

IN THE MIX YOUTH PROJECT
(a company limited by guarantee)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2019

COMPANY NUMBER 07883347

CHARITY NUMBER 1161486

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IN THE MIX YOUTH PROJECT TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31st DECEMBER 2019

OBJECTS OF THE CHARITY, ITS ACTIVITIES, ACHIEVEMENTS and PERFORMANCE

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The objects of the charity are

1. To act as a resource for young people up to the age of 25 living in the Taunton Deane Borough Council and West Somerset District Council areas, in particular those living in Wiveliscombe and outlying villages by providing support, advice, information and assistance.
2. Organising programmes of physical, educational, spiritual, developmental and other activities as a means of:
 - (1) Advancing of life and helping young people develop their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
 - (2) advancing education and understanding;
 - (3) relieving unemployment;
 - (4) providing recreational and leisure time activities in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Report 2019 Financial Year

Overview

2019 has been a challenging but exciting and progressive year as we put into place our new development plan and restructured our organisation to be much more project orientated and aiming to have a lesser dependence on grant aid. The first part of the year concentrated on closing and evaluating projects undertaken in 2017/18 and looking at alternative business strategies with the second half of the year working in earnest of a development plan and undertaking commissioned project activity and income generation through programmes like NCS.

This year reflects a considerable effort to reduce expenditure to tighten up on our financial monitoring and to enable all our work whether it's traded or charitable to cover all its costs and this can be seen in this set of accounts.

A lot of work has taken place this year by the board of trustees and by members of the staff team with an interest in business development. I'd like to thank particularly Nick Harvey Business Adviser and Non-Executive Director and Ashley Wills have worked very hard to put us in a much stronger position.

We are pleased also that Paul Black 's appointment as non-executive director with a specific responsibility for site infrastructure health and safety and data protection and oversight of our DSF (Dedicated Storage Facility). This is hoped will enable us manage many of our assets to maximise use by service users, for revenue from commissioning or hire, and for project use.

The crucial decision ITMP made this year to pull back from open access work that isn't directly funded has been a very hard but important decision despite the organisation wanting to continue on this work it cannot maintain it without adequate funding in place. ITMP however continues to look at partnership opportunities for us to continue to be part of open access work and opportunities for diversification and for links to other project opportunities in the locality.

Community Café Delivery

ITMP is at the time of writing this is working very hard to establish the community café which is a completely different approach to our youth café previously. It integrates with local groups and partnerships and develops relationships within the community, and also looks to develop a series of events and products from our Hub Centre in Wiveliscombe for the local communities. Part of this community café approach has also enabled us to change the branding for the building to the hub centre which clearly defines the above message at the time of writing. It is at the early stages of development but we are hoping to be able to report on the successes in the next financial year

Project Development

We have spent considerable time developing and consulting on the needs and aspirations of young people, including research into recent local and national reports and findings. This has been useful to ascertain what project delivery, style and programme content would be required and suited to young people we are working with of hope to work with. This includes; training of soft skills and employment programmes, education around finance and independence, outdoor and activity programmes to name but a few.

Community Consultation

ITMPs intention is to hold a consultation open evening in the future now each year which most likely will be in the Christmas period and they'll be the opportunity to have an AGM within this period. This was very successful in 2019 and ITMP intend to replicate this in the next financial year as part of our need to be more aware of community development by increasing Community engagement and volunteering

opportunities; and also having meetings with local decision-makers which will feed into our policy decisions.

Policy Framework

2019 has also been a year of an intensive review of our policy framework, sharpening this for Safer Spaces accreditation which provides us a benchmark in quality services for young people. As part of this review we have looked intensively at ITMPs HR, volunteer recruitment and staff development policies, this remains a priority for the team to be able to bring in staff and workers for short-term projects and ensure we are developing a strong reliable team.

ITMP feels it has a quality of professional leadership in the organisation but the need for new staff in both trustee level and in the volunteer level is a priority for 2020. This is clearly laid out in our recruitment strategy that has been put together as part of the new development plan. We would like to thank UK Youth for some funding support to enable us to achieve this.

Alternative Curriculum Strategy

ITMP is working on its alternative curriculum program and other income generation avenues, hopefully to offer to educational establishments and other youth organisations and community projects/groups. We are also developing programmes alongside partners with effect from the next academic year. There has been some work being done on this and would like to thank Nick Harvey, Phil Saunders and John Hellier for some initial preparation on this is an ongoing process.

