



**Shilbottle Children
& Young People's Project**
(A Charitable Incorporated Organisation)

Annual Report
Report and Financial Statements
For the Year Ended 31 January 2021

Charity number 1187523

Shilbottle Children and Young People's Project
(A Charitable Incorporated Organisation)

Financial Statements
For the Year Ended 31 January 2021

Contents

Legal and Administrative Information

Annual Report of the Management Committee

2020-21 Financial Report and Accounts

Shilbottle Children and Young People's Project Report of the Trustees for the year ended 31 January 2021

The Trustees presents its annual report and audited financial statements for the year ended 31 January 2021

Reference and Administrative Information

Charity Name: Shilbottle Children and Young People's Project

Charity registration number: 1187523

Registered Office and operational address:

Shilbottle Community Hall
Grange Road
Shilbottle
Alnwick
Northumberland
NE66 2XH

Trustees

Mrs G Bray	Chair
Mr M Johnson	Treasurer
Mrs C Gray	

Accounts independently checked by:

Rachel Lewis
Finance Officer
Northumberland CVA
107 & 109 Station Road
Ashington
Northumberland, NE63 8RS

Bankers - Lloyds Bank, Bondgate Within, Alnwick

Structure, Governance and Management

Governing Document

The organisation is a Charitable Incorporated Organisation, registered as a charity on 21st January 2020. The charity was established with a constitution who's only voting members are its charity trustees. In the event of the charity being wound up the trustees have no liability to settle its debts and liabilities

Recruitment and Appointment of the Trustees

Under the requirements of the Constitution, except for the initial Trustees, every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees.

There shall be a minimum of three and a maximum of twelve Trustees.

Any person retiring as a Trustee is eligible for reappointment.

All member of the Trustees give their time voluntarily and received no benefits from the charity.

Organisational Structure

Shilbottle Children and Young People's Project has up to 12 Charity Trustees who are responsible for ensuring all legal requirements of the charity are met.

Responsibilities of the Trustees

The Trustees prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the charity will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the CIO and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Trustees

Members of the Trustees, who served during the year and up to the date of this report are set out on page 3. As the CIO's Trustees, we certify that:



- so far as we are aware, there is no relevant audit information of which the charity's auditors are unaware; and
- we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.



Our Aims and Objectives

Purposes and Aims

Our charity's purposes as set out in the objects contained in the CIO's constitution:

To advance in life and help children and young people living in Shilbottle and the surrounding areas through:

- a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life
- b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals

Ensuring our work delivers our aims

Each year we review our objects and activities to ensure that what we are doing meets the objects of the charity. In reviewing the year, it helps us focus on what we need to do in the coming year in order to further our aims.

The focus of our work

Our main objectives for the year have been to try and establish the charity despite being in lockdown during the COVID pandemic. This proved difficult to achieve, but we maintained contact with the children and young people through occasional contact in the village, at attendance at the local pop up shop and via social media.

We have also worked on retaining one of our youth workers to enable us to open up the work as soon as possible after lockdown ends.

How our activities deliver public benefit

Who has benefited from the Shilbottle Children and Young People's Project?

Young people from aged 0 up will benefit from SCYPP. During lockdown this has been limited to those we have seen walking around the village and those we could have contact with via social media ~ usually via their parents.

Lockdown meant that the main delivery of SCYPP had to be put on hold until it is safe to return to face to face working.

What fundraising events have we run?

It has been impossible to run any fundraising events during lockdown

What grant funding have we secured and for what?

Due to the COVID pandemic, we have not secured any grants during the year to January 31st 2021.

We are working on securing grants for the coming year to ensure the sessions planned for after lockdown can go ahead.

How have we maintained and managed the facilities?

We run our activities out of Shilbottle Community Hall. This includes having storage space within the building and almost sole use of one of the rooms. We took the opportunity during lockdown to sort, maintain and update our equipment and resources.

Contribution of Volunteers

SCYPP relies on volunteers to help deliver sessions and carry out all the necessary administration for the charity. Although lockdown has curtailed our activities, we have had volunteers helping with the sorting, maintenance and updating of our equipment as well as the trustees ensuring the charity was ready to start as soon as we could open up.

