

Bournemouth Spear Trust
Annual Report and Financial Statements
Financial Year 2 – 1 September 2021 to 31 August 2022

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Bournemouth Spear Trust
Annual Report and Financial Statements
Financial Year 2 September 2021 to 31 August 2022

Bournemouth Spear Trust is a registered Charitable Incorporated Organisation (number 1191197).

Principal and registered office: St Swithun's Church, Gervis Road, Bournemouth, BH1 3ED

Telephone: 01202 241077

Email: hello@spearbournemouth.org

During the year, the following served as trustees of the charity:

- Mr Jonathan Pascall (Trustee since September 2020, Chair of Trustee Board since May 2022)
- Rev Timothy Matthews (Vicar of Lovechurch, Trustee since September 2020)
- Mr Carlton Geake (Trustee since September 2020)
- Mrs Alison Geake (Trustee since September 2020)
- Ms Margie Fielden (Trustee since November 2020)
- Mr Gregory Eland (Trustee September 2020 to May 2022)

Bankers: CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Independent Examiner: Sue Wintle, 27 Bascott Road, Wallisdown, Bournemouth, Dorset BH11 8RJ

Structure, Governance and Management

Bournemouth Spear Trust (BST) is a Charitable Incorporated Organisation and is governed by a Board of Trustees who hold regular meetings. The Board is made up of people living or working locally to Bournemouth. During this financial period, the trustees met in person on 10 occasions. Topics discussed and addressed by the trustees, included finances, fundraising, staffing and strategic planning.

Any person who is willing to act as a trustee and who would not be disqualified from acting, may be appointed to be a trustee by a decision of the trustees. Mr Jonathan Pascall took over the role of Chair of BST from Rev Timothy Matthews in May 2022. There are no specific BST policies or procedures relating to the induction and training of trustees. However, in practice, trustees with relevant knowledge, skills or experience are appointed, for the effective administration of the charity.

Any decision of the trustees must be either by decision of a majority of the trustees present and voting at a quorate trustees' meeting, or when the majority of trustees have indicated to all the trustees by any means (including email) that they share a common view on a matter.

Day-to-day decision-making relating to BST's specific charitable activities is delegated to BST staff appointed to oversee these activities.

The trustees have reviewed the major risks to which the charity is exposed and systems or procedures have been established to manage those risks. In particular, the charity has documented procedures and policies with regards to finance, safeguarding, health and safety and other matters.

BST looks to learn from and work in partnership with other organisations with experience relevant to its charitable activities. In particular, since its formation in September 2020, it has worked closely with Resurgo Trust. Resurgo Trust is a charity founded through St Paul's Church in Hammersmith in 2003. Resurgo aims to stimulate significant social transformation in local communities by helping people facing serious social disadvantage to transform their situation. In particular, among its activities, it has developed the Spear programme for young people. Resurgo continues to provide BST staff with extensive training, ongoing support and course materials to enable them to conduct the Spear programme.

Key Relationships

BST believes that relationships are critical to its continuing success. BST's staff provide continuing skill and dedication in developing fruitful relationships in the community to support the work of Spear. Lovechurch provides invaluable support via the expertise and time of its staff and members, as well as donated office space. Lovechurch has provided donated training space since Spear moved from being presented online during the Covid-19 pandemic to being presented in person with effect from September 2021. The generosity of BST's corporate and local authority partners, volunteers and individual donors is hugely appreciated, as well as their connections into job opportunities for the young people on the Spear programme.

Public Benefit

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission guidance on public benefit. The trustees regard BST's activities as manifestly for the public benefit in that there is an identifiable benefit to local young people, as described in this report.

Objectives and Activities

Bournemouth Spear Trust is a charity set up by members of the congregation of Lovechurch, and based at St Swithun's Church, Bournemouth to tackle youth unemployment in the Bournemouth Christchurch Poole area.

Although the Spear programme is non-proselytising, BST trustees are motivated by the desire to turn faith into practical action by living out God's love for people who are in need and marginalised. BST serves individuals and works with organisations of any beliefs to bring about transformation in the community, believing that everyone has the right to dignity in society, development of their skills, a chance to work, and hope for the future.

The object of the charity, as set out in its Governing Document, is:

...for the benefit of the public and within a Christian ethos, to act as a resource for young people between the ages of 16 to 24 living in Bournemouth Christchurch Poole by providing advice, assistance and support and organising educational programmes and other activities as a means of:

- a) *helping young people advance in life by developing their skills, capacities and capabilities to enable them to integrate into and participate in society as independent, mature and responsible individuals;*
- b) *advancing education;*
- c) *relieving unemployment, enabling young people to generate a sustainable income and be self-sufficient;*
- d) *providing recreational and leisure time activities provided in the interest of social welfare designed to improve their conditions of life.*

In this financial year, BST successfully ran its six-week Spear programmes in person in cooperation with Resurgo Trust. Spear Bournemouth is for 16 to 24 year-olds from disadvantaged backgrounds not in education, employment or training (NEET). Building on the success of the Spear programme in London, it offers young people in Bournemouth Christchurch Poole the opportunity to challenge their mindset and improve their work readiness through providing free, interactive, six-week courses to help prepare them for and get them into employment, training or education. Spear exists to “ignite a vision of the possible” in NEET young people by focusing on the key issues that help them to succeed in work: attitude, confidence and qualification.