FINANCIAL REVIEW

Trustees' responsibilities in relation to financial statements

Company law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the Company's state of affairs at the end of the financial year and of its income and expenditure for that year. In preparing those financial statements the Trustees are required to;

- Select suitable accounting policies and then apply these consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in business

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the Charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Review of Financial Position

ITMP continue to flag the difficulty in accessing local funding, particularly since the demise of the youth and community group grants from Somerset County Council and the establishment of community and mainstream funds through Community Foundations has continued to be a restriction. The austerity issues in the UK economy including the reduction of money for Charitable purposes putting a strain on what money is available for organisations such as ourselves. Tighter eligibility constraints and expecting much more statistical analysis and consultation for very small pots of money make it very difficult for small charities to get themselves together to receive these funding for projects and core costs quickly and achievably. We have however developed and continue to enhance relationships that offer non-financial voluntary support which enables us to undertake some core expenditure including maintenance and fundraising. We would like to thank our accountant, Tim Green for support with introducing changes to our financial management system and supporting implementation, his expertise knowledge of specific charitable financial aspects has been incredibly useful.

During the year the Charity incurred total expenditure of £36,259 of which £ 32,508 was directly charitable.

Over the year the Charity received income of £57,329 leading to an overall surplus of £21,070. The Balance sheet shows total reserves at 31st December of £17,462.

Reserves Policy and Risk Management

It is the intention of the Trustees that the freely available reserves of the charity should be sufficient to ensure the continuance of its activities, should there be an unexpected short-term adverse fluctuation in income. The Trustees consider that an appropriate level of free reserves is approximately three months' normal expenditure. This equates to approximately £5,000. At 31st December there was £7,494 of reserves freely available for general purposes. The Trustees are working towards long-term financial plans that sustain sufficient free reserves to satisfy its reserves policy over the coming 12 months and beyond.

The Trustees have examined and addressed the financial risks to which the Charity is exposed and in association with its insurers, has mitigated those risks to the best of its ability

Going Concern

The Trustees noted the pressure on the finances and are confident with the plans that were being put in place for 2020 in order the charity is sustainable beyond 2020 alongside a detailed review of its working delivery its income streams and projected trading,

STRUCTURE, GOVERNANCE and MANAGEMENT

The Charity was incorporated on the 15th December 2011 as a Company Limited by Guarantee. It is governed by its Memorandum and Articles of Association. The Charity registered with the Charity Commission on 29th April 2015.

The Directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The Board meets monthly. The trustees retire every three years and may stand for re-election.

The Board of Trustees is responsible for determining the overall policy direction of the charity, for fixing and reviewing its annual budget, and for approving annual accounts.

New trustees are nominated by the Board, and will be asked to visit the charity before attending a trustee meeting as an observer. An induction pack is provided for trustees.

REFERENCE and ADMINISTRATIVE DETAILS

The full name of the Charity is In The Mix Youth Project. Charity number 1161486, Company number 07883347.

The registered office is The Hub Centre, Hartswell, South Street, Wivellscombe, Somerset TA4 2NE.

Directors and Trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees who served during the period are as follows:

John Hellier (Chair)

Joanna L Finlinson

Philip Saunders

Liam Milton – Resigned 30th May 2019

Jonathan Smith – Appointed 25th June 2018, Resigned 7th June 2019

The Independent Examiner is Tim Green

In conclusion I would like to thank the Staff and volunteer for their outstanding work this year. A huge amount of changes has been made which we feel are positive and will help shape and determine our future 2020 and beyond. We look forward to another positive year and hope to bring great outcomes for young people and communities!

A handwritten signature in dark ink that reads "John Hellier". The script is cursive and fluid, with the first name "John" and last name "Hellier" clearly distinguishable.

John Hellier
Chair/Director of The Board of Trustees
In the Mix Youth Project
11th March 2020

IN THE MIX YOUTH PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

I report on the accounts of the company for the year ended 31st December 2019 which are set out on pages 9 to 14

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to;

- Examine the accounts under Section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes a consideration of any unusual issues or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities have not been met.

No other matter has come to my attention in accordance with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in blue ink, appearing to read 'Timothy Green', with a large loop at the start and a horizontal line extending to the right.

