



## **Timperley Duke of Edinburgh Award Centre**

**Annual Report  
September 2021**



**TIMPERLEY DUKE OF EDINBURGH AWARD CENTRE**  
**ANNUAL REPORT YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021**

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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 30<sup>th</sup> September 2021.

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 launched the 2020-21 season for the first time with an online launch event hosted by the DofE North team on Microsoft Teams. The event was well attended and we were pleased to welcome a new cohort of Bronze members.

2021 has been a challenging year for our members and their families and we were pleased that it was possible to re-commence expeditions. The DofE put in place a number of modifications to the Award which we took advantage of. These included flexibilities which allowed expeditions to take place closer to home with a reduction in the requirements for camping and the scope to merge qualifying and practice expeditions for those advancing to the next Award level.



### Training Session on Microsoft Teams

Unfortunately because we were catching up with a backlog of expeditions from the prior year we were unable to offer expeditions to Bronze members joining in October 2020 but they did compete the Certificate of Achievement and we are actively encouraging them to register for Silver for the 2021-22 season.

At Bronze level we delivered both practice and qualifying expeditions. 8 groups took part (50 members). Training days took place in the previous year (2020) near Dunham Massey and Antrobus. The practice expeditions took place in Alderley Edge and Antrobus, and the qualifying expeditions in Chorley.

Completion of Awards has inevitably been delayed due to the pandemic so we have reported completion of Awards over a 15 month period from 1<sup>st</sup> October to 31<sup>st</sup> December 2021. During this period 20 members completed their Bronze Award (see Appendix 1).



### Silver team expeditions

At Silver level 8 groups (53 participants) successfully completed their expeditions. This included some groups for whom the Silver Practice expedition also counted as their Bronze Qualifier taking advantage of the flexibilities introduced by the DofE. The practice expeditions took place in the Macclesfield Forest area of the Peak District and the qualifying expeditions in the Goyt Valley (Errwood) to Buxton area of the Peak District.

During the 15 month period from 1<sup>st</sup> October to 31<sup>st</sup> December 2021 12 members completed their Silver Award (see Appendix 1).

We were keen to ensure that the Gold Award continued to include camping and both our practice and qualifying expeditions took place in Cumbria and included overnight camping.

34 members successfully completed their Qualifying expedition and we are hopeful that a substantial number of these will complete the full Award.

During the 15 month period from 1<sup>st</sup> October to 31<sup>st</sup> December 2021 7 members completed their Gold Award (see Appendix 1).

Our volunteer group has gone from strength to strength. We now have over 40 volunteers in a variety of roles. Six new volunteers have come forward for the 2021/22 season.

The Stores team, lead by Louise Hayward, took advantage of the period during lockdown to undertake a complete review of the stores. Peter Hayward repaired a number of Vango tents bringing 6 back into service. The kit booking system was updated and it was a credit to our members and the stores team that we were able to return all group deposits in full at the end of the season.





#### Stores Kit Checking Day at AKRFC

Since it was launched 75 members have completed their Certificate of Achievement (see Appendix 1).

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 Charlotte Skitterall with support from Michelle Ball and Liz Stagg and Sarah Newton. Steph Carter from the Bowdon Church DofE Centre continues to be very supportive and performs the role of independent verifier.

During the year one of our long standing eDofE mentors, Fiona Buckley, sadly died. Fiona was a passionate supporter of the Centre and the DofE Award and is very much missed. We are planning to launch an Award in Fiona's memory from the 2021/22 season onwards.

Following relocation Andy Allan stood down as Centre Manager. We are pleased that Emma Deighton Brown has now taken up this post. Emma lead the successful 2021/22 season launch in November and is working with the leadership team to deliver our 7<sup>th</sup> season.

The Trustees of the Charity are as follows:

Andy Allan	(Chair)
Ben Morgan	
Sarah Newton	(appointed 6 <sup>th</sup> October 2021)
Caroline Royle	(appointed 6 <sup>th</sup> October 2021)
Roz Swarbrick	

