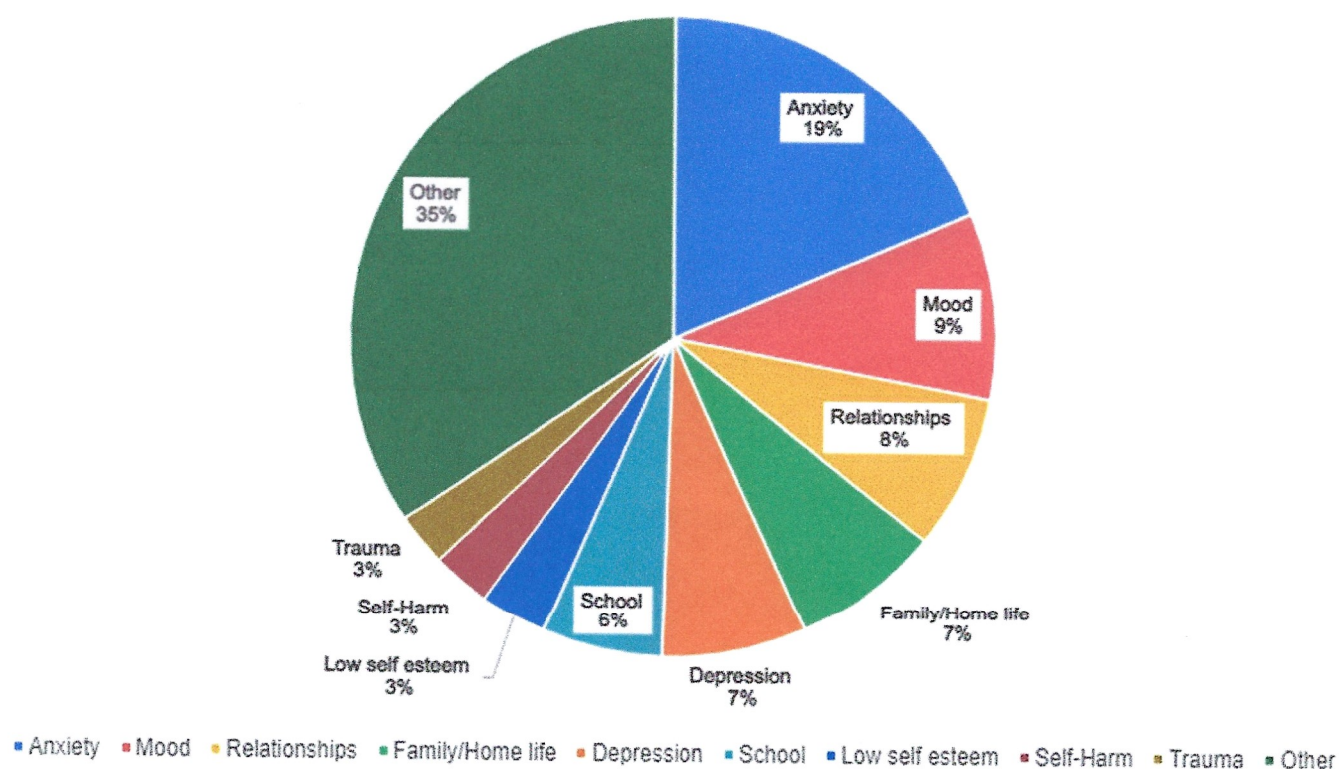
### Outreach

We have worked very hard at developing community links. Aly Ede our Outreach/ Service lead has been very busy re-establishing old partners links and making new connections. We have great connections with the local schools, college and university. Aly and some of the team go into local schools to support children who find it difficult to travel to Chichester and will offer work shops on anxiety and exam stress.

