

Grove Park Youth Club

Building Preservation Trust

GPYC BPT Annual Report July 2024

Charity Name Grove Park Youth Club Building Preservation Trust (“the Trust”)

Charity Number 1195106

Principal Address Grove Park Youth Club, Marvels Lane, London, SE12 9PR

Website www.groveparkyouthclub.co.uk

Email info@groveparkyouthclub.co.uk

Trustees	Mr Robert Clayton	Chair	Appointed 06/10/2016
	Ms Diana Monkhouse	Trustee	Appointed 16/10/2020
	Mr Killian Troy-Donovan	Trustee	Appointed 08/10/2020
	Ms Ione Ojanguren Arrazola	Trustee	Appointed 02/05/2023
	Mr Stephen Kenny	Trustee	Appointed 06/10/2016, Resigned 28/06/2023

Accountant Mr Jim Smith, Ringtree & Co Ltd, 14 Temple Court, Keynsham, Bristol, BS31 1HA

Lawyer Milbank, 100 Liverpool Street, London EC2M 2AT

Governing Document Memorandum and Articles of Association, October 2016

Charity Constitution Limited Company, 10414736

Trustee Selection

Appointment by existing trustees

Objectives and Activities

Charitable Objects: To preserve for the benefit of the people and the environment of Grove Park, Downham, South Lee and of the nation, the historical, architectural, constructional and social heritage of Grove Park Youth Club and its curtilage, Marvels Lane, Lewisham, London, SE12.

Stated Charitable Activity: To run a youth club building and youth services in South East London

Stated Charitable Classifications;

What: General Charitable purposes, Arts, Culture, Heritage, Science, Recreation

Who: Children / Young People, Other Charities or Voluntary Bodies, General Public, Mankind

How: Provide Buildings, Facilities and Open Space, Provide Services

The purpose of the Trust is to preserve Grove Park Youth Club and facilitate its operation as a youth club and community building in Grove Park area of Lewisham, South East London. The Trust has a key role in being a "Building Preservation Trust" to protect and maintain a building which is an important functional piece of social architecture built in 1966 and owned by Lewisham Council (the freeholder). In turn, the Trust has a key role in facilitating and managing the operation of the building and providing key services that operate from within the building and grounds either directly or with contracted partners.

The main activities relating to the purposes are:

- i. The provision of youth services
- ii. The provision of community services
- iii. The facility management of the building
- iv. The capital investment into the asset
- v. All management and governance duties and responsibilities relating to the above

In an historical period of decline and closure of such buildings and services, the Trust has reversed a national trend by reopening the youth club in 2021. The Trust has successfully achieved “local listing” status for the building as a piece of notable mid 20th century social architecture and is working towards English Heritage Grade 2 National Listing. The trust has also successfully been delivering youth services and other community services from the building since July 2021, despite a national trend in closure of such facilities over the last decade.

Achievements and Performance

The Trust have successfully reinstated (lost since 2013) and run youth services since July 2021 and formed a variety of effective partnerships to deliver such services and simultaneously invest in the capital asset which is Grove Park Youth Club. The combination of saving a community asset and delivering much needed services has been a huge benefit to local young people and the wider community.

Our project’s number one objective was to reopen Grove Park Youth Club (GPYC), based in the London Borough of Lewisham, SE12. When the youth club was permanently closed in 2013 by Lewisham Council, it meant an area with high indices of multiple deprivation lost one of its last remaining community assets. In July 2021, we were able to reopen the youth club and since then it has been operating successfully and providing services to young people in the area for over two years. Building on the success of the first year we have operated five youth club sessions per week (term time), holiday programmes and continued to expand the number of users of the building.

We successfully achieved National Lottery Funding and this has given the Trust the stability it needed to open in the first instance and to ensure the building remains available for free-to-access youth services immediately and throughout 2021 to the present. Various stakeholders have used GPYC and since January 2022 the club has been opening five evenings per week and one day per week since Easter 2024. Additionally, we have continued to invest in the capital asset improving the quality of the building and improving access, notably replacing many sets of windows and installing a new mobility impairment access lift to the main entrance. All work has been undertaken in accordance with strict guidelines relating to the building’s “locally listed” status as an important piece of mid-century social architecture.

