



# Trustees' Annual Report for the period

Period start date  
From 01 04 2020 To 31 03 2021  
Period end date

## Section A

## Reference and administration details

Charity name

Switch Youth Services

Other names charity is known by

Registered charity number (if any) 1179544

Charity's principal address

34 A High Street

Maidstone

Kent

Postcode

ME14 1JH

### 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	Paul Burbidge	Chair		
2	Marianne Webb			
3	Brian Clarke			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Mark Chase - Manager

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

32 policies in place to ensure the safeguarding and wellbeing of all young people, staff and volunteers  
All staff and volunteers are DBS checked to ensure the safety of young people accessing the service  
Regular trustees' meetings discussing financial overview and ongoing work to ensure sustainability of charity

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To support the personal and social development of young people  
Engage with young people in a respectful manner that encourages reflection and understanding of their own and others behaviour and attitudes  
Encourage young people to take responsibility for their own actions and choices  
Support other agencies and therefore young people through collaborative partnerships



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Facilitate a youth café/drop in centre that places an emphasis on the wellbeing of young people  
Build respectful relationships while maintaining professional boundaries with all young people so that the organisation operates as a fully inclusive charity  
Offer support, advice and guidance in a non-directive manner so that young people choose the appropriate pathway for themselves and therefore take responsibility for their choices  
Support young people transition from adolescence to adulthood through a variety of means including volunteering so that they become employment ready and take steps to independent and autonomous lives  
Encourage young people to support the wider community as well as themselves and each other

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



**Summary of the main achievements of the charity during the year**

Engaged with over 1500 young people

Over 2500 voluntary hours accrued by both young people and adult volunteers

Support the wider community through engaging with adult volunteers that are in recovery from substance misuse

Won Community Impact Award at Colyer Ferguson Charitable Trust's 50<sup>th</sup> Anniversary Awards

Only no statutory agency involved in local Police Gangs and CSE Forum

Continued partnership with Kent and Medway Collaborative Outreach Programme, working alongside all the universities in Kent to widen participation into Higher Education for young people that are socially or economically disadvantaged

Delivered Crime Diversion, Substance Misuse, Healthy Relationships and Anger Management programmes and workshops to over 300 young people

Began a new outreach programme engaging with vulnerable young people within the heart of our community



## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Reserves are kept, where possible, to ensure the continued sustainability of the organisation should current funding streams become limited or cease

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

Paul C Burbidge

**Full name(s)**

PAUL CHRISTOPHER BURBIDGE

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

CHAIR

**Date**

07/01/22





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Switch Youth Services

No (if any)  
1179544

## Receipts and payments accounts

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For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Charity Ball		-	-	-	
Café Sales		-	-	-	
Gifts, Donations & Sponsorship		-	-	-	
Asset sales		-	-	-	
Other SLA & Grants		-	-	-	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
Employment Expenses		-	-	-	
Premises Expenses		-	-	-	
Non-Premises Expenses		-	-	-	
Café Supplies		-	-	-	
Charity Ball		-	-	-	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-
<b>Net of receipts/(payments)</b>	-	-	-	-	
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>		-	-	-	
<b>Cash funds this year end</b>	-	-	-	-	-

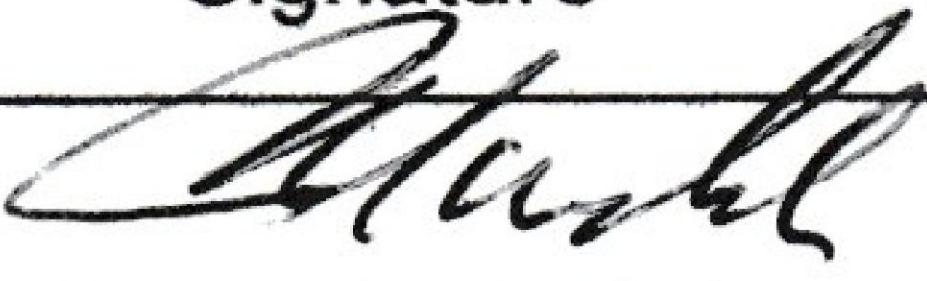


## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account	-	-	-
	Deposit Account	-	-	-
		-	-	-
	<b>Total cash funds</b>	-	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	



Signed by one or two trustees on  
behalf of all the trustees

Signature	Print Name	Date of approval	
	MARIANNE WEBB	17.12.2021	