

Annual Report for the Year Ending 31st August 2021



This is a report by the Trustees on the activities of the Wave Youth & Children's Ministry ('The Wave') for the year ending 31st August 2021. Like many organisations, the lockdowns and severe restrictions relating to the Covid pandemic, seriously affected the activities of The Wave during the year. The team continued to adapt and develop on-line programmes where possible, although many of our activities had to be cancelled.

As ever, The Trustees are grateful to The Wave team and all those who have continued to support The Wave by prayer and financial backing through another challenging year.

1. Charity Details

Name: The Wave Youth & Children's Ministry
Charity Number: 1159902
Address: Flat 1 Boyne Court, Cliff Avenue, Swanage BH19 1LX

Trustees during the year:
(01/09/20 to 31/08/21)

- Rosemarie Clark (Chair)
- Rev Mark Anthony Hatto (Resigned 18/07/21)
- Dr Patricia Mary Rubie Clark (Treasurer)
- Bernard Bettles (Resigned 12/03/21)
- Paul Bexon (Secretary)
- Rev James John Mercer
- Caroline Joyce Powell (Safeguarding Officer)

2. Structure and Trustee Appointment

The Wave is registered as a Charitable Incorporated Organisation (CIO) and is governed by its constitution and a Board of Trustees. The Trustees are supported by a Council of Reference drawn from local people and church leaders – a different member of which attends each meeting of the Trustees. The Trustees usually meet once a month. In addition, they normally meet once during the year for an 'Away Day' to discuss strategic issues relating to the development and governance of The Wave.

Trustees are appointed by the Board. The aims in recruiting new Trustees are:

- a. following regular skills assessments of the Board, to find trustees with the right expertise and commitment to further assist The Wave in achieving its objectives and
- b. to seek as wide a representation as possible on the Board of Trustees from the constituent churches of "Churches Together in Swanage".

Two of the Trustees, Rev Mark Hatto, and Rev James Mercer are church leaders and are also members of the Church Leaders' Group of "Churches Together in Swanage & District". As such they regularly report to the other church leaders, the progress and activities of The Wave.

The Wave operates through a team of four professional youth and children's workers namely:
Berno Vierbergen - The Anglican Team Youth Minister

Richard Docherty - The Emmanuel Baptist Church Youth Minister
Robert Foster - The Wave Children's Ministry Leader
Hannah Fenton - The Wave Youth & Schools' Worker

Robert Foster and Hannah Fenton are employees of The Wave.

The Team are supported by volunteers as appropriate who are duly vetted and trained.

3. Objectives during the Year

This was the seventh year of the Wave's operation. Despite the severe curtailment of our activities due to the pandemic, our main objective was to continue to build on the success of the previous years by providing high quality youth and children's activities both inside schools and outside, together with a mentoring programme in association with the leadership of the student's school.

4. Activities and Achievements

We believe that we have succeeded in our objectives despite having to adapt to the challenges brought by Covid-19. Some groups had to cease operation which presented the opportunity to invest and develop services that could continue running on an online platform or through partnering with the local schools.

Wave Kids

We started the academic year of 2020/21 unable to run our usual groups and activities such as: *Notelets* (a music-based toddler group); *Space Academy* and *Mega Makers* (after school clubs for primary school aged children); and *Energize* (a Saturday morning breakfast club for families), due to the Covid 19 restrictions.

As with the rest of the country, we had to continue to adjust how we operated, as we could no longer meet with people face to face. We did as much as we could online, either over Zoom or by pre-recorded videos. Every week, we have released a video containing a Bible story, a short explanation and application of its core message, and either a personal challenge or craft activity for children to do at home, relating to what we had been talking about.

We couldn't meet face to face for a large part of that year, yet we still kept in contact with the families and children we work with; and that kept us in good stead for the beginning of the next academic year.

Video assemblies for schools were also created, with a number of people contributing stories and insights. These were well received by the schools.

