



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2022 to 31 March 2023

Charity name: **Dorchester Youth & Community Centre**

Charity registration number: **1168701**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our objective is to provide encouragement and motivation for young people resident in Dorchester and its surrounding areas. We will do this through the provision of recreational and leisure time activities designed to enrich their life experience, develop their skills, capacities and capabilities, to enable them to develop as mature and responsible individuals.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We run youth clubs on 5 nights per week and for a SEND group on alternative Saturdays.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have read the guidance notes on Public Benefit and are satisfied that we take full account of the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	We encourage volunteer participation both as a means to develop young people (Senior member helpers) and as an opportunity of additional help in ensuring the smooth running of the club. (Adult volunteers)
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The club provides a secure place for the young people to meet, and join in social activities. This encourages participation and social mixing.</p> <p>The club provides support for NEET young people.</p> <p>The club also provides outreach support in Dorchester and Poundbury.</p> <p>In addition, the club supports a local traveller camp to assist young people's integration into the school system</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Using digital social media we advertise the club offering and have seen a significant increase in the number of young people attending.</p> <p>We established a group of Trustees who provide financial and business experience.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>We have received sufficient Fundraising support in again this year, which has allowed us to successfully operate the club, make provision for future expansion and build a fund to meet any unexpected costs in subsequent years.</p> <p>Continuing support from Dorchester Town Council is the mainstay of this funding.</p>
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is holding a strong level of Reserves to cover future emergencies. Sufficient funds are held both in the Bank Account and Reserves to sustain the Charity for a period of up to 3 years assuming the same level of support is received from Dorchester Town Council and our other regular sources of income/grants. The Grants Team have been very successful in obtaining grants to support our ongoing activities. It is important that the Trustees continue look to new sources of funding to ensure that DYCC is safe as a going concern for the future and in the meantime, costs need to be contained as far as possible.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity continues to set aside £5000 per annum to build a reserve fund to meet future building maintenance costs. It is anticipated that these reserves may need to be drawn on in the new financial year
Amount of reserves held	Para 1.22	£58,500
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns about the charity as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Dorchester Town Council provides the sum of £20,000 per annum to assist in covering the core running costs of the centre. We also raise funds through renting the facilities to other organisations and actively pursue grants to enable the charity to continue to provide youth services to the town of Dorchester and its surrounding villages.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Reserves will be held by the trust on deposit obtaining the best interest rate available at the time the deposit is made. The term of any fixed deposit or the notice period will be agreed by the Trustees on a case by case basis. The Financial Institution will be researched to ensure, as far as it is possible to do so, that it carries out its business in an ethical manner. Investments other than deposit accounts are not to be held.

A description of the principal risks facing the charity	Para 1.46	<p><u>There are two key risks that the Charity faces:</u></p> <ul style="list-style-type: none"> • The first and the biggest risk is the future of the Charity if the funding from Dorchester Town Council were to stop. This would result in the need find significant funding from elsewhere and to look closely at the level of services that could be offered. • The second risk is the potential cost of redundancies. If services need to be reduced and staff made redundant, it is important that the Trustees understand the full implication of any costs in this respect.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The procedure for the appointment of Trustees is set out in Para 12 of the Constitution.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The current trustees review any weaknesses in our capabilities and seek to recruit additional trustees. The policy is to initially invite suitably qualified persons to join the management committee. In this way, we can measure how the experiences that they offer complement the team. After an evaluation period of at least 1 year, we would invite suitable persons to join as trustees. New trustees are advised to review the role of a trustee and are supported by the rest of the team</p>
The charity's organisational structure and any wider		The charity works closely with Dorset Youth Association.

network with which the charity works	Para 1.51	The charity follows the guidelines set out by the National Youth Association
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Dorchester Youth & Community Centre
Other name the charity uses	
Registered charity number	1168701
Charity's principal address	Kings Road Dorchester DT1 9NJ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Davies	Chairman Acting treasurer	1/4/22 to 27/2/23 1/12/22 to 31/3/23	
2	Richard Brind	Vice Chairman		
3	Richard Biggs	Risk Management Acting Chairman	1/4/22 to 27/2/23 1/12/22 to 31/3/23	
4	Enid Stella Jones	Safeguarding Lead		
5	Lesley Fry BEM	Funding Lead		
6	Tim Stiles	Buildings Lead		
7	David Russel Harris	Treasurer	1/4/22 to 1/12/22	
8	Rory Major		1/4/22 to 18/10/22	
9				
10				
11				
12				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Solicitor	Sarah Grant	1A South Terrace, South Street Dorchester DT1 1DE

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

Kathleen Parkman Youth Work Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

Not applicable

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Christopher Davies

Full name(s)

