



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 2021		Day 31	Month 03	Year 2022

Section A Reference and administration details

Charity name **BEESTON YOUTH AND COMMUNITY CENTRE**

Other names charity is known by **None**

Registered charity number (if any) **522181**

Charity's principal address **West End, Beeston, Nottingham**

Postcode **NG9 1GL**

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Nottinghamshire County Council			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Beeston Youth and Community Centre is a registered charity regulated by a Scheme of the Charity Commission dated 26 th September 1975 as amended by Scheme dated 30 th July 1985. The premises was originally included in a Will and was conveyed to the original trustees by a conveyance and trust deed from 1949.
How the charity is constituted (eg. trust, association, company)	The Scheme dated 30 th July 1985 appointed Nottinghamshire County Council as trustees of the Charity.

Trustee selection methods
(eg. appointed by, elected by)

Elected. Nottinghamshire County Council elections are held every four years. Councillors are elected to represent each division, ensuring that the Council is accountable to local people. The next elections will take place in 202.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Charity, as stated in the 1975 Scheme, is as follows:

- (1) The object of the Charity shall be the provision and maintenance of a youth and community centre for the use of the inhabitants of the area of the former Urban District of Beeston and Stapleford (hereinafter called "the area of benefit") without distinction of political, religious and other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.
- (2) The said land and building shall be held upon trust for the purposes of a youth and community centre as foresaid.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

A range of activities are on offer to benefit a cross-section of the community including children and young people, the elderly, people with disabilities, and people from different ethnic groups. Activities include a youth club, fitness classes, martial arts, self-defence classes, parent and toddler groups, dance classes, HAF team, presentation evenings, music events, bowls, dog training, satellite church, sports and recreation. The venue is also available to hire for family functions and community events. This includes regular usage from NHS Blood Donors and specific health focus groups, and as a Polling Station for local and national elections. Girl Guides lease within the grounds. We are currently developing links with community groups with an aim to focus on some community development work particularly supporting existing groups including young people/adults with learning difficulties and disabilities.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

A summary of the main achievements includes the maintenance and development of a range of activities for the local community. This involves a diverse programme on offer at Beeston Young People's Centre and a broader range of activities and events for the local community to participate in. Completed developments during this period included.

- Continued issue with Japanese knotweed, ongoing program of treatment within the grounds.
- Webpage fully operational with resulting hire income.
- We are currently focusing green initiatives and ways to make the centre more energy efficient. This is ongoing work and included changing most of the light bulbs and reducing the use of paper etc.
- The main focus this financial year has been using the reserves and economising to ensure the centre survives the Covid period and loss of ongoing income streams.
- The Management Committee made the decision to utilise saving reserves which were created with foresight and enabled us to continue to run the centre and pay employees when we received no income or grants. We will now look to replenish these reserves.
- The drainage around the site and car parking developments have now been completed and really improved the carparking both functionally and aesthetically. This was paid for by NCC as part of some improvements to the site to create additional parking spaces for NCC employees.
- We are continually looking at new ways of streamlining our admin and booking processes. The overall aim is to improve our back of house functionality and make things easy for the customer.
- Intervention and Mobile Youth Workers are still hybrid office based at the centre and this relationship is going well and helping to create a real 'community hub' feel.
- Different areas of the building have been decorated by young people in partnership with the Youth Offending Service (YOS),
- A working group for the centre (Beeston Development Group) made up of all workers who are based at the centre is still going strong and promoting a real 'team' feel to the centre. Thus, improving working relations and also enabling us to explore opportunities and for community development and joint working.

Some of these works have started and will be completed during the 2022/23 financial period, this includes-

Climbing wall – work to include neon graffiti on the walls and lighting to allow the climbing wall to be utilised. Inspections completed for H&S. Trained staff from NCC Outdoor Education have been using the space with more plans in the pipeline. Tunnel system to be removed and funding being applied for to redevelop the ground to be an allotment and sensory garden for all user groups.

We are again completing a needs analysis survey to assess the possibility of changing the MUGA from concrete to 3G.

