

Trustees' Annual Report for the period 1st April 2023 – 31st March 2024

Bletchley Youth Centre, Derwent Drive, Bletchley, MK3 7BE

Registration Number: 1202081

Trustees serving during the year:

Gladstone McKenzie – Chair/Trustee – (resigned April 2023)

Bryan Scarborough – Acting Chair / Treasurer

Felicity Cockbaine – Secretary

Dallas Sherwood – Trustee

Alan Webb – Trustee

Lynn White – Trustee

Welcome

Welcome to the first Annual General Meeting of the new Bletchley Youth Centre CIO (Charitable Incorporated Organisation) which was set up in February 2023. The Committee, made up of 5 Trustees, has been meeting on a quarterly basis throughout the year to oversee the management of the Centre and the Charity as a whole. In April 2023 Gladstone McKenzie stepped down as Trustee but remains an Ex-Officio Member of the Committee.

Our Mission Statement

To deliver affordable leisure time activities for young people and the Bletchley community to build resilience, fitness, good physical and mental health, a positive mental attitude and a sense of wellbeing.

Summary of the main activities in relation to those purposes for the public benefit

Bletchley Youth Centre is a central hub for the whole community where individuals can take part in leisure-time activities, learn new skills and come together in groups to support each other. In order to effectively carry out its purposes, the Charity provides a safe, well maintained, fully accessible, welcoming environment, suitable for multiple use. Open every day throughout the year it aims to meet the physical, mental and spiritual needs of all members of the community with a particular focus on young people. We also deliver an outreach youth programme across Milton Keynes.

Our offer includes 4 distinct projects which have formed the Strategic Objectives for the next 5 years:

Strategic Objectives 2024–2029

Objectives	Project name	Activity
Objective 1	BYC	<p>To provide, over 48 weeks a year, a programme of affordable and low cost, fully inclusive, accessible leisure activities for all members of the local community delivered both in-house and by external organisations.</p> <p>To offer 24-hour open access to our outside multi-Sports facility throughout the year.</p>
Objective 2	Youth Network	<p>Annually, to deliver:</p> <ul style="list-style-type: none">• 7+ regular term-time youth clubs• 3 year-round subject specific clubs• Easter and Summer holiday projects <p>All for children and young people from the age of 7 to 20 years at the Centre and at outreach centres across Milton Keynes.</p>
Objective 3	Family and Culture space	<p>To provide room hire, to local charities, individuals/families, religious and cultural groups.</p>
Objective 4	The Centre	<p>To create a fully inclusive, sustainable, fit for purpose, state of the art centre for community leisure time use through Annual Capital Improvement projects set out each year of the 5-year plan.</p>

In order to carry out such a range of activities and programmes, we welcome in external groups to hire spaces, which maximise opportunities for the community whilst supporting the Centre to maintain sustainability. Any income generated is used by the trustees to create a properly maintained and fully accessible facility that is safe for all to use, fit for purpose and in operation 7 days a week.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees confirm that they are aware of and have regard to the charity commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant. The above sets out how the organisation carries out its purposes and below is a statement as to the benefits achieved during the year.

Summary of the main achievements in the first year of the new CIO.

Two special resolutions were put to the AGM on 22nd October 2022; to incorporate the existing 54 year old charity into a Charitable Incorporated Organisation and to bring Youth Network into the charity as a youth project by transferring its assets and staff. Both were agreed unanimously.

Although the new charity was incorporated on 23rd February 2023, we waited until 1st April 2023 to transfer funds into the new CIO and Youth Network was also merged into Bletchley Youth Centre on the same date.

Following an extensive review of our provisions, both within and outside of the Centre, prior to our major capital grant from FCC Community Foundation as well as our application to the Charity Commission 2022, we have been able to start the new organisation in a significantly improved venue.

Highlights of the year

Project 1. BYC

We wish to thank the Bletchley Youth Centre Regular user groups who enable us to collectively deliver activities which benefit local residents. This includes the following:

- Milton Keynes Kyokushinkai Club offers **Martial Arts** training for all ages, 3 times a week.
- Keeping Kids off the Street delivers **Boxing sessions** for all ages, once a week during term-time.
- Exstress Fitness delivers **Zumba** every week.
- MK U3A runs **Tai Chi** for beginners classes weekly.
- Wellbeing **Yoga** runs in blocks of 12 sessions.
- **Next Steps Education** offers weekly, term-time, supplementary educational programmes for children and young people.
- **Onthetalent** performing arts project for young people started in December 23 and has continued weekly, also offers holiday provisions under the HAF scheme.
- In the last few months of this year we have been lucky to include **Health organisations** as part of our offer to the community, using mediums of **Arts** and **Exercise**.
- We were very sad to say goodbye to **Young Carers** who had been delivering a monthly session for a number of years but had to move on due to their numbers rising significantly and our being unable to provide a suitable space at the time/day required.