### 3. Financial Report



Timperley DofE Award Centre

#### Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/10/2020		30/09/2021

#### 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>					
Donations & other sundry income	300	-	-	300	345
Expedition fees	2,825	-	-	2,825	34,135
Grants	-	-	-	-	-
Kit hire	495	-	-	495	10
Registration fees	4,075	-	-	4,075	6,640
Bank interest	4	-	-	4	11
<b>Sub total (Gross income for AR)</b>	<b>7,699</b>	<b>-</b>	<b>-</b>	<b>7,699</b>	<b>41,141</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>7,699</b>	<b>-</b>	<b>-</b>	<b>7,699</b>	<b>41,141</b>
<b>A3 Payments</b>					
Accommodation	192	-	-	192	-
Camping fees	1,904	-	-	1,904	495
Expedition training days	-	-	-	-	250
Expedition food & beverages	28	-	-	28	-
Per Diems	630	-	-	630	-
Registration packs	2,170	-	-	2,170	3,471
Supervision fees	8,106	-	-	8,106	-
Transport	30	-	-	30	-
Approved Activity Provider (AAP) fee	500	-	-	500	-
Administration support	-	-	-	-	-
Bank & Paypal charges	27	-	-	27	94
Equipment & Gas	1,495	-	-	1,495	438
General expenses	86	-	-	86	246
Hall rental	-	-	-	-	1,000
Insurance	673	-	-	673	645
IT & software	742	-	-	742	214
Leader training	457	-	-	457	520
Licence fees	1,320	-	-	1,320	1,320
Maps	138	-	-	138	21
Printing, postage & stationery	62	-	-	62	69
Refreshments	-	-	-	-	165
Repairs	-	-	-	-	-
Storage fixtures & fittings	77	-	-	77	-
Telephone & Internet	40	-	-	40	-
Tents	-	-	-	-	-
<b>Sub total</b>	<b>18,677</b>	<b>-</b>	<b>-</b>	<b>18,677</b>	<b>8,948</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Storage container	-	-	-	-	852
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>852</b>
<b>Total payments</b>	<b>18,677</b>	<b>-</b>	<b>-</b>	<b>18,677</b>	<b>9,800</b>
<b>Net of receipts/(payments)</b>	<b>(10,978)</b>	<b>0</b>	<b>0</b>	<b>(10,978)</b>	<b>31,341</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>44,106</b>	<b>-</b>	<b>-</b>	<b>44,106</b>	<b>12,766</b>
<b>Cash funds this year end</b>	<b>33,128</b>	<b>-</b>	<b>-</b>	<b>33,128</b>	<b>44,107</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 £
B1 Cash funds	Lloyds bank current a/c	2,613	-	-
	Lloyds bank savings a/c	30,514	-	-
	<b>Total cash funds</b>	<b>33,128</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
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	-	-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	

The accounts show that the centre made a cash loss of £10,978. The majority of expedition fees had been paid in March 2020, prior to the implementation of coronavirus restrictions and postponement of the expeditions. As a result income received in the prior financial year related to expeditions delivered in the 2020/21 financial year.

We are fortunate to have accumulated a healthy level of reserves which mean that we are no longer reliant on grant funding for equipment. The Trustees have discussed the use of the surplus and determined that it will be utilised as follows:

- to provide headroom / contingency during a period when the fixed costs of the Centre will increase following appointment of a salaried Centre Manager
- funding for a rolling programme of equipment replacement
- funding for fully supported places on DofE for those from disadvantaged backgrounds

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:

Asian or Asian British		Black/African Caribbean/	Chinese or Other Ethnic Grp	Do not wish to state	Mixed			Unknown			Total
Indian	Pakistani	African	Chinese	Prefer not to say	Any other Mixed/Multiple ethnic background	White and Asian	White and Black Caribbean	Arab	Not Specified	Scottish/English/Welsh/Northern Irish/British	
8	2	1	1	3	2	3	1	7	4	57	89
8	2	1	1	3	2	3	1	7	4	57	89

I do not have a disability	I have a disability (as defined by the equality act 2010 and disability)	Not Specified	Prefer not to say	Total
82	2	4	1	89
82	2	4	1	89

Applications by school and gender are set out below. Please note that the statistics in tables above and below are drawn from different systems and there are a number of factors which mean the numbers do not match.

### Applications by school

Altrincham Grammar School for Girls	9
Altrincham Grammar School for Boys	14
Altrincham College of Arts	0
Blessed Thomas Holford CC	2
Sale Grammar School	54
St Ambrose	1
Loreto	2
Wellington School	9
Urmston Grammar School	0
Other	19
	110

### Gender

Male	60
Female	50
	110

## ***Volunteering and community outreach***

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.

