



THE BRIDGE YOUTH PROJECT

**ANNUAL REPORT &
ACCOUNTS 31ST DEC**

2020

THE BRIDGE YOUTH PROJECT
REGISTERED CHARITY NUMBER 1184436

ACCOUNTS AND TRUSTEES' REPORT
FOR THE PERIOD FROM 16th JULY 2019
TO 31st DECEMBER 2020

Index	Page
Constitution, structure, governance and management	1
Transfer of activities and net assets from existing unincorporated charity	2
Trustees' report	3 to 5
Statement of financial activities	6
Balance sheet and trustees' approval	7
Statement of cash flows	8
Notes to the accounts	9 to 13
Independent examiner's report	14

THE BRIDGE YOUTH PROJECT
CONSTITUTION, STRUCTURE, GOVERNANCE AND MANAGEMENT

The Bridge Youth Project was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 16th July 2019 under number 1184436 and is administered and managed in accordance with its constitution, which was adopted as part of the registration process.

Its principal object is to advance the Christian faith for the public benefit in the Salisbury area by working with young people in schools. The constitution includes as a schedule a 'statement of faith' with which all trustees and supporters are expected to be in overall sympathy.

The only voting members of the CIO are its trustees. There shall be at least four but no more than ten trustees: seven trustees were appointed by the constitution, as set out below. Additional trustees may be appointed by the existing trustees for 4 year terms but no trustee shall serve more than three consecutive terms.

The CIO is administered by the trustees, who meet regularly to set policy and review reports on its work and finance. They are also responsible for the regular review and mitigation of risk. Day to day management is led by the paid director and his senior team.

There is also a Council of Reference of between four and eight members, which advises on matters relating to spiritual direction. Members are appointed by the trustees for 4 year terms up to a maximum of 12 years.

The CIO welcomes 'supporters' as informal members and holds an annual meeting to report to them.

As a CIO the charity is required to file its periodic accounts and related trustees' report with the Charity Commission. The accounts are prepared in accordance with the requirements of the Charities Act 2011 and the Charities SORP (FRS 102) as updated to 2018, using the accounting policies set out in note 1.

The CIO's policy on reserves is to ensure that sufficient funds are maintained to meet its anticipated outlays, both for direct charitable expenditure and for management and administration. There is no intention to accumulate large reserves but the aim is to hold three months of anticipated expenditure in reserves.

The following were appointed as initial trustees by the constitution:

Mr W H Graham	(Chairman) for 4 years	Mrs B A C Annis	for 2 years
Mr D J R Morgan	(Secretary) for 3 years	Mr A Blake	for 4 years
Mr D M Wraight	for 3 years	Mrs E J Kelly	for 3 years
Mrs B J Morse	(Treasurer) for 3 years		

Mrs C M Starmer was appointed as an additional trustee in September 2020 and is now Treasurer.

Mrs B J Morse resigned in October 2020.

PUBLIC BENEFIT: as required by section 4 of The Charities Act 2011, the trustees have considered the guidance published by the Charity Commission in respect of public benefit. They believe that the CIO's principal object, as set out above, falls within the definition of charitable purposes in section 2 of the Act and that the activities set out in the trustees' report on pages 3 to 5 contribute to achieving that purpose.

H M Revenue & Customs charities reference number XD06858.

Registered at: C/O Sarum Academy, Westwood Road, Salisbury, Wiltshire SP2 9HS

THE BRIDGE YOUTH PROJECT
TRANSFER OF ACTIVITIES AND NET ASSETS FROM
EXISTING UNINCORPORATED CHARITY

The 'Bridge Youth Project Trust' has operated as an unincorporated charity since it was established in 1994. At its AGM in 2014, approval was given for the trustees to investigate and, if it was thought prudent, to effect a change in the charity's structure from being an unincorporated Charitable Trust to becoming a Charitable Incorporated Organisation (CIO). This is a more modern form of charitable structure and, among other things, offers limited liability to the trustees of a charity, thus making it easier to recruit new trustees. Final approval of this process was given by unanimous vote at the May 2019 AGM.

