

**Timperley Duke of Edinburgh
Award Centre**

**Annual Report
September 2020**



TIMPERLEY DUKE OF EDINBURGH AWARD CENTRE
ANNUAL REPORT YEAR ENDED 30TH SEPTEMBER 2020

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TIMPERLEY DUKE OF EDINBURGH AWARD CENTRE

1. Introduction & Background

The Timperley DofE Award Centre is a Licenced Organisation of the Duke of Edinburgh Award (DofE). This report covers the year ended 30th September 2020.

The Centre is a Charitable Incorporated Organisation (CIO) governed by a governing document which is available on the Charity Commission website. Its Charitable objects are:

To help young people in the Trafford area by providing opportunities for them to participate in the Duke of Edinburgh Award and thereby to develop their capabilities that they may grow to full maturity as individuals and members of society.

The DofE Award provides a balanced programme of activities that develops the whole person – mind, body and soul – in an environment of social interaction and teamworking. Young people progress through three levels of DofE programmes to achieve a Bronze, Silver or Gold Award. Taking part builds confidence and develops self-esteem. It requires persistence, commitment and has a lasting impact on the attitudes and outlook of all young people who do their DofE. It is open to participants aged between 14 and 24.

Further information concerning objectives of the Award are set out on its website at: <http://www.dofe.org/>

All participants are registered with the DofE through the eDofE website. This tracks participation in the three elements of the Award which comprise:

- Volunteering – this is about making a difference to other people's lives. From conservation to youth work to fundraising for charity or caring for animals – there is an extensive list of projects that the members are involved in. Our community is benefiting from over 180 hours per week of volunteering through the Award
- Physical – through this section participants achieve greater physical fitness and become healthier through a wide range of activities both personal or through teamwork.
- Skills – this is all about developing practical and social skills and personal interests. There is an extensive list of skills which the young people may develop

In addition participants take part in expeditions which involve overnight camping for one night for the bronze award, two nights for silver, and three nights for the Gold Award.

A number of adaptations have been made to the Award to address restrictions necessary during the coronavirus pandemic. For more information please refer to :

<https://www.dofe.org/dofewithadifference>

2. Review of the Year

We started the year with record numbers of attendees at our Annual Open Afternoon and due to the significant level of demand expanded the number of groups at Bronze to 13, taking total numbers at all levels to 190. 2020 would have been a record year for us were it not for the coronavirus pandemic that took hold just as we were completing the initial training weekends.

We did manage to deliver the Bronze training weekends which worked well at Dunham Massey Village Hall and Antrobus Village Hall. Thanks are due to the Bronze leadership team of Ande Martins, Holly Waddell and Neala Campling. Neala and Simon Campling have joined our team this year and thanks are due in particular to Neala for organising the logistics of arranging 13 Bronze groups.



Bronze Training at Antrobus Village Hall

During the period of lockdown we took the opportunity to undertake works to the stores, installing an electrical supply which provides background heat and lighting for the winter to protect our equipment and enable the stores to operate in the winter months. Thanks are due to Martin Deighton Brown for undertaking the work and to the Newton Night School Charity for contributing to the costs.

In August we were saddened to hear of the sudden passing of one of our leaders, Alastair Randall. Alastair and his partner Vikki have helped many of our members reach their full potential on DofE expeditions. Alastair and Vikki are pictured here at the finishing line with our 2019 Gold cohort:



In September we prepared additional risk assessments and determined mitigation measures required to re-commence expeditions in a covid secure way. The centre has invested in additional PPE and equipment and we made the decision to progress with Bronze and Silver practice expeditions in accordance with the revised DofE guidelines. However with the rise in cases in October we took the decision to postpone all expeditions to the spring of 2021.

Although a number of modifications have been made to the expeditions to enable them to take place without overnight camping, we feel that whilst this is appropriate at Bronze the camping element forms an important part of the expedition particularly at Silver and Gold. At the time of writing we remain optimistic that it will be possible to deliver modified expeditions in the Spring of 2021.

Our priority in 2021 will be to complete the expeditions for our current members. We have launched our 2020/21 season and will take a limited number of new members to give us the capacity to complete the backlog of expeditions. We will take advantage of the amendments to the Award that enable Silver practice expeditions to count as Bronze qualifying expeditions, and similarly at Silver / Gold if possible.

