

SCYPP



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

Annual Report
Report and Financial Statements
For the Year Ended 31 January 2023

Charity number 1187523

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

Financial Statements
For the Year Ended 31 January 2023

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Shilbottle Children and Young People's Project Report of the Trustees for the year ended 31 January 2023

The Trustees presents its annual report and audited financial statements for the year ended 31 January 2023

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	

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 objective for the year has been to continue establish the charity's sessional groups. This has resulted in the continuation of a Parent and Toddler Group (Mini Miners) and sessions for the local primary aged children (Minis and G3) and the local secondary children (G4). Mini Miners meets once a week on a Monday morning. Each of the youth groups meet weekly enabling us to build up good relationships within the groups.

The groups have enabled the children and young people of Shilbottle and the surrounding area to have a safe place to be outside of home and school where they can socialise with those of their own age, have contact with other adults who they can trust and take part in activities that have helped them build their confidence, help them interact with people again and have a focus away from school and home.

A large focus in 2022 was the Summer Activity Programme we ran for four weeks of the Summer Holiday. This was well attended across the school age groups and included the provision of a meal at each session. Activities included bike training and fun, Graffiti Art (run in conjunction with The Gallery Youth Project in Alnwick), craft activities, games, BBQs for the older young people, and Lego building. The Summer Programme encouraged young people of all ages to attend sessions in the school holiday and to continue to come along to the groups returning in September. The numbers of young people has steadily increased over the year.



Enjoying the Park

Our part-time Lead Youth Worker, who plans and runs the sessions, has been ably supported by volunteers. She has led the work well and has established a good rapport with the children, young people, young mums and families who are accessing the project. We continue to seek a part-time Support Youth Worker.

How our activities deliver public benefit Who has benefited from the Shilbottle Children and Young People's Project?

Young people from aged 0 up have benefitted from SCYPP via our regular sessions and through the opportunities to join the groups on trips when regulations allowed.

What fundraising events have we run?

Our fundraising efforts have been limited again this year, but we have raised funds through the sale of tickets to parties in October and December.

What grant funding have we secured and for what?

This year, we have secured grant funding of £21344 from a number of sources: the Community Foundation, Awards for All, High Sherrif Awards, Sir John Knott Trust and money for our summer programme from the Holiday Activity Programme fund through Northumberland County Council.

These grants have enabled us to pay our Youth Worker, pay rent, take the children, young people and families out on trips, provide session resources and to provide food.

We are continuing to work on securing grants for the coming year to ensure the programme for events and sessions 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 regularly 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. We have had volunteers helping with the delivering sessions, catering for the groups, the sorting, maintenance and updating of our equipment as well as the trustees overseeing the charity.

Carrying out our Plans for the Next Five Years

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

Our aim is to continue to run sessions for all ages at Shilbottle Community Hall, developing the groups we have already established, and creating new groups as the demand arises and funding allows.



Petting Zoo Visit



Assault Course

Mini Miners, for those aged 0 – 5, with their parents and carers, has been established one morning a week so far and has proved to be popular. We expect the demand to fluctuate over the year depending on when parents return to work, children move on to nursery provision, the weather and the time of year. Into the future, we acknowledge a drop in the birth rate will affect numbers attending, but we aim to continue with the group and publicise it more widely. All children are accompanied by adults at the toddler group but our staff are 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.

The primary and secondary school children of the area have sessions based on their ages. We currently have two groups established for the primary aged children and the one for secondary aged young people. Our aim is to create new groups to include and reach more children and young people every week, but this is dependent on funding. This will hopefully see the three groups become four with age ranges 5-8, 9-11, 11-13 and 13+. As numbers change, and if we can secure the funding, we

will create other groups based on demand e.g. a group to meet the needs of the girls in the village.

We still 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 considering the potential to work 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 the coming 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



G4 Food!

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 2022, SCYPP had £14496 to its name and at January 31st 2023, SCYPP had £19525, an increase in the bank of £5029. This excess is, in the main, due to not having to pay out a salary for a second paid worker due to the difficulty in recruiting one.

Our outgoings over the year have been for our Youth Worker's salary, the purchasing of equipment to enhance the provision for the children and young people, room hire, insurance, trips and refreshments. We expect these to continue and increase as the provision expands.

We are aware that we need to secure further grant funding for the charity to finance the following years and have several applications in progress for the coming year.

Principal Funding Sources

SCYPP is principally financed by grant funding with some additional income via fundraising and weekly subs paid by families at Mini Miners and children at the youth groups.

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 2023-24 is £25964 and therefore the target for three months reserves is £6491 in the general funds. The target for six months reserves is £12982. 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 2023 the funds had £19525 in them, giving us our six months buffer going into 2023-24.

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



Cooling off in the Hot Summer!



Artwork

Independent Check of the accounts

We didn't need an independent examination of the accounts due to our income level this year. When we reach the threshold for Independent Checks the Trustees have agreed to ask The 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 16th 2023 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

CC16a

Receipts and payments accounts



For the period from	Period start date 01/02/2022	To	Period end date 31/01/2023
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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	1,248	-	-	1,248	1,018
Income from Youth Groups	666	-	-	666	271
Grants	4,450	16,894	-	21,344	14,895
Activities & Trips	136	-	-	136	140
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total (Gross income for AR)	6,500	16,894	-	23,394	16,324
A2 Asset and investment sales, (see table).					
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	-	-	-	-	N/A
Total receipts	6,500	16,894	-	23,394	16,324
A3 Payments					
Salary Costs	-	8,840	-	8,840	1,309
Equipment	410	-	-	410	1,714
Room Hire	-	1,912	-	1,912	96
Activities & Trips	813	5,522	-	6,335	496
Memberships	248	-	-	248	18
Insurance	-	620	-	620	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	1,471	16,894	-	18,365	3,633
A4 Asset and investment purchases, (see table)					
	-	-	-	-	N/A
	-	-	-	-	N/A
Sub total	-	-	-	-	N/A
Total payments	1,471	16,894	-	18,365	3,633
Net of receipts/(payments)	5,029	-	-	5,029	16,324
A5 Transfers between funds	-	-	-	-	N/A
A6 Cash funds last year end	14,496	-	-	14,496	14,496
Cash funds this year end	19,525	-	-	19,525	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	Bank Account	19,520	-	-
	Cash in hand	5	-	-
			-	-
	Total cash funds	19,525	-	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
	Deferred Income	Restricted	10,000	31 January 2024
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 	MARC JOHNSON GILL BRAY	16/10/23 16/10/23

Notes to the Unaudited Financial Statements

1. Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognized at cost of transaction values unless otherwise stated in the relevant notes to these accounts.

The Charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on the going concern basis, which assumes that the charity will continue in operational existence for the foreseeable future.

2. Accounting Policies

Income

All Incoming resources are included in the Statement of Financial Activities once the Charity has entitlement to the income and the amount can be quantified with reasonable accuracy.

Expenditure

All income is accounted for as soon as there is a legal constructive obligation committing the Charity to that expenditure.

Depreciation

No depreciation is charged in these accounts because any Capital Equipment or new fixtures or fittings will be written off in the year of purchase.

Fixtures and Equipment

No value has been included in these Financial Statements for the market value of Fixtures and Equipment that may have been written off in the Financial Statements.

Taxation

As a Charity, Newbiggin Arts Centre is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxable of Chargeable Gains Act 1992 to the extent that these are applied to charitable objects, no tax charges have arisen on the charity.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives of the charity at the direction of the trustees.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity, and/or as specified by the donor or when funds are raised for a specific purpose.