Examples of volunteer activity undertaken during the year include :

Helping people in need  
Event Management  
Academic Tutoring (STEM)  
After school club  
Helping children  
Student Representative  
Sports Leadership & Tutoring  
Helping people in skating  
helping at a rugby club  
Assisting club members  
Supporting the infants ukulele sessions on a weekly basis  
Charity Shop  
Helping the NHS  
Baby Bag Project - making crochet hats for new-born babies for charity through Sure Start.  
Netball coaching  
Working at tge Garrick Theatre  
rspca charity event  
helping in library  
Faith communities  
Rainbows  
Charity Shop  
Rainbows  
Helping children  
Helping at Brownies (Girlguides)  
Coaching at Grade 1 Jazz  
Fundraising  
Football  
Coaching U10s Hockey, 10.30a.m-11.30a.m Sundays  
Assisting with coaching and refereeing of a primary school netball club  
Helping at my local scout group and at dunham scout camp  
Dance Leadership  
Coaching and guiding younger brother for his 11& exam.  
Tutoring my younger sibling  
Sports Leadership  
Work team leadership  
Supporting sibling  
Friends of the Bowdon Bollin  
Sports Leadership  
Environment

## 5. Further Information

For further information please email: [membership@dofetimperley.org.uk](mailto:membership@dofetimperley.org.uk)

Call 07342 122 144 or contact the relevant member of our team :

Emma Deighton Brown	Centre Manager	<a href="mailto:emma.db@dofetimperley.org.uk">emma.db@dofetimperley.org.uk</a>
Charlotte Skitterall	eDofE Manager	<a href="mailto:charlotte.skitterall@dofetimperley.org.uk">charlotte.skitterall@dofetimperley.org.uk</a>
Martin Deighton Brown	Expedition Manager	<a href="mailto:martin.deighton-brown@dofetimperley.org.uk">martin.deighton-brown@dofetimperley.org.uk</a>
Holly Waddell	Bronze Expedition Manager	<a href="mailto:holly.waddell@dofetimperley.org.uk">holly.waddell@dofetimperley.org.uk</a>
Ben Morgan	Silver Expedition Manager	<a href="mailto:ben.morgan@dofetimperley.org.uk">ben.morgan@dofetimperley.org.uk</a>
[TBC]	Gold Expedition Manager	
Roz Swarbrick	Treasurer	<a href="mailto:roz.swarbrick@dofetimperley.org.uk">roz.swarbrick@dofetimperley.org.uk</a>
Louise Hayward	Stores Manager	<a href="mailto:louise.hayward@dofetimperley.org.uk">louise.hayward@dofetimperley.org.uk</a>
Caroline Tynan	Safeguarding Officer	<a href="mailto:caroline.tynan@dofetimperley.org.uk">caroline.tynan@dofetimperley.org.uk</a>
Sarah Newton	Volunteering Co-Ordinator	<a href="mailto:sarah.newton@dofetimperley.org.uk">sarah.newton@dofetimperley.org.uk</a>
Andy Allan	Chair of Trustees	<a href="mailto:andy.allan@dofetimperley.org.uk">andy.allan@dofetimperley.org.uk</a>



Bronze practice walk day



## **APPENDIX 1 – AWARDS COMPLETED**

**15 months from 1<sup>st</sup> October 2020 to 31<sup>st</sup> December 2021**

<b>Name</b>	<b>Completion Date</b>
-------------	------------------------

### **Bronze Award**

Zakaria Al-Mula Abed	29-Oct-21
Sebastien Ball	08-Dec-21
Ceri Birchall	08-Dec-21
Lily Campling	08-Dec-21
Lauren Christmas	08-Dec-21
Sarah Issa	08-Dec-21
Oscar Joyce-O Keefe	08-Dec-21
Bhaktee Kandale	29-Oct-21
Noah Meacock	08-Dec-21
Freya Morgan	08-Dec-21
Riya Pillai	29-Oct-21
Louis Poyser	08-Dec-21
Emma Rhodes	08-Dec-21
Marcus Royle	29-Oct-21
Yamann Sawan	08-Jan-21
Anna Stackable	08-Dec-21
Sid Wallace	29-Oct-21
Benjamin Wilson	08-Dec-21
Michelle Yang	08-Dec-21
Sarvan Perumal Yeramilli	29-Oct-21

### **Silver Award**

Iram Al Farouq	08-Jan-21
Oliver Atkinson	08-Dec-21
Lorna Hope	08-Dec-21
Benjamin Huntley	29-Oct-21
Bhaktee Kandale	29-Oct-21
Sami Kishawi	08-Dec-21
Freya Malalagama	08-Dec-21
Keshika McCabe	08-Jan-21
Riya Pillai	08-Dec-21
Mya Raithatha	08-Jan-21
Flo Stagg	08-Dec-21
Grace Wareing	08-Dec-21