The Spear programme involves:

- Coaching to overcome barriers and challenge attitudes and behaviours
- Practical training such as writing a good CV and mock interview practice
- A year of support for each candidate to help them find a job and succeed in work

To achieve its objective, BST has maintained a strong relationship with its partner Resurgo to raise adequate funding, to recruit and retain suitably qualified and trained staff, and to publicise the work of BST and the Spear programme.

BST has used existing relationships in and around Lovechurch, and instigated new relationships with local authority agencies and businesses in Bournemouth Christchurch Poole, to grow a strong volunteer base and continuing financial support.

BST employs three staff at its Spear Centre, each with a background in youth work, training and education for young people. They receive regular training from Resurgo. The relationship with Resurgo is further strengthened through regular formal and informal meetings between individual BST trustees and Resurgo staff.

In order to attract young people to the Spear course, BST staff and trustees publicise the courses directly at local Job Centres and also to local service professionals (including targeted youth support teams, youth justice and social services), charities, hostels, doctor surgeries, apprenticeship providers, education providers and organisations who can make referrals. Local business, civic and charitable figures have been invited to the Spear Celebration events held at St Swithun's at the end of each six-week programme, many of whom attend and subsequently have championed Spear, referred young people to the programme, or have volunteered on the programme.

BST looks to make as extensive use of volunteers as possible in its activities, as we believe that there are rich opportunities for mutual benefit. Volunteers are particularly valued as mock interviewers of

course participants, guests at the external panel and hosts for company visits or work experience placements.

Achievements and Performance

Bournemouth Spear Trust prides itself on providing transformative training for the young people on our programmes, and delivering impressive results.

BST ran six Spear Foundation programmes during this financial period (1 September 2021 to 31 August 2022). The total number of participants on these courses was 76, 68 (89%) of whom successfully completed the programme. Follow up indicates that since the first course of this financial period in September 2021, 65% of Spear Candidates were in employment, education or training after 3 months, 74% after 6 months, 78% after 9 months and 79% after 12 months. The overall objective is a success rate of 75%.

Ideally, six Spear Foundation programmes would see 90 young people participate. However, during 2022, one coach was severely impacted by Covid and the team was reduced to two coaches for an extended period. During this period the number of participants recruited was adjusted accordingly to enable the coaching team to continue to function effectively and provide participants with the full Spear experience.

The young people who engage with Spear often have a multitude of barriers holding them back from work. Many of the trainees who do Spear have 3 or more indicators of disadvantage including having mental health challenges, a criminal record, low educational attainment, family involved in crime and living in council or supported housing.

Bournemouth Spear in the words of those who have participated in the programme during the year:

My career advisor told me about Spear. At first it was on Zoom, during Covid; I'm not one to be on camera, so I promptly refused at first. A couple of months later [my Spear coach] asked me if I would like to join in person and I said yes – Spear Trainee

I was told about the Spear Programme at my first Universal Credit meeting and got a call the next day from one of the coaches inviting me to the first session – Spear Trainee

I'm surprised at how far I've come already...I've done things I never thought I'd do – Spear Trainee at the end of week 1

Coming here, to see people with similar views in a similar place, reminds you that you're not alone in this – Spear Trainee at the end of week 2

The feedback from my mock interviewer was absolutely invaluable, and I can't thank them enough for that – Spear Trainee

It's allowed me to see my potential and not only what it is I need to do to get to where I want to be in life, but that it is also possible to do so, and that I am able to – Spear Trainee

Spear has honestly been life changing for me and I am so glad I took a chance, no matter how scared I was of talking to other people – Spear Trainee

I'm feeling incredibly hopeful about the future for the first time in a very long time. It feels like doors are opening – Spear Trainee

The thing I'll be taking away most from Spear is the power mindset of 'I can do this'; because at the start I definitely wouldn't have been able to present like this – Spear Trainee

With all that I've learnt, I've already got myself a job in admin and I'll be going back to college to get my grades – Spear Trainee

Right now I've got a job at Lush and I am working in the bubbles department – Spear Trainee

I told the coaches that I wanted to be a bus driver and [Spear Coaches] managed to get me driving lessons which is great. I've had my first lesson and got my second tomorrow – Spear Trainee

To anybody who knows anyone who is struggling with anxiety, or motivation, or getting into work in general, I would definitely recommend and encourage them to join Spear as a trainee – Spear Trainee

I would recommend you sign up for the programme straight away - you won't regret it – Spear Trainee

You are ALL remarkable, coaches and trainees alike. What a joy to see those who start the course feeling hopeless, yet finish the 6 weeks speaking & acting with such confidence. - Spear Mock Interviewer

The celebration today was just the most fulfilling experience. These young people are amazing; their courage and how they overcome and have worked together supporting each other. I can see the impact Spear can have on lives and to get the 12 months support too is so valuable. Needless to say, I will be recommending you to colleagues and clients! - Bournemouth JCP work coach

An insight into where Bournemouth Spear Trainees are now:

Apprenticeships, Skills and Learning including a trainee who moved to London to take up an opportunity with Nology Tech

Bournemouth and Poole College

Care roles including one trainee who has recently been promoted to head of care

The BIC Bournemouth

Administration roles in local businesses

B&Q

Roles in the hospitality industry including Bubble Tea, Cosmo, Ice Cream Kiosk, various local restaurants and bars

Lush Cosmetics manufacturing facility

Financial review *(rounded figures based on the financial statements)*

Funding from grants amounted to £62,000 for the financial year. Individual donations and other fundraising for the financial year totalled £74,000. All funds received were unrestricted.