The trustees would like to thank our treasurer Barbara Morse and David Kirby at DK Legal for their help and guidance in working through the many processes needed to effect the changeover. The new CIO was registered with the Charity Commission on 16th July 2019, with the name 'The Bridge Youth Project', number 1184436.

Under the terms of an order of the Charity Commission dated 9th January 2020, the activities and net assets of the existing unincorporated charity were transferred to the new CIO with effect from that date. The net assets transferred were as follows:

	£
Tangible fixed assets	625
Bank balances	34,896
Petty cash	100
Debtors and prepayments	7,477
Total assets	<u>43,098</u>
Less: Creditors and accrued expenses	<u>(6,787)</u>
Net assets	<u><u>36,311</u></u>
Representing:	
Restricted funds	6,055
Unrestricted general fund	30,256
	<u><u>36,311</u></u>

ANNUAL REPORT & ACCOUNTS 31st DECEMBER 2020



None of us could ever have planned for what 2020 was to bring. It's been a year of challenge, uncertainty and closures but equally a year of opportunity, growth and recalibration. It's a year we will always look back on as bringing great highs but also great lows. At the very core of it all, however, we're proud to say that we've continued to evolve and change, putting children and young people at the heart of our work and bringing real change to their lives. We're thankful to God that we've had the privilege to make a difference during these difficult times.

We started the year working across the full complement of 22 primary and secondary schools and gearing up for a busy year ahead. In fact, January was quite a significant month for the Bridge Youth Project as we finally and officially became a CIO (Charitable Incorporated Organisation) after a long period of transition. We were thrilled to launch a Lay Chaplain into Trafalgar School in Downton for the first time, one-day-a-week, with a real focus on the pastoral support of students. Through our ongoing partnership with other local youth workers and the Youth Hub we were also able to take part in a collaborative youth event at St Francis Church, which was a real success. Leonie and Rebecca, our German interns, were able to join us for that, as well as continue with the full programme of work in primary schools.

In February, the secondary team ran a prayer space week at Sarum Academy where we welcomed Jozzy back again, as our resident MC/DJ from Cornwall. It was an amazing week of faith exploration, DJ workshops, reflective spaces and silent discos as the whole school enjoyed engaging with the space. The end of the week capped it all off with an incredible 600 young people coming to our event at the Chapel, representing 8 secondary schools from the area. However, rumours were stirring around a mystery virus that was beginning

to spread and on 20th March we gathered the team together and in an instant we were out of the schools and everything just stopped.

What followed was a frustrating period of waiting and understanding the words 'furlough' and 'Zoom'. For some of the team, it was a period of welcome planning and the odd lesson/collective worship online but, for most, it was a most unwelcome season. Months went by and, before we knew it, the summer 'holidays' were upon us and it was clear that schools were becoming desperate for us to return in September.

**“The Bridge
provide excellent
opportunities for
reflection and
discussion. They
are an invaluable
resource for
children of all
ages”.**
**- Local Deputy
Headteacher**



With a strong resolve and keen anticipation, the teams returned to around half our schools in September and it didn't take long to realise the impact of the pandemic on the lives of children, young people and staff. That much was clear. The team were focused on doing their very best to be safely proactive in supporting schools but, in reality, this period of time felt a little like 'sitting in the trenches' with the schools, doing all that we could to assist and encourage. The primary team ran face-to-face emotional literacy support groups to 'bubbles' of children across some of the primary schools; the secondary team doubled their numbers of 1:1's at a time when most schools weren't even allowing social workers or other outside agencies to come in. Whilst it was a hard time, the team felt it a real privilege to serve in whatever ways they could during this difficult time and we were delighted to give children and young people the space and opportunity to begin to process the months gone by. A special mention goes to Pauline, our Primary Schools Administrator volunteer, who continued to support the team with replenishing boxes and readying materials. The primary team even had to drop off resources to the schools 48 hours before the sessions were delivered, as part of our COVID risk assessment, which made things interesting logistically!