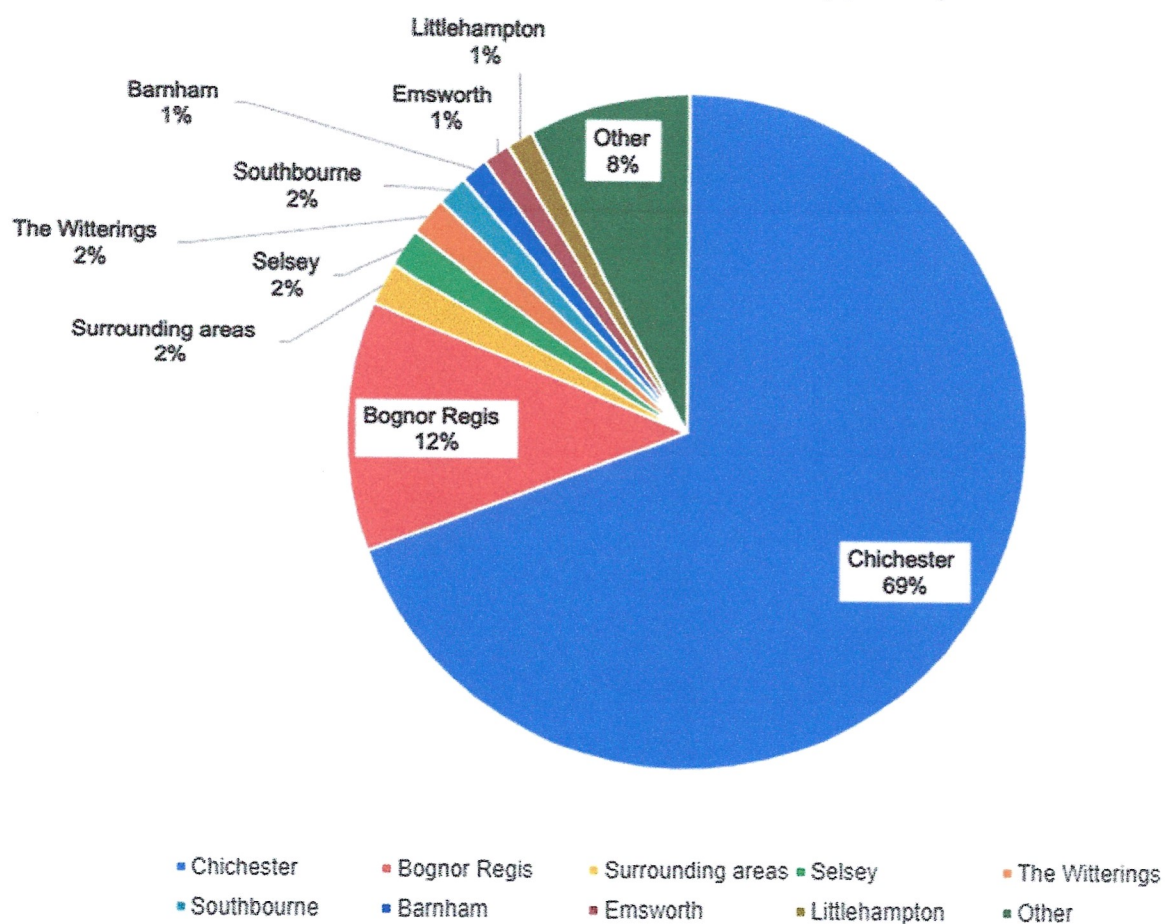
We offer activities in the community, such as skateboarding, yoga, boxing, personal training, Bushcraft, sailing. All activities are supported by our trained staff, giving the young people an opportunity to have emotional support, albeit in a different location.

