

Charity number: 1194802

**Shackles Off Youth & Community Project**  
**Charitable Incorporated Organisation (CIO)**  
**Trustees' report and financial statements**  
**for the period ended 31 March 2022**

**robinson+co**  
**Chartered Accountants**

## **Shackles Off Youth & Community Project**

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# **Shackles Off Youth & Community Project**

## **Report of the trustees for the period ended 31 March 2022**

The trustees present their report and the financial statements for the period ended 31 March 2022. The trustees who served during the period and up to the date of this report are set out on page 5.

### **Structure, governance and management**

#### *Formation*

Shackles Off Youth & Community Project (the CIO) was formed in June 2021 and registered with the Charity Commission under number 1194802 on 15 June 2021.

The CIO was formed with a view to taking over the assets, liabilities and activities of Shackles Off, a charitable association. The transfer of assets, liabilities and responsibilities took place on 1 July 2021.

#### *Recruitment and appointment of trustees*

Seascale Methodist Church can nominate four trustees onto the Board which maintains the charities links with its beginnings. Additional trustees are recruited as and when required. The trustees meet bi-monthly to oversee the management of the CIO. The Executive Officer is Mandy Taylor

#### *Risk management*

The trustees have assessed the major strategic, business and operations risks to which the organisation is exposed. They are satisfied that systems are in place to mitigate the exposure to these risks.

### **Objectives and activities**

#### *Objects*

The following objects of the CIO are for the public benefit in Copeland and carried out in an inclusive environment with a Christian ethos:

- 1) To act as a resource for young people by providing advice and assistance and organising programmes of a physical, educational and other activities as a means of:
  - (a) Advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
  - (b) Advancing education;
  - (c) Relieving unemployment;
  - (d) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons;
- 2) To relieve people who are in need by reason of their age, ill-health, disability, financial hardship or social circumstances in such ways as the trustees shall think fit.

## **Shackles Off Youth & Community Project**

### **Report of the trustees for the period ended 31 March 2022**

#### **Achievements and performance**

After spending 13 years as part of Seascale Methodist Church, this year Shackles Off became an independent charity. The decision was taken as Shackles Off has grown over the years and it was felt that the time was right to register as an independent CIO. Seascale Methodist Church can nominate 4 trustees onto the board which maintains the charities links with its beginnings. This is the first Annual report for the new charity.

This year was the start of things getting back to normal after the COVID 19 pandemic. It has been great to be able to run youth clubs and activities without restrictions and also get back to having day trips away. The National Youthwork Association (NYA) who are the national body for youthwork, has produced excellent guidelines and advice during the whole of the pandemic. Shackles Off has followed this advice including the traffic light system and it was a great feeling earlier in the year, when it changed to green and we could commence all our activities as normal. Shackles Off arranged mainly local trips in Cumbria during the year, with the furthest a field being a trip to Manchester as part of the youth development fund project. We decided to leave residential trips for this year and to restart them next year when everyone had got used to having no restrictions again.

The main news for Shackles Off this year was the addition of a new delivery area in Millom. After discussions with other statutory and voluntary organisations it was decided that we would start youth operations at a second site in Millom. The town has had inconsistent youth work over the last 15 years and it was felt by other agencies that it was a town in desperate need of generic youth work. There are other activities for children and young people in Millom, however most of these come with a cost attached. The majority of Millom is in the bottom 20% of deprivation on the Governments Indices of Multiple deprivation (IMD) and it was felt there was a big need to have a service such as Shackles Off in Millom. This was backed up by commissioned consultations and information from other statutory and voluntary organisations. We joined the Millom alcohol partnership project (CAP) which consists of statutory and voluntary organisations as well as businesses, with the aim of tackling the problem of underage drinking and associated anti-social behaviour. Following funding received from Cumbria County Council and Sellafeld Ltd, Shackles Off launched a pilot project in April 2021, which would last a year. The project was well received and the numbers of young people we worked with during the year are as follows;

122 Children & young people reached in initial outreach prior to start of Pilot Project

167 Children & young people have attended sessions and activities throughout the year.

During the pilot project we held 3 clubs over 2 days which increased to include an extra club during the pilot. The youth clubs consisted of fun activities, issue based informal education on topics such as drug & alcohol abuse, internet safety and 'looking after your mental health' to name a few, as well as community events. We also provided free holiday provision and day trips. There was an evaluation towards the end of the pilot year, which consisted of three separate questionnaires for young people, parents and other stakeholders. This consultation formed part of our funding bids to secure youth provision for three years following on from the pilot year. We are delighted to say we have been successful in securing 3 years funding for the Millom project from Tudor Trust, Sellafeld Ltd, Copeland Community fund and Cumbria Community foundations 'Better tomorrows' fund. We have added in some additional sessions including a NEET project (Not in education, employment or training) and are very excited to build on the work of the pilot over the next three years.

