

# ANNUAL GENERAL MEETING REPORT 2021-22

***OUR VISION IS FOR A PLACE IN WHICH ALL YOUNG  
PEOPLE CAN ACHIEVE THEIR FULL POTENTIAL  
& SUCCEED BEYOND THEIR EXPECTATIONS.***

**ASPIRE  CREATE  ACHIEVE**

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**Registered Charity No:** 1186588 (England & Wales) **VAT No:** 342 8075 04 GB

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## The Chair's Address

Specialist Youth Work (SYW) now in its third year of operations continues to both develop and grow in our efforts in meeting the needs of our children, young people, and families at risk or vulnerable within communities in which we serve. The areas in this year that we have worked in has grown and covers all three of the Sussex counties from Surrey, West, and East Sussex.



Within this year we have met a number of challenges, most obvious being COVID19 since mid-March 2020, and the uncertainties this continues to have on us all. With restrictions being lifted and the country beginning to resume some kind of normality from September 2021, has given us new and or increased opportunities to meeting new and existing needs of our members, especially the transition back outdoors, going back to school, meeting up with others and what has been evidenced in the increase of mental health (relating to anxiety, stress, family breakdowns, depression and isolation) amongst young people as a result of the COVID19 pandemic.

Again it goes without saying, we owe an enormous **THANK YOU** to our volunteer workforce, (trustees to frontline service delivery volunteer youth support workers). Without our workforce we would not be in the position we are in.

The work that has and continues to be developed and delivered is going from strength to strength. We are running more targeted and open access (universal) youth work provisions and our income and expenditure shows this.

We also completed the takeover of a Woking workshop to offer carpentry workshops to our members and work in partnership with Surrey County Council's Youth Offer team young offenders programme.

Overall I can say that we have done very well to not only survive as a new(ish) charity "youth organisation," but we have had a few great opportunities.

I am immensely proud to be on this journey and the incredible people who are with us on this as a volunteer. But this demonstrates in what we have and continue to work hard to achieve that when we are in it together, we can make a real difference.

It is my hope and that of the board that we will continue to grow and develop in the years ahead and that we continue to connect with services, members, and stakeholders within the communities the length and breadth of Surrey & Sussex.

Darren H. Smith MA - Founder & Chairperson  
Board of Trustees

## **Our Board of Trustees 2021-22**

**Chairperson**



**Darren Smith**  
**DipHND (JNC) & MA**  
**Y&CW Manager**

**Treasurer**



**James Cox**  
**BA Hons (JNC) & ILM**  
**Youth Work & IT Solutions**

**Secretary**



**Martin Swift**  
**Youth Support Worker &**  
**Cyclist Bike Specialist**

**Trustee**



**Rhian Jarvis**  
**BA Hons & PGCE**  
**Secondary School Teacher**

**Trustee**



**Graham Hill**  
**Customer Services**  
**British Gas**

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## Service Delivery Summary & Achievements

We now have up and running projects (Pandemic permitted) an LGBT+, Detached Youth Work team, The DofE Award scheme, Young Carers, and Well-Being targeted youth drop in projects for children & young people aged 10-19.

We have also successfully delivered the Summer and Christmas Holiday Activity and Food (HAF) programme, which has brought in income of around £12k, and has enhanced our sports equipment and youth activity offer across all projects.


The Woking workshop unit was signed over to us on an initial three-year lease and we have now set up a partnership with Surrey County Council (SCC) which brings in additional funds that cover such overheads and we have access to use the carpentry workshop equipment owned by SCC for our members wanting to learn new skills in woodwork.

Our volunteers are now supported with ongoing training and CPD opportunities thanks to our initiative and is funded by the national lottery community grant of £10k for our “Volunteer & Skills Training Scheme” which has seen volunteers achieve their first aid, food hygiene and safeguarding training to date with more being planned for.

Working on the streets and not having a building throughout the pandemic due to restrictions, we have been working hard to raise funds needed to support our detached youth work mobile services. £17k raised to date for a 9-seater minibus that can do three or more things, such as transporting young people to and from our provisions and trips, taking equipment to mobile sites and function as a safe space mobile youth bus with an awning and external lighting for the darker evenings. We have also secured a further £5k to this project taking the total to £22k of our now £30k (amended) target, due to increased inflations/ charges.