Timothy Green FCMA

Date: 21st April 2020

IN THE MIX YOUTH PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st DECEMBER 2019
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

	Notes	Unrestricted £	Restricted £	2019 £	2018 £
INCOME & ENDOWMENTS FROM;					
Donations & Legacies	2 & 3	39,368	250	39,618	27,303
Charitable Activities	4	5	16,822	16,827	25,322
Other Trading	5	880	-	880	1,621
Investments		4	-	4	1
Other Income		-	-	-	-
TOTAL INCOME & ENDOWMENTS		40,257	17,072	57,329	54,247
EXPENDITURE ON;					
Raising Funds		1,073	-	1,073	1,183
Charitable Activities	6 & 7	15,436	17,072	32,508	56,601
Other Expenditure		2,678	-	2,678	1,439
TOTAL EXPENDITURE		19,187	17,072	36,259	59,223
NET EXPENDITURE BEFORE TRANSFERS		21,070	-	21,070	(4,976)
Gross Transfers between funds		-	-	-	-
NET MOVEMENT IN FUNDS		21,070	-	21,070	(4,976)
TOTAL FUNDS BROUGHT FORWARDS		(3,608)	-	(3,608)	1,368
TOTAL FUNDS CARRIED FORWARDS	9	17,462	-	17,462	(3,608)

All activities derive from continuing operations
The notes on pages 10 to 13 form part of the financial statements

IN THE MIX YOUTH PROJECT
BALANCE SHEET
AS AT 31st DECEMBER 2019

	Notes	2019 £	£	2018 £	£
FIXED ASSETS					
Tangible Assets	11		9,968		1,095
CURRENT ASSETS					
Debtors	12	3,247		1,723	
Cash at bank and in hand		23,175		235	
		<u>26,422</u>		<u>1,958</u>	
CREDITORS					
Amounts falling due within one year	13	18,928		6,661	
NET CURRENT ASSETS			7,494		(4,703)
NET ASSETS			<u>17,462</u>		<u>(3,608)</u>
FUNDS					
Unrestricted funds			17,462		(3,608)
Restricted funds			-		-
TOTAL FUNDS			<u>17,462</u>		<u>(3,608)</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Financial Reporting Standard 102

The company has taken advantage of the exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2019

The members have not required the company to obtain an audit for the year ended 31st December 2019 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for;

ensuring that the company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006; and

preparing Accounts which give a true and fair view of the state of the company's affairs at the end of the financial year and of its surplus or deficit for the year in accordance with the requirement of Section 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company

These accounts were approved by the trustees on 5th May 2020 and signed on their behalf by:

Trustee

John Heller

Chair / Director - In the Mix Youth Project
Monday 11th May 2020

The notes on pages 11 to 14 form part of these accounts

IN THE MIX YOUTH PROJECT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31st DECEMBER 2019

1 Accounting Policies

The financial statements have been prepared under the historical cost convention and following the Statement of Recommended Practice for Charities and are in accordance with the Financial Reporting Standard 102 (effective January 2015 and updated by Bulletin 1 effective February 2016) and the Companies Act 2006

a Going Concern

The accounts have been prepared on the going concern basis. There are no material uncertainties about the Charity's ability to continue.

b The Charity

The Charity is a public benefit entity.

c Income

Income from donations, grants and subscriptions is taken to the Statement of Financial Activity on receipt unless there is a Service Level Agreement or Contract in which case it is taken into account in the period to which it relates.

d Resources Expended

Resources expended are accounted for on an accruals basis. Costs are allocated on the basis of usage on each project..

e Operating Leases

The costs of operating leases are charged as they accrue.

f Tangible Fixed Assets

Depreciation is provided on tangible fixed assets at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures & Fittings	25% pa reducing balance
Equipment	25% pa reducing balance

g Funds

Fund designations are formally approved and minuted by the Trustees. Separate accounting records are kept for restricted funds.

2 Income from Donations & Legacies

	2019	2018
	£	£
Donations	38,693	26,903
Other Grants	675	-
Restricted Grants	250	400
	39,618	27,303

3 Analysis of Donations

	2019	2018
	£	£
Monetary Donations	2,553	1,808
Donated Services - Voluntary Staff	390	7,455
Donated Services - Management	35,750	17,640
	38,693	26,903

4 Income from Charitable Activities

	Fee for Service £	Restricted Grant £	Total 2019 £	Total 2018 £
Fee for Service				
Access to Work	-	-	-	424
Café Random	5	-	5	6,300
The Community Café	-	620	620	-
Media Club	-	1,459	1,459	-
Awards For All	-	4,438	4,438	5,562
Generation Code	-	3,955	3,955	2,325
Money 4 Life	-	-	-	6,683
Music Project	-	-	-	4,028
Roadcode	-	5,650	5,650	-
Sound Creators	-	700	700	-
	<u>5</u>	<u>16,822</u>	<u>16,827</u>	<u>25,322</u>

