



TRAYE

Totnes Rural Area Youth Engagement Project

www.traye.org

Complied Annual Report

For year ending 30.11.20

Contents

Chairperson's Annual Report – by Cllr Jacqi Hodgson

Project Coordinator Report – by Kerry McCabe

Annual General Meeting minutes

End of Year Accounts & Financial Report and Statements



Annual Report from Cllr Jacqi Hodgson, Chairperson of Trustees for AGM 30th January 2021

It is my great pleasure to present this year's annual report at the end of the fifth year of TRAYE project. Despite the extraordinary challenges of the past year, TRAYE project has grown, remained sustainable, brought in more youth workers and supported more young people in a wider geographical area.

Who would have thought this time last year, that we would encounter and have to deal with this COVID 19 pandemic which reached our shores and affected all our lives so dramatically last March. This past week has



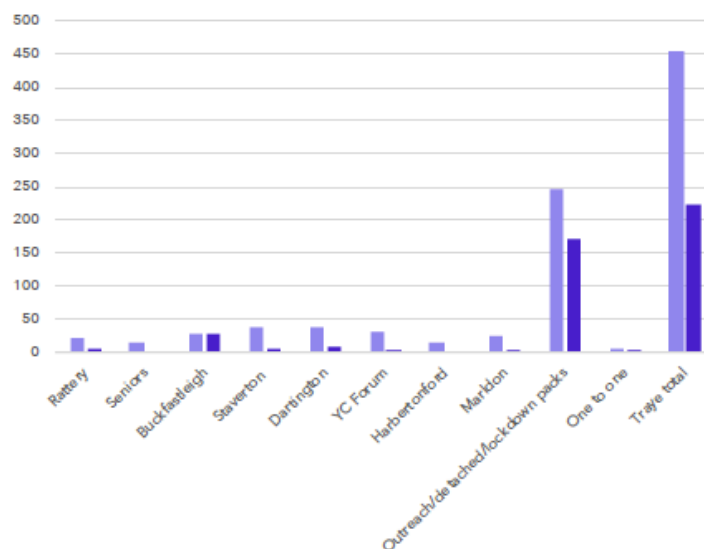
been marked by the terrible milestone of 100,000 deaths of people with COVID in the UK; each and every one a tragedy for their families and friends, no part of the UK, including the South Hams has escaped this horror. Within hours of the announcement that there was a COVID case in our area, possibly connected with a young person who attended a TRAYE youth group, our extraordinary project coordinator, Kerry McCabe mobilised change in our youth programme to ensure the safety of all the young people and youth workers involved with TRAYE project. The preparation and switch to delivering 'virtual' meetings for all our youth events was pretty well seamless and included new COVID safety measures and safeguarding policies. With little or no model to learn from, the new way of delivering TRAYE youth services was a huge achievement for Kerry, Frankie and the youth worker team and has proven to be a very important support for the young people in this area; something each and every one of us involved in this project can be very proud of.

Across the country, and certainly here in the rural parts of Devon, it has been widely acknowledged that many young people have truly suffered and continue to do so during the pandemic. The isolation from their schools, friends and being curtailed from freely going out and enjoying leisure activities is known to be having a dramatic adverse impact on their health and well-being, in particular their mental health. Many young people are suffering with high anxiety levels. During this year TRAYE project has opened its virtual door to a wider group of young people, to try and help as many young people as we can. Young people from neighbouring parishes have been invited to join the virtual sessions and the numbers attending has grown. Similarly those regular attendees have not been restricted to just the parish based sessions they would usually attend, but have been able to make new friends and have more youth sessions by attending other parish sessions too. All very inclusive and holistic. Great tribute needs to be paid to our youth workers who have been flexible and probably been very stretched during these uncertain and uncharted times to give as much benefit as they can to as many young people as possible without reducing the quality and benefit to individual young people at our sessions.

To make this all possible, this year TRAYE project has again benefitted from a strong and supportive body of Trustees to manage the project and a wide range of generous sponsorship and grants. TRAYE project would not be able to deliver the services it does without this body of five dedicated Trustees who give their time to managing the project, the budget and the payments extremely professionally. Our level of success in the past two years, has put us into a new position financially and in the last year we needed an Independent examiner for our accounts: I'd like to thank Mr Peter Bethel who has kindly taken on this task. I would also like to thank Parish Councils for their annual grant support, local Councillors for their generous grants, grant bodies including Devon County Council and the National Lottery for their generous funding support. We also value the more extended Steering Group who provide a vital link with the project into the wider community.

