

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
MILFORD YOUTH MATTERS**

Bevan Buckland LLP
Chartered Accountants
Castle Chambers
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Pembroke
Pembrokeshire
SA71 4LB

MILFORD YOUTH MATTERS

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FOR THE YEAR ENDED 31 MARCH 2021**

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MILFORD YOUTH MATTERS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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

Objectives and aims

The object of the charity is to act as a resource for young people between the ages of 11 to 25 living in Milford Haven and the surrounding area by providing advice and assistance and organising programmes of educational, physical and other activities as a means of: (A) helping young people to advance in life by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals thereby enhancing their employability. (B) Providing educational, recreational and leisure time activity in the interest of improving health and social welfare for young people living in the area of benefit who have need by reason of their youth, age, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Public benefit

Milford Youth Matters exists to assist young people aged 11 to 25 in their transition from dependence to independence, to achieve their full potential as individuals and to become fully functioning participants in, and contributors to, both their communities and society in general and therefore the Trustees believe this to be of public benefit.

MILFORD YOUTH MATTERS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Like many other organisations and charities, the Covid-19 Pandemic had a dramatic impact on our work. As youth workers, our role is to promote well-being with young people, be reassuring and positive. During this time, it was key that we found ways to encourage this practise and use the tools we have access to.

In response to government guidance we moved to a position of utilising digital platforms and alternative forms of communication to engage. Working with young people aged 11-25 we could check in, provide support, advice, guidance and training opportunities. Using online mediums this demographic find easily accessible, we aimed to develop knowledge and understanding by facilitating various learning opportunities. In order to fully maximise our provisions, we moved to further utilise and develop our online presence. We ensured young people from across the community are provided an opportunity to take-part by utilising the existing relationships they have with youth workers.

Milford Youth Matters created and distributed a range of physical, active wellbeing packs, art and mindfulness packs, essential home kits and independent living skills packs. These have included essential home items for young people, young parents and families needing support with independent living or general support. We were able to provide hygiene essentials, slow cookers and accessible activities. These have helped to benefit their health and wellbeing.

Activity Packs

The activity packs contained a variety of equipment that promoted being active, which we know plays an important role in developing the brain and supporting essential mental functions. Exercise leads to improved motor skills (such as hand-eye coordination), better thinking and problem-solving, stronger attention skills and improved learning.

As we are all aware being physically active is vital to support positive overall well-being. During a time of increased stress and the negative effects of COVID 19, it is vital young people are given the tools they need to look after their well-being.

We distributed the following to young people and families across Milford Haven free of charge:

50 Activity Packs
50 Art and Mindfulness Packs
30 Rugby Balls
30 Football's
10 Tennis Racket's

Veg Packs

In partnership with the Rotary Club of Milford Haven we provided and distributed around 30 veg packs to young people, families and the community on a weekly basis. (This provision covered the Milford Haven area) This had enabled us to continue to provide contact allowing us to support and signpost those with wider issues / needs where appropriate. Distributed a total of:

Over 600 veg packs
Over 3 tonnes of fresh veg

Holiday Hunger

Over the 5 weeks of the summer holidays 2020 we ran a holiday hunger project to support young people and families within the community.

Over the 5 weeks:

" 203 jacket potato meals have been served to young people.

" Over 180 hot desserts have been distributed to young people

" 90 breakfast packs have been provided.

Lunch Box Project - In Partnership with Milford Haven School

Working with Milford Haven School we ran a Milford Haven Covid Community Care project prior to the summer holidays we piloted a meal pack project.

*85 meal packs, including written recipe instructions and everything needed for a healthy family meal.

*40 home baking kits, these were given to local young mums experiencing hardship, children attending Little Acorns and also families with young children across Milford Haven who were already engaging with us for support.

*40 healthy cook books, the book focused on healthy meals that could be budgeted for a family costing £5 or less.

