



# 39 YOUTH CLUB TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025



## **39 Youth Club**

Church Path, Glamis Street, Bognor Regis, West Sussex PO21 1DB

E-mail [info@39youthclub.org.uk](mailto:info@39youthclub.org.uk) Website: <https://39youthclub.org.uk>

Registered Charity No. 1202626

## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr B Ansell Mr S Goodheart Mr C Cook
Charity Number	1202626
Registered Office	39 Youth Club Church Path Glamis Street Bognor Regis PO21 1DB
Independent Examiner	Mrs P Forde Sense of Numbers Leigh House Varley Street Pudsey Leeds LS28 6AN

## 39 YOUTH CLUB

### TRUSTEES REPORT

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### Objectives and activities

The objects of the CIO are to advance in life and relieve needs of young people through:

- (a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life.
- (b) Providing support and activities which develop their skills, capacities, and capabilities to enable them to participate in society as mature and responsible individuals.

#### Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding the activities of the charity.

#### Achievements and performance

In April 2024 we founded "39 Youth Club" as a charitable incorporated organisation as part of a process to take on a 25-year peppercorn lease for the whole site from West Sussex County Council.

We currently run 5 sessions a week, 4 at our building and 1 session of detached for Arun District Council. The onsite sessions continue to grow, and the young people have been actively taking part in sports sessions, working on artwork to display on the walls of youth club building, and cooking which has earned them an Asdan certificate.

During the last year we saw a rise in attendance and numbers of young people engaging in activities at 39 Youth Club.

CLUB SESSION	SEP TO DEC 24		JAN TO MAR 25	
	Unique YP	Contacts	Unique YP	Contacts
39 Youth Club Mondays	23	148	36	90
39 Youth Club Wednesdays	35	199	47	170
Detached Session	45	45	53	53

In total we registered details for 172 unique young people with 705 attendances. Some young people attended multiple club sessions in the same week.

Working with West Sussex County Council and Atkins Realis we are in the middle of carrying out surveys, making plans, and raising funds to complete a revamp of the youth centre to allow us to develop the building for young people.



### **Reserves policy**

The trustees have considered the required level of reserves, appropriate to the charity's need. The aim is to hold 3 months of general expenditure as a reserve and sufficient to manage the orderly closure and reduction in staff when projects cease. This is based on the charity's size and the level of financial commitments. The trustees aim to ensure that the charity will be able to continue to fulfil its charitable objective even if there is a temporary shortfall in income or increase in expenditure. The trustees endeavour not to set aside funds unnecessarily.

At the end of the year the charity had a total fund value of £16,547. The free reserve of the charity was NIL.

At the end of March 2024, we were reducing staffing costs to fit with the salary funded by restricted funds. If we had not been able to secure further funding, we would have needed to reduce our services significantly.

Delays in completing the new lease arrangements from WSCC meant we were unable to take over the whole building until November 2023. A further issue emerged with the annexe roof leaking and a beam supporting the roof collapsed. This meant that plans to secure income through building hires were difficult to realise. At the time of writing this report (December 2025) we have been able to secure funds to repair the annexe roof, refurbish or bring into use most of the building and started to develop hiring income.

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

39 Youth Club is a charitable incorporated organisation registered as a charity. It is regulated by the Charity Commission. The charity is governed by a board of 3 trustees who oversees the work of the charity in the public interest in accordance with the charitable objects and powers contained within the constitution. The trustees have responsibility for setting the strategic direction of the charity, ensuring that proper financial arrangements are in place, and ensuring that 39 Youth Club remains focused on delivering its outcomes for the benefit of the public.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit and the Charity Governance Code (for smaller charities). In 2025/25 the board intends to continue benchmarking its governance against the principles in the Charity Governance Code. New trustees will receive an induction to brief them on their responsibilities, the charity's strategy and business plans, and key activities. Trustees are offered the opportunity to attend additional training events.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

- Mr B Ansell
- Mr S Goodheart
- Mr C Cook

## 39 YOUTH CLUB

### Managing Risk

We analyse risks to the charity at our board meetings. The top four risks on the charity's risk register, along with summary mitigations, at the end of 2024/24 financial year were as follows:

RISK	MITIGATING ACTIONS
Insufficient income / funding to run the charity at currently planned levels.	Remain flexible. Review staffing. Diversify income. Explore new funding streams.
Change in local, regional, or national policy framework that may impact operations.	Trustees and staff to keep informed of changes and review strategy and processes.
Increase in more complex needs and demand for services.	Recruit and develop staff and volunteers. Ensure capacity is managed rigorously.
39 Youth Club operating model no longer fit for purpose.	Keep strategy under review at board meetings.

### Declaration of beneficial interests

No trustees have any beneficial interests in the charity.

The trustees' report was approved by the Board of Trustees.



Mr B Ansell

Chair

2<sup>nd</sup> December 2025

## 39 YOUTH CLUB

### INDEPENDENT EXAMINER'S REPORT

I report to the trustees on my examination of the financial statements of 39 Youth Club (the charity) for the year ended 31 March 2025.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 to enable a proper understanding of the financial statements to be reached.

