



# Trustees' Annual Report for the period

|                   |           |           |                 |           |             |
|-------------------|-----------|-----------|-----------------|-----------|-------------|
| Period start date |           |           | Period end date |           |             |
| <b>From</b>       | <b>01</b> | <b>02</b> | <b>2020</b>     | <b>To</b> | <b>31</b>   |
|                   |           |           |                 |           | <b>01</b>   |
|                   |           |           |                 |           | <b>2021</b> |

## Section A Reference and administration details

**Charity name** **St Peter's Children and Young People's Activities Group**

**Other names charity is known by** SPAG; St Peter's Summer Project

**Registered charity number (if any)** **1182872**

**Charity's principal address** 4 Union Square, Islington, London

**Postcode N1 7DH**

### 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 | Prof Sue Richards         | Chair           |                                   | Trustees  |
| 2 | Ms Linda Jane Shaughnessy |                 |                                   | Trustees  |
| 3 | Mrs Helen Schofield       | Hon Treasurer   |                                   | Trustees  |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser             | Name          | Address                           |
|-----------------------------|---------------|-----------------------------------|
| <b>Education</b>            | Vivien Cutler | 18a Rees Street N1 7AR            |
| <b>Independent Examiner</b> | Ian Souter    | 15 Clock Tower Mews London N1 7BB |
|                             |               |                                   |
|                             |               |                                   |

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

n/a

## Section B

### management

## Structure, governance and

### Description of the charity's trusts

|   |                     |
|---|---------------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution        |
| How the charity is constituted<br>(eg. trust, association, company) | COI                 |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Elected 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.

## Section C

## Objectives and activities

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

To provide educational, social and occupational support for children and young people in St Peter's Ward in the London Borough of Islington during school holidays.

**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)**

Having regard to the guidance issued by the Charity Commission on public benefit, and in line with our objective, the Trustees organise 4 weeks of summer holiday activities and lunches for young people nominated by the primary schools they attend in St Peter's Ward in the London Borough of Islington.

### **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.

#### **Volunteer Input**

The programme benefited from the enormous amount of voluntary hours put in by our Education Advisor, volunteers and trustees in planning the programme, providing ongoing support to the teachers and cooking and serving lunches and snacks.

We were once again given a very useful discount by the Arc Community Centre where the Project was situated whose staff were very helpful in the daily organisation of the project.

#### **Assistance in Kind**

We were fortunate to receive the services of a daily cleaner free of charge to ensure we remained Covid-compliant throughout our opening hours. Our insurance cover was also given at no charge. The young peoples' lunches were provided through the local authority and our local cafe kindly provided treats at break times.

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

As a result of Covid-19 we had to restructure the programme significantly from its 2019 format. Using the guidance that had been prepared nationally for schools and outdoor activities providers, and adhering closely to further advice from Islington Council, we decided to hire a second room in the Arc Centre so we could split the group into two discrete pods to maintain social distancing.

The diverse group of children comprised Black Caribbean, Dual Heritage, Black African, Bangladeshi, White British, White Other and Chinese. The gender balance was 52% boys and 48% girls

During the 4 weeks of the 2020 summer holidays activities included:

- literacy with inspirational input on creative writing from a local children's author;
- discussions reflecting on such subjects as the impact of Covid-19 and transition to secondary school;
- sport including kayaking with Islington Boat Club and ball games in Shoreditch Park;
- theatre by Zoom;
- cooking basics such as fairy cakes and apple crumble – all in their home rooms – and even making pizza from scratch;
- art including making clay wind chimes, painting bird boxes making cross-stitch bookmarks and freedom bracelets;
- displays, one using paint and collage, based on the work of three different artists with different techniques;

**Feedback** from children parents and teachers showed the project was very successful:

Children's

"helped me to get back into a routine"

"gave me more confidence"

"helped me make friends for the transition"

"it was nice to be around people"

Parents

"He had an amazing experience yesterday (kayaking). Thank you for organising such a lovely experience for the children"

"She really enjoyed summer school and loved the variety of activities. Thank you and all the staff for organising it"

Teachers

"Super that this project was redesigned to go ahead during the pandemic"

"From my observations, the project was a huge success. We followed (Covid-19) guidance well and children/parents felt safe and reassured which was reflected in attendance"

"The art project encouraged the boys to work together and helped develop teamwork skills. This project helped them with their anxieties around socialising and travelling to school."

