



## **North East Essex Christian Youth Outreach**

### **Trustees report and accounts for the year ended 31st August 2020**

**Registered charity number 1168047**

## North East Essex Christian Youth Outreach

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## **North East Essex Christian Youth Outreach**

### **Legal and Administrative Details**

As at 31st August 2020

Registered charity number      1168047

The charity is constituted as an Charitable Incorporated Organisation

|          |                                                                       |
|----------|-----------------------------------------------------------------------|
| Trustees | Nick Wright<br>Lesley Walder<br>Revd Graeme Ross<br>Revd Geoff Felton |
|----------|-----------------------------------------------------------------------|

|     |            |
|-----|------------|
| CEO | Tim Abbott |
|-----|------------|

|                    |                                                               |
|--------------------|---------------------------------------------------------------|
| Registered Address | Elim Christian Centre<br>Clematis Way<br>Colchester   CO4 3PY |
|--------------------|---------------------------------------------------------------|

|         |                                                                         |
|---------|-------------------------------------------------------------------------|
| Bankers | CAF bank<br>25 Kings Hill Ave.<br>Kings Hill<br>West Malling   ME19 4JQ |
|---------|-------------------------------------------------------------------------|

|                      |                                                                                           |
|----------------------|-------------------------------------------------------------------------------------------|
| Independent examiner | Neil Loxley Accountancy Services<br>39 Shakespeare Road<br>Lexden<br>Colchester   CO3 4DE |
|----------------------|-------------------------------------------------------------------------------------------|

## North East Essex Christian Youth Outreach

### Report of the Trustees for the year to 31st August 2020

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies acts and the statement of recommended practice "accounting and reporting by Charities".

#### Structure Governance and Management

The Charity was established as a Charitable Incorporated Organisation (CIO) on 1 September 2016 being a successor to a charity of the same name registered by the Charity Commission on 29 October 1993. Under the constitution the power to appoint Trustees, of which there shall be at least three, is vested in the existing Trustees.

The trustees who served during the year were:

|               |                   |
|---------------|-------------------|
| Nick Wright   | Revd Graeme Ross  |
| Lesley Walder | Revd Geoff Felton |

#### Summary of CIO Objectives

The objects of the CIO are for the public benefit and are carried out in accordance with Christian principles and as an expression of Christian faith and without distinction of race, sex, political, religious or other opinion and are restricted to the following:

- To advance the education of the public, particularly but not exclusively children and young people, through the provision of personal development courses, teaching resources and activities that develop their physical, mental, spiritual and moral capabilities.
- To provide relief primarily to children and young people in need by reason of mental or emotional distress, hardship or suffering, in particular by the provision of advice, guidance and support.
- To advance the Christian religion by helping members of the public grow in their understanding of the Christian faith and values.

During the year under review this has been carried out by receiving and using donations, and offering services and training to schools churches, institutions and individuals, mainly in the Colchester area.

The Trustees are satisfied with the overall performance of the trust.

#### Public benefit

The Trustees have had regard to the public benefit general guidance issued by the Charity Commission. They believe that the description of the Charity's activities in this annual report evidences that those activities carry out the Charity's aims for the public benefit.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

#### Reserves policy.

The reserves of the trust are maintained at a level which will support the continued activities of the trust for a minimum of three months.

#### Administration

The trustees review all salaries each year. No employee's remuneration is above £60,000 pa.

On behalf of the Trustees.  
Nick Wright (Chair)



# North East Essex Christian Youth Outreach

Report of the CEO for the year ended 31st August 2020

CYO works with schools and colleges in the Colchester area in their task of supporting the pastoral needs and spiritual development of students. In delivering its frontline work the charity employs four staff who work directly and regularly with schools and colleges, manages a number of volunteers who mentor young people in schools, and also resources and supports others doing similar work through a growing network of formal and semi formal partnerships.

Like many, our work was affected by the covid-19 pandemic and the closure of schools to all but the children of key workers from 23rd March 2020. This immediately curtailed much of our work with schools and colleges, though some support for schools was still possible remotely and significant progress was made on updating policies, developing a new mentoring recruitment and training programme and creating new resources for national organisations.

## Chaplaincy

Our chaplaincy work continued at Colchester Sixth Form College, Colchester Institute, and four secondary schools with team members spending a minimum of a day a week offering pastoral support to students and contributing to spiritual development across the life of these schools and colleges.