### Statistics shown in graphs and pie charts.

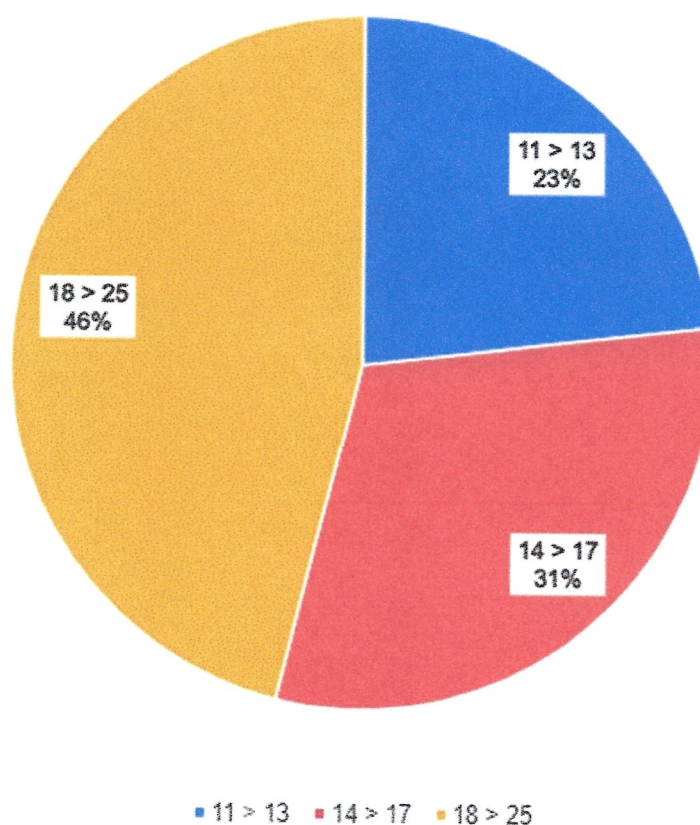
Presenting Issues for Emotional Support April 22 to March 23