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Milford Haven Covid Community Care - In Partnership with Milford Haven School

Over 5 Weeks (Summer Holidays):

Meal Packs-

165 Meal Packs Provided

Supplements to 35 Veg Packs

25 Healthy eating and easy meal cook books written by a local nutritionist

Additional Activity Packs-

90 activity packs in total for ages 0-16

Craft Packs-

52 initial packs distributed

Haven Hurst variety pack donation for residents (around 20-25 people)

Sanitary Wear -

135 Re-usable Sanitary Pads

1344 Single Use Environmentally Friendly Pads

The Routes to Opportunity project was also interrupted by the pandemic. The youth centre was closed by Pembrokeshire County Council (PCC) and all staff had to work from home. Mobile phones were purchased to continue with the 'keeping in touch scheme'.

To reach as many young people as possible over this period, a structured Facebook programme was developed to include Well-being, cooking, arts and crafts etc.

PCC allowed the centre to re-open and we were able to start delivering sessions from late July, following creation of risk assessments for all our activities. PCC would only allow us to have 4 participants in the centre at any one time and 3 staff. A rota was developed that both enabled us to meet this requirement, whilst still offering all the vocational qualifications and ILS workshops.

In addition to this programme, in partnership with Cam Nesa, we commenced Resilience and Well-being sessions. This supported young people by giving them hints and tips on looking after themselves as well as coping techniques, decision making and building confidence.

In August we held a preparation for University week. This included workshops on finance and keeping safe. We had speakers such as our local PCSO's and a current first year student at Cardiff University who was able to give hints and tips about living away from home for the first time. Participants also had the opportunity to complete a Food Hygiene certificate, which would be helpful if applying for part-time jobs.

R20+ ensured that it has tried to network as much as possible through on-line events over the last year. This has included regular attendance at SPG meetings, Community Connectors, Funding events, as well as direct meetings with organisations such as Cam Nesa, PRP, Futureworks, Health Visitors etc., which has led to a diverse range of referrals into the project.

Our work over the year in adapting our delivery to a format suitable for on-line delivery, meant that when the county went into lockdown again, R20+ has been able to continue delivering through on-line sessions. In January 2021, we commenced the following groups on-line, Budgeting, Money Management, Tenancy and Cooking. All the participants have all the materials they need delivered to their homes by staff. This has helped with the social isolation aspect of lockdown for young people who are not in employment or education.

There have been a number of challenges this year, including changes to staff, a pandemic and learning to deliver on-line something MYM have not done before. This has shown the team to be resilient and adaptable, and able to overcome hurdles to ensure that young people can still be reached.

FINANCIAL REVIEW

Reserves policy

Reserves of £194,040 cash at bank were held at the year end of which £120,227 are held in restricted funds. The charity recorded a surplus of £92,921. The Trustees have reviewed the financial position and are satisfied that given the security of further Big Lottery funding the charity is able to continue in operation for the foreseeable future and for at least the next twelve months.

MILFORD YOUTH MATTERS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Risk management

The trustees understand the requirements to monitor the risks facing the charity. Risk assessments are undertaken by the charity's manager.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

524441

Principal address

Milford Haven Youth Centre
Priory Road
Milford Haven
Pembrokeshire
SA73 2EE

Trustees

C E Charlton
Mrs S L King
N Hudd
P J O Thomas

Independent Examiner

Bevan Buckland LLP
Chartered Accountants
Castle Chambers
6 Westgate Hill
Pembroke
Pembrokeshire
SA71 4LB

Bankers

Santander
37 Bridge Street
Haverfordwest
Pembrokeshire
SA61 2AD

Approved by order of the board of trustees on 15 June 2022 and signed on its behalf by:


.....
C E Charlton - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
MILFORD YOUTH MATTERS**

Independent examiner's report to the trustees of Milford Youth Matters

I report to the charity trustees on my examination of the accounts of Milford Youth Matters (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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