- The Scoping to refurbish toilets within the centre, to incorporate gender neutral and accessibility for all is still a consideration.

However due to loss of income during lockdown and covid restrictions this has not been achievable. Funds and reserves will continue to be monitored with view to progressing this works when financially able.

- Scope options for installation of air conditioning to enhance setting and assist with the adherence of licence requirements. This is still being considered but no decision has been made.
- Opportunities to increase usage and maximise hiring spaces.
- Increase partnership links and focus on local community groups.
- Work within everchanging Government Guidance to safeguard
- The Charity and Community Centre during Covid 19 restrictions.

Section E

Financial review

Brief statement of the charity's policy on reserves

We used our 60,000 reserves during Covid lockdown and have started to rebuild this fund for precisely the reasons it was used for. This is a priority for the centre as without this fund we would have been in financial crisis.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Look to explore new ways of generating income.
Reviewing our pricing structure.

Maintain the centre and staffing kit.

Rebuild the reserves.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



A.C. Allsopp

Full name(s)

Pramjit Bhogal

Andrew Allsopp

Position (eg Secretary, Chair, etc)

Chair

Secretary

Date

9th January 2023


Children, Families & Cultural Services


Base:
FTW/ Treasurer
Locality Manager:/Chair

Beeston Youth & Community Centre
Ian Hayes
Pom Bhogal

CERTIFIED SUMMARY OF TRANSACTIONS RELATING TO THE YEAR ENDING 31 MARCH 2022

20/21		21/22	20/21		21/22
£	Receipts	£ p	£	Payments	£ p
23095.11	Total receipts as below	£ 90,858.90	£78,086.10	Total payments below	£ 82,843.09
93132.93	Balance at beginning of year	£ 38,141.94	£38,141.94	Balance at end of year*	£ 46,157.75
116228.04	Total	£ 129,000.84	£116,228.04	Total	£ 129,000.84

Certificate of Full Time Worker	Statement of Balances																		
I certify that the above is a complete summary of the transactions incorporated within the base account and that no activities which should be properly dealt with through the account are excluded. 09/01/2023 X  Treasurer Signed by: Ian Hayes	<table> <tr> <td>Current Account at: Lloyds</td><td>£ 46,621.88</td></tr> <tr> <td>Savings Account at : Lloyds</td><td>£ -</td></tr> <tr> <td>Credit not yet on BS</td><td></td></tr> <tr> <td>Petty Cash Account</td><td>£ 274.35</td></tr> <tr> <td>Bar Float</td><td>£ -</td></tr> <tr> <td>Sub Total</td><td>£ 46,896.23</td></tr> <tr> <td>Less Unrep'd Cheques</td><td>£ 738.48</td></tr> <tr> <td>Total at 31/03/2022*</td><td>£ 46,157.75</td></tr> <tr> <td>*Amounts MUST agree</td><td></td></tr> </table>	Current Account at: Lloyds	£ 46,621.88	Savings Account at : Lloyds	£ -	Credit not yet on BS		Petty Cash Account	£ 274.35	Bar Float	£ -	Sub Total	£ 46,896.23	Less Unrep'd Cheques	£ 738.48	Total at 31/03/2022*	£ 46,157.75	*Amounts MUST agree	
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*Amounts MUST agree																			
	For County Treasurer's Use																		

Audit Certificate	For SAO / SW Use								
I certify that the above summary of receipt and payments relating to the year are in accordance with the books and voucher presented to me and with information and explanations given by the Full Time Worker. The statement of year end balances has been verified 05/01/2023 X  Authorised Auditor Signed by: Emily Jackson	<table> <tr> <td>Date Received</td><td></td></tr> <tr> <td>Opening Balance Verified</td><td></td></tr> <tr> <td>Additions Checked</td><td></td></tr> <tr> <td>Signature SAO / SW</td><td></td></tr> </table>	Date Received		Opening Balance Verified		Additions Checked		Signature SAO / SW	
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Opening Balance Verified									
Additions Checked									
Signature SAO / SW									

Bar Profit and Loss		
ANNUAL PROFIT/LOSS ON BAR <u>53.76% (on net purchases)</u>		
The following have been taken into account in arriving at this figure:-		
	£	p
BAR STOCK AT <u>31/03/22</u> (at Cost)	<u>£682.09</u>	(Inc VAT £)
AMOUNTS OWED TO SUPPLIES AT <u>31/03/22</u>		
<u>ASD Wholesale Ltd</u>	<u>£526.82</u>	
NOTES		

N.B. Bought forward balances should be ignored.

