

**APOLLO YOUTH CLUB**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDING 31 MARCH 2021**

**Reference and Administrative details**

Charity name: Apollo Youth Club

Charity registration number: 290271

**Charity's address**

The principal address of the charity is:

Apollo Youth Club

Mapp Community Centre, 22 Mount Pleasant,

Reading, Berkshire, RG1 2TD

**Trustees**

The Trustees who served during the year are as follows:

Jackie Daniel

Hazel Daniel

Joe Williams

Donna Claudia Strough

Aaron Grandison

Sharon Titus

David Archibald

Phyllis White

**Structure, Governance and Management**

Apollo Youth Club was formed in 1972 and is registered as a Charity with the Charity Commission.

**Organisational structure**

It is governed by a committed and dedicated group of individuals who make up the Trustees. The Trustees deals with all matters connected with financing, staffing and the internal administration of Apollo.

## **APOLLO YOUTH CLUB**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **FOR THE YEAR ENDING 31 MARCH 2021**

##### **Objectives and Activities**

The main objectives of the Charity are to advance the education of the public resident in Reading and neighbourhood thereof in the art, history, and culture of people of African and Caribbean origin.

To advance the education of young people in the area of benefit especially but not exclusively through leisure-time activities, so as to develop their physical and mental capacities that they may grow to full maturity as individuals and members of society.

##### **Achievements and Performance**

As with everyone, we have had to cope with the impact of COVID 19 and the new variants. We have had staff at the After School Club who have tested positive or who have been in contact with someone who has tested positive. We have had to rely on volunteers, members of the Management Committee and the commitment of those staff who were able to continue to work. The pressure on staff has been immense. They have had to ensure the COVID protocols were strictly enforced to minimize the risk to all. Parents were not allowed to enter the building. Children were taken out to them. All surfaces were and are constantly cleaned and Personal Protective Equipment (PPE) were and still are being worn. We have come through an incredibly difficult period. Thank you to all who have helped especially staff who stepped up and did what was needed, even helping outside their working hours.

Understandably, some parents were hesitant to send their children to the After School Club even though they had returned to school. Slowly our numbers are increasing. This has had a financial impact on the Club. Consequently, we have lost significant sums of money. Again, we are exploring ways of sourcing extra funding.

On a more positive note, we have been successful in securing some small grants from two local charities, The Earley Charity and Berkshire Foundation, and we are most grateful for their assistance. The grants were to help to improve our IT systems. We have purchased a laptop, tablet, and mobile phone. We are also waiting for the engineers to start work to provide us with Wi-Fi downstairs in the building.



## **APOLLO YOUTH CLUB**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **FOR THE YEAR ENDING 31 MARCH 2021**

##### **Achievements and Performance (continued)**

Our website is old and not fit for purpose. We have had conversations with several small companies to get estimates and to find out how quickly this can be done. We have found these can be costly and people are busy. One of our committee member's works in this field, therefore, he has taken the lead on this which has been very helpful.

Urgent work is needed to improve our social media presence. We are looking for volunteers to help with this.

We have had several requests for bookings, which is an important source of income. Slowly we are moving forward. It will take time to reach where we were previously.

We are working on promoting the Centre as a venue for children's parties. Work is needed on the building to make it more attractive for hires.

The state of the building is an ongoing problem. As we are all aware, local authorities have significant financial challenges due to the impact of COVID 19, and funding is scarce. MAPP continues to meet with Reading Borough Council to consider what support they can offer.

Our minibus is not currently working. We have had to hire vehicles. We are exploring funding opportunities to purchase a new or nearly new bus. If you have any ideas that might assist, do contact us. A functioning minibus is vital to our children centred activities.

Going forward, we are looking to recruit fresh staff for the After School Club as someone has left. This is being advertised on social media and RVA website.

The Art Group has continued after a hiatus due to COVID. The members are older people. It is good to see them return.

Salsa classes have restarted. There are three classes a week. Previous users have all returned.

Mental health at work and wellness are very much being talked about. COVID 19 has highlighted the importance of this. To help staff we have informed them that designated members of the Management Committee are available to speak to/ offer support, if needed.

## **APOLLO YOUTH CLUB**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **FOR THE YEAR ENDING 31 MARCH 2021**

#### **Achievements and Performance (continued)**

This has been a challenging year for all. It feels as though some sense of normality, the 'new' normal, is returning.

#### **Future Plans**

We would like to start education classes for young people out of school. We are in discussions with the MAPP Executive to consider a joint project.

Finally, thank you all for your continuing support.