Numbers on page 6 of this report show achievements we have achieved in this year, a real testament to the work delivered and commitment of the volunteer team and the fact restrictions lifted has enabled work to reopen and refocus to supporting existing and new needs of our members.

Other project delivery has included running of a variety of sports & fitness projects and Archery & Fencing taster sessions. In the summer 2021 we were able to offer a variety of holiday club schemes 4 days a week (5 hours per day) for 6 weeks in various areas in Crawley, Redhill, Mid



Sussex, Brighton & Hove (Hangleton) that included summer youth clubs, offering sports, one to one support, arts and crafts in meeting the needs and current interests of our young people in providing new life experiences linked to building confidence around film and media, employability opportunities, social & life skills and rewards for their hard work participating in our projects. Some of the costs were met by grant support for those vulnerable at-risk young people.

Young people achieved a national or local accredited award by undertaking their Duke of Edinburgh's Award, a 10-hour sports award and or the young first aider award.

We have volunteers in the process of completing their Forest School Level 3 Leader training qualifications, which means we will be able to offer Forest School sessions and longer-term projects.

Within this year we also rebranded our brand, with new logos fit for all purposes i.e., social media, website, and stationery.

**The impact from our services has seen an increase in:**

- Membership
- Engaging and participation in projects/ activities
- Achieving national and local awards
- Trying new activities
- Confidence and self-esteem
- Tailored projects to members need
- Reduction in anti-social behavior and crime
- School attendance
- The uptake of education, training, and employment
- Connections within communities (stakeholders, residents)
- Referrals to seek the support early to prevent families hitting crisis point
- Healthy eating and healthier active choices i.e., uptake of sports, gym, and swimming

**Our COVID19 Response**

Although in this year restrictions lifted, the trustees took the decision to implement and continue with some measures remaining in place, such as cleaning before and after sessions, not attend if you have any of the symptoms listed and hand washing/ anti bac remain in place within indoor provision having free flow air also by opening doors and windows. This is communicated to parents for their own reassurances on a regular basis and or when guidance changes nationally.



## Specialist Youth Work in Numbers - April 2021 to March 2022



Youth Membership:  
478, Up 63% from the  
180 Membership in  
2020-21



Total 3 Hour Youth  
Work Project/ Sessions  
Delivered: 436 Up 41.5%  
from 181 sessions in  
2021-22



Youth Work Hours  
Delivered: 1,308



Estimated Total Value  
of The Volunteer  
Workforce Given:  
£18,312



Compared to 2020-21  
Fiscal, Our Income is:  
£59,463.34 Up 49%  
and Expenditure is:  
£23,750.01 Down 11%  
and Our Reserves,  
Restricted &  
Unrestricted Funds  
Total are: £49,058.29



Estimated Total Hours  
Running of the  
Organisation (Trustees)  
Given: 1,824



Estimated Total Value of  
Trustees Given time:  
£45,600



National & Local  
Awards Achieved: 139  
(29%) and 75 (15.6%)  
Working Towards an  
Award/ Qualification



Marginalised & At Risk  
Members Accessing  
Provisions: 431 - 90% of  
Our Total Membership



Those with Special  
Educational Needs and  
or Disabilities: 120  
(25.1% of Our Total  
Membership)

**SPECIALIST  
YOUTH WORK**

ASPIRE ✨ CREATE ✨ ACHIEVE



Just some of the trips that took place this year!



#THORPEPARK



## Case Studies

Youth workers helped me get employment by supporting me through some workshops on writing a CV, writing job applications, explained the purpose of what a job description and job specification were, and they set up a range of mock interviews to develop my interview skills.

I am a refugee and the youth workers provided me with both transport, food and used their phone to translate. Truly supportive as I was so scared and not knowing what was happening. They reassured me, were friendly and stayed with me all day until they took me to my new place to live.

Sam, I would be utterly lost and in a dark place still if it were not for Specialist Youth work providing me with a mix of focused solutions approaches that got me doing things for myself.

Specialist Youth Work has been a lifeline for me. I am nineteen and they have given me a volunteer role with training and support, and I am now applying for a youth worker apprentice role.