Finally I pay huge tribute to our wonderful team of Youth Workers. This year our team has grown considerably and our core team of Kerry, Frankie, Laura and Joe, has been joined by more support workers and a bank of less experienced youth workers who will help fill occasional gaps in support and also train as part of their work with us. I pay tribute to Sharon Leighton-Boyce, one of our key youth workers who had to leave the team during the year after two years with us. We are so fortunate to have such a bright and generous team of youth workers with Kerry McCabe at the helm. My grateful thanks to all of them for their dedicated, highly professional approach delivered with a generous spirit of kindness and fun.

Well done everyone. An extraordinary year indeed.

**Project Coordinator's Report – by Kerry McCabe, Lead Youth Worker & Project Coordinator**

Area	Contacts this year:	New Contacts:
Rattery	22	5
Seniors	14	0
Buckfastleigh	28	28
Staverton	36	4
Dartington	38	9
YC Forum	30	3
Harbertonford	16	0
Marldon	25	1
Outreach/detached/lockdown packs	245	172
One to one	4	1
Traye total	454	223

**TOTAL REACH FOR 2020
CONT..**



YOUNG PEOPLE'S VIEWS



'I love Youth Club. I learn a lot through games and chats and everyone is nice. It's a shame we can't meet up in person physically, but we hope we can soon.'

'During Lockdown a lot of people found themselves sinking into boredom but luckily for me I got a package every 2 weeks. These included fun activities for me and my family, games we could send in and complete with others in the group as well as some treats. I thought it was great!'

Jaya 12 years old.

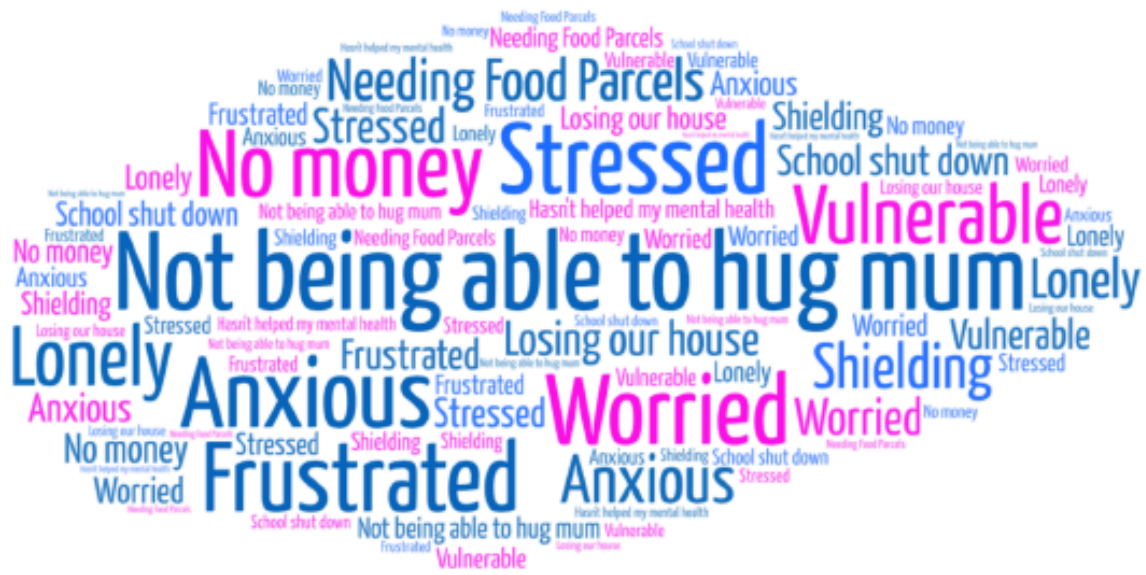


'I really learnt a lot when we did the sessions around mental health, I didn't realise that lots of people felt like me. I feel much better knowing I can come to the session and let people know when I'm not okay' -