Our Impact and Achievements:

The project has been successful in achieving many goals and our work's key achievements are:

- The youth club hosts club sessions five days per week and special events. Over the course of three years, 700 individual young people between the ages of 8 and 17 have engaged with activities at GPYC.
- We have worked for over a year preparing a second National Lottery Community Fund funding application. In May 2024 we were pleased to announce a new round of successful funding achieved from the fund to the value of £223,000. This funding secured our new twice weekly GPYC Studios youth clubs and a substantial element of the Trust work and two part time employees
- Our ex-delivery partner Rio Ferdinand Foundation managed youth club evenings from July 2021 to May 2023 and achieved 260 members aged 11 to 16 to sign up.
- Our second delivery partner, Sporting Way, operates a homework and after-school club and this has around 200 members signed up.
- RFF ceased operations at GPYC in June 2023. From September 2023 a brand new Youth Club night called "GPYC Studios" was launched once per week and from 2024 became twice weekly to replace the RFF offer. Building on lessons learnt from that partnership, our Trust took the bold decision to deliver youth services directly
- GPYC BPT now employs a range of pay roll, freelance and sessional workers to deliver youth services, free at the point of use, for 11 to 17 year olds (up to 21 SEND) twice weekly. Sessions attract 30 plus attendees with a membership increasing weekly, Currently this stands at around 100 members with a target of 175 by July 2025.
- Sporting Way sessions have grown in popularity and now attract 30 to 50 children to each session, three times per week.
- We have delivered with Sporting Way school holiday extended youth club programmes and included free food schemes under the government's HAF programmes, ensuring those most in need receive hot meals during school holiday times.
- We have engaged a new partner called "Philo" who offer an holistic learning and support daytime space for parents / carers with new born children to age 11. This takes place every Tuesday during term time from 10.30am to 5.00pm. This is our third offer for young people meaning GPYC now offers free services to children and young people from ages 0 to 17 (21 SEND)
- Created approximately twenty part time roles in association with our delivery partners
- We're building a sustainable charitable business for the community, providing opportunities for local people to get involved in volunteering and community work.

- We are now established as the second Borough provider of youth services in Lewisham and are developing our relationship with the Childrens' and Young Peoples Directorate at Lewisham Council. We have attended meetings, consultancy workshops and continue to work with the Council to develop a new frame work for youth work in Lewisham for 2025
- Originally operating under a Tenancy at Will arrangement with the Council, we have conducted long term negotiations and in May 2024 signed Heads of Terms Agreement on a new 25 Year Lease.
- The local authority have held the Grove Park Assembly Meetings at GPYC. This is a Lewisham Council initiative where the whole ward community is invited to meet councillors and council officers to discuss a variety of local issues. We are proud to host this event and be the chosen venue that brings a whole mix of local people into use of the space.
- We now run two new community groups via our integral lock up garage facilities: Grove Park Carnival and Lewisham Cyclists. Via discounted rent we offer these spaces to community groups and every year we have a carnival in Grove Park. Their committee are using a garage for storage and this summer will do interactive workshops with young people at GPYC to prepare floats as well as using the outside space for preparations. Lewisham Cyclists now store a community cargo bicycle and offer monthly free bicycle maintenance workshops
- Access - we are proud to be working to deliver full access to anyone with mobility impairment and in 2023 commissioned our new £15k access platform, making the listed building approximately 85% fully accessible
- We continue our important capital investment programme achieving significant improvements to access, windows, doors, heating systems, security and grounds. Restoration work is carried out within strict guidelines associated with nationally listed buildings to preserve (or where possible) re-instate the original 1966 features and designs of the building. We have applied for a further £200k funding from the Government's Community Ownership Fund and are awaiting the outcome of this application.
- Facility Management: this is a large undertaking that our Trustees now manage independently, taking responsibility for all statutory requirements to deliver a safe and compliant building for our users. The Trust manages such matters as running maintenance and repairs, fire safety, heating systems, security and CCTV, access, water testing, gas and electric utilities etc.
- Our project is now firmly embedded in community life and is once again a venue local people regard as open, ongoing and an integral part of their lives. After many years of previous neglect and closure and resulting despondency, the building is now a beacon of hope. It appears as a smart, attractive piece of architecture and we receive many anecdotal comments about it being a pleasure to see open with young people playing in it and its grounds. Moreover, the regular sessions have been a boon to parents and guardians who depend on its offerings in very difficult socio-economic times.
- Children and young people are receiving quality youth services at no charge in an area with high indices of multiple deprivation. Our charity work has allowed the reinstatement of such services, in a bespoke building, where such services were desperately required but non-existent. We are now called upon by Lewisham Council to advise them on their ongoing emerging strategy for Lewisham youth provision from 2025 onwards.
- We have developed a sustainable model of operation. Our funding has multiple sources: Rental income from building users: Philo, Sporting Way, garage rental plus