5 Income from Other Trading

	2019 £	2018 £
Bus Income	880	1,621
Other trading	-	-
	<u>880</u>	<u>1,621</u>

6 Expenditure on Charitable Activities

	Direct Costs £	Support Costs £	Total 2019 £
Youth Activities	8,684	23,824	32,508
	<u>8,684</u>	<u>23,824</u>	<u>32,508</u>

7 Allocation of Overheads

	Direct Costs £	Staff Costs £	Office Costs £	Total 2019 £
Youth Activities	-	1,272	22,552	23,824
Fundraising	-	-	1,073	1,073
Other Trading	2,678	-	-	2,678
	<u>2,678</u>	<u>1,272</u>	<u>23,625</u>	<u>27,575</u>

Direct Costs have been allocated on Actual Usage

Staff Costs have been allocated on Actual Hours spent

Office Costs have been allocated on Actual usage or Staff/Freelance time

8 Trustees Remuneration & Benefits

During the year J Finlinson, a trustee were re-imbursed £0 (2018 - £131) for expenses incurred as a volunteer

During the year J Hellier, a trustee were re-imbursed £1,293 (2018 - £0) for expenses incurred as a volunteer

During the year J Smith, a trustee were re-imbursed £304 (2018 - £0) for expenses incurred as a volunteer

There were no related party transactions with trustees in the year

9 Independent Examination

The independent examiner was paid £750 to prepare and examine these accounts

In addition he was paid £452 during the year for accountancy advice

10 Staff Costs

	2019 £	2018 £
Wages & Salaries	1,129	8,183
Social Security Payments	143	336
Employer Pension Contributions	-	-
	<u>1,272</u>	<u>8,519</u>

The average number of employees during the year was 0 (2018 - 1)
No employee received remuneration of over £60,000

11 Tangible Fixed Assets

	Motor Vehicles £	Fixtures £	Equipment £	Total £
Cost				
As at 1 January 2019	-	459	1,725	2,184
Additions	8,640	-	549	9,189
As at 31st December 2019	8,640	459	2,274	11,373
Depreciation				
As at 1 January 2019	-	168	921	1,089
Charge for the period	-	115	201	316
As at 31st December 2019	-	283	1,122	1,405
Net Book Value				
As at 1 January 2019	-	291	804	1,095
As at 31st December 2019	8,640	176	1,152	9,968

12 Debtors

	2019 £	2018 £
Trade Debtors	2,135	-
Other Debtors	-	-
Prepayments & Accrued Income	1,112	1,723
	3,247	1,723

13 Creditors

	2019 £	2018 £
Bank Loans and overdrafts	-	-
Trade Creditors	(16)	998
Accruals	3,744	1,225
Other Creditors	-	-
Deferred Income	15,200	4,438
	18,928	6,661

14 Fund Accounts

	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers £	Closing Balance £
Unrestricted Funds	(3,608)	40,257	19,187	-	17,462
Restricted Funds					
National Lottery - Award for All	-	4,438	4,438	-	-
Roadcode	-	5,650	5,650	-	-
Jim Laker Fund - Community Café	-	620	620	-	-
Media Club	-	1,459	1,459	-	-
Soundcreators	-	700	700	-	-
UK Youth - Generation Code	-	3,955	3,955	-	-
10 Radio - Ramp	-	250	250	-	-
Total Restricted Funds	-	17,072	17,072	-	-
Total Funds	(3,608)	57,329	36,259	-	17,462

Fund Purposes

Big Lottery Fund Awards for All - Deliver issue based workshops for young people
Roadcode - Road Safety & Prevention
Jim Laker Fund - White goods for Community Café
Media Club - Developing Filmmaking skills
Soundcreators - Using music as a developmental skill
UK Youth Generation Code- Develop career based computer coding skills in young people

10 Radio - Purchase a ramp

	Unrestricted £	Restricted £	2019 £	2018 £
Fixed Assets				
Tangible Assets	9,968	-	9,968	731
Current Assets				
Debtors	3,247	-	3,247	1,723
Bank	5,425	17,750	23,175	235
	8,672	17,750	26,422	1,958
Current Liabilities				
Creditors	1,178	17,750	18,928	6,661
Net Current Assets	7,494	-	7,494	(4,703)
Net Assets	17,462	-	17,462	(3,972)

15 Members' Liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £5 towards the assets of the charity in the event of liquidation. As at the 31st of December 2019 there were 4 members.

16 Controlling entity

The charity is controlled by the trustees who are all directors of the company.