We continued to support chaplaincy in three other schools locally, each in partnership with a local church. In each case the chaplain is a worker with the local church supported and resourced by CYO as part of our wider schools work community. The support of young people through mentoring, working within school pastoral systems, has continued and grown as new volunteer mentors have been recruited and trained.

The charity ran two training and CPD days for their staff, volunteers and partner organisations each of which was attended by about 30 people from across Essex and south Suffolk.

## Projects

The number of projects run was severely curtailed by the closure of schools due to the pandemic. Our self esteem course for girls 'Beloved' was run twice in the spring term with funding from **Essex Community Foundation** received in the previous year. Although booked in advance by five schools, our reflective space project 'Sanctum' did not run at all during the 2019/2020 school year. However, we were able to run 'Unrepeatable', our personal skills and vocations project in two schools and one FE college partly funded by a grant received in the previous year from **Essex Youth Service Youth Strategy Group**.

## Other projects

In November we resourced and ran three projects in schools to help with marking remembrance. In the early spring term we also ran lessons on bereavement and loss. On two occasions during the year we also supported schools that had experienced the death of a student by providing additional pastoral support from among our staff and volunteers and by running remembrance spaces.

## Primary Schools

Work with local primary schools and their neighbouring churches continued under the leadership of a volunteer. A small legacy enabled us to develop this into a part time employed position for just a few months before the closure of schools and this person then moved away. We are very keen to re-start this work once this becomes easier again for schools and churches but deferred recruiting until the following school year.

## The CYO team

This year the staff team was the CEO (full time), a colleges chaplain (30 hours a week), three school chaplains (one at 20 hours and two at 10 hours a week), a Finance Manager (7 hours a week) and an Administrator (7 hours a week).

We employed a primary schools development worker for 5 months, before they moved away. We also had a paid intern for the year working as an assistant chaplain alongside the colleges chaplain.

During the year one of the school chaplains took maternity leave and we were able to provide cover for their position by employing two people who have previously volunteered with us. The administrator stepped down in September, the role being re-filled in April.

We have about 18 volunteers who offer between one and about 40 days each during the year, but their time working with us was limited by the pandemic.

The CEO is part of the core team for the national network **Prayer Spaces in Schools** and a trustee of **Chaplaincy Central**, both of which involved occasional meetings, assisting with training events and the development of resources to support children and young people during the summer term while schools were closed.

Tim Abbott  
CEO

A handwritten signature in black ink that reads "Tim Abbott". The signature is written in a cursive, flowing style with a large initial 'T'.

**Independent Examiner's report**  
**to the Trustees of**  
**North East Essex Christian Youth Outreach**

I report on the accounts of the trust for the year ended 31st August, which are set out on pages 6 and 7

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts; you consider that the audit requirement of the Charities Act does not apply. It is my responsibility to examine the accounts and, on the basis of procedures specified in the General Directions given by the Charity Commissioners, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

***Neil Loxley accountancy services***

## North East Essex Christian Youth Outreach

### Statement of financial activities

For the year to 31st August 2020

|                               | Restricted<br>funds | Unrestricted<br>funds | total         | Total<br>2019 |
|-------------------------------|---------------------|-----------------------|---------------|---------------|
|                               | £                   | £                     |               | £             |
| Incoming resources            |                     |                       |               |               |
| Gifts and donations           | 0                   | 84,311                | 84,311        | 94,252        |
| Interest                      |                     | 668                   | 668           | 468           |
| Total incoming resources      | <b><u>0</u></b>     | <b>84,979</b>         | <b>84,979</b> | 94,720        |
| Resources expended            |                     |                       |               |               |
| Direct charitable expenditure |                     |                       |               |               |
| Staff                         |                     | 76,937                | 76,937        | 73,920        |
| Rent and Insurance            |                     | 6,825                 | 6,825         | 6,823         |
| Ministry Expenses             | 1,993               | 4,093                 | 6,086         | 8,413         |
| Total charitable expenditure  | 1,993               | 87,855                | 89,848        | 89,156        |
| Management & admin            |                     |                       |               |               |
| Independent examiner          |                     | <u>200</u>            | 200           | <u>200</u>    |
| Total resources expended      | <b>1,993</b>        | <b>88,055</b>         | <b>90,048</b> | 89,356        |
| Net surplus/defecit           | <b>-1,993</b>       | <b>-3,076</b>         | <b>-5,069</b> | 5,364         |
| Fund balance b/f              | 9,257               | 46,634                | 55,891        | 50,527        |
| Fund balance c/f              | <b>7,264</b>        | <b>43,558</b>         | <b>50,822</b> | 55,891        |