Caroline Wheeler
Institute of Chartered Accountants in England and Wales
Bevan Buckland LLP
Chartered Accountants
Castle Chambers
6 Westgate Hill
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Date: 15 June 2022

MILFORD YOUTH MATTERS

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	45,599	234,834	280,433	191,582
Other trading activities	3	3,449	-	3,449	2,206
Investment income	4	90	-	90	197
Total		<u>49,138</u>	<u>234,834</u>	<u>283,972</u>	<u>193,985</u>
 EXPENDITURE ON					
Charitable activities					
Provision of services		19,121	171,930	191,051	147,502
 NET INCOME		<u>30,017</u>	<u>62,904</u>	<u>92,921</u>	<u>46,483</u>
 RECONCILIATION OF FUNDS					
Total funds brought forward		54,677	42,323	97,000	50,517
 TOTAL FUNDS CARRIED FORWARD		<u><u>84,694</u></u>	<u><u>105,227</u></u>	<u><u>189,921</u></u>	<u><u>97,000</u></u>

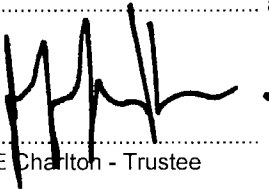
The notes form part of these financial statements

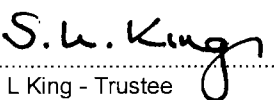
MILFORD YOUTH MATTERS

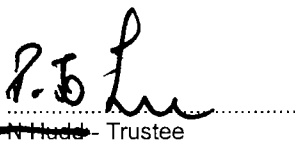
BALANCE SHEET 31 MARCH 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	8	3,397	2,530
CURRENT ASSETS			
Cash at bank and in hand		194,040	99,923
CREDITORS			
Amounts falling due within one year	9	(7,516)	(5,453)
NET CURRENT ASSETS		<u>186,524</u>	<u>94,470</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		189,921	97,000
NET ASSETS		<u>189,921</u>	<u>97,000</u>
FUNDS	11		
Unrestricted funds		84,694	54,677
Restricted funds		105,227	42,323
TOTAL FUNDS		<u>189,921</u>	<u>97,000</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:


C E Charlton - Trustee


S L King - Trustee


P J O Thomas - Trustee

P.J.O. THOMAS

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	-	33,245
Grants	280,433	158,337
	<u>280,433</u>	<u>191,582</u>

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	2021 £	2020 £
WCVA Engagement Gateway	25,889	-
Youth Bank	-	429
Milford Haven Port Authority	6,500	-
Pembrokeshire County Council	19,500	-
Charities Aid Foundation	2,800	-
Big Lottery Fund	145,968	143,934
Groundworks UK	500	-
Little Green Grant	-	1,500
Caring Community Grant	-	1,562
PAVS	9,340	5,100
CF in Wales	22,436	2,183
Carmarthenshire County Council	-	2,405
Street Games	700	800
FNPU/UTB	-	424
Moondance Foundation	30,100	-
National Lottery Heritage Fund	6,700	-
B & C E Charitable Trust	5,000	-
Pears Foundation	5,000	-
	<u>280,433</u>	<u>158,337</u>

3. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Fundraising events	<u>3,449</u>	<u>2,206</u>

4. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	<u>90</u>	<u>197</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021 <u>10</u>	2020 <u>12</u>
Staff members		

No employees received emoluments in excess of £60,000.