We have been able to deliver, for the elderly within the community, a Warm hub through the winter of 22/23 until June and then a new Friday morning café with chair exercises started up again in January 2024. Funded through grants from **West Bletchley Council, Milton Keynes City Council and Bletchley Clubs.**

The outdoor Multi-Sports facility has been open throughout the year with external access via the gate in the football fields. (Funded in previous year by FCC Communities Foundation).

Project 2. Youth Network

Our youth project has delivered projects in the **Centre**. We wish to thank all who have provided the funding. Projects include:

- Wednesday night Meal Club has provided an evening healthy meal and a place for up to 30 children and young people to go every Wednesday throughout the year. Funded by **West Bletchley Council & Local Giving**.
- Thursday Junior Youth Club for 25+ children aged 7-11 years during term-time.
- Thursday Senior Club for 25+ young people, Year 7 and above, during term-time. The club received donations from **Cllr Mick Legg and Cllr Lauren Townsend during 2023/24**.
- Over 30 young people from Bletchley Youth Centre took part in the West Bletchley 2023 carnival with a Disney theme.
- **Summer Holiday Project** over 8 days during August 2023 for 45 young people per day, incorporating 4 centre-based days and 4 trips out by coach. The 'Welcome' boards at the front of the building were produced by the young people during the project. Funded through the **MKCC HAF scheme** for young people in receipt of free school meals and **West Bletchley Council** for all young people who live in the area and/or attend our clubs.

And an **Outreach Programme** across Milton Keynes, with thanks to those who have provided funding:

- Tuesday evening club for children and young people on **Newton Leys** in the Pavilion, during term-time welcomes 20-25 young people aged 7-14 years. Contracted by **Bletchley & Fenny Town Council**.
- Wednesday **Basketball session** at **Leon Sports Hall** for up to 25 young people aged 10 and over. Runs throughout the year and is funded for 2 years by the **Health Lottery**.
- Wednesday evening club at **York House Centre in Stony Stratford** for 25 young people aged 7-14 years. Contracted by **York House Centre**.
- Friday evening Healthy Meal Club at **Lakes Estate Community Centre** for 25 young people 7-18 years is contracted by **B&FSTC**.
- Friday Junior Club at **Newport Pagnell Youth Club** for 35+ young people, aged 7-11 years, during term-time.
- Friday Senior Club at **Newport Pagnell Youth Club** for 30+ young people aged 11 and over, during term-time. Both contracted by **Newport Pagnell Town Council**.
- Friday Community Football Project at **Leon Leisure Centre on the Astro pitch**. 47 sessions per year for up to 60 young people aged 11+. Funded by the **Health Lottery & Bletchley Clubs**.
- **Summer Holiday Project** over 8 days during August 2023 for 45 young people per day, incorporating 4 centre-based days at Newton Leys Pavilion and 8 trips out. Funded through the **MKCC HAF scheme** for young people in receipt of free

school meals and **Bletchley & Fenny Stratford Town Council** for all young people who live in the area and/or attend our clubs.

Project 3. Family & Culture Space

We are honoured to have provided a base for Macintyre No Limits and Macintyre MK over the last few years for their wonderful Life Skills programmes for individuals with learning and physical disabilities.

- Macintyre No Limits creates **Life skills training** for young people with learning and physical disabilities, multiple sessions, during term-time.
- Macintyre MK delivers **social support** for adults with learning and physical disabilities, once a week throughout the year.

We are also happy that local Religious and Cultural groups base their sessions at the Centre for prayers, festivals, ongoing meetings and community get togethers. This includes:

- Ael
- IADC
- Agape Christlife
- UK Refugees

Through the year we have welcomed one-off groups for festivals and events

- Bollywood Social Club
- Friends of the Caribbean
- Sri Tamil Gathering
- Bletchley Youth Centre Reunion

The Centre has provided a venue for 18 private events by local family and friends, including children's parties.

Project 4. The Centre

During 23/24, with time and funding supplied, we have been able to deliver the following improvements to the Centre. With enormous thanks to the organisations who have enabled this to happen:

- Teams of **Santander staff** who have decorated the whole of the Centre and improved the garden.
- **Men in Sheds, Kiln Farm**, who have made safe the back garden by building a railing to avoid trips over the flower beds, for putting up the Welcome board produced by the young people during the Summer 2023 project.
- The **David Family Foundation** for donating a DVD player and DVD's and for providing a grant of £3,500 which was used to replace the upstairs lounge carpet tiles with a quality vinyl flooring making the hall more versatile, comfortable and

hygienic. With remaining funds we were able to purchase padded seating for our elderly members.

- **Local Giving** provided a grant of £500 towards equipment for all users of the Centre to use. We now have in place both facilities and equipment for all to take part in football, basketball, tennis, table tennis, badminton, table football & snooker. With both the outdoor multi sports facility and the indoor sports hall with a sprung floor, there are options throughout the year.
- **Table Tennis England via MKCC** has donated an outdoor table tennis table has been installed on the Multi sports area.
- **MKCC Carbon Offset Fund has funded our solar panel project** which we would not have achieved without the active help of **West Bletchley Council, particularly the previous Clerk Helen Hupton and Janet Arnall.**

Governance

The first meeting of the new CIO was held on 26th April 2023. We created a planning document to guide us through the process of change including closing the old BYC charity, Tupe across all staff and projects to BYC from YNMK, closing YNMK and creating the foundations for the new organisation.