I hate school, Jon said at youth club. Over the course of 3 weeks Jon felt confident to disclose some concerns at home and within his friendship group. He was not happy; he was regularly bullied and exploited at the same time. Youth work intervention gave me support both in school and at youth club. A lifeline as I made new friends and changed my mates, swapped classes through the support of Darren at Specialist Youth Work and I am now doing much better. School monitor things more also, so there is an understanding.

Without the friendly youth work team at Specialist Youth work I would have nowhere to go, being a nuisance in the town centre and getting into trouble with the police.

I have made so many new friends within the LGBT+ project and it has helped me build my confidence and self-esteem to come out to my family having spent 6 months exploring and questioning to finally know who I am. Thanks for being you and keeping the project going in difficult and uncertain times Loui said.

We love all that you do Amy said. You have given us so much and we have had a chance of getting away from my toxic home environment.





## Plans 2022-23

- Develop partnership with the YMCA to secure funding for the delivery of the Redhill Youth Club for the next 3 years
- Maintain the work and duties of the Woking building lease for Unit 4 we have
- Secure & Plan for the Easter, Summer & Christmas Holiday Activity & Food (HAF) Programme
- Develop the Fundraising Strategy
- Apply for Grants for new initiatives (Tesco, Lottery, Persimmons, and the Foyle Foundation
- Update Digital social media & Website Review
- Data Protection / Storing of Data Review
- Development of Youth Club work in new Areas
- Workforce Development & Training
- Secure the remaining funding for the Mobile Youth Work Project (Minibus)
- Explore data management systems for project data inputting
- Maintain existing provision
- Recruitment of new Volunteers

## **Treasurers Accounts Report 2021-22**

In this financial summary, it will provide an overview to some of the income and expenditure that has occurred.

In this fiscal year we have done well all things considering with the restrictions easing from the global COVID19 pandemic.

The accounts show an increase in income up 49% mainly due to the pandemic restrictions eased in this year, and our expenditure was 11% down from the previous year 2020-21. This is due to the fact fundraising funds are mainly restricted for the purchase of a minibus/ 9-seater van for the detached youth work project, and funds have come in across this and the forthcoming fiscal year. Other restricted grants came in late, and these funds are used for, i.e., National lottery £10k is for the Volunteer training & Skills Scheme.

The new increase in costs this year are additional SYW work phone bills for staff, the website redesign and the SharePoint systems set up costs, to align with GDPR, staff access areas and protection of the organisations data/ systems security.

We also now have expenditure to cover on the building lease we now have in Woking. Although costs for this, are met by SCC via a partnership agreement allowing them access to deliver youth offending workshop activities.

The Gift Aid claim this year is 50% up from 2020-21, this was due to the global pandemic between 2020-21 and restrictions lifting and services resuming increased donations, subscriptions, and activities.

VAT claim is similar to 2020-21 with around £500 claimed per quarter from purchased items for the charity's day to day youth work operations. This shows lower need to purchase equipment as we have over the past two years built a stock of set up project's equipment for deliveries

HSBC are now charging us a banking fee of £5 per month and is due to increase in line with inflation we believe.

We had a small amount of refunded cash, due to faulty goods purchased returned.

Covid19 expenditure was the same from the previous year, but we envisage this to reduce significantly or obsolete in the new fiscal year post pandemic. Considering the pandemic, reserves have increased to ensure we can stay afloat, if we hit future pandemics that would incur additional unforeseen costs.

James Cox - Treasurer  
Board of Trustees

## **Independent Examiner's Accountancy Report**

To the Trustees of **Specialist Youth Work** I report on the accounts for the year ended **31<sup>st</sup> March 2022** which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out within this report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

### **Respective responsibilities of Trustees and Examiner**

The trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act).
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether matters have come to my attention.

### **Basis of Independent Examiner's report**

My examination was conducted in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by Specialist Youth Work 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 from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

### **Independent Examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*):

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act; and


- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

2) to which attention should be drawn to, to enable a proper understanding of the accounts to be reached.