- Grant funding: The National Lottery Community Fund, The Stephen Taylor Foundation
- Local authority schemes: London Borough of Lewisham Ward NCIL
- Collaborations with other community groups: ChART Big Local organisation in London SE12
- Small donations: Local companies and our Community Choir

- Facebook group Regular updates to 486 members
- Twitter Regular updates to 585 followers
- Website www.grovecparkyouthclub.co.uk
- We also communicate via YouTube, Instagram and an email newsletter.



Financial Review

Please see separate PDF document, "Grove Park Youth Club BPT, Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31st October 2023

Summary

The Trust is in a healthy position financially.

Through receipt of income as described in the Statement and careful financial management, governance and accountability, the Trust has managed to achieve sustainability in its business planning. Moreover, it has also managed to build a healthy reserve of funds.

As of 31st October 2023, the Trust held funds circa £127k.

As of 31st October 2023, the Trust held unrestricted reserve funds of £111,341

The Trust carefully manages all financial aspects of our operation which include day to day running costs to implementation of capital improvement projects. We depend upon three sources of income:

Grant funding
Rental Income
Gifts and Donations

Through this period the Trust has overseen a stable bank balance whilst delivering all our objectives and responsibilities. Checks and balances are in place where all expenditure is discussed in minuted meetings.

Major projects are agreed at Trust level in accordance with directives from grant funders.

Trust directors' expenses, with all appropriate receipts are submitted on a monthly basis and are signed off by Trust directors accordingly.

As our charity has grown, and resultant frequency of transactions increased, we have in place a "GPYC Charging and Financial Policy" ratified at our AGM on 21st September 2023. The policy will pay particular attention to ensuring a rigorous checks and balances procedure relating to all Trust expenditure is in place and can be reviewed accordingly as the charity grows.

The Trust has confidence that our charity is sustainable in the long term especially with the added new National Lottery Funding award now on stream and in place until May 2027. We continue to develop multiple income streams based on rent and external funding.

Reserves Policy

Since over two years our bank balance has grown positively and we have a certain amount of reserved unrestricted funds, we have operated with confidence that we can meet all our responsibilities. We have been successful in several funding bids.

Our Reserves Policy was agreed at Trust Meeting on 25th October 2023. This was set at nine months operating costs at £50k.

The Reserve Policy is contained within our "GPYC Charging and Financial Policy" clause 3.3

Trust Statement

GPYC BPT is a going concern and is completely confident that we will continue to operate successfully and meet all our future obligations and financial responsibilities.



Structure, governance, and management

We are a community-led organisation, with all four of our board members also being current or former local residents with a range of experiences: a parent of a child who uses the youth club, someone who grew up in the area and served as property guardian for the youth club building, a local school governor and parent of teenage children, and our chair, who led the campaign to save the building, has lived locally, bringing up his family, for twenty two years and is a local businessman. Our Chair was nominated and shortlisted for a Mayor of Lewisham Community Award for services to the Lewisham community 2023.

We are committed to diversifying our board and leadership team. To this end we are confident we will be appointing two additional directors in 2024 bring the board total to six. In 2023 we employed our first “Creative and Well Being Lead” to deliver our GPYC Studios programme and manage this operation separate from the board.

The desire to save the youth club and reopen it arose from significant distress in the community on the news that the building was to be demolished and turned into flats. After gathering momentum between people in the area the trust was formed and hundreds of people were involved in different ways in the campaign to save the building which culminated in our community Trust opening the building in 2021.

Our trust funds two trustees (total 2 days per week) in management roles on a freelance basis. This contractual engagement is in accordance with item 7.3, in our Articles of Association referring to payments to Trustees. We have paid rigorous attention to the fact that our Articles of Association permit 50% of the board to receive payment for goods or services at any single time. In strict adherence to this rule only two Trustees receive payment out of the four directors during this period at any given time. Any payment is for work and services required by the Trust and can be shown to be so.