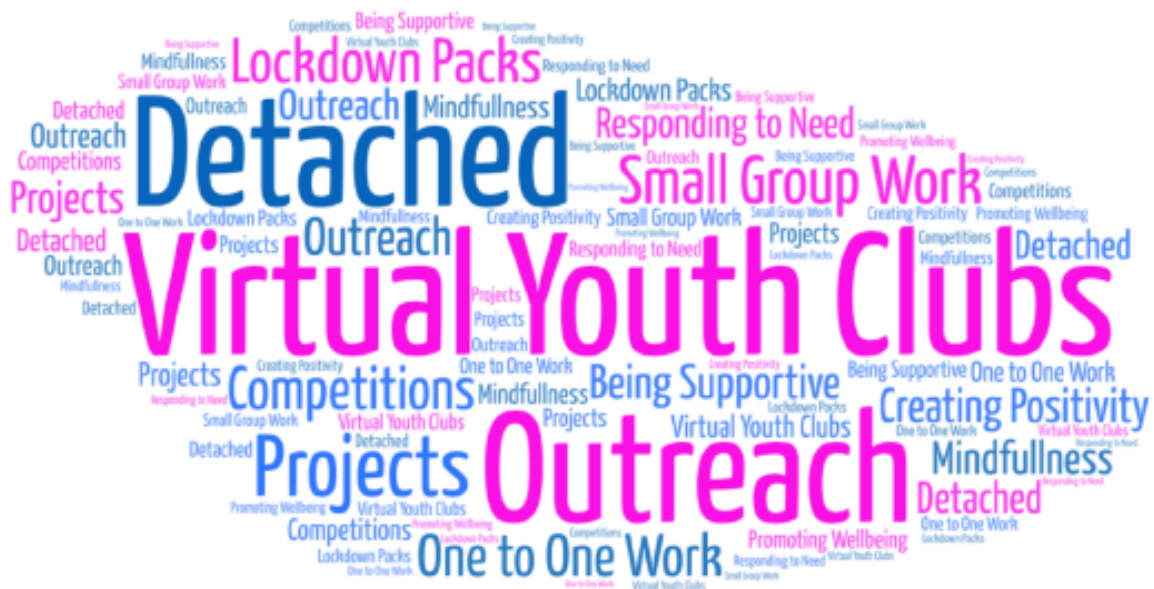
Isabelle 14

'Being online all day for school has been really tiring. I used to go on virtual youth clubs all the time but now I am just too tired to do it. TRAYE has made a really cool support group that I go to now. For me, it is a chance to chill out and take my mind off things.'





**WE ASKED YOUNG PEOPLE:
HAS COVID-19 HAD A BIG
IMPACT ON YOUR LIFE?**



HOW TRAYE IS HELPING



YOUNG PEOPLE'S HOPES
FOR THE FUTURE

Learning new
things

Youth clubs
being back
open

Doing well at
school

Feeling happy
and connected

Work
Experience

Seeing Friends
again

Trips/Activities

BIG THANK YOU TO:

Kerry

Frankie

Laura

Joe

Sophy

Finn

Emily

Sophie G

Christian

Lucy

Steering Group Members

Funders

Parish/Town Councilors

Totnes Connection Hub

Buckfastleigh Food Bank

Riverford Farm

The Co-operative Group

Our Volunteers

TRAYE Bank Youth Workers

Community Donors

The other project reports presented at the AGM by Lead Youth Worker, Frankie Eriksson and Youth Worker Laura Hamlyn include film with photos and some video. They can be viewed on the TRAYE project website at these links:

Frankie Eriksson's film: <https://traye.org/films-of-our-project>

Laura Hamlyn's slides and video about Child Sexual Exploitation: <https://traye.org/cse-resource>



Annual General Meeting
Saturday 30th January 2021
Virtual meeting on Zoom

Minutes

Attendees:

Trustees: Cllr Jacqi Hodgson (Chair), Sarah MacKay, Sandra Curtin-Maggs (minutes), Cllr Richard Haigh
Youth Workers, Kerry McCabe, Frankie Eriksson, Laura Hamlyn, Joe McCabe, Christian Murison, Sophy Creed,
Support workers, Emily Southern, Lucy Homer
Youth Participants: Elsie, Issy, Vasundy, Tira, and Esme,
Steering Group and Friends of TRAYE project: Cllr Ed Vidler, Ian Bentlett, Cllr Joseph Rose, Cllr Trudi Turrell and Helen Sands.

Apologies: None

1. **Welcome and apologies:** Cllr Jacqi Hodgson opened the meeting at 10am and started with introductions. This took place by Zoom during our third COVID lockdown. It was attended by Trustees, Youth workers, Young people and other interested parties.

2. **Reports and highlights from the year from TRAYE Youth Workers:**

The meeting started with an update of the last year.

- a) **Sophie Creed Lead Youth Worker with the Young People from Totnes Youth Forum**

Sophie acted as a facilitator for the powerpoint that she and the YP shared (see attached). The whole group have been upskilling, getting used to virtual meetings and sessions. They tried to be creative as a group and connected with other projects in Totnes. They want to widen their scope.