## **Shackles Off Youth & Community Project**

### **Report of the trustees for the period ended 31 March 2022**

Seascale provision is now back to normal after the pandemic and consists of the following sessions Monday-Friday;

Monday-

Parent Support Group 10:00-12:00

NEET Provision 14:00-16:00

Social Action Group 17:00-19:00

Wednesday-

NEET Provision 14:00-16:00

Midweek Youth group & Informal education workshops 18:00-21:00

Thursday-

Depression Support Group 15:00-16:00 every fortnight

Friday-

Junior Youth Club aged 6-11- 17:45-19:00

Friday Night Project aged 11+ 19:15-21:00

As well as the above sessions we also have 1:1 sessions with young people both at Shackles Off centre and West Lakes Academy school.

During the period we have provided full holiday provision including day trips and additional activities. Young people from Seascale have really struggled through the pandemic and we have tried to ensure that there is support in place to meet individual needs. They have enjoyed getting back to normal and in particular enjoyed taking part in a Graffiti project where they produced 5 large boards which will eventually go up around the beach area. This was one of the first activities we did as things were getting back to normal.

The numbers of young people attending for Seascale this period are;

199 Children & young people have attended sessions and activities throughout the period.

48 adults have taken part in the activities specifically aimed at this age group eg: Parent support group.

Overall It has been a busy period and great to get away from the 'zoom sessions' that came the norm during the pandemic. We would like to thank our local community for all the support they give us, including the donations and fundraising. We would also like to thank our grant funders, without whom none of this would be possible. We are very excited to enter the coming year and are very much being led by young people, in what they would like to see happen in their sessions and extra activities this year, as well as the proposed 'new build project', after all it is their project!

#### **Financial review**

The surplus for the period amounted to £47,014. At 31 March 2022 the CIO had restricted funds of £28,115 and unrestricted funds of £18,899.

#### ***Reserves policy***

The policy of the organisation on formation was to have 3 months of operating costs in reserves. As the organisation has grown the aim now is to hold 6 months in reserves.

## Shackles Off Youth & Community Project

### Report of the trustees for the period ended 31 March 2022

#### Plans for future periods

During this period we have been given the expected notice on our Seascale centre and will have to vacate the premises in April as it is being sold. We have been very fortunate to secure temporary accommodation in the old vicarage, which is a great space and we are looking forward to moving during April. We would like to thank the Carlisle Diocese in letting us use this space. Work is very much ongoing on the 'new build' project and we hope to see a purpose built youth & community centre in the village within the next two years. We have identified a site and SASRA who own the site, are prepared to give us a 99 year lease on a piece of land for a peppercorn rent. We have a joint project team with a mix of experience including project management. The project team are overseeing the 'new build' project and we are currently in the process of securing funding to hopefully start in the coming year.

#### Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

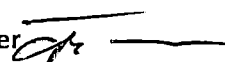
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



A J Hanshaw  
Trustee

C P Turner  
Trustee



30 January 2023

## Shackles Off Youth & Community Project

### Legal and administrative information

|                         |   |
|-------------------------|---|
| <b>Charity number</b>   | 1194802   |
| <b>Business address</b> | The Old Vicarage<br>The Banks<br>Seascale<br>CA20 1QT                         |
| <b>Trustees</b>         | D I Davies<br>K L Saunders<br>A J Hanshaw<br>C P Turner<br>S J Falkner        |
| <b>Accountants</b>      | robinson+co<br>Oxford Chambers<br>New Oxford Street<br>Workington<br>CA14 2LR |

## **Shackles Off Youth & Community Project**

### **Independent examiner's report to the trustees on the unaudited financial statements of Shackles Off Youth & Community Project.**

I report on the accounts of Shackles Off Youth & Community Project for the period ended 31 March 2022 set out on pages 1 to 13.

