

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	02	03	2020		04	04	2020

## Section A

## Reference and administration details

Charity name

Derbyshire DofE Award Group

Other names charity is known by

N/A

Registered charity number (if any)

1188275

Charity's principal address

64 Main Street

Weston on Trent

Derby

Postcode

DE72 2BL

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Philip Marriott	Trustee Chair		Trustees
2	Ralph Smallwood	Trustee		"
3	Penelope McCloy	Trustee		"
4	Dr.Mark Richard Shearing	Trustee		"
5	Anne Haslam	Trustee	01/03/2020 - 04/04/2021	"
6	Jane Ward Stanton	Trustee	16/09/2020 - 04/04/2020	"
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
N/A		

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by existing trustees

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Policies and procedures in place for:-

Equal Opportunities; Risk Management; Safeguarding Vulnerable Beneficiaries; Complaints Handling; Volunteer Management; GDPR; Covid-19

The charity has three centres run by volunteers at different locations throughout Derbyshire and works under an annual licence granted by the Duke of Edinburgh Award organisation. The charity is managed on a day to day basis by two nominated trustees who each manage one of the three centres

None

Adherence to and regular reviews by trustees of risk management policies and procedures

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To advance in life and help young people between the ages of 14 and 25 through (a) the provision of learning programmes leading to nationally recognised awards, in particular the Duke of Edinburgh Award intended to develop essential life skills, self-confidence, new interests, broaden horizons and develop proficiency in areas that will stand them in good stead in future life and work; (b) the provision of recreational and leisure time activities, designed to develop skills, capacity and capabilities to enable them to participate in society as mature and responsible citizens.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Each trustee has read the guidance on public benefit issued by the Charity Commission and have regard to this when exercising any duties to which the guidance would be relevant. This is reviewed throughout the year as a matter of course and discussed at trustees' meeting should the need arise. Examples of how we carry out work for the public benefit are:-

The charity provides an alternative route for young people to achieve awards such as the Duke of Edinburgh Award as many of them for a variety of reasons, do not wish to or cannot access the scheme through the traditional routes of school, Scouts or Guides.

Not all young people have a background that can steer them towards embarking on a nationally recognised award, particularly if not offered automatically through school (where in many places it is not) and our charity is run by dedicated adult volunteers who give their experience and support in helping them achieve their awards.

Additionally, the charity provides a patient, encouraging and supportive environment for young people who may be experiencing difficulties at an important stage in their lives and can help boost self-confidence and a positive outlook.

For older adults, we provide volunteering opportunities to work with young people together with support and encouragement to attain the necessary qualifications to becoming a fully-fledged leader for the DofE.

The charity also actively encourages young people working towards their DofE Award to seek volunteering opportunities in their local community.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Contribution made by volunteers**

The charity came about as a result of local authority funding being stopped in 2019 that provided financial and paid administration support to the three voluntary-run open award centres at various locations in Derbyshire.

The only way for this to continue and to make it possible to obtain a licence to deliver the DofE Award, was for the volunteers to work together and become a registered charity. The next step was to obtain sufficient funding to pay for the annual DofE licence fee, and public liability insurance for the first two years until the charity became self-sufficient.

Once this had been secured, the volunteers then took on the job of fully administering the newly named Derbyshire DofE Award Group, which was made up by combining the three smaller groups that had previously operated under the umbrella of the local authority.

Without the contribution made by volunteers, this could not have come about and a valuable resource to young people in Derbyshire would have been lost.

**Summary of the main achievements of the charity during the year**

Our charity became registered just before the first Covid-19 outbreak and a decision was made by the trustees to delay the commencement of the DofE Licence until later in the year as it became clear that we could not start our activities in the way we had hoped, such as meeting directly with young people hoping to start their awards.

During this period however we were able to use the time effectively to fine tune our policies, plans and procedures. Additionally, we were able to create an effective website (<https://derbyshiredofe.org.uk>) and despite lockdowns, we began enrolling our first participants and having subsequent meeting with them online to review progress and offer guidance.

## Section E Financial review

### Brief statement of the charity's policy on reserves

This being the first year of the charity, it does not yet have a reserves policy as its trustees feel that it has sufficient in funds to meet its needs for the next two years. During the course of next year however, the trustees intend to discuss and consider its longer-term needs and develop a reserves policy as a matter of good practice.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Initial 'start-up' grant from Derbyshire County Council.

Enabled the charity to purchase its first year's licence from the Duke of 2. Edinburgh Award organisation.  
Met the cost of annual public liability insurance premium.

N/A

## Section F Other optional information

N/A

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)




Full name(s)

Philip Thomas Marriott

Ralph Smallwood

Position (eg Secretary, Chair, etc)

Trustee Chair

Date

26/01/22



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Derbyshire D of E Award Group

1188275

## Receipts and payments accounts

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For the period  
from

02/03/2020

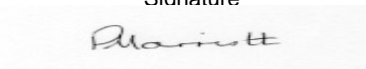
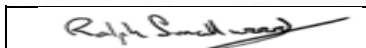
To

04/04/2021

### 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 £
<b>A1 Receipts</b>					
Grants	6,487	-	-	6,487	-
Donations	1,604	-	-	1,604	-
Welcome Pakcs	845	-	-	845	-
Gift Aid	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,936</b>	<b>-</b>	<b>-</b>	<b>8,936</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,936</b>	<b>-</b>	<b>-</b>	<b>8,936</b>	<b>-</b>
<b>A3 Payments</b>					
Welcome Packs	510	-	-	510	-
Insurance	401	-	-	401	-
Website	500	-	-	500	-
DBS	48	-	-	48	-
Licence	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,459</b>	<b>-</b>	<b>-</b>	<b>1,459</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>1,459</b>	<b>-</b>	<b>-</b>	<b>1,459</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>7,477</b>	<b>-</b>	<b>-</b>	<b>7,477</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>7,477</b>	<b>-</b>	<b>-</b>	<b>7,477</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>	Bank	7,477	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>7,477</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Philip Thomas Marriott	23/01/2022
			Ralph Smallwood	23/01/2022