## North East Essex Christian Youth Outreach

### Balance sheet

As at 31st August 2020

|                            |        | £            | £             | 2019<br>£     |
|----------------------------|--------|--------------|---------------|---------------|
| <b>Fixed assets</b>        | cost   | depreciation | net           |               |
| Equipment                  | 23,111 | 22,611       | 500           | 500           |
| <b>Current assets</b>      |        |              |               |               |
| Debtors                    |        | 905          |               | 1,800         |
| bank accounts              |        | 50,004       |               | 54,560        |
|                            |        | 50,909       |               | 56,860        |
| <b>Current liabilities</b> |        | 587          |               | 969           |
| Net current assets         |        |              | 50,322        | 55,891        |
| Total net assets           |        |              | <b>50,822</b> | <b>55,891</b> |
| <b>Represented by</b>      |        |              |               |               |
| Unrestricted fund          |        |              | 43,558        | 46,634        |
| Restricted funds           |        |              | 7,264         | 9,257         |
|                            |        |              | <b>50,822</b> | <b>55,891</b> |

## North East Essex Christian Youth Outreach

### Notes to the accounts

#### Accounting Policies

##### General

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice for Accounting by Charities

##### Particular policies

|               |                                                                                 |
|---------------|---------------------------------------------------------------------------------|
| Depreciation. | Equipment used by the trust is depreciated on a straight line basis             |
| Gift Income   | Gift Income is recognised on a receipts basis                                   |
| Taxation      | As a Registered Charity CYO is not liable to any taxation charge on its income. |

#### Fixed assets

|                |           |        |
|----------------|-----------|--------|
| Equipment      | b/f & c/f | 23,111 |
| Depreciation   | B/f & c/f | 26,611 |
| Net book value | b/f & c/f | 500    |

#### Debtors

The debtors of 905 is recoverable tax on Gift aid donations (p/y 1800)

#### Funds

| Restricted income funds | b/f    | income | expenditure | c/f    |
|-------------------------|--------|--------|-------------|--------|
| Special event           | 1,289  |        |             | 1,289  |
| Beloved                 | 2,786  |        | 371         | 2,415  |
| Unrepeatable            | 4,290  |        | 1,382       | 2,908  |
| Joy                     | 892    |        | 240         | 892    |
| Total restricted        | 9,257  | 0      | 1,993       | 7,264  |
| Unrestricted fund       | 46,634 | 84,979 | 88,055      | 43,558 |

##### Assets between funds

|                | Restricted funds | unrestricted funds |
|----------------|------------------|--------------------|
| Fixed assets   |                  | 500                |
| Current assets | 7,264            | 43,058             |
|                | 7,264            | 43,558             |

#### Employees

There were 5 employees throughout the year, none of whom earned over £60,000. No trustee was paid for their services

## Comparative Statement of Financial activities for previous year

|                               | Restricted<br>funds | Unrestricted<br>funds | total<br>2020 | Total<br>2019 |
|-------------------------------|---------------------|-----------------------|---------------|---------------|
|                               | £                   | £                     |               | £             |
| <b>Incoming resources</b>     |                     |                       |               |               |
| Gifts and donations           | 6,862               | 87,390                | 94,252        | 76,279        |
| Interest                      |                     | 468                   | 468           | 406           |
| Total incoming resources      | 6,862               | 87,858                | 94,720        | 76,284        |
| <b>Resources expended</b>     |                     |                       |               |               |
| Direct charitable expenditure |                     |                       |               |               |
| Staff                         |                     | 73,920                | 73,920        | 61,142        |
| Rent and Insurance            |                     | 6,823                 | 6,823         | 6,797         |
| Ministry Expenses             | 344                 | 8,069                 | 8,413         | 9,391         |
| Total charitable expenditure  | 344                 | 88,812                | 89,156        | 77,330        |
| Management & admin            |                     |                       |               |               |
| Independent examiner          |                     | 200                   | 200           | 200           |
| Total resources expended      | 344                 | 89,012                | 89,356        | 77,530        |
| Net surplus/defecit           | <b>6,518</b>        | <b>-1,154</b>         | <b>5,364</b>  | <b>-845</b>   |
| Fund balance b/f              | 2,739               | 47,788                | 50,527        | 51,372        |
|                               | <b>9,257</b>        | <b>46,634</b>         | <b>55,891</b> | <b>50,527</b> |