### Locations of YPs Attending Emotional Support April 22 to March 23

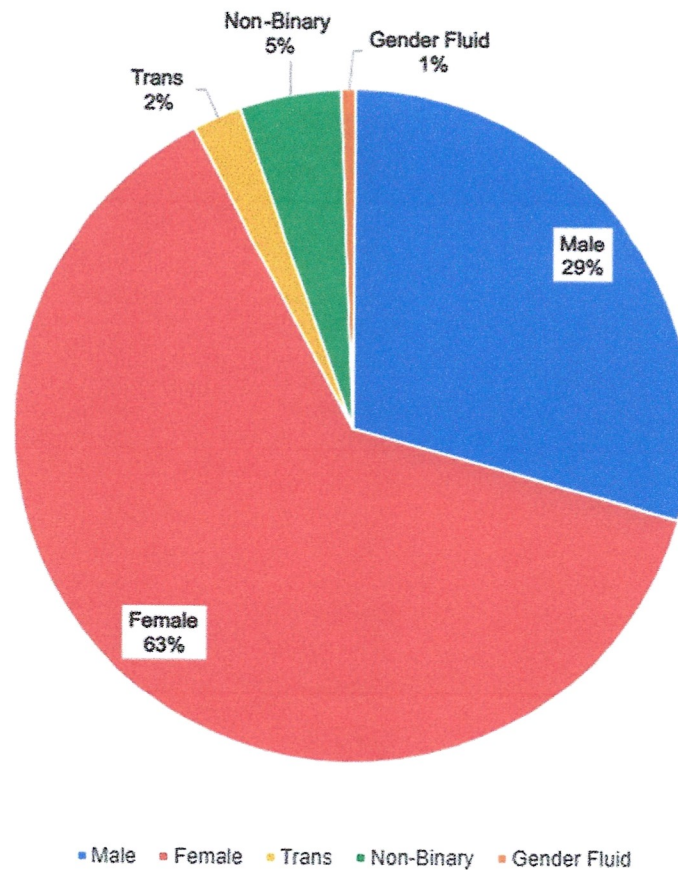


### Ages of YPs attending Emotional Support April 22 to March 23

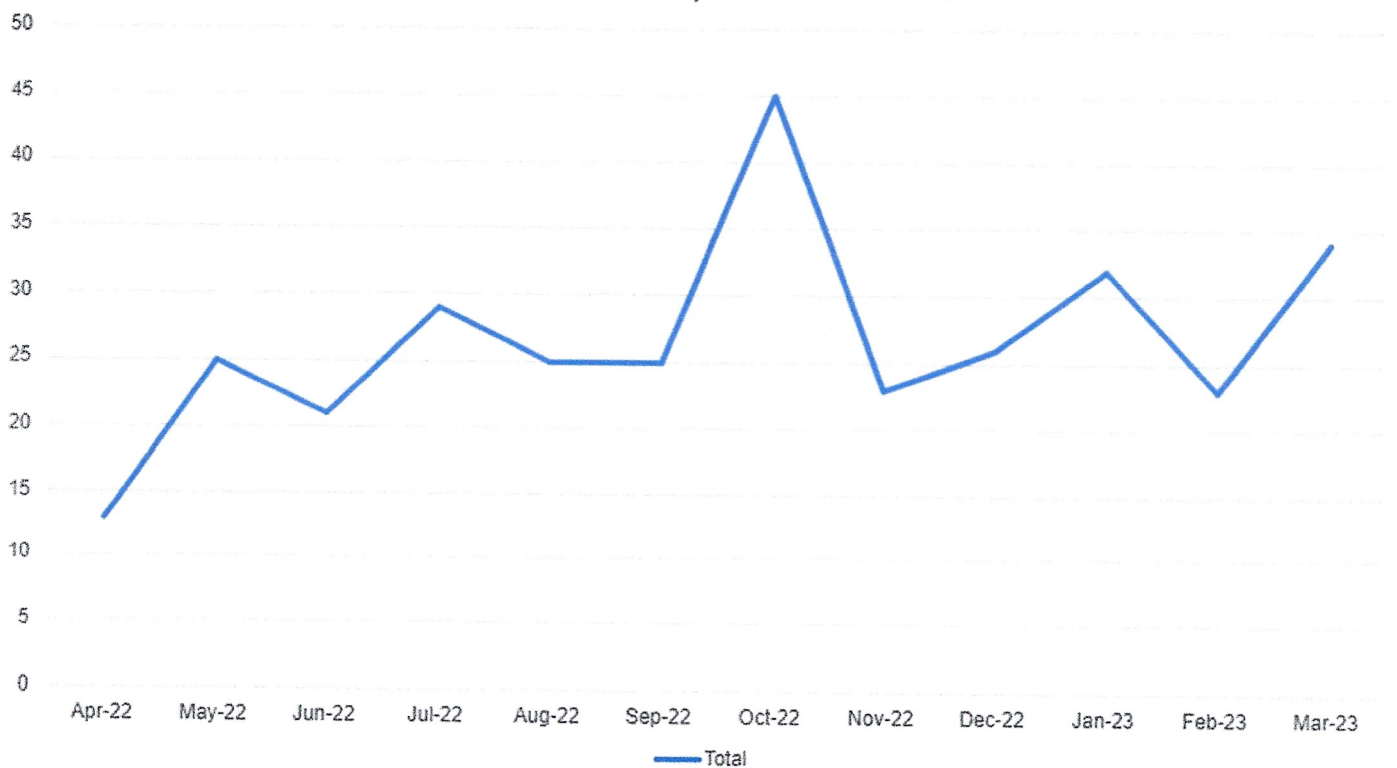




Genders of YPs accessing Emotional Support April 22 to March 23



New to Centre April 22 to March 23



ES Sessions Attended April 22 to March 23



## 5. FINANCIAL REVIEW

As a charity, we are wholly reliant on agencies, trusts and donors that recognise and understand the value of our work with young people and wish to support us and help us to develop. A full list of contributors is included at the end of this Report.

We have a policy of building financial reserves that will enable us to continue to provide our services for a limited time in the event that there was an interruption in incoming funding. Our policy is to build and hold cash reserves of a minimum of 3 months normal operating expenses. Ideally, we would like to increase these reserves to cover 6 months, as the services we offer are so critical to the young people who would suffer if we had to implement restrictions.

In order to diversify our funding base we employ Juliet Stallard of Footprint Funding, on a part time basis, who is enabling us to establish a strong fundraising strategy going forward. The aim is to build a diversified base of funding from a larger spread of organisations so that we do not become too dependent upon one organisation.

### Reserves Policy

#### a) Background

Since becoming a Charitable Company Limited by Guarantee in 2012, Chichester Information Shop has been concerned to ensure its financial competence. With regard to holding money in reserve, the trustees have been guided by the Charity Commission and have sought advice from other reputable bodies in order to determine policy on this matter.

### **b) Policy Statement**

It is the policy of the Young People's Shop to ensure that it holds reserves to protect the charity against drops in income and to allow the charity to take advantage of new opportunities for the benefit of its clients. The Young People's Shop recognises that its reserves may be spent on any of its aims. The Young People's Shop aims to build and hold funds in reserve that will support a minimum of 3 months and preferably 6 months of operating costs. In terms of the current operating budget, this means a sum of £90,000 to cover 6 months costs.