The purchase of a new computer with Movie Editor included in the Apple suite of programs, has enhanced the ability to produce quality video presentations.

Mentoring support resumed at St Mary's Catholic Primary School in September and *Notelets*, the parent and toddler group, also reconvened, post lockdown.

Wave Youth

With Covid restrictions still in place, The Wave Youth focused on working with the local secondary school at the start of the new academic year. The Wave Youth team took on pastoral roles at The Swanage School by investing more time into the mentoring scheme that developed in previous years. Although mentoring was put on hold during the first lockdown, a change in Covid restrictions meant that it could be re-established.

Another avenue of keeping in contact with young people was through creating content on social media. Videos were created which focused on the spiritual development and mental wellbeing of young people. Later in the academic year the team started an online gathering for young people on Zoom where they talked about their spirituality and how it impacted their mental health when dealing with Covid restrictions and schoolwork.

During the summer term we established an afterschool club for a group of year 8's which fitted in with the school's regulations around Covid restrictions. The aim of the club was to help the group of boys develop in their peer-to-peer relationships through games and interactive discussions.

The change in Covid regulations during the summer term also meant that detached youth work could continue again. The dynamics of where young people meet had changed from previous years and we interacted with the young people who were playing basketball since the Swanage Skatepark was no longer an active gathering place for them.

At the end of the summer term and during the summer holidays The Wave Youth team started preparing for the opening of various clubs for the new academic year by trialling different setups in order to create a safe space for young people to participate in the clubs.

5. Public Benefit, Safeguarding & Risk Assessment

The Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Public Benefit guidance published by the Charity Commission. We believe that public benefit is amply demonstrated by the involvement of young people in worthwhile youth and children's work, teaching them responsibility, team work, self-control, music and other skills, as well as introducing those who are interested, to the Christian faith.

We also believe that our involvement in our local schools helps them in their work of educating and promoting the well-being of children in the Swanage and Purbeck area. The various groups, after school activities and mentoring of pupils provided by The Wave are much appreciated by the staff of the schools involved.

All Trustees, staff, workers and volunteers are required to hold a current Enhanced Disclosure and Barring Service Certificate (DBS); and be familiar with the Safeguarding Policy of the organisation. The designated Safeguarding Officer acts as Verifier to manage DBS issues.

Financial risks are managed by the regular examination of the monthly Treasurer's reports by the Trustees, supported by the Finance Sub-Committee.

6. Financial Review

Income for the year totalled £40,634 (2020 - £75,035) with expenditure of £59,591 (2020 - £46,511). However, despite the shortfall for the year, the filed accounts continue to demonstrate that The Wave has healthy reserves available to it.

At the time of writing we had still not received a substantial, outstanding Gift Aid claim.

The Trustees remain mindful of the need to generate additional regular income by expanding the monthly subscriber base, so as not to rely unduly on reserves and exceptional single gifts or legacies.

No funds are held as a Custodian Trustee.

Signed on behalf of the Trustees by:



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Rosemarie Clark (Chair)

Dated: 19th June 2022 .

The Wave Youth & Children's Ministry

Accounts

Year Ended 31 August 2021

Suttle & Co

Certified Public Accountants

Trading Name of Commercial Accounting & Taxation Ltd Co. Reg. 10061360

Unit 1, The Sidings, Victoria Avenue Industrial Estate, Swanage, Dorset, BH19 1AU - Tel: 01929 422093

Gary Suttle AAIA ACPA - gary.suttle@gmsuttle.co.uk Helen Christopher ATT ACPA - helen.christopher@gmsuttle.co.uk

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WAVE YOUTH & CHILDREN'S MINISTRY FOR THE YEAR ENDED 31ST AUGUST 2021

Respective responsibilities of the Trustees and examiners

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.

It is my responsibility to:

examine the accounts (under section 145 of the Charities Act)

follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and

to state whether particular matters have come to my attention.