As far as special mentions go, it is hard to overestimate or over-thank the incredible commitment and impact of the amazing Barbara Morse, our long-serving trustee, treasurer and fundraiser who has gone well above and beyond in her many years of service to the Bridge. Barbara stepped down officially in September and we were glad to welcome

Christine Starmer as our new treasurer. Barbara, thank you for everything. Words cannot properly convey just what a difference you have made to the charity and we send you off with our prayers and best wishes for your new adventures to come.

As we neared the autumn months, more and more schools opened their doors. Pastoral support sessions were launched as a new initiative aimed at giving vulnerable children in primary schools more unstructured time to navigate the impact of COVID on their family lives, friendships and school. The secondary team began delivering some support groups too and the ALICE course restarted, supporting year 7-9 girls through this time. The Mentoring Scheme continued to be responsive, with Kate (our Mentoring Coordinator) writing a bespoke and comprehensive 10-week course aimed at supporting young people with their mental health. The plan was to bring the entire mentoring scheme online and continue to match local mentors with those students in most need of support.



There was a real sense of excitement building as more and more schools welcomed us back in and the calendar got busier and busier in the lead up to Christmas and in many ways it felt like a return to 'normal'. Some sad news hit us, though, as we were told by the senior management at Avon Valley College that we would have to find alternative office space after more than 14 years as our home due to circumstances beyond their control. We would like to take this opportunity to publicly

thank the school for their hospitality, partnership and friendship over so many years. We will miss the amazing staff and students that we have had the privilege to get to know and we do wish you the very best for the future.

Fuelled by some fresh vision and new opportunities, stemmed in some way from the hiatus of lockdowns, the team approached the end of the year with renewed vigour and excitement for what was to come. 2020 will be a year that none of us will ever forget but we are thankful to God that we have been able to be a ripple of good news and blessing to the many children, young people and staff that we have encountered. We are also indebted to the many individuals, trusts, churches and schools who have supported us throughout this year, thank you for making this all possible! With the exciting news that Sarum Academy will be giving us even more office space for the new year, we say bring on 2021 and may it be a year where we continue to bring Christian faith, hope and love to children and young people right across this area.

THE BRIDGE YOUTH PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
For the period ended 31st December 2020

	RESTRICTED FUNDS	UNRESTRICTED GENERAL FUND	TOTAL FUNDS
	£	£	£
INCOME FROM			
Churches	-	27,862	27,862
Individuals (including under gift aid and from CAF)	1,930	52,471	54,401
Schools and education bodies	10,000	-	10,000
Trusts and other organisations	22,390	6,260	28,650
Local Giving (including gift aid)	22,470	-	22,470
Government grants (CJRS scheme)	-	55,107	55,107
Donated services	-	10,110	10,110
Donations and grants	56,790	151,810	208,600
School services	-	6,020	6,020
Income tax recoverable	250	9,397	9,647
Bank and other interest	-	8	8
TOTAL INCOME	57,040	167,235	224,275
EXPENDITURE ON			
Salaries and national insurance	25,218	110,547	135,765
Pension contributions	-	9,970	9,970
Trainee support	1,100	-	1,100
Travel	-	1,336	1,336
Vehicle expenses	-	521	521
Other costs and expenses	1,080	1,148	2,228
Events	-	241	241
Depreciation of equipment	175	-	175
Loss on disposal of equipment	-	274	274
Direct charitable expenditure	27,573	124,037	151,610
Telephone and internet	-	1,633	1,633
Insurance	-	1,498	1,498
Rent	-	9,600	9,600
Printing, postage and stationery	-	2,229	2,229
Staff recruitment and training	-	750	750
Publicity and website	-	581	581
Sundries	-	1,190	1,190
Professional fees	-	180	180
Payroll charges	-	396	396
Bank charges	-	32	32
Depreciation of equipment	-	106	106
Management and administration	-	18,195	18,195
TOTAL EXPENDITURE	27,573	142,232	169,805
NET INCOME	29,467	25,003	54,470
TRANSFERRED FROM UNINCORPORATED CHARITY	6,055	30,256	36,311
TOTAL FUNDS CARRIED FORWARD	35,522	55,259	90,781

Details of movements on individual restricted funds are set out in note 12 on page 13.

