



## PETERBOROUGH YOUTH COMMUNITY MEDIA CENTRE PYCMC

# Annual Report and Accounts 01/04/2023 – 31/04/2024

### LEGAL AND ADMINISTRATIVE INFORMATION

#### THE ORGANISATION

PYCMC is a Charitable Incorporated Organisation which was set up to act as a resource for young people living in Peterborough, organising programmes of educational and other activities and advice and assistance to help the young people to settle and integrate in the community.

<b>CHARITY NUMBER:</b>	1186769
<b>CHARITY REGISTRATION DATE:</b>	05 Dec 2019
<b>START OF FINANCIAL YEAR:</b>	01 April 2023
<b>END OF FINANCIAL YEAR:</b>	31 March 2024

**GOVERNING INSTRUMENT:** CIO - FOUNDATION

**OBJECTS:** To act as a resource for young people living in Peterborough by providing advice and assistance and organising programmes of educational and other activities as a means of:

(a) advancing in life and helping young people by developing their skills, capacities, and capabilities to enable them to participate in society as independent, mature, and responsible individuals; and

(b) advancing education.

**CORRESPONDENCE ADDRESS:** 3 Fairchild Lane  
Peterborough  
PE1 3TL

## **TRUSTEES REPORT FOR THE YEAR ENDING 31st MARCH 2024**

The Trustees present their report along with the financial statements of the charity for the year to 31st March 2024.

The financial statements have been prepared in accordance with the accounting policies and comply with the applicable law.

### **Trustees**

Appointment of trustees is governed by the Constitution of the Charity. The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee.

### **Investment Powers**

The Constitution authorises the trustees to make and hold investments using general funds of the charity. No such investments are presently held.

### **Constitution, Objects and Policies**

The Charity is constituted by Constitution, and its objects is to act as a resource for young people living in Peterborough. To do this, regular activities are carried out and invitations given out to the public.

Finance is currently raised purely from donations and grants. The day-to-day running of the organisation is delegated by the Trustees to a volunteers' general manager assisted by a pool of volunteers.

### **Development, Activities and Achievements**

The trustees together with the volunteers off the charity are all committed to enabling as many people as possible to get involved in the Youth media centre and to become active volunteer of the project.

Our services are open to everyone without distinction of disability, race, culture. religion, political opinion, sex, sexual orientation etc.

### **Community Radio Training project**

With funding from the Million Hour fund, Peterborough Youth Community Media Centre has run Community Radio Course for Young People.

We have run intensive courses in community radio for disadvantaged young people living in Peterborough. The project has provided meaningful activities and a productive way for young people where their spent their time whilst they are not at school.

### **ACHIEVEMENTS**

- Over the duration of the project, PYCMC achieved the following:
  1. Workshops delivered on the following topics:
  2. Interview skills
  3. Writing a script
  4. Researching for a radio programme
  5. Driving studio desk equipment
  6. Programming skills
  7. Presenting

## FEEDBACK FROM PARTICIPANTS

In order to monitor the impact of the project on the lives of the young people who participated, we asked each of the 63 participants to complete a feedback form at the end of the course. Overall, the feedback we received from the young people was very positive. All participants said that they learnt something new (Radio specific skills) and develop other transferable skills from the course and that they found the trainer knowledgeable and easy to understand too.

The highlights for people were learning how to edit and present radio shows. Everyone who participated in the course also said that they felt that completing the course had been beneficial for their wellbeing and it had given them the opportunity to meet new people.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2024

### PAYMENTS TO TRUSTEES

No trustees received remuneration during the year.

### RISK ASSESSMENT

The Trustees actively review the major risks which the Charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions.

### RESERVES POLICY

The Trustees have considered the level of reserves they wish to build up and retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held.

The Trustees aim to ensure that the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unforeseen increase in expenditure.

### PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or "aims" that are for the public benefit.

### OTHER DISCLOSURE ISSUES

The charity has no other commitments, guarantees, loans, contingent liabilities other than those disclosed in the accounts. There are no other disclosure issues.

## BALANCE SHEET AS AT 31st MARCH 2024

### Assets

	2024 Restricted (£)	2023 (£)
Currents Assets	12,691.63	11,691.67
Cash in hand and at Bank	33.89	05.04
<b>Total Net Assets</b>	<b>12,725.54</b>	<b>11,696.71</b>

### Income funds

General reserves	12,691.63	11,691.67
Restricted fund	33.89	05.04
<b>Total</b>	<b>12,725.54</b>	<b>11,696.71</b>

Signed and approved on behalf of the Committee:

Chairperson



Niamkey Aka Kouassi

Date: 26 July 2024

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31<sup>st</sup> MARCH 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
<b>Incoming Resources</b>			
Grants		9,992.00	9,992.00
Donations	18.41		18.41
<b>Total Incoming Resources</b>	<b>18.41</b>	<b>9,992.00</b>	<b>10,010.41</b>
<b>Resources Expanded</b>			
Charitable Activities		9,986.58	9,986.58
<b>Total Resources Expanded</b>		<b>9,986.58</b>	<b>9,986.58</b>
<b>Reconciliation of funds:</b>			
Net movement in funds for the year	18.41	5.42	23.83
Funds balance at April 2023	10.06		10.06
<b>Funds balance on 31 March 2024</b>	<b>28.47</b>	<b>5.42</b>	<b>33.89</b>

The Statement of Financial Activities includes all gains and losses reorganised in the year.  
All Incoming resources and Resources Expanded drive from continuing activities.

## 1. Incomes

DESCRIPTION	Unrestricted Funds £	Restricted Funds £	Total funds 2024 £
Big lottery Fund	18.41	9,992.00	10,010.41
Amazon donation			
<b>Total</b>	<b>18.41</b>	<b>9,992.00</b>	<b>10,010.41</b>

## 2. Expenditures

DESCRIPTION	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Small equipment purchase		999.98	999.98
Sessional worker		6,592.00	6,592.00
Volunteer Expenses		1,000.00	1,000.00
Food & Refreshments		500.00	500.00
Telephone and Internet		496.60	496.60
Publicity documents		198.00	198.00
Evaluation		200.00	200.00
<b>Total Resources Expended</b>		<b>9,986.58</b>	<b>9,986.58</b>
<b>Excess of Incomes over Expenditures (1-2)</b>	<b>18.41</b>	<b>5.42</b>	<b>23.83</b>

**INDEPENDENT EXAMINER'S REPORT TO TRUSTEES OF  
PETERBOROUGH YOUTH COMMUNITY MEDIA CENTRE – PYCMC**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2024.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required this year under section 144 of the Charities Act 2011 (the Act) and that an independent examination is required.

It is my responsibility to:

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

**Basis of Independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning 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:

1. Which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- Proper accounting records are kept (In accordance with section 130 of the Act); and
- Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Patience Makaka**  
**105 Keyham Lane West**  
**Leicester**  
**LE5 1RT**



29 July 2024