20/21		21/22	20/21		21/22
£	Receipts	£ p	£	Payments	£ p
	Bar Sales	£ 7,354.76	440	Bar Purchases	£ 3,087.24
	Bar Hire			Bar Sundries	£ 288.02
	Bar Salary			Bar Wages	
			34,103	Facility Assistant Wages	£ 22,437.34
	Hospitality/Coffee Bar			Hospitality/Coffee Bar	£ 2.00
100	Youth Club / Centre Equipment	£ 58.00	148	Youth Club / Centre Equipment	£ 1,148.88
38	Building Works / Maintenance	£ 100.00	8,852	Building Works / Maintenance	£ 2,689.77
36	Sports pitch/Climbing/Tubing	£ 437.00		Sports Pitch / Climbing / Tubing	
8,557	Lettings CC	£ 50,112.12	317	County Supplies NCC recharge	£ 573.70
10,573	Lettings YW	£ 15,967.11	10,797	Utilities / NCC Re-charge	£ 33,496.41
2,587	Lettings Dojo	£ 9,010.91	1,940	Hire Bonds - Returned	£ 3,745.00
	Hire Bond	£ 6,225.00	16,994	Contract Cleaning NCC	£ 14,579.30
546	Storage	£ 1,234.00		Miscellaneous	
	Miscellaneous	£ 250.00	18	Office / Stamps	£ 15.84
	Miscellaneous (NCC credit)		4,307	Ground Maintenance	£ 717.86
526	Bank Interest				
131	Donations	£ 110.00		Activity Costs	
	Activity Costs		171	Centre Sundries/ Materials	£ 61.73
	Bar Float				
	Waste Charge				
	Uncashed Cheque				
	Credit Payment				
	Bar Float			Bar Float	
23,095	TOTAL C/FWD (ABOVE)	£ 90,858.90	78,086	TOTAL C/FWD (ABOVE)	£ 82,843.09

Internal Audit Memorandum



Your Ref
Our Ref. 2022-21
Please ask for Emily Jackson
e-mail emily.jackson@nottsc.gov.uk
Direct line 0115 977 3707
Date 16/12/2022

From Internal Audit Team
Dept Chief Executive's
To **Corporate Director for Children and Families**
FAO Pom Bhogal – Youth Service Manager
Copy to: Ian Hayes – Youth Service Team Manager.
Kevin O'Dwyer – Business Support (Youth Service)

Beeston Youth and Community Centre – Annual Audit of the account for the Year ending 31 March 2021

As requested, Internal Audit has completed an independent examination of the expenditure and income records at the Centre for the period to 31st March 2022. I attach the signed Certified Summary and Independent Examiner's Statement.

The accounts and associated records for the year 2021-2022 were examined and:

- Opening balances matched with closing balances on the accounts.
- Bank statements were examined and compared to the summary of accounts.
- Processes were in place for collecting and refunding hire bonds.
- A sample of both income and expenditure have been tested, ensuring supporting evidence was satisfactory for all.
- Controls were in place in respect of petty cash transactions.
- The bar stock takes have been examined and controls were in place for purchasing and receiving bar stock and stock checks were being completed.
- The bar float and takings are accounted for and controls are in place.
- Procedure notes were available for all processes.
- Actions agreed at the previous audit report have been completed.

No matters of concern were noted, and we conclude that the accounts supplied by the Centre provide a true and fair view of the transactions during the period.

Please give our thanks to the staff involved in the audit for their assistance.

Emily Jackson
Apprentice Internal Auditor