Carrying out our Plans for the Next Five Years

The next five years will be an exciting challenge for us as a new charity.

As we come out of lockdown, we aim to have sessions for all ages at Shilbottle Community Hall.

The toddler group, for those aged 0 – 5, with their parents and carers, will be re-established one morning a week to begin with. All children are accompanied by adults at the toddler group but our staff will be on hand to come alongside young mums, child minders, grandparents and other carers to listen, direct to help and generally support them in their parenting and caring. We already recognise the potential for the need for a second session depending on how many attendees we have and on our staffing levels.

The primary and secondary school children of the area will have sessions based on their ages. Minis will be for those aged 5-8 years in school years 1 – 3. G3 will be for those aged 8-11 in school years 4-6. G4 will be for those aged 11-14 in school years 7-9 and G5 will be for those aged 14+ in school years 10+. We hope to run a session per week per group, but we recognise that to begin with this may not be possible due to numbers of young people returning to the groups and staffing.



We aim to develop detached work around the village of Shilbottle to reach out to those young people who don't come in to organised sessions. We are looking at working in partnership with other local Youth Services as a way of delivering this, particularly those based in Alnwick who have contact with the young people of our village through school.

We aim to build up the activities, sessions and events that we offer to the children and young people over the next five years, so that each group has it's own dedicated group time, is attended by a good number of young people, with opportunities for trips to attractions, events and group activities being built into the programme. Our activities will be suitable for the age groups concerned and include citizenship activities, social



enterprise opportunities and age related health education. The young people will be encouraged to input into the programme for sessions, and make suggestions for trips and external activities. They will also be encouraged to help fundraise for such activities to lessen our reliance on grants.

We aim to develop a young leaders programme so that our older young people can help deliver the activities to the younger ones, developing life skills along the way.

We currently have one paid part-time member of staff, but we need more! We aim to have another paid part-time by the end of next year,

along with a team of local volunteers, trained to work with young people and obviously all DBS checked. Our aim is for our current worker to develop her skills and take on a youth development role within the charity, overseeing other workers as well as being key to the session planning and delivery.

All our plans are dependent on us securing grant funding going forward. We are always looking for avenues of funding both for staffing and delivery of activities.

Financial review

Overview

At January 31st 2021, SCYPP had £1805.00 to its name.

We have grants to be transferred to us for Youth Worker wages amounting to £11,000, grants to be transferred for Youth Work activities amounting to £4541.73 and Youth money collected from subscriptions from past years amounting to £1170.71. These grants and monies are held by Shilbottle Community Hall until permission has been granted from the grantees for their transfer.

Our outgoings over the lockdown has been negligible as no work has been carried out.

Although once we receive the grants to be transferred we will have the finances for the next financial year, we are aware that we need to secure further grant funding for the charity to finance the following years.

Principal Funding Sources

SCYPP is principally financed by grant funding with some additional income via fundraising.



Reserves Policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the funds held by the charity should be at least three months of the expenditure, but we are aiming to have six months reserves. We recognise as a new charity this will take time to achieve. Budgeted expenditure for 2021-2 is £14270 and therefore the target for three months reserves is £3570 in the general funds. The target for six months reserves is £7140. The reserves are needed to meet the day to day expenditure requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. At January 31st 2021, the funds had £1805 in them, giving us one and a half months buffer going into 2021. Taking into account the funds to be transferred, we will have £18518 in the accounts giving us the funds to go forward for the next financial year.

The strategy is to continue to build reserves through normal revenue surpluses, to enable us to consider future plans for the Project and build reserves for any future expenditure that may arise.