#### **Respective responsibilities of trustees and independent examiner**

As the charity's trustees you are responsible for the preparation of the accounts. The trustees consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities 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 the General Directions given by the Charity Commission. 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 you as 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 view given by the accounts.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Peter Ellwood FCA

#### **Independent examiner**

robinson+co  
Chartered Accountants  
Oxford Chambers, New Oxford Street  
Workington  
CA14 2LR

30 January 2023



## Shackles Off Youth & Community Project

### Statement of financial activities

For the period ended 31 March 2022

|                                    |       | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Period<br>ended<br>31/03/22<br>Total<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|---|
|                                    | Notes |                            |                          |   |
| <b>Income</b>                      |       |                            |                          |   |
| Donations and legacies             | 2     | 4,541                      | 95,373                   | 99,914                                    |
| Other income                       | 3     | 1,188                      | -                        | 1,188                                     |
| Transfer from unregistered charity | 3     | 23,363                     | 21,402                   | 44,765                                    |
| <b>Total income</b>                |       | <u>29,092</u>              | <u>116,775</u>           | <u>145,867</u>                            |
| <b>Expenditure</b>                 |       |                            |                          |   |
| Charitable activities              | 4     | <u>10,193</u>              | <u>88,660</u>            | <u>98,853</u>                             |
| <b>Total expenditure</b>           |       | <u>10,193</u>              | <u>88,660</u>            | <u>98,853</u>                             |
| <br>Total funds brought forward    |       | <br>-                      | <br>-                    | <br>-                                     |
| <b>Total funds carried forward</b> |       | <u>18,899</u>              | <u>28,115</u>            | <u>47,014</u>                             |

The statement of financial activities includes all gains and losses in the period and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 9 to 13 form an integral part of these financial statements.

## Shackles Off Youth & Community Project

### Balance sheet as at 31 March 2022

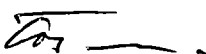
|   | Notes | 31/03/22<br>£ | £             |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 6,000         |               |
| Cash at bank and in hand                              |       | 43,849        |               |
|   |       | <u>49,849</u> |               |
| <b>Creditors: amounts falling due within one year</b> | 9     | (2,835)       |               |
|   |       | <u></u>       |               |
| <b>Net current assets</b>                             |       |               | 47,014        |
| <b>Net assets</b>                                     |       |               | <u>47,014</u> |
| <b>Funds</b>  | 10    |               |               |
| Restricted income funds                               |       |               | 28,115        |
| Unrestricted income funds                             |       |               | <u>18,899</u> |
| <b>Total funds</b>                                    |       |               | <u>47,014</u> |

The financial statements were approved by the trustees on 30 January 2023 and signed on its behalf by



A J Hanshaw  
Trustee

C P Turner  
Trustee



The notes on pages 9 to 13 form an integral part of these financial statements.

## **Shackles Off Youth & Community Project**

### **Notes to financial statements for the period ended 31 March 2022**

#### **1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

##### **1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in UK Sterling which is the functional currency of the entity.

##### **1.2. Cashflow**

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

##### **1.3. Income**

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

##### **1.4. Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

# Shackles Off Youth & Community Project

## Notes to financial statements for the period ended 31 March 2022

### 1.5. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the period.

### 2. Donations and legacies

|                                | Unrestricted<br>£ | Restricted<br>£ | Period<br>ended<br>31/03/22<br>£ |
|--------------------------------|-------------------|-----------------|----------------------------------|
| Donations                      | 2,301             | 1,700           | 4,001                            |
| 1 in 100 club                  | 2,154             | -               | 2,154                            |
| Fundraising                    | 86                | -               | 86                               |
| Francis C Scott                | -                 | 15,000          | 15,000                           |
| Cumbria Community Foundation   | -                 | 13,741          | 13,741                           |
| Copeland Community Fund        | -                 | 22,500          | 22,500                           |
| Sellafield Ltd - NDA Project   | -                 | 22,000          | 22,000                           |
| Co-op                          | -                 | 5,265           | 5,265                            |
| Northern Rail                  | -                 | 500             | 500                              |
| South Whitehaven Youth Project | -                 | 4,000           | 4,000                            |
| Government grants (Covid)      | -                 | 10,667          | 10,667                           |
|                                | <u>4,541</u>      | <u>95,373</u>   | <u>99,914</u>                    |