Photography has been an outlet for the group as there a lot of YP who are skilled in this area. Giving the YP an opportunity to get away from the screen time that they have to have schooling online. There have been lots of little projects to help with wellbeing, Esme won the last competition – receives a wellbeing goodie box. Elise told us that her photographs are about what she likes doing.

Jacqi asked about the trip to parliament. Tira and Vasundy really enjoyed the trip. They also went on the London Eye and saw some street art. They thought it would be stressful and hard to be an MP. They have a particular interest in the environment we have a couple of projects of interest to talk about later in the meeting.

- b) **Frankie Eriksson – Lead Youth Worker**

Showed a film of photos showing the work done during the pandemic (see links above). This started in March last year and the team have kept going, adapting and changing so that they could keep connecting with the young people. Tara said that she really enjoyed those sessions. She has also been going to wellbeing sessions weekly. TRAYE are allowed to have face to face sessions if it is to help with wellbeing. It is really needed and YP are desperate to get out and meet people. They need face to face contact. Jacqi congratulates everyone for being able to do this.

**c) Laura Hamlyn – Support Youth Worker**

Frankie's presentation has reminded Laura of just how many sessions that they have had over the year. Laura has been involved with the Wellbeing Café in Buckfastleigh, this is with YP 11-19 years so more complex issues to be explored. Her powerpoint explains how she runs these sessions (see links above). She includes some vignettes to help discuss difficult topics e.g. sexting

Joe has said that the discussions that occurred after these presentations were amazing. It sparked some brilliant debates which is what this youth work is all about. Frankie commented that they now have a group of older YP who have grown up with TRAYE and now need knowledge of tricky subjects. Either for themselves or friends that they know that might be having difficulties. The senior sessions are a good follow on from the younger groups. They have also covered practical subjects such as finances. TRAYE are developing a great bank of resources over the years. Sophy commented (as a parent) on the excellence of this service giving skills for life to our YP.

d) Kerry McCabe – Project Coordinator and Lead Youth Worker

Presented the statistics on the work TRAYE has done over the past year (see attached). This year Buckfastleigh and the Forum have been included in the project. Lockdown packs have been a very important part of TRAYE work during the pandemic. The Outreach work has brought more YP to TRAYE. The emphasis has been on being supportive and bringing creative positivity to YP. Kerry has applied to the National Lottery to help access work experience, a subject important to YP. Christian commented on the wellbeing aspect of the programme. They have ended sessions in Dartington with a guided meditation which went down very well.

Frankie said sometimes the statistics don't quite cover the support offered in that some YP are actually coming to numerous sessions each week, but can be only counted once. Frankie praised Kerry in her leadership and how she has lead the project during the pandemic, especially at a time when other agencies have practically shut down.

There was a brief conversation about Early help and TRAYE's role in this. They are often the only agency that the family has engaged with. Sandra and Frankie will follow up on this. Frankie also wanted to thank Ian for the Rotary Club's project getting laptops to YP. Ian has enjoyed working with Frankie with the hard to reach families, what he calls the "unseen" families who are often scared to ask for help.

3 Forthcoming activity programme 2021

Detached and Outreach work will continue until August 2021. This has been funded by YEF and is such an important part of the role. Virtual Youth Clubs will be ongoing for those who cannot attend in person. As soon as we can, we will start the onsite Youth Clubs. All the health and safety plans and paperwork has been prepared.

Work experience and training. Kerry and Frankie are running a training programme on Friday evenings they have five young adults training at the moment. These are going to be paid and when trained they can



act as a bank of workers to fill in for holidays and sick leave. This builds aspirations and confidence. Kerry has applied for funding to the lottery for this.

Joseph Rose commented on the quality of the work that Kerry and the team produce and how much it is needed.

- 4 The Annual Report** was presented by Cllr Jacqi Hodgson, Chair of Trustees – see attached document which was well received

- 5 Minutes of the previous AGM 08.02.2020.** - This document had been circulated and was approved

- 6 Financial report & Charity Commission Return** - The report was presented by Sarah Mackay (Hon. Treasurer and Cllr Ed Vidler (book-keeper). The attached report and annual return had been circulated and was approved.

- 7 Constitutional Matters & motions:** There were no requests for this

Formal Election of New Trustees and Officer roles:

All last year's Trustee appointments are carried over (as Trustees are elected for two years)

There were no resignations and no nominations for additional Trustees

.