3. Financial Report



Timperley DofE Award Centre			CC16a
Receipts and payments accounts			
For the period from	Period start date 01/10/2019	To 30/09/2020	

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 £
A1 Receipts					
Donations & other sundry income	345	-	-	345	400
Expedition fees	34,135	-	-	34,135	32,735
Grants	-	-	-	-	-
Kit hire	10	-	-	10	20
Registration fees	6,640	-	-	6,640	7,479
Bank interest	11	-	-	11	-
Sub total (Gross income for AR)	41,141	-	-	41,141	40,634
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,141	-	-	41,141	40,634
A3 Payments					
Accommodation	-	-	-	-	504
Camping fees	495	-	-	495	4,227
Expedition training days	250	-	-	250	-
Expedition food & beverages	-	-	-	-	194
Per Diems	-	-	-	-	920
Registration packs	3,471	-	-	3,471	3,807
Supervision fees	-	-	-	-	7,180
Transport	-	-	-	-	952
Approved Activity Provider (AAP) fee	-	-	-	-	500
Administration support	-	-	-	-	80
Bank charges	94	-	-	94	35
Equipment & Gas	438	-	-	438	1,601
General expenses	246	-	-	246	587
Hall rental	1,000	-	-	1,000	-
Insurance	645	-	-	645	602
IT & software	214	-	-	214	436
Leader training	520	-	-	520	2,855
Licence fees	1,320	-	-	1,320	1,272
Maps	21	-	-	21	385
Printing, postage & stationery	69	-	-	69	218
Refreshments	165	-	-	165	284
Repairs	-	-	-	-	-
Telephone & Internet	-	-	-	-	-
Tents	-	-	-	-	3,765
Sub total	8,948	-	-	8,948	30,404
A4 Asset and investment purchases, (see table)					
Storage container	852	-	-	852	4,098
Sub total	852	-	-	852	4,098
Total payments	9,800	-	-	9,800	34,502
Net of receipts/(payments)	31,341	-	-	31,341	6,132
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,766	-	-	12,766	6,634
Cash funds this year end	44,107	-	-	44,107	12,766

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 £
B1 Cash funds	Lloyds bank current a/c	2,096	-	-
	Lloyds bank savings a/c	42,011	-	-
	Total cash funds	44,107	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Storage container	852	-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	

The accounts show that the centre made a cash surplus of £31,341. The majority of expedition fees had been paid in March 2020, prior to the implementation of coronavirus restrictions and postponement of the expeditions.

The accounts are prepared on a cash basis in accordance with Charities Commission guidelines. There are a number of accruals and liabilities which must be taken into account to fully understand the financial position. The table below shows the underlying financial performance:

	Transactions in the year ended 30th Sep 2020	Net Assets at 30th September 2020
Surplus on cash accounting basis / cash position	31,341	44,108
Defer 2020 expedition fees received	(31,595)	(31,595)
Defer 2020 equipment deposits received	(2,220)	(2,220)
Hall rental relating to prior period	1,000	
Underlying (shortfall) for the period / net assets	(1,474)	10,293

We are fortunate to have accumulated sufficient reserves to address the potential need to invest in further equipment to maintain social distancing on camping during expeditions. A final decision on our approach will be taken when we have more certainty next year.

Roz Swarbrick continues to perform the role of Treasurer and thanks are due to Roz for her hard work in keeping track of growing numbers of subscriptions and expedition / operating expenses. We are also grateful to Deborah Chalcraft for conducting an independent review of the accounts.

4. Participation & outputs

Participation

Although Timperley is a relatively affluent area the Centre places great emphasis on taking an 'everyone welcome' approach which encourages participation from a range of children from varying socio-economic and ethnic groups. The Centre is an Open Award centre promoted throughout Trafford. Most members are drawn from local schools and come from the Altrincham area.

Participation by ethnic background, gender, disability and school attended is set out below. This is based on eDofE system data for registered participants. As a result the number of registered participants at 190 is higher than the snapshot of places allocated by school.

Any other Asian background	4
Bangladeshi	2
Indian	22
Pakistani	4
Chinese	5
Prefer not to say	3
Any other Mixed/Multiple ethnic background	5
White and Asian	7
White and Black African	1
Any other ethnic group	1
Arab	2
Not Specified	3
Scottish/English/Welsh/Northern Irish/British	127
Any other White background	2
Irish	2
	190

Bronze	Unknown	2
	Male	38
	Female	58
	Total by Level	98

Silver	Male	29
	Female	29
	Total by Level	58

Gold	Unknown	1
	Male	16
	Female	17
	Total by Level	34

Total		190
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Headcount by disability

I do not have a disability	182
I have a disability (as defined by the equality act 2010 and DDA)	3
Not Specified	3
Prefer not to say	2
Total	190

Offers by school

	Total	Bronze	Silver	Gold 2020	Gold 2021
Altrincham Grammar School for Girls	16	7	5	4	0
Altrincham Grammar School for Boys	21	4	13	0	4
Altrincham College of Arts	1	0	1	0	0
Blessed Thomas Holford CC	4	4	0	0	0
Sale Grammar School	89	44	22	12	11
St Ambrose	0	0	0	0	0
Loreto	13	7	1	5	0
Wellington School	13	7	0	3	3
Other	7	2	3	2	0
	164	75	45	26	18

Award Completion

Unfortunately we had to cancel our Annual Awards Presentation Evening this year. Coronation Street actress Sally Dynevor had kindly agree to present the Awards for us and we are hoping that sometime next year we can have an even bigger celebration and more certificates for Sally to present.

