

ANNUAL GENERAL MEETING REPORT 2023-24

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

ASPIRE ☆ CREATE ☆ ACHIEVE

Registered HQ Address: 26 St Lawrence Way, Hurstpierpoint, West Sussex, BN6 9SH
M: 07493005772 **E:** info@specialistyouthwork.org **W:** www.specialistyouthwork.org
Registered Charity No: 1186588 (England & Wales) **VAT No:** 342 8075 04 GB

The Chair's Address

Specialist Youth Work (SYW) is now in its fifth year of operations. But this year, we have sustained some enormous challenges that have impacted on both the development and growth of an organisation to meet the needs of our children, young people, and families and those at risk or vulnerable within the communities in which we serve.

In this year we partnered up with Coach Core, who provided a grant to cover the salary costs of a community sports & youth coach apprentice.

We also welcomed Jenna, who has joined the board of trustees, and we look forward to working with her in the coming years.

We had a good start to the year. However, due to an unfortunate incident that occurred while out on a youth work trip, the complaint received has halted our service delivery until we receive satisfactory outcomes from the pending investigations, of which the organisation is fully cooperating with all those involved.

During the short period of operational delivery, we enjoyed some youth work projects, including open-access youth work, sports programmes, and a Holiday activity programme for those receiving free school meals in the summer of 2023.

With our challenges, I would like to say an enormous **THANK YOU** to our board of trustees, the volunteers, and the paid workforce for frontline service delivery. For whom, without you, we would not be in the position we continue to be in.

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 throughout areas in the southeast region of England.



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



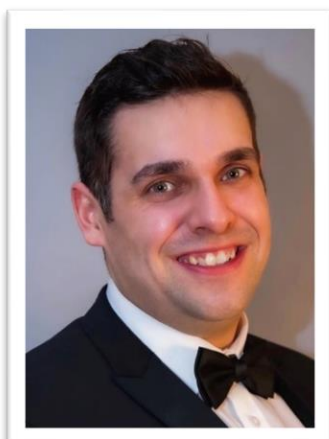
Our Board of Trustees 2023-24

Chairperson



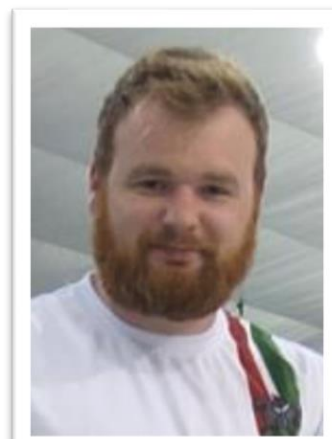
Mr Darren Smith
DipHND | JNC | MA
Youth Services

Treasurer



Mr James Cox
BA Hons | JNC | ILM
IT Solutions

Secretary



Mr Martin Swift
Youth Support Worker
& Cyclist Bike Specialist

Trustee



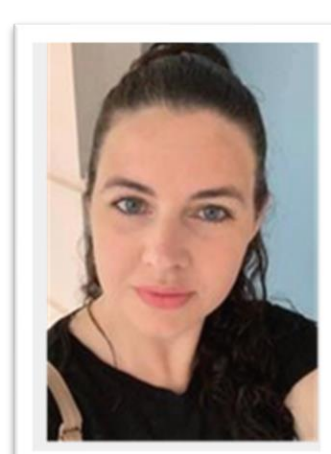
Miss Rhian Jarvis
BA Hons & PGCE
Secondary School Teacher

Trustee



Mr Graham Hill
Customer Services
British Gas

Trustee



Jenna Croft
HR Business Admin

Treasurers Accounts Report 2023-24

This financial summary will provide an overview of some of the income and expenditures that have occurred (finance sheets are on pages 7 and 8).

In this fiscal year post COVID-19 Pandemic, we have done well all things considered.

The accounts show a decrease in **income**, down by 40.34% from 2022-23, and our expenditure has also decreased by 25.34% due to the incident mentioned in the chair opening, which has halted service delivery.

This year's biggest income has been from donations, SCC Rent (Building lease), HMRC VAT and Gift Aid claims, and grants received from Coach Core, Active Surrey, The National Lottery, and the YMCA.

New costs incurred this year and planned for the foreseeable future include the apprentice salary, IT equipment, activity resources, and the running costs for the Van.

The Gift Aid claim this year is up from 2022-23. This was due to the global pandemic, restrictions being lifted, and services resuming, which increased fundraising, donations, and subscriptions from activities taking place. Whereas the VAT claim is down this year compared to 2022-23, mainly because of the purchase of the van.

We have increased the charity's reserves, which are required to meet running costs for up to 6 months in the event of a crisis and not exceeding more than 25% of the organisation's total income.