### **c) Procedures**

In order to ensure that the Young People's Shop maintains sufficient but not excessive reserves, and in order to both meet its needs and be financially stable, the following procedures will be adopted:

- Regular appraisal of the project's reserves by the Board
- Reporting of financial reserves at all trustee meetings
- Establishing criteria for holding a minimum level of free reserves to cover essential project running costs to include: rent; utilities; insurance; governance; wages; expenses; telephone/broadband; general admin costs.
- Ensuring monies set aside for specific purposes e.g. building works are noted as being separate from the Project's general reserves
- Establishing a time period that general reserves should cover. Currently seen as three months and ideally six months
- Monitoring and reviewing the Project's reserves by the Trustees on an annual basis

## **6. KEY AIMS & OBJECTIVES FOR 2022-2023**

The charity has a well-established team and in a very good position to move forward and plan for the future. The team continually strive to improve the service offered to young people, asking young people for feedback, we also continually monitor the standard of counselling, ES support through good clinical supervision. On-going continued professional development is a fundamental for all staff and volunteers working at the shop. There is a programme of training offered through the year reflecting the needs of the young people the charity supports. Three members of staff from the core team now have a qualification in counselling children and young people and have stated to roll out training for all staff.

Managerial staff supervision continues to be on a regular basis (4-6 weeks) although communication between the team is very good and anything which needs to be addressed urgently is done so. We have staff meeting every two weeks, a general meeting and a safeguarding meeting. The safeguarding meeting is a recent addition, to ensure a good standard of safeguarding monitoring is maintained.

Since re-opening in July 2021, we have seen people with more complex mental health issues, learning disabilities and autism accessing the centre. We have made reasonable adjustments to the way in which we practice, we have also identified a need for more training and robust risk assessing which have played a key role in supporting staff and young people. However, we continue to offer the fundamental thing that all young people need - a safe, confidential space which they can continue to access through difficult times.



**It is our aim in the coming year:**

- We plan to support Launch pad (alternative provision for secondary school pupils, struggling in mainstream school). Offering counselling, all counsellors will be qualified. Supervision will be paid for by Launchpad.
- To work from a room in Bognor two half days a week, supporting those who are unable to access our shop in Chichester.
- To continue to develop the young person's panel, organising workshops and groups and focusing on various topics and themes impacting young people. Facilitating an environment for young people to feel heard, and valued, to create new friendships and ultimately create a community.
- After securing a grant for activities, we will be focusing on outreach activities and workshops and working collaboratively with partners. Activities such as a community garden, and other activities we know have been successful in the past.
- To increase wellbeing projects in the shop and in the community.
- To use free spaces offered in the community for joint working and continued partnerships.
- To continue to represent the project at multi-agency meetings to ensure as many young people know of our services as possible in a time when many other statutory services are diminishing.
- To continue to pursue funding streams. We have employed Footprint Fundraising to achieve a strong funding pipeline and to continue to develop a clear fundraising strategy for the future.
- To continually monitor and recognise what training requirements are needed with particular emphasis on accommodating those with complex trauma, suicidal ideation, those that self-harm and ongoing support for people from the transgender community. For staff and volunteers to have the skill and competence to continue supporting young people in an ever changing and uncertain environment.
- To develop the counselling service, improve standards of training and supervision.



## 7. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees, who are also directors of the Young People's Shop for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

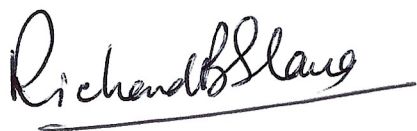
In preparing these financial statements, the trustees are required to:

- 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; and
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will continue in operation.

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

The trustee directors hereby confirm that there have been no serious incidents relating to the charity.

Approved by the Board of Directors on 30th November 2023 and signed on its behalf by:

A handwritten signature in black ink, reading "Richard B. Lang", with a horizontal line underneath.