Details of the net assets and funds transferred from the unincorporated charity on 9th January 2020 are set out on page 2.

THE BRIDGE YOUTH PROJECT
BALANCE SHEET
At 31st December 2020

	NOTE	RESTRICTED FUNDS £	UNRESTRICTED GENERAL FUND £	TOTAL FUNDS £
TANGIBLE FIXED ASSETS				
Equipment	4	176	319	495
CURRENT ASSETS				
Debtors	5	-	9,557	9,557
Cash at bank and in hand	6	35,346	52,563	87,909
		35,346	62,120	97,466
LIABILITIES				
Creditors	7	-	7,180	7,180
NET CURRENT ASSETS		35,346	54,940	90,286
TOTAL NET ASSETS		35,522	55,259	90,781
THE FUNDS OF THE CHARITY				
Restricted funds	12	35,522	-	35,522
Unrestricted general fund		-	55,259	55,259
		35,522	55,259	90,781

TRUSTEES' APPROVAL

The accounts and notes and the trustees' report for the period ended 31st December 2020 set out on pages 1 to 13 were discussed and approved by the Board of trustees on 4th October 2021

Signed on behalf of the trustees

Name W. H. GRAHAM

Signature 

Date 7 Oct 21

Name C. M. STARMER

Signature 

Date 7.10.21

THE BRIDGE YOUTH PROJECT
STATEMENT OF CASH FLOWS
For the period from 9th January to 31st December 2020

	£	£
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash provided by operating activities		53,330
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest	8	
Purchase of equipment	<u>(425)</u>	(417)
CHANGE IN CASH AND CASH EQUIVALENTS		<u>52,913</u>
CASH AND CASH EQUIVALENTS at 9th January 2020		34,996
CASH AND CASH EQUIVALENTS at 31st December 2020		<u><u>87,909</u></u>
Cash and cash equivalents at 31st December 2020 are 'cash at bank and in hand' as shown in note 6.		
RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Total net income per statement of financial activities on page 6		54,470
Adjustments for:		
Depreciation charges	281	
Loss on disposal of equipment	274	
Interest	(8)	
Increase in debtors	(2,080)	
Increase in creditors	<u>393</u>	(1,140)
Net cash provided by operating activities		<u><u>53,330</u></u>

This statement reflects the cash flows since the transfer of net assets from the unincorporated charity on 9th January 2020 (see page 2).

THE BRIDGE YOUTH PROJECT
NOTES TO THE ACCOUNTS
For the period ended 31st December 2020

1 ACCOUNTING BASIS AND POLICIES

The accounts are prepared in accordance with the requirements of the Charities Act 2011 and with the Charities SORP (FRS 102) issued in 2014 and revised in 2016 and 2018 and Financial Reporting Standard 102 as revised in 2017. The accounts are prepared on the historical cost basis.

The accounts are prepared using the following principal accounting policies:

Tangible fixed assets: are included at historic cost less provision for depreciation and impairment. Depreciation is calculated at 25% of original cost per annum. For office equipment the depreciation is shown as part of management and administration but for restricted funds equipment and the motor vehicle it is shown as part of direct charitable expenditure. The depreciation on restricted funds equipment is charged to the relevant restricted fund and the remainder to general fund.

Income and expenditure: is recognised on the accruals basis as and when it becomes due or payable.

2 FUNDS AND RESERVES

The CIO has a number of restricted funds where donations and grants have been received to be used for specific projects.