Independent Check of the accounts

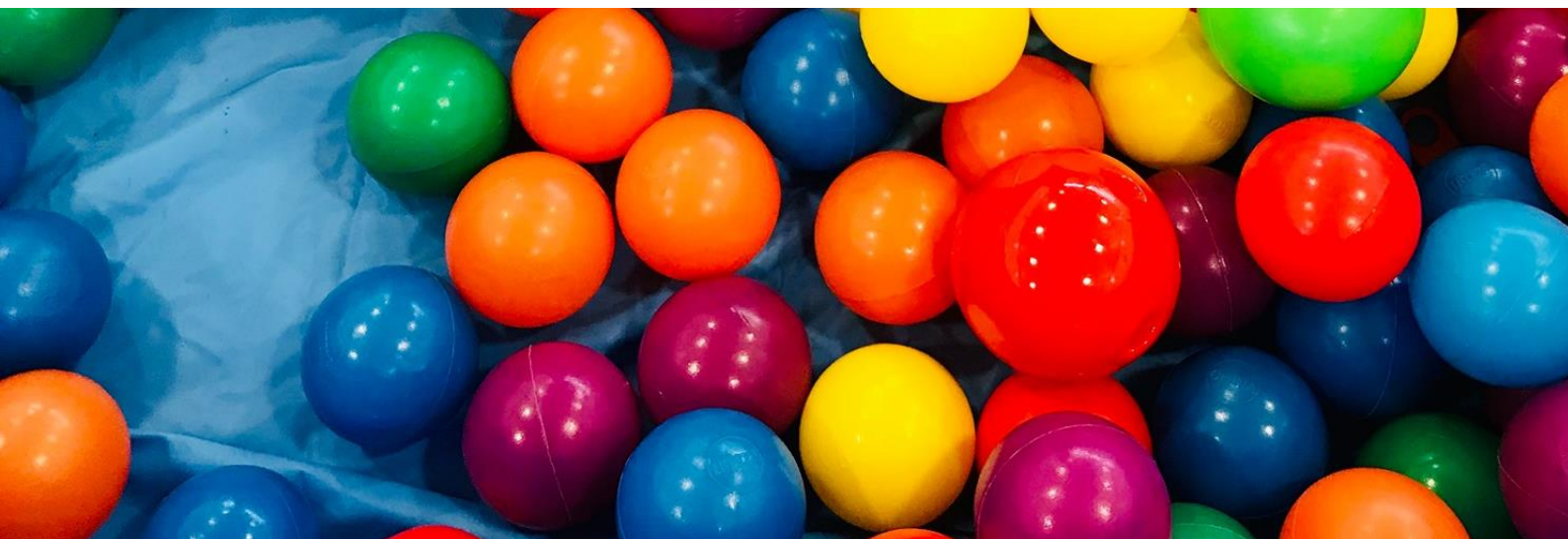
Although we didn't need an independent examination of the accounts, we agreed to ask Rachel Lewis, Finance Officer of Northumberland CVA, 107 & 109 Station Road, Ashington, Northumberland, NE63 8RS to independently check the accounts.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Trustees on October 22nd 2021 and signed on its behalf by



Mrs G Bray
(Chair)





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Shilbottle Children & Young People's Project

No (if any)
1187523

Receipts and payments accounts

CC16a

For the period from	Period start date 23/01/2020	To	Period end date 31/01/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Income from Toddlers' Group	1,805	-	-	1,805	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total (Gross income for AR)	1,805	-	-	1,805	N/A
A2 Asset and investment sales, (see table).					
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	-	-	-	-	N/A
Total receipts	1,805	-	-	1,805	N/A
A3 Payments					
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	-	-	-	-	N/A
A4 Asset and investment purchases, (see table)					
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	-	-	-	-	N/A
Total payments	-	-	-	-	N/A
Net of receipts/(payments)	1,805	-	-	1,805	N/A
A5 Transfers between funds	-	-	-	-	N/A
A6 Cash funds last year end	-	-	-	-	N/A
Cash funds this year end	1,805	-	-	1,805	N/A

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Toddlers' Funds	1,805	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	1,805	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

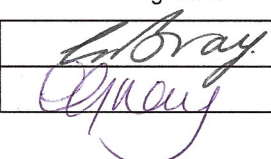
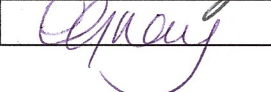
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	G. BRAY	22.10.21
	C. GRAY	22.10.21