#### **Financial Review**

##### **Results for the Year**

The outturn for the year was heavily impacted by the COVID 19 pandemic, which curtailed activities. Nevertheless, to end the year with a small surplus of £178, before restricted grants, is truly remarkable. Considerable credit is due to the staff involved.

Government related payments were received to the sum of £21,081 and are shown as other income.

The future remains uncertain with the presence of COVID 19. We will have to be prepared to be adaptable in managing this risk.

##### **Restricted Funds**

These represent grants which have been received under the condition that the related expenditure is used for a specific purpose. Also included, is a contingency fund to meet the After School Club's obligations in respect of redundancy payments due to employees, should Apollo cease operations.

##### **Investment Policy**

There are no investments held. Any surplus monies at the end of the financial year are held in bank accounts to cover future deficits or other funding needs.



## **APOLLO YOUTH CLUB**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **FOR THE YEAR ENDING 31 MARCH 2021**

##### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

##### **Public Benefit Statement**

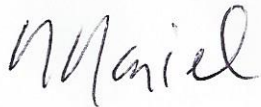
Trustees have complied with their duty to have regard to the guidance on public benefit published by the Commission in exercising their powers or duties.

The Trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

##### **Declaration**

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the Charity's Trustees.



**Jackie Daniel**

**Chairperson**

**Date:** 25 January 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
APOLLO YOUTH CLUB

No (if any)  
290271

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2020

To

Period end date  
31/03/2021

### 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 £
<b>A1 Receipts</b>					
Fees	21,760	-	-	21,760	47,024
Donations	180	-	-	180	50
Fund raising activities	4,045	-	-	4,045	10,976
Sundry	10	-	-	10	350
Bank interest	-	-	-	-	82
Grants	-	6,000	-	6,000	-
Other Income	21,081	-	-	21,081	-
	-	-	-	-	-
<b>Sub total</b>	<b>47,076</b>	<b>6,000</b>	<b>-</b>	<b>53,076</b>	<b>58,482</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,076</b>	<b>6,000</b>	<b>-</b>	<b>53,076</b>	<b>58,482</b>
<b>A3 Payments</b>					
Staff costs	32,131	-	-	32,131	36,516
Shared costs	8,070	-	-	8,070	10,650
Mini bus related costs	302	-	-	302	1,531
Food costs	881	-	-	881	1,498
Insurance	2,198	-	-	2,198	2,701
Other expenses	3,063	-	-	3,063	5,939
Training	253	-	-	253	659
	-	-	-	-	-
<b>Sub total</b>	<b>46,898</b>	<b>-</b>	<b>-</b>	<b>46,898</b>	<b>59,494</b>
<b>A4 Asset and investment purchases</b>					
Minibus	-	-	-	-	3,500
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,500</b>
<b>Total payments</b>	<b>46,898</b>	<b>-</b>	<b>-</b>	<b>46,898</b>	<b>62,994</b>
<b>Net of receipts/(payments)</b>	<b>178</b>	<b>6,000</b>	<b>-</b>	<b>6,178</b>	<b>4,512</b>
<b>A5 Transfers between funds</b>	<b>- 14,233</b>	<b>14,233</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>40,714</b>	<b>767</b>	<b>-</b>	<b>41,481</b>	<b>45,993</b>
<b>Cash funds this year end</b>	<b>26,659</b>	<b>21,000</b>	<b>-</b>	<b>47,659</b>	<b>41,481</b>

## 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	Cash at bank	26,640	21,000	#
	Petty cash	19	-	
		-	-	-
	<b>Total cash funds</b>	<b>26,659</b>	<b>21,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

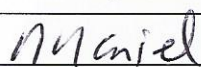
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				

	Details	Fund to which asset belongs	Current value (optional)
B4 Assets retained for the charity's own use	Minibus	Unrestricted	-
	Donated office furniture	Unrestricted	-
	Donated computer equipment	Unrestricted	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Shared costs	Unrestricted	2,193	2,073
	Other costs	Unrestricted	-	960

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jackie Daniel	25/01/2022



## **Independent Examiner's Report on the Accounts**

### **Report to the Trustees of Apollo Youth Club (Charity no. 290271) On the accounts for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

#### **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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

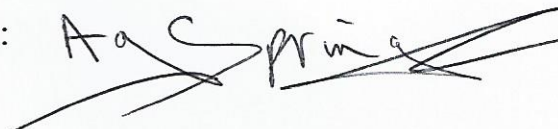
#### **Independent examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

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

Signed:



Date: 25 January 2022

**Name: Anderson Springer BSc (Econ.) (Hons.) (UCL), FCCA**

**AGS & CO, Chartered Certified Accountants**

**Address: 28 Portway Close, Reading, Berkshire, RG1 6LB**