Richard Lang (Trustee Director & Chairman)

# Young People's Shop

## Statement of Financial Activities

For the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
<b>Incoming Resources</b>					
<b>Voluntary Income</b>					
Donations and grants	3	91,718	77,831	169,549	198,859
<b>Investment Income</b>					
Interest income		109	0	109	5
<b>Total Incoming Resources</b>		<b>91,827</b>	<b>77,831</b>	<b>169,658</b>	<b>198,864</b>
<b>Resources Expended</b>					
Charitable Activities	4	84,268	123,608	207,876	133,607
Governance and Fundraising Costs	5	11,056	0	11,056	5,984
<b>Total Resources Expended</b>		<b>95,324</b>	<b>123,608</b>	<b>218,932</b>	<b>139,591</b>
<b>Net Movement in Funds</b>		<b>(3,497)</b>	<b>(45,777)</b>	<b>(49,274)</b>	<b>59,273</b>
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward		76,235	60,332	136,567	77,294
<b>Total Funds Carried Forward</b>		<b>72,738</b>	<b>14,555</b>	<b>87,293</b>	<b>136,567</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

## Young People's Shop

### Balance Sheet

As at 31 March 2023

	Notes	2023 £	2022 £
<b>Current Assets</b>			
Cash at bank and in hand		185,205	133,674
Debtors	8	5,000	5,000
<b>Total Current Assets</b>		<b>190,205</b>	<b>138,674</b>
<b>Creditors: amounts falling due within one year</b>	9	<b>102,912</b>	<b>2,107</b>
<b>Total Assets less Current Liabilities</b>		<b>87,293</b>	<b>136,567</b>
<b>Income Funds</b>			
Unrestricted Funds		72,738	76,235
Restricted Funds		14,555	60,332
		<b>87,293</b>	<b>136,567</b>

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees acknowledge their responsibilities for:

- Ensuring that the charity keeps accounting records which comply with sections 386 and 387 of the Companies Act 2006 and
- Preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial period and of its incoming resources and application of resources, including its income and expenditure, for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board on 30th November 2023 and were signed on its behalf by:



Richard Lang (Trustee Director and Chairman)



**Notes to the Financial Statements  
For the Year ended 31 March 2023**

**1. Accounting Policies**

The principal accounting policies are summarised below.

**(a) Basis of accounting**

The financial statements have been prepared under the historical cost convention in accordance with the 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 (FRS102) (effective 1 January 2019) – Charities SORP (FRS 102) and the Companies Act 2006, the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005. The charity is a Public Benefit Entity as defined by FRS 102.

**(b) Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

**(c) Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

**(d) Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

**(e) Fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office equipment	25% on cost
Building improvements	10% on cost

Only items of a capital nature that are over £2,000 are capitalised as fixed assets and depreciated.



Notes to the Financial Statements – contd.

For the Year ended 31 March 2023

**2. Trustee Director Remuneration & Related Party Transactions**

No trustee directors received any remuneration during the year.

No trustee director or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

**3. Donations**

	Unrestricted	Restricted	Allocated to 2022/23	Total received in 2022/23	Carried Forward to 2023/24
	£	£	£	£	£
Morrisons Foundation		3,895	3,895	3,895	0
FG Woodger Trust		10,000	10,000	10,000	0
Chichester City Council		1,750	1,750	2,000	250
Magdalen Hospital Trust		350	350	600	250
National Lottery		35,326	35,326	60,559	25,233
Sussex Community Fund		4,166	4,166	10,000	5,834
Groundwork UK	500	9,670	10,170	11,740	1,570
Hall & Woodhouse		313	313	1,250	937
Clarions	9	3,164	3,173	6,666	3,493
John Pritchard Trust	40,000	3,750	43,750	55,000	11,250
JH & FW Green (Covers)	2,000	2,250	4,250	8,000	3,750
BBC Children in Need	500	1,667	2,167	10,500	8,333
Southdown Youth		0	0	1,842	1,842
Active Sussex		1,470	1,470	1,470	0
Miscellaneous		60	60	60	0
The Boltini Trust	5,000		5,000	5,000	0
Ernest Kleinwort	7,500		7,500	7,500	0
Garfield Weston	15,000		15,000	15,000	0
Ian Askew Trust	500		500	500	0
The Goodwood Estate	13,160		13,160	13,160	0
The Mikado Trust	5,000		5,000	5,000	0
Inconvenience	200		200	200	0
General donations	2,349		2,349	2,349	0
	<b>91,718</b>	<b>77,831</b>	<b>169,549</b>	<b>232,291</b>	<b>62,742</b>

