

**ANNUAL REPORT 2023 – 2024**  
**for**  
**The Shelford and Stapleford Youth Initiative (SSYI). Charity Commission reg: 1201381**

## CONTEXT

SSYI is a community charity set up and run by local Christians that has been supporting young people in our local area for 27 years. We now work with over 300 young people, mainly residents of Great and Little Shelford, Stapleford, Sawston and Duxford. Our aim is to provide safe spaces, quality youth work and support for local 10 to 18-year-olds. Particularly focusing on those who are marginalised, isolated, at-risk or not accessing other provision. By building positive relationships with young people, running youth clubs, schools work and other activities we enable them to overcome challenges, learn and succeed. We have a dedicated Youth Centre in Great Shelford where we run 6 youth clubs a week, as well as 4 weekly youth clubs in Sawston, and a weekly club in the Community Centre in Duxford at the request of Duxford Parish Council.

We have been able to purchase a minibus, an outdoor football cage and trailer to transport it. Together these assets enable more trips and provide a mobile facility for active sessions in multiple locations. We provide mentoring / 1:1 services at the request of, and fully funded by, Sawston Village College and Cambridge Centre School.

Romsey Mill (Charity reg: 1069905) continued to provide valuable management and training support for the SSYI team. During the year lead worker Zac Britton took on a part time (1 day per week from January 2024 onwards) secondment to Romsey Mill as part of his career development.

During this financial year a new SSYI ("The Shelford and Stapleford Youth Initiative") has been established and registered with the Charity Commission (reg. 1201381) as a "Charitable Incorporated Organisation" (CIO), and funds transferred to the new entity from the old charity ("Shelford/Stapleford Youth Initiative", reg: 1073490) to continue SSYI's activities. The purpose and activities are unchanged. The CIO was created on independent advice from a lawyer, and after a review by Trustees of the existing charity as to the benefits of a transition to CIO status. SSYI has grown considerably since it started, and the transition to a CIO provides the appropriate levels of governance, structure and process for the scale of activities. The CIO accounts are prepared and examined separately from those of the old charity. This report and accounts concern the new SSYI CIO (Charity Commission reg: 1201381).

## STATEMENT OF ACCOUNTS

The summary accounts for The Shelford and Stapleford Youth Initiative for the year from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 have been approved by independent reviewer Gareth Johnson and are provided in this report.

## OVERVIEW

These accounts reflect the change in context during the year, during which the income and expenditure transactions were migrated to the new CIO entity, over several months. A total of £59,391 was transferred into the CIO from the old SSYI entity. Income and expenditure both grew as planned in the year, and £21,760 was spent on new capital assets namely minibus, trailer, and football cage. There was an operating deficit of £16,462 excluding capital expenditure and transfers “in”.

## FUND STATUS

<b>Accumulated Fund at Start of Year</b>	<b>£0</b>
Income	
Transfers from “old” SSYI	£59,901
Other income	£60,169
<b>Total income</b>	<b>£119,260</b>
Expenditure	
Operating costs	£76,631
CAPEX	£21,760
<b>Total expenditure (incl CAPEX)</b>	<b>£98,391</b>
<b>Net Surplus/(Deficit) for Year</b>	<b>£20,869</b>
 <b>Accumulated Fund at year end</b>	 <b>£42,626</b>
<i>Including £21,760 CAPEX at Year 0 undepreciated value</i>	