Expenditure in the financial year, all incurred in support of the charitable objectives, was £113,000, principally for two instalments of partner licence fees and staff salaries. Total funds carried forward amounted to £23,000 as a result.

The trustees aim to keep 3 months' running costs as reserves and are aware that more funds need to be raised to enable this. The situation is monitored on a regular basis and fundraising to meet ongoing expenditure and maintain financial reserves is ongoing.

The Trustees' responsibilities in relation to the financial statements

Charity law requires the Board of Trustees to prepare financial statements for each accounting year, which give a true and fair view of the state of the charity and of its income and expenditure for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate

The Board of Trustees is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and enable it to ensure that the financial statements comply with applicable accounting statements and statements of recommended practice and the regulations made under the Charities Act 2011. The Board is also responsible for safeguarding the assets of the charity and for taking reasonable steps to prevent fraud or any other irregularities.

The Board of Trustees has examined the charity's requirements for reserves in the light of the main risks to the organisation. Through ongoing fundraising, BST aims to have funds that, together with future regular contributions and other committed sums, would be sufficient to cover at least the next three months of its activities. This is to mitigate against the risk of a cashflow deficit should insufficient funds be raised to meet the ongoing cost of operations. BST makes use of St Swithun's Church premises. It therefore has limited exposure to the costs of repair and upkeep of its facilities. The trustees continue to review and assess the key risks facing the charity and ensure appropriate actions are taken.

Future plans

BST plans to continue the activities outlined above in the forthcoming years, continuing to deliver exceptional training and impressive results, and working to deepen relationships with other organisations in the local community to increase referrals and open up new opportunities for the young people we have the privilege of working with.

Approved by the Board of Trustees on 24/11/2022 and signed on its behalf by:



Full name: Jonathan Pascall

Position: Chair of Trustees since May 2022

Date:

6.12.22

Independent examiner's report to the Trustees of Bournemouth Spear Trust

23rd November 2022

Bournemouth Spear Trust
St Swithuns Church
Gervis Road
Bournemouth
BH1 3ED

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees of Bournemouth Spear Trust

On accounts for the year ended 31st August 2022

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act)) and that an independent examination is needed.

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 Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of 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:
 - a. proper accounting records are kept (in accordance with section 41 of the Act); and
 - b. 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.

Signed: ...SueW....

Date: ...23/11/2022.....

Sue Wintle FMAAT

Accounting Technician

27 Bascott Road
Wallisdown
Bournemouth
Dorset
BH11 8RJ

Statement of financial accounts

Statement of financial accounts

Bournemouth Spear Trust

			Period ended 31-Aug-22	Previous Year 31-Aug-21
Receipts and payments	Unrestricted	Restricted	Total	Total
Receipts				
Grants	£ 61,614		£ 61,614	£ 86,631
Donations Received - Non Gift Aid	£ 74,055		£ 74,055	£ 1,790
Investment Income				
	£ 135,669	£ -	£ 135,669	£ 88,421
Payments				
Partner Licence	£ 27,500		£ 27,500	£ 55,000
Trainee Supplies	£ 442		£ 442	£ 160
Stakeholder Engagement	£ 827		£ 827	£ 18
Travelling/Hotels	£ 2,468		£ 2,468	£ 215
Postage and Carriage	£ 80		£ 80	£ 20
Computer and Software	£ 2,588		£ 2,588	£ 2,551
Mobile Charges	£ 879		£ 879	£ 1,218
Mileage Claims	£ 44		£ 44	£ 28
Refreshments	£ 299		£ 299	£ 101
Staff Welfare/Training	£ 185		£ 185	£ 5
Bank Charges	£ 93		£ 93	£ 55
Staff Salaries	£ 73,517		£ 73,517	£ 25,291
Employers Pensions	£ 4,751		£ 4,751	£ 1,279
Professional Fees	£ 225		£ 225	£ 471
	£ 113,898	£ -	£ 113,898	£ 86,412
Excess of receipts over payments	£ 21,771	£ -	£ 21,771	£ 2,009
Transfers between funds				
Funds brought forward	£ 2,009	£ -	£ 2,009	£ -
Funds carried forward	£ 23,780	£ -	£ 23,780	£ 2,009

Statement of Assets and Liabilities

Assets:

CAF Gold bank account	£ 5,000
CAF Cash bank account	£ 18,780
	<u>£ 23,780</u>