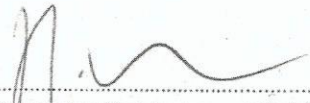
Basis of independent examiner's statement

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:

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.


Mrs Helen Christopher ATT ACPA

8 June 2022

The Wave Youth & Children's Ministry

Statement of Financial Activities

Year Ended 31 August 2021

	<u>2021</u>	<u>2020</u>
Incoming Resources		
Donations	26245.74	69910.00
Grants	14388.56	4930.29
Charitable Activities	0.00	194.30
	<u>40634.30</u>	<u>75034.59</u>
Resources Expended		
Cost of Charitable Activities	56095.02	44894.87
Fund Raising Expenditure	0.00	0.00
Overhead Expenditure	<u>3495.66</u>	<u>1616.46</u>
	<u>59590.68</u>	<u>46511.33</u>
Excess of Expenditure over Income	-18956.38	28523.26
Funds brought Forward	<u>122910.41</u>	<u>94387.15</u>
Funds Carried Forward	<u><u>103954.03</u></u>	<u><u>122910.41</u></u>

The Wave Youth & Children's Ministry

Balance Sheet

31 August 2021

	<u>2021</u>	<u>2020</u>
Current Assets		
Debtors - Gift Aid Tax Refund Due	7818.07	5465.57
Bank Account	97822.14	118159.45
Cash in Hand	70.00	70.00
Current Liabilities		
PAYE/Pension	-1756.18	-784.61
Current Assets less Current Liabilities:	<u><u>103954.03</u></u>	<u><u>122910.41</u></u>
Funds		
Unrestricted Funds	103954.03	122910.41
Restricted Funds	<u>0.00</u>	<u>0.00</u>
	<u><u>103954.03</u></u>	<u><u>122910.41</u></u>

Approved by:

Clark R. CLARK Trustee CHAIR

Patricia Clark P. CLARK Trustee TREASURER

14th June 2022 Date

Notes to the Accounts
Year ended 31 August 2021

Incoming Resources	2021 Restricted	2021 Unrestricted	2021 Total	2020 Total
Donations:				
Donations Received - Unrestricted		9410.00	9410.00	10375.75
Donations Received - Non Gift Aid - Unrestricted		14483.24	14483.24	56410.25
Donations Received - Restricted		0.00	0.00	0.00
Donations Received - Non Gift Aid - Restricted		0.00	0.00	0.00
Gift Aid Tax Reclaimable		2352.50	2352.50	3124.00
Grants:				
Job Retention Scheme		14388.56	14388.56	4930.29
Charitable Activity:				
Other Income		0.00	0.00	194.30
	<u>0.00</u>	<u>40634.30</u>	<u>40634.30</u>	<u>75034.59</u>

Resources Expended

Charitable Expenditure:			
Expenses - Kids	1089.04	1089.04	1380.22
Expenses - Youth	1326.06	1326.06	1220.99
Wages Rob Foster	24974.64	24974.64	24974.64
Pension Rob Foster	2857.47	2857.47	1443.65
Wages Hannah Fenton	24636.00	24636.00	15300.00
Employers NI	421.88	421.88	176.64
Expenses - Other	279.93	279.93	98.76
General Charitable Expenditure	0.00	0.00	299.97
Overhead Expenditure:			
Training	510.00	510.00	0.00
Telephone and Fax	71.93	71.93	71.88
Computer and Software	2425.75	2425.75	147.93
Insurance	921.48	921.48	0.00
Other	76.50	76.50	1396.65
	<u>0.00</u>	<u>59590.68</u>	<u>59590.68</u>
			<u>46511.33</u>

Movement of Funds:

	Restricted	Unrestricted	Total
Funds b/f	0.00	122910.41	122910.41
Movement in Year	0.00	-18956.38	-18956.38
Funds c/f	<u>0.00</u>	<u>103954.03</u>	<u>103954.03</u>