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 **31st March 2023**, which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out within this report is made solely to the trustees by 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 by 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) This gives me reasonable cause to believe that in any material respect the requirements


- 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 enable a proper understanding of the accounts to be reached.

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

Name: Mr. Derrick A Daft

Address: 6 Stanford Hill, Loughborough, Leicestershire, LE11 1LX

Signature: 

Date: 5th July 2024

Examiners Notes:

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Definition: The **Charities Act 2011**, [Section 144](#) applies to a financial year of a charity if the charity's gross income in that year exceeds £1 million or the charity's gross income in that year exceeds the accounts threshold. At the end of the year, the aggregate value of its assets (before deduction of liabilities) exceeds £3.26 million.

Specialist Youth Work - Financial Accounts 1st April 2023 to 31st March 2024

<u>Income</u>	<u>Bank</u>	<u>Cash</u>	<u>Total</u>	<u>2022-23</u>
Membership Fees/ Subs/ Enrolment	£0.00	£0.00	£0.00	£1,532.00
Charity Grants	£21,800.00	£0.00	£0.00	£16,808.93
Buildings/ Lease Grants/ Funds	£7,743.00	£0.00	£0.00	£7,343.00
Donations	£852.51	£0.00	£0.00	£18,435.00
Targeted Youth Work/ Activities	£11,176.60	£0.00	£0.00	£22,694.68
HMRC Gift Aid	£10,810.86	£0.00	£0.00	£6,041.17
HMRC VAT	£4,977.80	£0.00	£0.00	£19,729.83
EasyFundraising/ Amazon (Donations)	£44.81	£0.00	£0.00	£66.94
Refunds (Activities / Equipment)	£347.05	£0.00	£0.00	£3,393.28
Tuck Shop	£0.00	£0.00	£0.00	£789.10
Insurance Claim Costs	£0.00	£0.00	£0.00	£0.00
Total Income	£57,752.63	£0.00	£57,752.63	£96,833.93

<u>Expenditure</u>	<u>Bank</u>	<u>Cash</u>	<u>Total</u>	<u>2022-23</u>
Stationary/ Branding/ Postage	£20.39	£0.00	£0.00	£166.45
Activity & Work Equipment (incl VAN)	£21,000.61	£0.00	£0.00	£59,749.85
Workforce Training	£92.44	£0.00	£0.00	£745.36
Transport/ Volunteer Expenses	£3,403.79	£0.00	£0.00	£2,603.40
Governance (Liability Insurances)	£212.80	£0.00	£0.00	£248.74
IT Computer, Software & Broadband	£8,186.71	£0.00	£0.00	£2,426.92
Workforce Recruitment Costs i.e.DBS	£19.80	£0.00	£0.00	£0.00
Building Lease/ Maintenance Costs	£2,500.54	£0.00	£0.00	£2,684.99
Staff/ Office Work Phones	£579.22	£0.00	£0.00	£2,528.88
Website & SharePoint	£172.50	£0.00	£0.00	£92.24
Van Insurances/ Maintenance	£2,893.75	£0.00	£0.00	£1,433.29
Youth Provisions - Refreshments	£1,149.06	£0.00	£0.00	£747.65
Book Keeping/ Salaries / NI/ Pensions	£6,354.80	£0.00	£0.00	£1,580.48
Staff / Volunteering Clothing	£218.75	£0.00	£0.00	£412.19
Youth Projects/ Activities	£17,868.11	£0.00	£0.00	£11,592.73
Tuck Shop	£0.00	£0.00	£0.00	£122.50
HSBC Bank Account Charges	£58.40	£0.00	£0.00	£87.46
Investigation Costs	£390.00	£0.00	£0.00	£0.00
Total Expenditure	£65,121.67	£0.00	£65,121.67	£87,223.13

Bank Balance b/f - 1st April 2023

£55,275.81

Income Exc Refunds

£112,681.39

Expenditure

£65,121.67

£47,559.72

HSBC Bank

Sort: 40-14-03

Account: 83885569

Updated 31.03.2024

Restricted Funds

Description	Costs	Comments
SYW Reserves/ Building Emergencies	£20,000.00	
Van Costs	£10,000.00	Surrey Community Foundation
Building Maintenance/ Lease Costs	£2,600.00	
Operational Running Costs	£6,000.00	
Apprentice Salary Grant	£8,800.00	Active Surrey & Coach Core
	£47,400.00	

Restricted funds are sums of money that are held on trust for particular purposes and can only be spent on those purposes

Unrestricted Funds

Description	Costs	Comments
Funds	£4,500.00	
	£4,500.00	

Unrestricted or general funds – these are funds that a charity has received from a donor and which are not held for any particular charitable purpose.