## Section E

## Financial review

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

During the months leading up to the summer project we had sufficient funds in the bank, which together with funds raised and promises made ensured we could go ahead. We also raised sufficient funds to ensure we could go straight into planning the 2021 project. This is what our reserves are used for and our hope is that this will happen each year.

### Details of any funds materially in deficit

None

### 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)                        |                   |                        |
| Full name(s)                        | Sue Richards      | Linda Jane Shaughnessy |
| Position (eg Secretary, Chair, etc) | Chair of Trustees | Trustee                |
| Date                                |                   |                        |



CHARITY COMMISSION  
FOR ENGLAND AND WALES

|   |             |
|---|-------------|
| Charity Name  | No (if any) |
| St Peter's Children and Young People's Activities Group | 1182872     |

## Receipts and payments accounts

|                     |                   |    |                 |
|---------------------|-------------------|----|-----------------|
| For the period from | Period start date | To | Period end date |
|                     | 01 02 2020        |    | 31 01 2021      |

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| <b>A1 Receipts</b>                                    |   |                                      |                                     |                                 |
| Local Authority Initiative Fund                       | 4,800                                     | -                                    | -                                   | 4,800                           |
| Grants  | 9,000                                     | -                                    | -                                   | 9,000                           |
| Donations   | 7,190                                     | -                                    | -                                   | 7,190                           |
| HMRC Gift Aid   | 3,377                                     | -                                    | -                                   | 3,377                           |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b> (Gross income for AR)                | 24,367                                    | -                                    | -                                   | 24,367                          |
| <b>A2 Asset and investment sales, (see table).</b>    |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | -   | -                                    | -                                   | -                               |
| <b>Total receipts</b>                                 | 24,367                                    | -                                    | -                                   | 24,367                          |
| <b>A3 Payments</b>                                    |   |                                      |                                     |                                 |
| Admin & setting up costs                              | 536                                       | -                                    | -                                   | 536                             |
| Hire of premises                                      | 6,000                                     | -                                    | -                                   | 6,000                           |
| Staffing  | 13,200                                    | -                                    | -                                   | 13,200                          |
| Project costs   | 3,018                                     | -                                    | -                                   | 3,018                           |
| Additional materials                                  | 853                                       | -                                    | -                                   | 853                             |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | 23,607                                    | -                                    | -                                   | 23,607                          |
| <b>A4 Asset and investment purchases, (see table)</b> |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | -   | -                                    | -                                   | -                               |
| <b>Total payments</b>                                 | 23,607                                    | -                                    | -                                   | 23,607                          |
| <b>Net of receipts/(payments)</b>                     | 760                                       | -                                    | -                                   | 760                             |
| A5 Transfers between funds                            | -   | -                                    | -                                   | -                               |
| A6 Cash funds last year end                           | -   | -                                    | -                                   | -                               |
| <b>Cash funds this year end</b>                       | 760                                       | -                                    | -                                   | 760                             |

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

| Categories  | Details  | Unrestricted funds<br>to nearest £         | Restricted funds<br>to nearest £         |
|---|--|--|--|
| <b>B1 Cash funds</b>  | 31 January 2020  | 16,310                                     | -  |
|   |  | -  | -  |
|   |  | -  | -  |
|   | <b>Total cash funds</b>                                | 16,310                                     | -  |
|   | (agree balances with receipts and payments account(s)) | Agreement Error                            | OK                                       |
| <b>B2 Other monetary assets</b>                             | <b>Details</b>   | <b>Unrestricted funds<br/>to nearest £</b> | <b>Restricted funds<br/>to nearest £</b> |
|   |  | -  | -  |
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|   |  | -  | -  |
| <b>B3 Investment assets</b>                                 | <b>Details</b>   | <b>Fund to which<br/>asset belongs</b>     | <b>Cost (optional)</b>                   |
|   |  |  | -  |
|   |  |  | -  |
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| <b>B4 Assets retained for the<br/>charity's own use</b>     | <b>Details</b>   | <b>Fund to which<br/>asset belongs</b>     | <b>Cost (optional)</b>                   |
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| <b>B5 Liabilities</b>                                       | <b>Details</b>   | <b>Fund to which<br/>liability relates</b> | <b>Amount due<br/>(optional)</b>         |
|   |  |  | -  |
|   |  |  | -  |
|   |  |  | -  |
|   |  |  | -  |
| Signed by one or two trustees on behalf of all the trustees |  |  |  |
| Signature   |  | Print Name                                 |  |
| Linda Jane Shaughnessy                                      |  |  |  |
| Helen Schofield   |  |  |  |

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