Christopher John Davies

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

Acting Treasurer

Date

2 January 2024

Dorchester Youth and Community Centre						
No.	UNRESTRICTED INCOME	21/22 Income / Spend	BUDGET 2022-2023	Actual to date at 31.03.2023	SUBTOTALS	TOTALS
	Dorchester Town Council	21,800.00	20,000	21,200.00		
	Lettings main hall and barn (stage)	2,425.00	3,750	4,320.00		
	Training room lettings					
	Home-Start Rent	6,000.00	6,000	6,000.00		
	Home-Start Services Contribution	1,485.00	2,100	1,800.00		
	Bank Interest	225.26	250	515.60		
	HMRC	7,222.29				
	Members attendance fees	5,832.40	10,000	9,279.50		
	Shop sales	3,511.46	4,500	5,067.11		
	Beerex	90.00	6,500	9,490.88		
	Rotary	1,000.00				
	Car Boot Fund (WDDC) - Project 1 (18/19)	0.00				
	WDDC Innovation fund	0.00				
	DYCC Car Park Income	500.00	1,000	700.00		
	100 CLUB	120.00		120.00		
	Anon - Significant Donor	0.00				
	OPEN DAY - 05.10.19	0.00				
	OPEN DAY & SUMMER EVENTS 2021	0.00				
	Year 10 +	0.00				
	COVID GRANTS	23,894.00				
	DONATIONS - OTHER	20,518.62		6,101.17		
	Project 9 - Stratton Outreach - 2020-2023	304.11		205.67		
	Project 13 - Unrestricted for resources and insurance			1,490.00		
	Project 14 - Centre Redecoration	400.00				
	Project 16 - Shoebox Appeal 2021	320.00				
	Project 20 - Toilets	500.00		450.00		
	Project 21 - Shoebox 2022			150.00		
	Project 22 - Silent Disco - Fund Raiser			141.20		
	Project 23 - Project Steven - Unrestricted contribution			5,000.00		
	Project 24 - Music - Unrestricted contribution			500.00		
	TOTAL UNRESTRICTED INCOME		54,100		£72,531.13	
	RESTRICTED INCOME					
	Project 2 - NETWORKS Jun 19 - Mar 22 - NEE	2,040.00	2,000	134.02		
	Project 3 - Poundbury Outreach - 2019	0.00				
	Project 4 - WDDC - CBF - Cookery Project - Sep	0.00				
	Project 5 - LANTERN - Dec 2019	0.00				
	Project 6 - Zoom & Online Networks 19-21	0.00				
	Project 7 - Poundbury Outreach - 2020/2021	1,000.00				
	Project 8 - Dorchester Centre Outreach - 21/22	17,032.00				
	Project 10 - Low Carbon - New centre lights 20	0.00				
	Project 11 - Online (Dec 2020 onwards)	0.00				
	Project 12 - Shoebox Appeal 2020	0.00				
	Project 13 - Piddleshinton Outreach (Bridge)	17,050.00	16,000	8,560.00		
	Project 15 - (HAF) Summer Sessions 2021	6,480.00				
	Project 17 - Groundworks NEETS (Dec 2021)	8,000.00	12,000	1,905.98		
	Project 18 - DC Piddleshinton Education	13,260.00				
	Project 19 - Youth Club Food & Drink - Healthy	3,000.00				
	Project 23 - Steven 2023			20,000.00		
	Project 24 - Music 2023			4,480.00		
	TOTAL RESTRICTED INCOME		30,000		£35,080.00	
	TOTAL INCOME	164,010.14	138,200	107,611.13		£107,611.13
	EXPENDITURE					
	Staff					
	Centre Manager	7,648.12	14,770	10,907.69		
	Part time Youth Workers in Charge	4,737.50	11,135	6,555.01		
	Part time Youth Workers	8,091.25	13,698	13,146.72		
	Administration	5,389.38	6,705	5,182.79		