### **Gold Award**

Rachel Buckley	01-Nov-21
Hannah Burch	03-Nov-20
Will Geddes	13-Dec-21
Thomas Morgan	13-Dec-21
Ben Redman	08-Jan-21
Elizabeth Skitterall	13-Dec-21
Joshua Spinks	13-Dec-21

**APPENDIX 1 – CERTIFICATES OF ACHIEVEMENT**  
**15 months from 1<sup>st</sup> October 2020 to 31<sup>st</sup> December 2021**

<b>Name</b>	<b>Completion Date</b>	<b>Name</b>	<b>Completion Date</b>
<b>Bronze Certificate of Achievement</b>		<b>Silver Certificate of Achievement</b>	
Sebastien Ball	30-Sep-20	Ghaleb Abdulrazak	18-Nov-20
Bella Baxter	08-Feb-21	Zoe Bowyer	23-Feb-21
Ceri Birchall	09-Nov-20	Olivia Bradley	10-Aug-20
Dan Bradley	03-Aug-21	Madelaine Byrne	01-Mar-21
Lily Campling	16-Nov-21	Selin Chang	04-Jan-21
Eleanor Cheah	06-Apr-21	Holly Hazelhurst	07-Mar-21
Lauren Christmas	06-Oct-21	Benjamin Huntley	08-Jul-21
Harry Deighton-Brown	29-Jun-20	Arjun Jay	30-Jul-21
Olivia Effingham	25-Sep-20	Sami Kishawi	20-Sep-21
Charlotte Goodwin	25-Nov-20	Anya Lloyd	23-Sep-21
Charlie Harding	22-Mar-21	Freya Malalagama	08-Nov-21
Niamh Hardwick	15-Mar-21	Rohan McCabe	22-Nov-21
Emily Harries	28-Mar-21	Noah Meacock	28-Sep-21
Ben Hayward	29-Jun-20	Freya Morgan	15-Oct-21
Samuel Headrige	30-Mar-21	Aimee Needham	28-Oct-20
William Hitchen	30-Nov-20	Ellie Newton	10-Sep-20
Amy Horner	02-Feb-21	Tom Parkinson	27-Aug-20
Oscar Joyce-O Keffe	24-Jun-21	Riya Pillai	19-Oct-21
Bhaktee Kandale	12-Oct-20	Emma Rhodes	16-Nov-21
Holly Macnamara	24-Nov-20	Akanksha Sashikumar	23-Feb-21
Rohan McCabe	19-Sep-20	Yamann Sawan	17-Oct-21
Noah Meacock	15-Nov-20	Katie Sinclair	07-Nov-20
Rahul Minocha	24-Mar-21	Flo Stagg	29-Jun-20
Freya Morgan	27-Aug-20	Scott Swarbrick	29-Jun-20
Charlotte Moss	18-Mar-21	Charlotte Thomson	04-Oct-21
Riya Pillai	10-Aug-20	Grace Wareing	08-Jun-21
Louis Poyser	01-Nov-20		
Emma Rhodes	30-Mar-21	<b>Gold Certificate of Achievement</b>	
Harvey Rhodes	11-Nov-21	George Abraham	20-Jul-21
Marcus Royle	16-Dec-20	Ella Crabb	27-Nov-20
Akash Rudralingam Perez	29-Mar-21	Jack Deighton-Brown	29-Jun-20
Arun Rudralingam Perez	29-Mar-21	William Geddes	01-Nov-21
Arvin Sashikumar	04-Jan-21	Thomas Morgan	10-Nov-21
Hannah Sharp	30-Mar-21	Elizabeth Skitterall	18-Nov-20
Lottie Smith	28-Mar-21	Joshua Spinks	09-Feb-21
Anna Stackable	01-Nov-21	Annabel Wright	12-Nov-21
Amr Tahoun	25-Jun-21		
Charlotte Thomson	10-Sep-20		
Sid Wallace	21-Oct-20		
Michelle Yang	01-Nov-21		
Sarvan Perumal Yeramilli	12-Nov-20		

## APPENDIX 2 – INDEPENDENT EXAMINER’S REPORT ON THE ACCOUNTS



Gold Team at the start of their 4 day expedition from Coniston to Kendal







Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

TIMPERLEY D&F E AWARD CENTRE

On accounts for the year  
ended

30 September 2021

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 30/09/2021.

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:

7.11.2021

Name:

DEBORAH CHALCRAFT

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

CHARTERED ACCOUNTANT  
ICAEW

Address:

DEACOTT, PEESLOT ROAD, HALE, WAIS 9P2.