Our Trust also funds the operations team who deliver our twice weekly youth club offer, which varies from four to five paid adult workers in the space supported by volunteers each session. We are currently recruiting a part time 'Assistant Creative and Well Being Lead' to supplement this team and provide stability moving forward.

It must be reported that our Trustees also work tirelessly for this charity and often work additional pro-bono hours to ensure the future well-being and promotion of our work.

We also have around twenty active local volunteers between the ages of 18-70, who contribute in different ways such as gardening, volunteering during youth club sessions, helping with maintenance, and much else.

Our board of Trustees meets approximately six times per annum and holds our AGM in the Autumn of each year. All meetings are prepared with agendas and subsequently minuted accordingly. In addition, Trustees hold regular meetings with our wider partners, such as existing and potential service providers, the local authority and general enquiries from Third Sector organisations, statutory bodies and the public.

Upon request, we can supply the following policies:

- 1 Risk Management – Risk Register
- 2 Safeguarding
- 3 Conflicting Interests
- 4 Volunteer Management
- 5 Complaints Handling
- 6 Charging and Finance Policy



Grove Park Youth Club - BPT
Statement of Financial Activities (including Income & Expenditure Account) for the
year ended 31 October 2023

Incoming resources	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Incoming resources from generated funds					
Voluntary income:					
Donations and grants	2	46,315	32,845	79,160	102,191
Activities for generating funds:					
Rents received	2	26,916	-	26,916	26,572
Total incoming resources		73,231	32,845	106,076	128,763
Resources expended					
Fund raising	3	2,407	-	2,407	3,888
Charitable activities	3	25,117	57,361	82,479	73,787
Total resources expended		27,524	57,361	84,886	77,675
Net income for the year		45,706	(24,516)	21,190	51,088
Transfer of funds	11	10,895	(10,895)	-	-
Reconciliation of funds					
Total funds brought forward	11	54,740	50,595	105,335	54,247
Total funds carried forward		111,341	15,184	126,525	105,335

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Grove Park Youth Club - BPT
Balance sheet as at 31 October 2023

		2023	2022
	Notes	£	£
Fixed Assets			
Tangible Assets	6	1,943	1,164
Intangible Assets	7	-	217
		<u>1,943</u>	<u>1,381</u>
Current Assets			
Debtors	8	833	4,817
Cash at bank and in hand	10	<u>124,349</u>	<u>100,297</u>
Creditors: amounts falling due within one year	9	<u>(600)</u>	<u>(1,160)</u>
Net Current Assets		<u>124,582</u>	<u>103,954</u>
Net Assets		<u>126,525</u>	<u>105,335</u>
Restricted Funds	11	15,184	50,595
Unrestricted Funds	11	<u>111,341</u>	<u>54,740</u>
Total Funds		<u>126,525</u>	<u>105,335</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and those prepared for circulation to members of the company.

The notes on pages 3-6 for part of these accounts

Signed by Mr RM Clayton on behalf of the trustees

Date:

Notes forming part of the Financial Statements for the year ended 31 October 2023

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

1.2 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.3 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following 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 delivery of a specific performance by the charity, are recognised when the charity become unconditionally entitled to the grant.

Incoming resources from charitable trading activity are accounted for when earned.

1.4 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure does not include VAT, which has been recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

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.

1.5 Fixed assets

Other intangible assets are the trust website. It is amortised to income and expenditure account over its estimated economic life of 3 years.

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings Straight-line at 33% per year

Notes forming part of the Financial Statements for the year ended 31 October 2023
(cont.)
2. Incoming resources

2.1 Donations	Unrestricted	Restricted	2023 Total	2022 Total
	£	£	£	£
Donations and grants	1,315		1,315	546
The National Lottery Community Funds		27,073	27,073	57,617
The National Lottery Community Funds Uplift		5,772	5,772	-
Stephen Taylor Foundation	45,000		45,000	-
Community Links Bromley / RFF			-	14,028
LB Lewisham Council - via RFF			-	30,000
	<u>46,315</u>	<u>32,845</u>	<u>79,160</u>	<u>102,191</u>

2.2 Other trading activities

Rent	<u>26,916</u>	<u>-</u>	<u>26,916</u>	<u>26,572</u>
	<u>26,916</u>	<u>-</u>	<u>26,916</u>	<u>26,572</u>