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

**Name:** Aaron Stockley

**Address:** 69 Chesterblade Lane, Bracknell, RG12 0GP

**Signature:**  .....

**Date:** 17<sup>th</sup> April 2022

**Examiners Notes:**

None



**Specialist Youth Work - Financial Accounts 1st April 2021 to 31st March 2022**

<u>Income</u>	<u>Bank</u>	<u>Cash</u>	<u>Total</u>	<u>2020-21</u>
Membership Fees/ Subs/ Enrolment	£341.11	£0.00	£341.11	£1,275.00
Activity/ Young People Grants	£16,365.00	£0.00	£16,365.00	£3,246.60
Buildings/ Lease Grants/ Funds	£10,300.00	£0.00	£10,300.00	£0.00
Donations	£8,746.01	£0.00	£8,746.01	£15,013.67
Targeted Youth Work/ Activities	£15,076.55	£0.00	£15,076.55	£3,424.85
HMRC Gift Aid	£4,932.83	£0.00	£4,932.83	£2,582.55
HMRC VAT	£2,997.80	£0.00	£2,997.80	£2,540.48
Every Click/ Amazon (Donations)	£35.39	£0.00	£35.39	£16.43
Refunds (Activities / Equipment)	£668.65	£0.00	£668.65	£1,255.42

<b>Total Income</b>	<b>£59,463.34</b>	<b>£0.00</b>	<b>£59,463.34</b>	<b>£29,355.00</b>
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<u>Expenditure</u>	<u>Bank</u>	<u>Cash</u>	<u>Total</u>	<u>2020-21</u>
Stationary/ Branding/ Postage	£239.39	£0.00	£239.39	£259.14
Activity & Work Equipment	£6,940.42	£0.00	£6,940.42	£9,449.37
DofE/ Expeditions /Assessor Fees	£0.00	£0.00	£0.00	£0.00
Transport/ Expenses	£874.18	£0.00	£874.18	£2,852.45
Governance (Liability Insurances)	£212.80	£0.00	£212.80	£248.08
IT Computer & Softwares	£630.97	£0.00	£630.97	£96.66
Workforce Recruitment Costs i.e.DBS	£0.00	£0.00	£0.00	£162.60
Building Lease/ Maintenance Costs	£2,270.30	£0.00	£2,270.30	£364.00
Charity Work Phones	£215.98	£0.00	£215.98	£438.58
Website & SharePoint	£3,005.58	£0.00	£3,005.58	£56.92
COVID19 Response	£1,369.95	£0.00	£1,369.95	£3,910.34
Youth Provisions - Refreshments	£994.01	£0.00	£994.01	£502.95
Workforce Training	£0.00	£0.00	£0.00	£17.49
Staff / Volunteering Clothing	£0.00	£0.00	£0.00	£112.84
Youth projects/ Activities	£6,991.43	£0.00	£6,991.43	£7,070.08
Refunds (Activities)	£0.00	£0.00	£0.00	£875.02
HSBC Bank Account Charges	£5.00	£0.00	£5.00	£0.00

<b>Total Expenditure</b>	<b>£23,750.01</b>	<b>£0.00</b>	<b>£23,750.01</b>	<b>£26,416.52</b>
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<b>Bank Balance b/f - 1st April 2021</b>	<b>£13,344.96</b>
<b>Income</b>	<b>£72,808.30</b>
<b>Expenditure</b>	<b>£23,750.01</b>
	<b><u>£49,058.29</u></b>

<b>Unpresented Cheques</b>	
	<b>£0.00</b>

**HSBC Bank**  
**Sort: 40-14-03**  
**Account: 83885569**

**Updated 31.03.2022**

**Restricted funds** defined as "sums of money that are held on trust for particular purposes and can only be spent on those purposes."

#### Restricted Funds

Description	Costs	Comments
SYW Reserves/ Building Emergencies	£17,000.00	
National Lottery Grant	£10,000.00	Volunteer Training & Skills Scheme
Building Maintenance/ Lease Costs	£0.00	Rents Paid for 2021-22
Detached YW Van/Mini Bus Project	£15,000.00	
HAF Easter Programme	£3,920.00	Project starts in Easter (April 2022)
	<b>£45,920.00</b>	

**Unrestricted or general funds** defined as "funds that a charity has received from a donor and which are not held for any particular charitable purpose."

#### Unrestricted Funds

Description	Costs	Comments
Funds	£3,338.28	
	<b>£3,338.28</b>	

Specialist Youth Work would like to say a **BIG Thank You!** to you all our supporters and donors for their support in **2021-22**



Online Free Shopping  
Donations at  
[www.everyclick.com](http://www.everyclick.com)