### 3. Other income

|                                    | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Period<br>ended<br>31/03/22<br>Total<br>£ |
|------------------------------------|----------------------------|--------------------------|---|
| Other income                       | 200                        | -                        | 200                                       |
| Income from tuckshop               | 820                        | -                        | 820                                       |
| Gift aid                           | 168                        | -                        | 168                                       |
|                                    | <u>1,188</u>               | <u>-</u>                 | <u>1,188</u>                              |
| Transfer from unregistered charity | 23,363                     | 21,402                   | 44,765                                    |
|                                    | <u>24,551</u>              | <u>21,402</u>            | <u>45,953</u>                             |

# Shackles Off Youth & Community Project

## Notes to financial statements for the period ended 31 March 2022

### 4. Costs of charitable activities - by fund type

|                          | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Period<br>ended<br>31/03/22<br>Total<br>£ |
|--------------------------|----------------------------|--------------------------|---|
| Youth and community work | 10,193                     | 64,054                   | 74,247                                    |
| Millom pilot             | -                          | 24,606                   | 24,606                                    |
|                          | <u>10,193</u>              | <u>88,660</u>            | <u>98,853</u>                             |

### 5. Costs of charitable activities - by activity

|                          | Activities<br>undertaken<br>directly<br>£ | Period<br>ended<br>31/03/22<br>Total<br>£ |
|--------------------------|---|---|
| Youth and community work | 74,247                                    | 74,247                                    |
| Millom pilot             | 24,606                                    | 24,606                                    |
|                          | <u>98,853</u>                             | <u>98,853</u>                             |

## Shackles Off Youth & Community Project

### Notes to financial statements for the period ended 31 March 2022

#### 6. Employees

| Employment costs                | Period<br>ended<br>31/03/22<br>£ |
|---------------------------------|----------------------------------|
| Wages and salaries              | 64,636                           |
| Social security costs           | 1,101                            |
| Pension costs                   | 1,713                            |
| Staff training and travel costs | 2,195                            |
|                                 | <u>69,645</u>                    |

No employee received emoluments of more than £60,000 (2021 : None).

#### Number of employees

The average monthly numbers of employees (including the trustees) during the period was as follows:

| Period<br>ended<br>31/03/22<br>Number |
|---------------------------------------|
| <u>7</u>                              |

#### 7. Pension costs

The company operates a defined contribution pension scheme in respect of the its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

|                | Period<br>ended<br>31/03/22<br>£ |
|----------------|----------------------------------|
| Pension charge | <u>1,713</u>                     |

#### 8. Debtors

|                                | 31/03/22<br>£ |
|--------------------------------|---------------|
| Prepayments and accrued income | <u>6,000</u>  |

# Shackles Off Youth & Community Project

## Notes to financial statements for the period ended 31 March 2022

### 9. Creditors: amounts falling due within one year

31/03/22  
£

|                              |              |
|------------------------------|--------------|
| Other creditors              | 1,335        |
| Accruals and deferred income | 1,500        |
|                              | <u>2,835</u> |

### 10. Analysis of net assets between funds

|   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|---|----------------------------|--------------------------|---------------------|
| Fund balances at 31 March 2022 as represented by: |                            |                          |                     |
| Current assets                                    | 21,734                     | 28,115                   | 49,849              |
| Current liabilities                               | (2,835)                    | -                        | (2,835)             |
|   | <u>18,899</u>              | <u>28,115</u>            | <u>47,014</u>       |

### 11. Unrestricted funds

|                    | At<br>1 July<br>2021<br>£ | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ | At<br>31 March<br>2022<br>£ |
|--------------------|---------------------------|----------------------------|----------------------------|-----------------------------|
| Unrestricted Funds | -                         | 29,092                     | (10,193)                   | 18,899                      |

### 12. Restricted funds

|                                     | At<br>1 July<br>2021<br>£ | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ | At<br>31 March<br>2022<br>£ |
|-------------------------------------|---------------------------|----------------------------|----------------------------|-----------------------------|
| Seascale staffing                   | -                         | 51,485                     | (50,415)                   | 1,070                       |
| Millom staffing                     | -                         | 18,741                     | -                          | 18,741                      |
| Youth work / other restricted funds | -                         | 21,180                     | (13,591)                   | 7,589                       |
| Christian work                      | -                         | 704                        | (48)                       | 656                         |
| Benevolent fund                     | -                         | 59                         | -                          | 59                          |
| Millom pilot                        | -                         | 24,606                     | (24,606)                   | -                           |
|                                     | <u>-</u>                  | <u>116,775</u>             | <u>(88,660)</u>            | <u>28,115</u>               |