**Name** Mrs P Forde, Sense of Numbers

**Address** Sense of Numbers Ltd, HQ Pudsey, Radley House  
Richardshaw Road, Pudsey, Leeds LS28 6LE

**Signature**



**Date** 22<sup>nd</sup> Jan 2026



## 39 YOUTH CLUB

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	Notes	£	£	£	£	£	£
<b>Income from:</b>							
Charitable activities		1,732	-	1,732	370		370
Donations and legacies	3	4,041	44,761	48,802	27,600	59,103	86,703
Other trading activities	4	12,113	-	12,113	4,900	-	4,900
Investments		-	-	-	-	-	-
<b>Total Income</b>		<b>17,887</b>	<b>44,761</b>	<b>62,648</b>	<b>32,870</b>	<b>59,103</b>	<b>91,973</b>
<b>Expenditure on:</b>							
Raising funds		4,680		4,680	4,230	-	4,230
Charitable activities	5	38,516		84,632	22,019	23,648	45,667
<b>Total Expenditure</b>		<b>43,196</b>		<b>89,312</b>	<b>26,249</b>	<b>23,648</b>	<b>49,897</b>
Contributions to core / oncosts		5,544	(4,409)	1,136	11,468	(11,468)	-
<b>Net income / (expenditure) and movement in funds</b>		<b>(19,765)</b>	<b>(5,763)</b>	<b>(25,528)</b>	<b>18,089</b>	<b>23,987</b>	<b>42,076</b>
<b>Reconciliation of funds:</b>							
Fund balances 1 April 2024		18,089	23,987	42,076			
<b>Fund balances 31 March 2025</b>		<b>(1,658)</b>	<b>18,223</b>	<b>16,547</b>	<b>18,089</b>	<b>23,987</b>	<b>42,076</b>

Charity Started 5<sup>th</sup> April 2023

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# 39 YOUTH CLUB

## BALANCE SHEET

AS AT 31 MARCH 2025

	2025		2024	
Notes	£	£	£	£
<b>Fixed assets</b>				
Tangible assets		-		
<b>Current assets</b>				
Debtors		20		
Cash at bank and in hand		17,183		42,553
<b>Net current assets</b>		<u>17,203</u>		<u>42,553</u>
Creditors: amounts falling due in one year		-		
Current liabilities		656		477
<b>Total Creditors</b>		<u>-</u>		<u>-</u>
<b>Total assets less current liabilities</b>		<u><u>656</u></u>		<u><u>42,076</u></u>
<b>Charity funds</b>				
Unrestricted income funds		(1,676)		18,089
Restricted funds		18,223		23,987
		<u><u>16,547</u></u>		<u><u>42,076</u></u>

The financial statements were approved by the trustees on 2<sup>nd</sup> December 2025



Mr C Cook

Secretary

Charity Registration Number 1202626



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

#### Charity information

39 Youth Club is a charitable incorporated organisation registered as a charity in England and Wales. The registered office is 39 Youth Club, Church Path, Glamis Street, Bognor Regis PO21 1DB, United Kingdom.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention; the principal accounting policies adopted are set out below.

#### 1.2 Going concern.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The trustees accept there is increased uncertainty but given the track record of the organisation to provide social impact to its beneficiaries, they believe that there are no material uncertainties about the Charity's ability to continue as a going concern.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

Designated funds are set aside by the trustees out of unrestricted general funds for specific purposes or projects.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings 25% reducing balance.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2025

**1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss.

If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current



NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2025

liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

**1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

## 39 YOUTH CLUB

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 3 Income from donations and legacies

	Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	£	£	£	£	£	£
Sport England				-	12,283	12,283
Awards for All		19,334	19,334	-	7,735	7,735
Postcode Society				-	24,780	24,780
Sussex Community Foundation		9,927	9,927	-	9,927	9,927
Friarsgate Trust				-	1,500	1,500
Sussex Community Foundation (Duke of Edinburgh project)				-	2,338	2,338
Chalk Cliff				3,000	-	3,000
Bognor Regis Town Council				14,500	-	14,500
Atkins Realis	2,400		2,400			
Arun District Council		15,000	15,000			
R Bonner	100					
V2 Radio	1,000		1,000			
39 Club	500		500			
Neighbourly	41		41			
West Sussex County Council				10,000	-	10,000
Homity Trust		500	500			
KFC				100	-	100
<b>Total Income from donations and legacies</b>	<b>4,041</b>	<b>44,761</b>	<b>48,802</b>	<b>27,600</b>	<b>59,103</b>	<b>86,703</b>

#### 4 Income from other trading activities

	Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	£	£	£	£	£	£
Felpham Youth Club	1,400	-	1,400	4,900	-	4,900
Building Hire	3,300		3,300			
Detached Youth Work	7,414		7,414			
Subs and Tuck	1,732	-	1,732	370	-	370
<b>Total income from other trading activities</b>	<b>12,113</b>	<b>-</b>	<b>12,113</b>	<b>5,270</b>	<b>-</b>	<b>5,270</b>

## 39 YOUTH CLUB

### 5 Expenditure on charitable activities

	Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	£	£	£	£	£	£
Activities		3,500	3,500	-	26	26
Advertising and Promotional	136		136			
Buildings and maintenance				211	-	211
Cleaning	1,509		1,509	46	-	46
DBS Checks	195		195	234	-	234
Equipment	50	512	562	-	1,178	1,178
Heat & Light	5,659		5,659	4,230	-	4,230
Insurance	3,216		3,216	3,049	-	3,049
Miscellaneous				74	-	74
Computer Costs	608		608			
Phone	728		728	737	-	737
General Office Expense	44		44			
Office Equipment	812		812			
Professional Services	853		853	5,078	-	5,078
Salaries	17,519	24,701	42,220	6,937	21,690	28,628
Subscriptions and Licenses	886		886	550	309	859
Travel	445	713	1,159	629	-	629
Tuckshop Stock	883		883	219	-	219
Rates	858		858	344	-	344
Bank Charges	277		277	70	-	70
Repair and Maintenance	3,332	14,760	18,092	669	-	669
Staff Expenses	74		74			
Staff Training	329	292	620			
Session Resources	102	1,637	1,740	62	444	506
<b>Total expenditure on charitable activities</b>	<b>38,516</b>	<b>46,116</b>	<b>84,632</b>	<b>22,019</b>	<b>23,648</b>	<b>45,667</b>