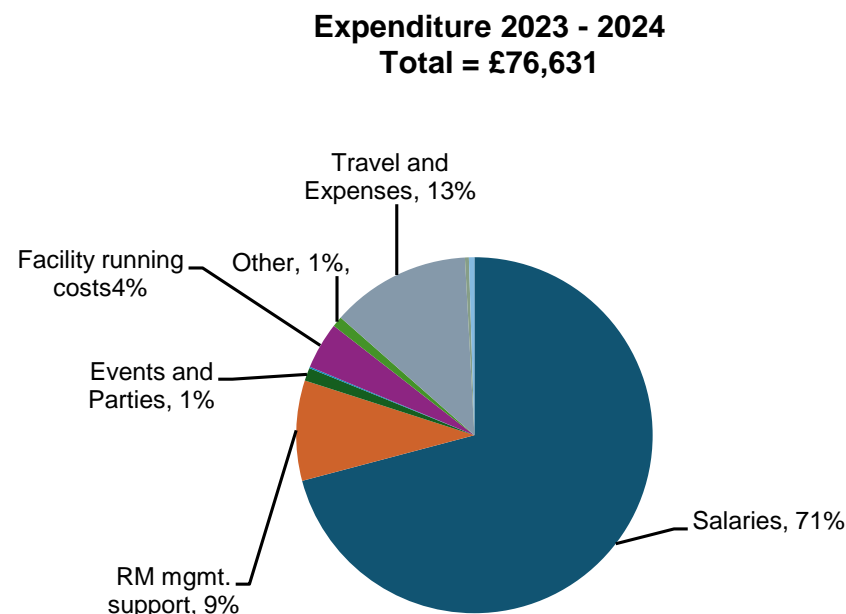
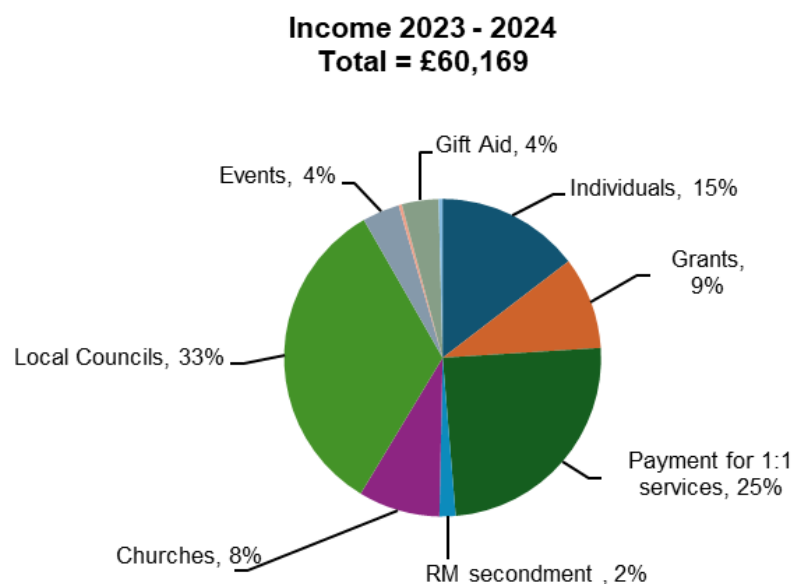
## INCOME

The largest sources of income (42%) were grants from local councils and institutions (most significantly £19,400 from Gt Shelford Parish Council and £5,500 from John Huntingdon Charity). In addition 25% of overall income came from contracted services, 15% from individuals, and 8% from local churches. We are most grateful to all our individual and institutional supporters for enabling the continued growth and impact of our services.

## EXPENDITURE

Staff costs made up 71% of operating expenditure. In the year these were our youth workers Zac Britton, Tilly Akoto, Tina Woodstock, and Kay Salter, alongside part time administration officer Kirsty Townsend and cleaner Kevin Chapman. The other significant cost items were Travel & Expenses (13%), management support provided by Romsey Mill (9%) and facility hire and running costs (4%).

A breakdown of the Income and Expenditure (excluding transfers to CIO) is shown in the graphics below.



#### NEXT YEAR 2024 – 2025

It is anticipated that the “old” SSYI will be formally shut down during FY2024 2025, once all transactions are moved to the new entity, and the remaining assets transferred. All SSYI activities and accounting transactions will then be within the new SSYI CIO entity. At the time of writing all regular transactions have now been moved. In view of the increasing scale and complexity of SSYI’s work, Local firm of accountants HSA have been contracted to provide bookkeeping and payroll services, and all accounts are being run on the XERO finance system.

The focus of SSYI work, in common with the national trend, is broadening out from open access “youth clubs” to include more targeted services for specific interests (eg sporting, creative) and addressing prevalent issues (anxiety, relationships, abuse). We hope to grow our services in these ways as well as to reach more of the young people in the area, partly through deployment of the football cage to new locations, and use of the minibus to more trips and experiences for the young people. This will require expansion of SSYI’s team with the recruitment of at least one additional youth worker. Income growth to enable these exciting developments is being sought through:

- Campaign to increase the number of regular individual supporters
- Engagement of a grant consultant to supplement ongoing efforts to secure funding from institutions
- 100% funding by the requesting community for SSYI activities in new locations, and for 1:1 work
- Opening up opportunities for other groups to use the minibus and football cage, to maximise the use of these assets
- Use of the Shelford Youth Centre for new groups. To date this has already led to sessions for the local Ukrainian community.

The 2024 - 2025 budget anticipates Income of £139,850 and Expenditure of £141,950 (excluding any capital purchases).

