

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	05	04	2023		04	04	2024

## 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 Thomas Marriott	Chair of Trustees		
2	Ralph Smallwood	Operational Manager		
3	Penelope McCloy	Trustee		
4	Dr. Mark Shearing	Trustee		
5	Anne Haslam	Trustee		
6	Jane Ward Stanton	Safeguarding Manager		
7				
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

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

Type of adviser	Name	Address

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.

The charity has three centres run by volunteers at different locations throughout Derbyshire and operates under an annual licence granted by the Duke of Edinburgh Award national organisation. Day to day management is carried out by a nominated trustee on a voluntary basis.

None

Regular reviews of major risks and the system and procedure to manage them undertaken by all trustees.

## 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 DofE Award intended to develop essential life skills, self-confidence, broaden horizons, and develop proficiency in areas that will stand them in good stead in their future life and work, b) the provision of recreational and leisure 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 has due 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 trustee meetings. Examples of how we carry out our work for the public benefit include:-

- Providing an alternative route for young people to achieve the DofE Award where barriers exist in accessing it elsewhere.
- Not all young people have a background that can steer them towards embarking on a nationally recognised award particularly if not offered through their school. Our charity is run by dedicated adult volunteers able to offer their experience and support in helping such young people to achieve their awards.
- The DofE programme is designed to boost self-confidence and develop a positive outlook.
- We actively encourage young people working towards their DofE award to seek volunteering opportunities in their local community.
- For older adults, we provide volunteering opportunities to work with young people. We also support volunteers to become fully-fledged DofE leaders by providing access to the relevant training leading to nationally recognised leadership awards.

#### **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.

Our charity continues to be run entirely by unpaid volunteers. This includes day-to-day operational management and administration of the three centres that are located around Derbyshire each catering for local young people in their area.

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

Our organisation continues to attract young people wishing to do their DofE award but who have found it difficult or impossible to enrol on the programme elsewhere. We continue to cater for young people who are home schooled or home educated due to them not having the structure of a school environment that would normally offer students access to the DofE award together with their school peer groups.

Through our website, we continue to receive numerous enquiries from parents of children who are unable to do the DofE award with their school and these enquiries often materialise into enrolments.

The numbers of full award achievements is very high and many of our participants who began at Bronze level have progressed onto the higher Silver level with us. A few of these progressed onto achieving their Gold award.

## Section E

## Financial review

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

The charity continues to have sufficient funds to meet its needs and will be developing a reserves policy in due course based upon its longer-term needs.

**Details of any funds materially in deficit**

None

### 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.

The charity's main source of funding has been through one-off grants, a small levy on new enrolments and Gift Aid. Through careful management of our finances and with volunteers providing their time free of charge (other than for essential expenses) we can fully support the key objectives of the charity.

## Section F

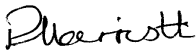

## Other optional information

## 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 Marriott	Ralph Smallwood
Position (eg Secretary, Chair, etc)	Chair of trustees and Secretary	Trustee and Operational Manager
Date	2 <sup>nd</sup> January 2025	



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Derbyshire D of E Award Group

1188275

## Receipts and payments accounts

CC16a

For the period  
from

4/5/2023

To

4/4/2024

### 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		-	-	-	2,108
Donations	250	-	-	250	3,260
Welcome Pakcs	2,020	-	-	2,020	1,655
Expeditions	3,860			3,860	1,960
Gift Aid	739	-	-	739	-
Other		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>6,869</b>	<b>-</b>	<b>-</b>	<b>6,869</b>	<b>8,983</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>6,869</b>	<b>-</b>	<b>-</b>	<b>6,869</b>	<b>8,983</b>

**A3 Payments**

Welcome Packs	2,041	-	-	2,041	771
Licence				-	1,368
Expeditions	4,227			4,227	2,597
Insurance	425	-	-	425	415
Website		-	-	-	-
DBS	51	-	-	51	-
Training (Tutor)	400			400	265
Licence		-	-	-	-
Equipment	2,650			2,650	304
Trustee Expenses	701	-	-	701	764
Presentation Evening Expenses		-	-	-	190
Other	214	-	-	214	111
	-	-	-	-	-
<b>Sub total</b>	<b>10,709</b>	<b>-</b>	<b>-</b>	<b>10,709</b>	<b>6,785</b>

**A4 Asset and investment purchases, (see table)**

		-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>10,709</b>	<b>-</b>	<b>-</b>	<b>10,709</b>	<b>6,785</b>
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<b>Net of receipts/(payments)</b>	<b>- 3,840</b>	<b>-</b>	<b>-</b>	<b>- 3,840</b>	<b>2,198</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,804	-	-	8,804	-
<b>Cash funds this year end</b>	<b>4,964</b>	<b>-</b>	<b>-</b>	<b>4,964</b>	<b>2,198</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 £
B1 Cash funds	Bank	4,964	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>4,964</b>	<b>-</b>	<b>-</b>
	(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			-	-
			-	-
			-	-

		-	-
		-	-

**B4 Assets retained for the charity's own use**

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

**B5 Liabilities**

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
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	P Marriott	
<i>Ralph Smallwood</i>	R Smallwood	04/01.2024