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	33,246	158,336	191,582
Other trading activities	2,206	-	2,206
Investment income	197	-	197
Total	35,649	158,336	193,985
 EXPENDITURE ON			
Charitable activities			
Provision of services	15,564	131,938	147,502
NET INCOME	20,085	26,398	46,483
 RECONCILIATION OF FUNDS			
Total funds brought forward	34,592	15,925	50,517
 TOTAL FUNDS CARRIED FORWARD	54,677	42,323	97,000

8. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2020	3,551
Additions	1,870
At 31 March 2021	5,421
 DEPRECIATION	
At 1 April 2020	1,021
Charge for year	1,003
At 31 March 2021	2,024
 NET BOOK VALUE	
At 31 March 2021	3,397
At 31 March 2020	2,530

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Taxation and social security	6,916	4,853
Other creditors	600	600
	<u>7,516</u>	<u>5,453</u>

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
Fixed assets	3,397	-	3,397	2,530
Current assets	88,813	105,227	194,040	99,923
Current liabilities	(7,516)	-	(7,516)	(5,453)
	<u>84,694</u>	<u>105,227</u>	<u>189,921</u>	<u>97,000</u>

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	54,677	30,017	84,694
Restricted funds			
Restricted fund	42,323	62,904	105,227
TOTAL FUNDS	<u>97,000</u>	<u>92,921</u>	<u>189,921</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	49,138	(19,121)	30,017
Restricted funds			
Restricted fund	234,834	(171,930)	62,904
TOTAL FUNDS	<u>283,972</u>	<u>(191,051)</u>	<u>92,921</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	34,592	20,085	54,677
Restricted funds			
Restricted fund	15,925	26,398	42,323
TOTAL FUNDS	<u>50,517</u>	<u>46,483</u>	<u>97,000</u>

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	35,649	(15,564)	20,085
Restricted funds			
Restricted fund	158,336	(131,938)	26,398
TOTAL FUNDS	<u>193,985</u>	<u>(147,502)</u>	<u>46,483</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	34,592	50,102	84,694
Restricted funds			
Restricted fund	15,925	89,302	105,227
TOTAL FUNDS	<u>50,517</u>	<u>139,404</u>	<u>189,921</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	84,787	(34,685)	50,102
Restricted funds			
Restricted fund	393,170	(303,868)	89,302
TOTAL FUNDS	<u>477,957</u>	<u>(338,553)</u>	<u>139,404</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

MILFORD YOUTH MATTERS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

13. BIG LOTTERY GRANT

During 2019 the Charity was awarded a revenue grant from the Big Lottery. The Grant awarded was £436,621 which will run for a three year period. During the year the Charity received £143,934 of which £106,430 has been expended.

	2020 £	2019. £
Grant received	143,934	97,122
Expenses	106,430	97,122
Funds carried forward	<u>37,504</u>	<u>0</u>

The conditions of the Grant means the Charity has to ensure the Project is on going during the period of the Grant and has to meet the terms and conditions as listed in the detailed schedule provided by the Big Lottery dated 3rd October 2018 in order to receive further funding. If the conditions are not met or the Project ceases then the Grant maybe repayable in all or part.

MILFORD YOUTH MATTERS
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	33,245
Grants	280,433	158,337
	<u>280,433</u>	<u>191,582</u>
Other trading activities		
Fundraising events	3,449	2,206
Investment income		
Deposit account interest	90	197
	<u>90</u>	<u>197</u>
Total incoming resources	<u>283,972</u>	<u>193,985</u>
EXPENDITURE		
Charitable activities		
Wages	132,114	121,356
Pensions	5,316	4,870
Rent	10,800	5,720
Insurance	677	625
Sundries	1,397	1,031
Website expenses	180	240
Travel and subsistence	-	645
Uniforms and staff clothing	136	196
Projects and activity costs	24,075	7,103
Fixtures and fittings	1,003	-
	<u>175,698</u>	<u>141,786</u>
Support costs		
Management		
Telephone	751	1,198
Staff training and accreditations	12,299	2,787
Accountancy	2,053	1,474
	<u>15,103</u>	<u>5,459</u>
Governance costs		
Postage and stationery	110	257
Repairs, maintenance and minor equipment	140	-
	<u>250</u>	<u>257</u>
Total resources expended	<u>191,051</u>	<u>147,502</u>
Net income	<u>92,921</u>	<u>46,483</u>