Summary Income & Expenditure, and Balance sheet are provided below, followed by the independent examiner's report:

SSYI CIO Income and Expenditure 2023 2024					
		Actual			Actual
Income			Expenditure		
			Staff		
Donations	Residential(s)	£200		Salary (Zac, Tilly, Tina, new YDW, Kevin, YC Ops)	£43,098
	Trips	£61		Tax and NI	£7,740
	Churches	£5,017		Pension eeR	£2,843
	iZettle income at club	£1,236			
	Private donations	£7,383		Session workers	£629
	Appeals / collection tins	£20			
	SSYI Events	£1,062		<b>Total Staff Costs</b>	<b>£54,310</b>
	Village Events e.g Feasts	£1,160			
	<b>Total Donations</b>	<b>£16,139</b>	Other		
				Romsey Mill training & mgmt	£6,975
				SSYI and Village events	£289
Grants	Parish Councils	£19,900		(Trips) Events, Parties	£615
	Others (LS Ents; Hist Soc; Coffee mornings, SSG, Spokes, SPC..)			Games and IT Equipment	£99
	Projects (Copse 3; Project X; Sports)			Insurance	£0
	Competitive Grants	£5,655		Subscriptions	£637
				Audit Honorarium	£0
	<b>Total Grants</b>	<b>£25,555</b>		Projects 2022 (Shred it up, Copse 3, Project X, Sports)	£379
				Residentials (EXCL SALARIES)	£0
Other	Payments for services provided (SVC; CRC; CO; Duxford...)	£14,846		Travel and other expenses	£9,301
	Gift Aid reclaims	£2,255		Training	£99
	Romsey Mill salary contribution	£986		Costs for Services provided (ex-Salary) (Duxford)	£272
	donations for Minibus & cage	£150		Cash for cash tin	£400
	Cash in from Cash tin	£0			
	Giving scheme bonuses	£36		<b>Total Other costs</b>	<b>£19,066</b>
	Bank interest	£202			
	<b>Total Other</b>	<b>£18,475</b>	Facilities		
Facilities				Facility hire	£2,334
	YC Improvements			Youth Centre Improvements	
	<b>Total Facilities</b>	<b>£0</b>		YC Running costs	£921
				<b>Total Facilities</b>	<b>£3,255</b>
	<b>Total (excl transfers)</b>	<b>£60,169</b>			
Transfers			Transfers		
	Transfers from OLD SSYI	£59,091		Transfers to OLD SSYI	£0
	<b>TOTAL INCOME (incl. transfers)</b>	<b>£119,260</b>		<b>TOTAL EXPENDITURE (excl CAPEX)</b>	<b>£76,631</b>
<b>Overall Surplus (Deficit)</b>		<b>£20,869</b>	CAPEX		
<i>Operating Surplus (Deficit) excl CAPEX and Transfers IN</i>		<i>-£16,462</i>		Minibus	£13,600
				Football Cage and Trailer	£8,160
				<b>Total CAPEX</b>	<b>£21,760</b>
				<b>Overall Expenditure</b>	<b>£98,391</b>

SSYI CIO Balance Sheet 2023 2024			
			2023 - 2024
	Fixed Assets		£21,760 See note 1 below
	Prepayments		£0
	Debtors (recoverable Tax)		£1,204 See Note 2 below
	Debtors (other)		£15,563 See Note 3 below
	Bank	Current Account	£9,845 at 31st March 2024
		Savings Account	£10,202 at 31st March 2024
		PLEO account	£309
	Petty Cash		£0
	Creditors		-£16,257 See Note 4 below
	Deferred income		£0
	<b>Net Assets</b>		<b>£42,626</b>
	Accumulated Fund Brought Forward		£0 CIO accounts only established June 2023
	Excess of Income over Expenditure		£42,482 excluding capex
	<b>Accumulated Fund carried forward</b>		<b>£42,626</b>
	<b>Notes to Accounts</b>		
	1 Purchases of minibus , trailer, football cage in 2023-24 valued at purchase price		
	2 This covers gift Aid reclaim for the year, arriving in SSYI account in the following year		
	3 This covers known Debtors (income for the year) not yet visible in bank accounts at year end		
	4 Creditors (additional expenditure) in the year NOT yet visible in bank accounts at year end		

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3<sup>rd</sup> November 2024

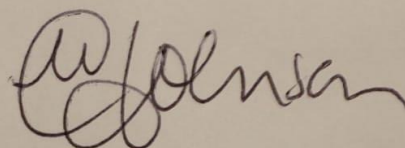
Dear John

Re: The Shelford and Stapleford Youth Initiative (Charity Commission Reg: 1201381)

I have examined The Shelford & Stapleford Youth Initiative (SSYI) income and expenditure account, balance sheet and movements in reserves for the year ended 31<sup>st</sup> March 2024, which are the responsibility of the Treasurer and Committee members.

I confirm that they are in accordance with the books and records of The Shelford & Stapleford Youth Initiative that have been provided to me for examination.

Yours sincerely



Gareth Johnson

Honorary Accounts Reviewer