There is a restricted fund for the purchase of equipment. The fund balance represents the carrying value of the relevant equipment and annual depreciation charges on it are charged to the fund.

There are further restricted funds in support of specific projects or areas of work, including school chaplaincy work, mentoring, pastoral and social skills projects, trainee support and the provision of an additional primary worker.

In addition, a match funding appeal through Local Giving in October and November 2020 raised £22,470, £11,007 of which was a specific grant from DCMS, which will be used primarily to focus on mental health and wellbeing provision.

Details of the movements on all restricted funds, including unspent balances to be carried forward to future periods, are given in note 12.

The remainder of the Trust's funds are unrestricted and are shown as 'general fund'.

As noted on page 1, it is the trustees' policy to aim to hold three months of anticipated expenditure in reserves. This covers both restricted and general funds and includes expenditure on direct charitable expenditure and management and administration.

THE BRIDGE YOUTH PROJECT
NOTES TO THE ACCOUNTS
For the period ended 31st December 2020 (continued)

3 TRUSTS AND OTHER ORGANISATIONS

The CIO is grateful to the following organisations that made grants during 2020:

All Churches	SMB Charitable Trust
BarnabusTrust	Smith Bradbeer Charitable Trust
The Fulmer Charitable Trust	Tindall Trust
Greenhills Trust	Wiltshire Community Foundation
Magna Learning Partnership	Wiltshire Council
Sarum St Michael Educational Charity	

4 TANGIBLE FIXED ASSETS

	OFFICE EQUIPMENT	MOTOR VEHICLE	TOTAL UNRESTRICTED FUNDS	RESTRICTED FUNDS EQUIPMENT	TOTAL
	£	£	£	£	£
COST					
Transferred from unincorporated charity	-	365	365	701	1,066
Additions	425	-	425	-	425
Disposals	-	(365)	(365)	-	(365)
At 31st December 2020	<u>425</u>	<u>-</u>	<u>425</u>	<u>701</u>	<u>1,126</u>
DEPRECIATION					
Transferred from unincorporated charity	-	91	91	350	441
Charge for period	106	-	106	175	281
Eliminated on disposals	-	(91)	(91)	-	(91)
At 31st December 2020	<u>106</u>	<u>-</u>	<u>106</u>	<u>525</u>	<u>631</u>
NET BOOK VALUE					
At 31st December 2020	<u>319</u>	<u>-</u>	<u>319</u>	<u>176</u>	<u>495</u>
Transferred from unincorporated charity	<u>-</u>	<u>274</u>	<u>274</u>	<u>351</u>	<u>625</u>

5 DEBTORS

	£
Accrued income	550
Income tax recoverable under 'gift aid'	7,739
Expense prepayments	1,268
	<u>9,557</u>

THE BRIDGE YOUTH PROJECT
NOTES TO THE ACCOUNTS
For the period ended 31st December 2020 (continued)

6 CASH AT BANK AND IN HAND

	£
HSBC new current account	86,658
HSBC old current account	1,146
HSBC deposit account	85
Petty cash	20
	<u>87,909</u>

7 CREDITORS

	£
PAYE and national insurance	2,550
Expense accruals	2,590
Income received in advance	2,040
	<u>7,180</u>

8 STAFF COSTS AND NUMBERS

	£
Remuneration	132,051
Employer social security costs	3,714
Employer contributions to defined contribution pension scheme	9,970
	<u>145,735</u>

Number

Average headcount during the period	<u>10</u>
-------------------------------------	-----------

No employee received remuneration of more than £60,000.

THE BRIDGE YOUTH PROJECT
NOTES TO THE ACCOUNTS
For the period ended 31st December 2020 (continued)

**9 TRUSTEE REMUNERATION, EXPENSES AND DONATIONS AND
RELATED PARTY TRANSACTIONS**

None of the trustees received any remuneration or expense payments in the period.

The trustees together made freewill donations to the Trust during the period of £13,014.