3. Resources expended

3.1 Expenditure on raising funds	Unrestricted	Restricted	2023 Total	2022 Total
	£	£	£	£
Incurred seeking grants	<u>2,407</u>		<u>2,407</u>	<u>3,888</u>
	<u>2,407</u>	<u>-</u>	<u>2,407</u>	<u>3,888</u>

3.2 Expenditure on charitable activities

Accounts	-	1,160	1,160	1,160
Amortisation	217		217	217
Depreciation	1,550		1,550	773
Facilities management	1,230	9,240	10,470	3,711
Insurance	-	530	530	504
Office and admin consumables	320	1,166	1,486	755
PR Expenses			-	-
Professional fees	11,934	23,416	35,350	32,924
Repairs and renewals	9,866	18,084	27,950	29,949
Telecommunications			-	
Travel and transport	-	136	136	476
Utilities	-	2,986	2,986	2,033
Youth club consumables	-	644	644	1,285
	<u>25,117</u>	<u>57,361</u>	<u>82,479</u>	<u>73,787</u>

4. Average number of employees

Number of employees during the year was as follows: NIL (2022: NIL)

Notes forming part of the Financial Statements for the year ended 31 October 2023 (cont.)

5. Taxation

As a charity, Grove Park Youth Club - BPT is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

6. Tangible Fixed Assets

	Fixtures and fittings £
Cost	
At 1 November 2022	2,320
Additions	2,329
At 31 October 2023	<u>4,649</u>
Accumulated Depreciation	
At 1 November 2022	1,156
Charge for the year	1,550
At 31 October 2023	<u>2,706</u>
Net book value	
At 31 October 2023	<u>1,943</u>
At 31 October 2022	<u>1,164</u>

7. Intangible Fixed Assets

	Website £
Cost	
At 1 November 2022	651
Additions	
At 31 October 2023	<u>651</u>
Amortisation	
At 1 November 2022	434
Amortisation	217
At 31 October 2023	<u>651</u>
Net book value	
At 31 October 2023	<u>-</u>
At 31 October 2022	<u>217</u>

8. Debtors

	2023 £	2022 £
Other Debtors - VAT owed	<u>833</u>	<u>4,817</u>

9. Creditors: amount falling due within one year

	2023 £	2022 £
Accruals and deferred income	<u>600</u>	<u>1,160</u>

10. Cash at bank and in hand

	2023	2022
	£	£
Cash at bank and in hand	<u>124,349</u>	<u>100,297</u>

11. Movements in funds

	At 1 November 2022	Incoming Resources	Outgoing Resources	Transfers	At 31 October 2023
	£	£	£	£	£
11.1 Restricted funds					
The National Lottery Community Fund	25,360	27,073	(38,120)	(2,329)	11,985
The National Lottery Community Fund Uplift		5,772	(2,573)		3,199
LB Lewisham Council - via RFF	8,566			(8,566)	-
London & Quadrant HA	16,669		(16,669)		-
	<u>50,595</u>	<u>32,845</u>	<u>(57,361)</u>	<u>(10,895)</u>	<u>15,184</u>
11.2 Unrestricted funds					
General funds	54,740	25,472	(24,765)	10,895	66,341
Stephen Taylor	-	45,000	-		45,000
Community Links Bromley / RFF	-	2,759	(2,759)		-
	<u>54,740</u>	<u>73,231</u>	<u>(27,524)</u>	<u>10,895</u>	<u>111,341</u>
	<u>105,335</u>	<u>106,076</u>	<u>(84,886)</u>	<u>-</u>	<u>126,525</u>

The transfer of £2,329 from The National Lottery Community Fund to general funds represents the value of fixed assets purchased in the year from The National Lottery Community Fund but held for general purposes.

The transfer of £8,566 from the LB Lewisham Council - via RFF to general funds represents the reclassification of funds wrongly classified as restricted in the previous year.

12. Transactions with trustees and related parties**12.1 Payments to Trustees**

Name of trustee	Payments	Details
	£	
Robert Clayton	19,500	Professional fees for services
Diana Monkhouse	3,273	Professional fees for services
	<u>22,773</u>	

Independent examiner's report to the trustees of Grove Park Youth Club BPT Limited

I report to the trustees on my examination of the accounts of Grove Park Youth Club BPT Limited (the Trust) for the year ended 31 October 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Nigel Prout

Relevant professional qualification or membership of professional bodies (if any): ACA

Address: 30 Le May Avenue, Grove Park, London SE12 9SU

Date: 28 August 2024