Elections of Officers for this year:

Chair – Cllr Jacqi Hodgson: nominated by Richard Haigh, seconded by Sarah Mackay

Vice Chair – Richard Haigh nominated himself and was seconded by Sarah Mackay

Honorary Secretary – Sandra Curtin-Maggs: nominated by Sarah MacKay, seconded by Richard Haigh

Honorary Treasurer – Sarah MacKay: nominated by Sandra Curtin-Maggs, seconded by Richard Haigh.

All were deemed duly elected and thanked for stepping forward for these important roles.

- 8 Funding opportunities: No items were raised for discussion**

- 9 Invitation to become involved with the project:**

Steering committee: Jacqi asked if anyone wanted to join the Steering Committee. Trudi is happy to be involved from a distance and to be kept in the loop on progress.

- 10 Any Other Business:**

Helen Sands - Brutus Procession: She has come to discuss a project for (hopefully) Oct 9th 2021. A procession from the play galleon in Longmarsh, through the town to end at Leechwell gardens.



There is a stone on the right hand side of the High Street called the Brutus stone. There is an interesting and inspiring story attached to the legend of Brutus and Helen would like to celebrate this. She has approached Mark Brudenell in The Grove school about starting the project. It will begin hopefully in June/July 2021 with Year 4 children. Leechwell gardens were 10 years old in Oct last year. They could not celebrate it because of COVID which is why they will join with this project. Taos, Long Crippler and Snake are the name of the three wells. The children will make costumes, and preform dance work highlighting this. Helen would like to include older children and will be talking to Dartington, Bidwell, KEVCCs and TOPS about becoming involved. She thought TRAYE might also like to be participate. She thinks of it as a recovery event for the community. She wants to have a workshop in the Civic hall the Saturday before.

They are still creating a budget for this and it is very much in the beginning stages. Ian has suggested that Helen get in contact with the Rotary club as they are planning the raft race for Oct 10th 2021.

Cllr Trudi Turrell:

Tree planting. A crowd fund campaign in Dartington has raised money to plant 1,000 trees. One land owner is going to plant 250 trees to make a wildlife area and would really like young people to get involved. If a tree planting date was chosen, would a weekend or week day be best? YP would need to bring a spade or fork from home and their own snack. Guidelines will allow for 15 people at any one time.

Kerry asked how quickly this needs to get ahead? ASAP for the tree's sake. If it were to be a week day it would need to be half term. Christian asked if it could be spread over two days to get more YP involved? Trudi said that would be a good idea and they will do the Thursday and Saturday of half term (which starts 15th February this year). Trudi will liaise with Kerry about this. Priority goes to the YP who would like to do it (parents could drop them off for a couple of hours).

Cllr Joseph Rose

Wanted to talk about a veg growing project in Dartington, '**The Living Project**' that the young people could get involved in once COVID restrictions are removed; but he needed to leave. Jacqi will follow this up with him and Kerry.

11 Next meeting: Steering group meeting: Sat. 27th March at 10am



**End of Year Accounts
and
financial statements
for
Totnes Rural Area Youth Engagement Project
30th November 2020**

Trustees:

Chair	Cllr Mrs. Jacqueline (Jacqi) Mary Hodgson, 9, Argyle Terrace, Totnes, Devon. TQ9 5JJ
Vice Chair	Cllr Richard Haigh, Bozdown, Culver Lane, Rattery, Devon. TQ10 9LJ
Secretary	Mrs Sandra Mary Curtin-Maggs, The Old Farmhouse, West Oggwell, Newton Abbott, Devon. TQ126EW
Treasurer	Mrs Sarah Mackay, Cameron House, Maudlin Road, Totnes, Devon. TQ9 5TG
	Cllr Mrs. Jennifer Anne Clarke, 18, Moorview, Marldon, Paignton, Devon. TQ3 1PL

Finance Report TRAYE. 2019/20

Current.

The current cash position is healthy, as receipts have come in well ahead of expenditure. However it is disappointing that Councils have generally been slow in sending in their relatively small contributions. They have been contacted and the cash should now be forthcoming. During the year we took on provision of a service at Buckfastleigh for which they are paying in full. We also took on responsibility for the Totnes Forum which was fully funded short term. We are now sorting out a source of funding for this year. During the year we also adopted the Moneze system- a method of paying small amounts.

This Year.

Kerry has submitted 2 largish bids for this year which alongside the smaller amounts we should receive will be sufficient to fund the current financial year. Attached is a draft budget. This year will include some Service Level Agreements as part of the commitment to Councils to formalise why they should contribute. We also need to agree a list of Councillors who we should approach re individual contributions from their Locality Funds.