There were no related party transactions requiring disclosure in the period.

10 INDEPENDENT EXAMINER'S FEES

No remuneration was paid to the independent examiner in the period.

11 CONTRIBUTIONS FROM DONATED SERVICES AND UNPAID VOLUNTEERS

The CIO is grateful to Avon Valley College and Sarum Academy for making office space and related support services available to the charity without charge. As required by the Charities SORP (FRS 102), the estimated monetary value of these items has been included in these accounts and shown as income under 'donated services', the total being £10,110.

In common with many charities, the CIO benefits significantly from the unpaid work of volunteers, both in the provision of its direct charitable activities and in its management and administration. In accordance with the Charities SORP (FRS 102), no monetary value is put on these contributions.

THE BRIDGE YOUTH PROJECT
NOTES TO THE ACCOUNTS
For the period ended 31st December 2020 (continued)

12 RESTRICTED FUNDS

The following is a summary of the movements on restricted funds in the period ended 31st December 2020 and the make up of the closing balances:

	EQUIPMENT	CHAPLAINCY	MENTORING	PASTORAL (ALICE)	SOCIAL SKILLS	PRIMARY WORKER	TRAINEE SUPPORT	LOCAL GIVING	TOTAL
	£	£	£	£	£	£	£	£	£
Transferred from unincorporated charity on 9th January 2020	351	-	3,704	-	2,000	-	-	-	6,055
Received from individuals (including gift aid)	-	-	-	-	-	-	2,180	-	2,180
Received from schools	-	10,000	-	-	-	-	-	-	10,000
Received from trusts and other organisations	-	9,800	4,590	5,000	-	3,000	-	-	22,390
Received from Local Givivg (including gift aid)	-	-	-	-	-	-	-	22,470	22,470
Spent as part of salaries and national insurance	-	(10,400)	(5,475)	(4,283)	(1,500)	-	-	(3,560)	(25,218)
Spent as part of other direct charitable expenditure	-	-	-	-	-	-	(2,180)	-	(2,180)
Depreciation of tangible fixed assets	(175)	-	-	-	-	-	-	-	(175)
Carried forward 31st December 2020	<u>176</u>	<u>9,400</u>	<u>2,819</u>	<u>717</u>	<u>500</u>	<u>3,000</u>	<u>-</u>	<u>18,910</u>	<u>35,522</u>
Balance at 31st December 2020 comprised:									
Equipment at net book value	176	-	-	-	-	-	-	-	176
Cash at bank	-	9,400	2,819	717	500	3,000	-	18,910	35,346
	<u>176</u>	<u>9,400</u>	<u>2,819</u>	<u>717</u>	<u>500</u>	<u>3,000</u>	<u>-</u>	<u>18,910</u>	<u>35,522</u>

**THE BRIDGE YOUTH PROJECT
INDEPENDENT EXAMINER'S REPORT
For the period ended 31st December 2020**

I report on the accounts of The Bridge Youth Project for the period from incorporation on 16th July 2019 to 31st December 2020 set out on pages 1 and 2 and 6 to 13.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts and they consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply. It is my responsibility, without performing an audit, to carry out an examination of the accounts and to report to the trustees.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My report is in respect of an examination carried out under section 145 of the Act and in accordance with the directions given by the Charity Commissioners under subsection 5(b) of that section. An examination includes a review of the accounting records kept by the Trust's treasurer and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for an audit and consequently I do not express an audit opinion on the view given by the accounts. My report is limited to those matters set out below.

INDEPENDENT EXAMINER'S STATEMENT

No matter has come to my attention from my examination which gives me reasonable cause to believe that in any material respect accounting records have not been kept in accordance with section 130 of the Act, or that the accounts presented do not accord with those records or comply with the accounting requirements of the Act. No other matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SIGNED



DATE

12th October 2021

I D Mitchell FCA
16 Little Woodfalls Drive
Woodfalls
Salisbury
Wiltshire SP5 2NN