The new charity was set up with the following Objects:

To benefit the residents of Milton Keynes and the neighbourhood by working alongside the residents, local authorities, voluntary and other organisations in a common effort to advance informal education and to provide facilities and services in the interests of social welfare for recreation and leisure time with the objective of improving the conditions of life for the residents.

The first year, as well as continuing to welcome new groups into our improved Centre, has also been challenging. We have spent many months setting up new financial systems and budgets, reviewing staffing roles and rates of pay, informing all stakeholders of the changes, setting up a new Committee of Trustees to add to those already in place. Most of this laborious work is now complete and we have started to plan the way ahead, building on what we already have; partnerships with so many providers who support the community, alongside our inhouse team of staff including administrators, youth leaders and sports facilitators.

Financial Review

Income & expenditure exceeded the budget set at the beginning of the year due to unanticipated grants received. This included: the David Family Foundation (£3,500), Local Giving (£500), MKCC Carbon Offset Fund (£23,940) and holiday projects; MKCC (£16,832) & WBC (£3,640), B&FSTC (£3,640), Cllrs Legg & Townsend (£1,000).

The Business Reserve Account, after transfers, currently holds £42,419 which is made up of £16,000 Reserve, £6,900 unrestricted funds c/f from YNMK & the remaining £19,519 ring fenced for stage renovations carried forward from the unincorporated charity.

Reserves Policy

The Trustees last reviewed the Reserves Policy in January 2024 and in so doing, considered the level of reserve held in order to strike a balance between keeping hire charges to a minimum, alongside the requirement for prudent planning and management, and provision for contingencies. The Trustees feel that it is appropriate within reserves that there should be adequate funds to cover income fluctuation in order to protect the charity from the risk of insolvency or serious disruption.

In 2023/24 a reserves target of £20,000 has been set to be reached by 2025/26.

Financial Statements follow:



BLETCHLEY YOUTH CENTRE

1202081

Receipts and payments accounts

CC16a

For the period
from

01 APRIL 2023

To

31 MARCH 2024

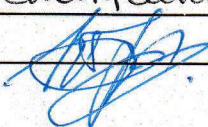
Section A Receipts and payments

	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 £
A1 Receipts					
Grants		-	-	-	
David Family Foundation, local giving	4,000			4,000	
MKCC Grants; Carbon Offset Fund; etc	43,533			43,533	
Parish Council Grants	43,262			43,262	
Centre income	54,540			54,540	
T/F of Assets from BYC charity	8,343			8,343	
T/F of Assets from YNMK	17,898			17,898	
Cllr donations	1,000			1,000	
Health Lottery Fund (Youth Projects)		10,423		10,423	
MKCFC - utilities	3,558			3,558	
Bank interest received - Bus.Reserve a/c	487			487	
Other	4,258			4,258	
	-	-	-	-	-
Sub total (Gross income for AR)	180,879	10,423	-	191,302	
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	180,879	10,423	-	191,302	-
A3 Payments					
General Operations running costs	44,181			44,181	
Salaries and Social Security costs	24,254			24,254	
Youth Project salaries & freelance	54,957	3,785		58,742	
Youth activities expenses	23,508	6,279		29,787	
Equipment	667			667	
Capital improvements; Solar panels & batteries	23,940			23,940	
	-	-	-	-	-
Sub total	171,507	10,064	-	181,571	
A4 Asset and investment purchases, (see table)					
Purchase of equipments	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	171,507	10,064	-	181,571	-
Net of receipts/(payments)	9,372	359	-	9,731	-
A5 Transfers between funds	-	-	6,289	8,912	-
A6 Cash funds last year end					
Cash funds this year end	6,749	359	6,289	819	-

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	Reserve account balance	36,130	-	-
	Owed to reserve account	6,289		
	Unreconciled amount	-		
	Cash at bank - Current account	331	-	-
	Petty cash	351	-	-
	Total cash funds	42,399	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	Agreement Error
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets - Cash funds represented by:	Specific funds (ring fenced)	-	-	-
	Reserves	-		
	General Fund	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
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
Felicity Cockbaine	FELICITY COCKBAINE	24.7.24
	BRYAN GARBODOROFF	24/07/24



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
BLETCHLEY YOUTH CENTRE

On accounts for the year
ended

31 MARCH 2024

Charity no
(if any) 1202081

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024 DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [CPAA and ACIE]

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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: Nana Opoku Barfi

Date: 27 May 2024

Name: Nana Opoku Barfi

Relevant professional
qualification(s) or body
(if any):

1. Fellow – Certified Public Accountants Association (FCPA)
2. Member – Association of Independent Charity Examiners (MCIE)

Address:

16 Butlers Grove

Great Linford, Milton Keynes

MK14 5DT

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.