Longer Term.

We have been in discussion with the Town Council and they will provide some help to prepare a 3 year plan as we need to plan further ahead if we are to ensure continuity.



End of Year Summary

Income & Expenditure Summary for end of year accounts 2020

Cash at bank brought forward		At 01.12.19	At 01.12.18
		19,734.65	4,610.31
Income			
Devon County Council Locality Funds			
Hodgson	1,500.00		
Hawkins	250.00		
Hosking	500.00		
South Hams District Council Locality Funds			
Smerdon	500.00		
Hodgson	1,000.00		
McKay	500.00		
Parish Council contributions			
Staverton	1,000.00		
Harberton	226.00		
Marldon	500.00		
Town & Parish (TAP) grants			
Buckfastleigh (Youth Café 50%)	1,672.00		
Rattery	0.00		
Harberton	0.00		
Devon CC COVID Prompt Action grant	2,037.69		
National Lottery Award	9,972.00		
Youth Endowment Fund	12,628.00		
Rotary Club of Totnes	500.00		
Donations for Totnes Youth Forum	2,271.75		
Miscellaneous Cash Donations	127.15		
		<u>54,919.24</u>	<u>44,610.07</u>
Expenditure			
Youth Worker fees	25,891.52		
Totnes Youth Forum fees	468.48		
Travel costs	865.73		
Meetings/calls	120.38		
Phone costs	297.06		
* Materials for youth sessions (Equipment/Prizes)	439.70		
Venue Hire	642.00		
Refreshments & food at sessions	304.69		
Transport hire to external events	224.00		
Projects and group outings	9.20		
* Recruitment/Training costs/Admin/Fees/Ins)	360.48		
Website costs/IT	143.86		
Miscellaneous (inc Printing/Photos etc)	481.99		
Monese top ups (supported by receipts)	3,581.92		
		<u>33,831.01</u>	<u>24,875.42</u>
Cash at bank carried forward 01.12.20		21,088.23	19,734.65

* Column needs to be expanded



Ledger details - Income and Expenditure 01.12.2019 – 30.11.20

[illegible]

TRAYE Project is a Charitable Incorporated Company (CIO). Charity Number 1174270
Registered address: c/o 9, Argyle Terrace, Totnes, Devon. TQ9 5JJ.



TRAYE

Totnes Rural Area Youth Engagement Project

www.traye.org

Receipts and Payments Account for year ended 30 November 2020

	2020		2019	
	£	£	£	£
Unrestricted Reserves brought forward				
Cash at bank: Co-operative Bank		19,735		4,610
Unrestricted Grants and Donations received				
Devon County Council Locality Funds				
Hodgson	1,500			
Hoskins	500			
Hawkins	250			
South Hams District Council Locality Funds				
Smerdon	500			
Hodgson	1,000			
McKay	500			
Parish Council contributions				
Staverton	1,000			
Harberton	226			
Marldon	500			
Town & Parish (TAP) grants				
Buckfastleigh	1,672			
Devon CC Covid Prompt Action Grant	2,038			
Youth Endowment Fund	12,628			
National Lottery Award	9,972			
Devon County Council Youth Forum Grants	2,271			
Rotary Club of Totnes	500			
Miscellaneous / Donations	<u>127</u>	<u>35,184</u>		<u>40,000</u>
		54,919		44,610
Expenses				
Laptops	1,662		Nil	
Youth Worker fees	27,113		18,281	
Travel	999		1,340	
Materials for youth sessions	1,667		428	
Venue Hire	642		722	
Refreshments & food at sessions	685		1,129	
Transport hire to external events	224		1,012	
Projects and group outings	120		1,107	
Recruitment (advertisements)	360		108	
Website development & hosting	144		146	
Miscellaneous (incl. phone calls, Insurance)	<u>825</u>	<u>34,441</u>	<u>602</u>	<u>24,875</u>
Unrestricted Reserves carried forward				
Cash at bank: Co-operative Bank	20,091		19,735	
Monese Accounts	<u>387</u>	<u>20,478</u>	<u>Nil</u>	<u>19,735</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Totnes Rural Area Youth Engagement Project

**On accounts for the year
ended**

30th November 2020

**Charity no
(if any)**

1174270

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/11/2019.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 9th May 2021

Name:

Peter D Bethel

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

F.C.A

Address:

Tingrith, Ashburton Road, Totnes, Devon TQ9 5JU

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