A full list of members who completed their Bronze and Silver Awards in 2019/20 is set out in Appendix 1. Nationally the proportion of DofE participants who complete their expeditions and go on to finish their awards is 52%. We set ourselves a target to achieve in excess of 80% and achieved over 95%.

A large part of this success is down to the encouragement our eDofE mentor team provide to participants to ensure they sign off on the Award sections. This team is lead by Emma Deighton-Brown supported by Fiona Buckley, Charlotte Skitterall, Michelle Ball and Liz Stagg. Steph Carter from the Bowdon Church DofE Centre continues to be very supportive and performs the role of independent verifier.

Volunteering and community outreach

This year members have undertaken 2,912 hours of volunteer activity during the period 1st April 2019 to 31st March 2020 with a social value of £12,667.

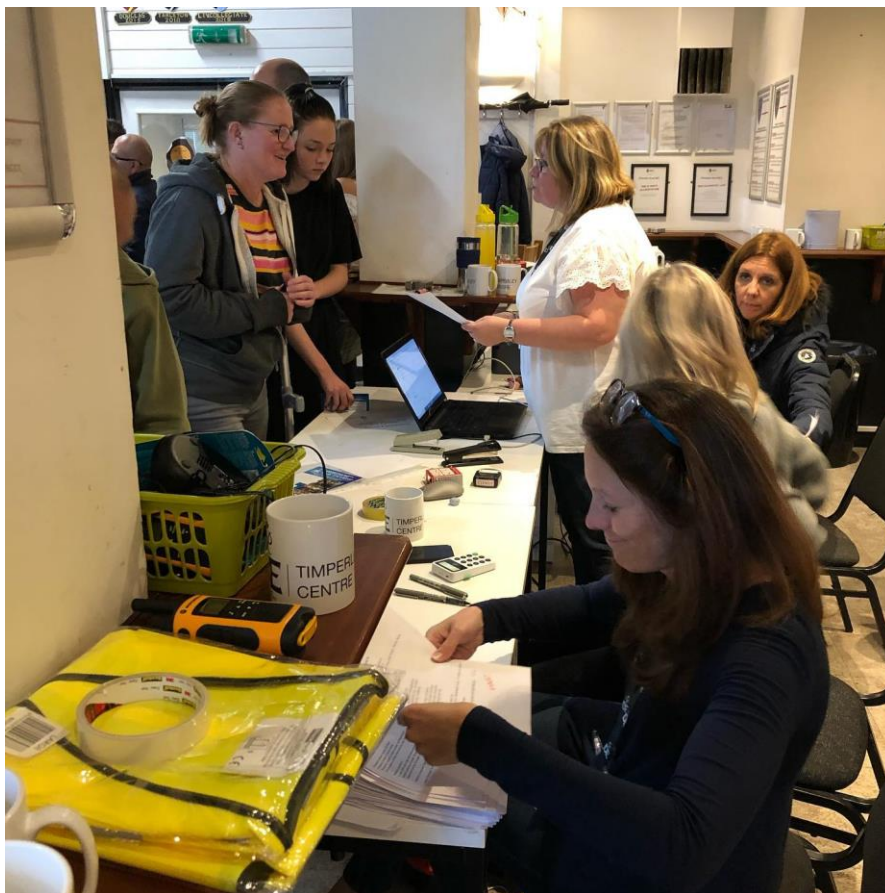
The impact that participants have on their communities through volunteering activity is viewed by the Centre as an important output of the programme. Bev Stackhouse has co-ordinated volunteer activities and has provided support for members by working with local charities to signpost opportunities. Bev has performed this role for a number of years and is now handing over responsibility to Sarah Newton. We would like to thank Bev the time she has put into this role and welcome Sarah to the team.