	IT Support Staff	320.00		0.00	
	Caretaker/keyholder	0.00			
	Cleaner	0.00			
	PAYE (Tax/Employer NIC)	2,601.43	3,000	3,290.62	
	Pension	1,015.83	1,000	1,227.72	
15	Training	454.99	1,380	217.80	
27	Travel	0.00	500	81.90	
14	Recruitment & DBS	602.00	1,000	394.00	
	TOTAL STAFFING COSTS	30,860.50	53,188		£41,004.25
	Premises				
23	Electricity	1,256.72	3,500	2,629.60	
24	Gas	1,972.11	2,000	2,690.92	
26	Business Rates 80% reduction	0.00		0.00	
25	Water	289.84	900	1,122.43	
8	Contract Cleaning	3,405.00	4,500	6,830.40	
9	Waste disposal	386.80	600	622.30	
28	Building maintenance	264.00	4,000	5,462.40	
37	Fire Contract	473.40	200	422.18	
38	Boiler Contract	243.60	350	4,572.01	
39	Alarm Contract	589.97	550	1,132.45	
40	Lift Contract & Repairs	428.71	250	1,511.29	
5	Maintenance repairs & materials	3,073.33	3,500	2,926.87	
22	Hygiene Contract	610.21	750	668.36	
30	Grounds maintenance and trees	884.22	250	1,171.00	
31	Buildings Insurance & Contents	2,614.07	3,000	4,408.22	
50	Project 14 - Centre Redecoration	1,000.00	2,000	0.00	
57	Project 20 - Toilets	0.00		29,679.40	
62	Roof			24,790.50	
18	Insurance - Other	0.00		0.00	
	TOTAL PREMISES COSTS	17,491.98	26,350		£90,640.33
	Supplies/Inhouse Projects				
3	Youth Club activities/craft	297.57	1,000	885.61	
11	Phone Line Rental & Calls + Broadband	1,247.00	1,250	611.43	
10	Internet connection	0.00		0.00	
12	IT Licenses/Software and Equipment	747.36	1,000	600.00	
19	Medical	46.10	100	4.14	
4	Stationery, postage and print	243.61	250	401.65	
29	Furniture	0.00		0.00	
2	YC Food and drink	464.29		404.48	
1	Shop stock	3,037.39	3,000	4,115.59	
16	Gifts	120.80	150	105.00	
13	Payroll	1,012.50	1,000	840.00	
7	Cleaning materials/supplies	75.06	150	74.38	
17	Music and Licences(TV)	637.83	300	430.93	
20	Legal support (Tenancy)	360.00		0.00	
6	Survey Costs	0.00	1,500	450.00	
	100 CLUB	0.00		0.00	
	Misc - DO NOT PUT ANY ITEMS TO MISC.				
44	Project 9 - Stratton Outreach 2020-2023	349.73		205.67	
53	Project 16 - Shoebox Appeal 2021	317.00		0.00	
58	Project 21 - Shoebox 2022			9.00	
59	Project 22 - Silent Disco			281.18	
21	Subscriptions	0.00	50	0.00	
52	Bank Charges	54.64	140	112.49	
	TOTAL SUPPLIES COSTS	9,011	9,890		£9,531.55
	TOTAL UNRESTRICTED COSTS	57,363	89,428		£141,176.13
	PROJECTS - RESTRICTED EXPENDITURE				
	Car Boot Fund - Project 1 (18/19)	0.00		0.00	
32	Project 2 - NETWORKS - June 2019 - Mar 22 N	36.50	2,000	0.00	
33	Project 3 - Poundbury Outreach - Jul 19			0.00	
34	Project 4 - WDDC - CBF - Cookery Project - Sep 19			0.00	
35	Project 5 - LANTERN - Dec 2019			0.00	

36	OPEN DAY - 05.10.2019			0.00
41	Project 6 - Zoom & 121 - 20/21/22	960.75		0.00
42	Project 7 - Poundbury Outreach 2020/2021	1,150.91		0.00
43	Project 8 - Dorchester Town Outreach 21/22/23	823.37	12,000	3,424.26
45	Project 10 - Low Carbon - New Centre Lights			0.00
46	Project 11 - Online (Dec 2020 onwards)	0.00		0.00
47	Project 12 - Shoebox Appeal			0.00
48	Project 13 - Piddlehinton Outreach	13,429.58	16,000	9,200.73
49	OPEN DAY & SUMMER EVENTS 2021	0.00		0.00
51	Project 15 - (HAF) Summer Sessions 2021	4,021.07		0.00
54	Project 17 - NETWORKS (Dec 2021)	1,397.88	19,000	8,508.10
55	Project 18 - DC Piddlehinton Education	1,075.13	12,500	7,542.80
56	Project 19 - Youth Club Food & Drink	0.00	3,000	1,195.99
60	Project 23 - Steven 2023			0.00
61	Project 24 - Music 2023			0.00

TOTAL RESTRICTED COSTS	22,895	64,500	£29,871.88
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TOTAL EXPENDITURE	80,259	153,928	171,048.01	£171,048.01
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Unrestricted Income minus Unrestricted Expenditure	-£68,645
Restricted Income minus Restricted Expenditure	£5,208
	-£63,437

Total Income minus Expenditure - Check line	-63,437
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Project money ringfenced as at 31 March 2023	49,907
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Bank Balance at 31 March 2023	£27,023.82
Reserves held at 31 March 2023	£57,500.00
Cash held at 31 March 2023	£883.82
	£85,407.64

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

On accounts for the year ended

**Charity no
(if any)**

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **DD / MM / YYYY**.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

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

Signed:

Date:

Name:

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

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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