**Notes to the Financial Statements – contd.  
For the Year ended 31 March 2023**

**4. Expenditure on charitable activities**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Clinical salaries and service provision	111,343	62,217
Premises costs	28,179	25,501
Travel and subsistence costs	2,093	63
Administrative salaries	36,826	21,268
Legal and professional fees	1,488	821
Other administration costs	27,883	24,141
Finance costs	64	(404)
	<hr/> <b>207,876</b> <hr/>	<hr/> <b>133,607</b> <hr/>

**5. Governance and fundraising costs**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Governance	800	500
Fundraising costs	10,256	5,484
	<hr/> <b>11,056</b> <hr/>	<hr/> <b>5,984</b> <hr/>

**6. Taxation**

The charity is exempt from corporation tax on its charitable activities.

**7. Employees**

The average number of employees during the year was 7 (2022: 7). No employees received emoluments in excess of £60,000.

**8. Debtors: amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Rent deposit	5,000	5,000
	<hr/>	<hr/>

## Young People's Shop

### Notes to the Financial Statements – contd.

For the Year ended 31 March 2023

#### 9. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	33,144	1,190
Grants received in advance	62,742	0
Other creditors	7,026	417
Accruals	800	500
	<b>102,912</b>	<b>2,107</b>

#### 10. Movements in funds

	At 01.04.22	Income	Expenditure	At 31.03.23
	£	£	£	£
Unrestricted Funds	76,235	91,827	95,324	72,738
Restricted Funds:	60,332	77,831	123,608	14,555
	<b>136,567</b>	<b>169,658</b>	<b>218,932</b>	<b>87,293</b>

#### 11. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total 31.03.23	Total 31.03.22
	£	£	£	£
Bank and cash	107,908	77,297	185,205	133,674
Debtors	5,000	0	5,000	5,000
Creditors	(40,170)	(62,742)	(102,912)	(2,107)
	<b>72,738</b>	<b>14,555</b>	<b>87,293</b>	<b>136,567</b>

**Independent Examiner's Report to the Trustees of Young People's Shop  
company number 07968887**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (who are also the directors of the company 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity'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.

My firm has provided bookkeeping services to the charity and I can confirm that I am a member of The Institute of Chartered Accountants in England & Wales (ICAEW) and that body is subject to the provisions of the Revised Ethical Standard 2016 issued by the Financial Reporting Council (FRC).

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Signed: 

Name: Jonathan Rowden FCA

Date: 8 December 2023

Address: 2 Dukes Court, Bognor Road, Chichester, West Sussex PO19 8FX



# Young People's Shop

## Income & Expenditure Account

For the Year ended 31 March 2023

Account	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
Grants Received	89,369	77,831	167,200	198,558
Donations Received	2,349	0	2,349	301
<b>Total Voluntary Income</b>	<b>91,718</b>	<b>77,831</b>	<b>169,549</b>	<b>198,859</b>
Investment Income	109	0	109	5
<b>Total Incoming Resources</b>	<b>91,827</b>	<b>77,831</b>	<b>169,658</b>	<b>198,864</b>
<b>Resources Expended</b>				
<b>Direct Charitable Activities</b>				
Clinical Staff Costs	26,929	67,521	94,450	55,402
<b>Other Direct Costs</b>				
Clinical supervision	4,320	1,750	6,070	4,885
DBS checks	1,100	0	1,100	1,331
Sensory room provision	0	1,697	1,697	0
Workshop and wellbeing activities	147	5,732	5,879	599
Volunteer expenses	1,155	992	2,147	43
<b>Total Other Direct Costs</b>	<b>6,722</b>	<b>10,172</b>	<b>16,893</b>	<b>6,858</b>
<b>Total Direct Charitable Activities</b>	<b>33,650</b>	<b>77,693</b>	<b>111,343</b>	<b>62,260</b>
<b>Indirect Charitable Activities</b>				
<b>Premises Costs</b>				
Rent	0	20,000	20,000	18,737
Premises insurance	0	1,262	1,262	2,675
Rates and water	0	218	218	142
Light, Power, Heating	1,729	842	2,570	601
Repairs & Maintenance	2,449	0	2,449	2,426
Cleaning	1,679	0	1,679	920
<b>Total Premises Costs</b>	<b>5,857</b>	<b>22,322</b>	<b>28,179</b>	<b>25,501</b>
<b>Travel and Subsistence Costs</b>				
Travel and subsistence	2,093	0	2,093	63
<b>Total Travel and Subsistence Costs</b>	<b>2,093</b>	<b>0</b>	<b>2,093</b>	<b>63</b>
<b>Administration Salary Costs</b>				
Administration salary costs	14,612	22,213	36,826	21,268
<b>Total Administration Salary Costs</b>	<b>14,612</b>	<b>22,213</b>	<b>36,826</b>	<b>21,268</b>