5. Further Information

For further information please call 07342 122 144 or contact:

Membership Enquiries	All general enquiries	membership@dofetimperley.org.uk
Member contacts:	Bronze Award	neala.campling@dofetimperley.org.uk holly.waddell@dofetimperley.org.uk andrea.martins@dofetimperley.org.uk
	Silver Award	ben.morgan@dofetimperley.org.uk
	Gold Award	andy.allan@dofetimperley.org.uk
	eDofE Mentoring	emma.db@dofetimperley.org.uk
Andy Allan	Centre Manager	andy.allan@dofetimperley.org.uk
Roz Swarbrick	Treasurer	roz.swarbrick@dofetimperley.org.uk
Sarah Newton	Community & Volunteering	sarah.newton@dofetimperley.org.uk



The eDofE team registering new members at our 2019 Open Evening

APPENDIX 1 – AWARDS COMPLETED

Bronze

Adam Byrne
Ailsa Stewart
Aimee Needham
Akanksha Sashikumar
Ali Mohammed
Anya Lloyd
Arjun Jay
Benjamin Huntley
Charlie Mitchell
Charlie Singer
Chloe Hale
David Amata
Elijah Darling
Ellie Newton
Flo Stagg
Georgia Kerr
Grace Wareing
Holly Hazelhurst
Honor O'Leary
Jack Chappell
Jake Townson
James Gadd
Libby Day
Lorna Hope
Louis Hart
Luke Chinoy
Madelaine Byrne
Malaika Ali
Manahil Syed
Miranda Beatty
Molly Beverley
Olivia Bradley
Sami Kishawi
Samuel Parkin
Scott Swarbrick
Theo Armstrong
Tom Parkinson
Tomas Bradley Martinez
Varun Batra
William Bourke
Zoe Bowyer

Silver

Alex Shackley
Amaar Idrees
Andrew Domville
Annabel Wright
Charles Brownsell
Charlie Caine
Daniel Farley
Daniel Harrison
Eleanor Margaret Holt
Ellie Budenberg
Emma Wilson
Erica Hazlewood
Fintan Malthouse
Geordie Bryce-Clegg
George Abraham
Joe Board
Joshua Spinks
Kirsty Weir
Laaila Ali
Leo Stevens
Leo Tomlinson
Lucy Heck
Luka Harrison
Malayeka Rafiq
Millie Royle
Nathan Maybury
Niamh McAuley
Pyper Gill-Morris
Ruby Pearce
Ryan Sinclair Burns
Samuel Bennett
Sidarth Surya
Thomas Morgan
Toby Barrington
Waneya Rafiq
William Bushnell
William Geddes

Gold

Aaron Thomas
Abbie Newton
Aditya Unnithan
Alexandra Wilson
Conor Fitzgerald
Ellie Hughes
Flora Bailey
Hannah Maybury
Hannah Wildman
Leo Swarbrick
Luke Braithwaite
Omay Chaudhry
Reuben Mathew
Ritvik Rao
Tadiwa Mativenga
Thomas Bourne

APPENDIX 2 – INDEPENDENT EXAMINER’S REPORT ON THE ACCOUNTS





CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

TIMPERLEY D OF E AWARD CENTRE

On accounts for the year
ended

30/9/2020

Charity no
(if any)

1181067

Set out on pages

(remember to include the page numbers of additional sheets)

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

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 (other than that disclosed below *) 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.

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

Signed:

Date:

6.11.2020

Name:

DEBORAH CHALCRAFT

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

ICAEW
CHARTERED ACCOUNTANT

Address:

DRAYCOTT
PRESCOT ROAD, HALE, CHESHIRE
WA15 9PZ

Only complete if the examiner needs to highlight 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.

<p>Set out on pages</p> <p>On accounts for the year ended</p> <p>Report to the trustees/ members of</p>		<p>Charity no (if any)</p>	
		<p>Set out on pages</p>	
<p>Responsibilities and basis of report</p> <p>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").</p> <p>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(b) of the Act.</p> <p>I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below) in connection with the examination which gives me cause to believe that in any material respect:</p> <ul style="list-style-type: none"> the accounts do not accord with the accounting records accounting records were not kept in accordance with section 139 of the Act or <p>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.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		<p>Independent examiner's statement</p>	
<p>Signed:</p> <p>Name:</p> <p>Relevant professional qualification(s) or body (if any):</p> <p>Address:</p>		<p>Date:</p>	

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/10/2019		30/09/2020

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Tents	-	-	-	-	3,785
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A6 Cash funds last year end	12,766	-	-	12,766	6,634
Cash funds this year end	44,107	-	-	44,107	12,766

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 £
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	Lloyds bank current a/c	2,096	-	-
	Lloyds bank savings a/c	42,011	-	-
	Total cash funds	44,107	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets				
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
B4 Assets retained for the charity's own use				
	Storage container	852	-	-
		-	-	-
		-	-	-
B5 Liabilities				
			-	-
			-	-

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

Signature

Print Name

Date of approval

RC SWARBRICK 25-10-20