Young People's Shop

Income & Expenditure Account

For the Year ended 31 March 2023 (continued)

<b>Legal and Professional Fees</b>				
Bookkeeping and Accountancy Fees	1,488	0	1,488	821
<b>Total Legal and Professional Fees</b>	<b>1,488</b>	<b>0</b>	<b>1,488</b>	<b>821</b>
<b>Other Administration Costs</b>				
Covid expenses	0	0	0	503
Charitable And Political Donations	6	0	6	0
Expensed equipment	2,483	0	2,483	4,929
General Expenses	23	0	23	26
Gifts	173	0	173	0
Hire of equipment	285	41	326	101
Insurance	284	0	284	968
IT Software And Consumables	5,437	0	5,437	7,024
Moving costs	0	0	0	2,319
Refreshments for shop	463	753	1,216	404
Postage, Freight & Courier	23	0	23	25
Printing & Stationery	2,076	0	2,076	1,049
Publicity/Promotion	3,219	540	3,759	1,228
Recruitment costs	0	0	0	440
Staff and volunteers training	10,092	46	10,138	2,538
Staff welfare	215	0	215	998
Subscriptions	539	0	539	433
Telephone & Internet	1,185	0	1,185	1,113
<b>Total Other Administration Costs</b>	<b>26,504</b>	<b>1,380</b>	<b>27,883</b>	<b>24,098</b>
<b>Finance Costs</b>				
Bank Fees	64	0	64	(404)
<b>Total Finance Costs</b>	<b>64</b>	<b>0</b>	<b>64</b>	<b>(404)</b>
<b>Total Indirect Charitable Activities</b>	<b>50,618</b>	<b>45,915</b>	<b>96,533</b>	<b>71,347</b>
<b>Total Charitable Activities</b>	<b>84,268</b>	<b>123,608</b>	<b>207,876</b>	<b>133,607</b>
<b>Governance and Fundraising costs</b>				
Governance	800	0	800	500
Fundraising	10,256	0	10,256	5,484
<b>Total Governance and Fundraising costs</b>	<b>11,056</b>	<b>0</b>	<b>11,056</b>	<b>5,984</b>
<b>Total Resources Expended</b>	<b>95,324</b>	<b>123,608</b>	<b>218,932</b>	<b>139,591</b>
<b>Net Movement in Funds</b>	<b>(3,497)</b>	<b>(45,777)</b>	<b>(49,274)</b>	<b>59,273</b>

# A HUGE "THANK YOU"

to those who funded us in 2022-2023:

**Morrisons Foundation  
F G Woodger  
Boltini Trust  
Ernest Kleinwort  
Garfield Weston Foundation  
National Lottery Community Fund  
Chichester City Council  
Magdelen Hospital Trust  
Ian Askew Trust  
Mikado Trust  
Goodwood  
BBC Children in Need  
Sussex Community Foundation  
Clarions Homes  
Hall and Woodhouse Community Foundation  
Active Sussex  
Covers- JH & FW Green  
John Pritchard Trust  
Southdown National Park/Clarion Youth Action Grant**



**Independent Examiner's Report to the Trustees of Young People's Shop  
company number 07968887**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

**Responsibilities and basis of report**

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- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Signed:



Name: Jonathan Rowden FCA

Date: 8 December 2023

Address: 2 Dukes Court, Bognor Road, Chichester, West Sussex PO19 8FX

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