

The background of the entire page is a photograph of a forest. Tall, slender trees with green foliage rise into the sky. In the lower-left foreground, a wooden treehouse or platform is visible, built around a tree trunk. A person is standing on this platform. Another person is visible further back, standing on a horizontal wooden beam or bridge. The ground is covered in brown pine needles or leaves.

# Annual Report and Accounts

For the year ended March 2020

## Community Youth Project

Registered charity number 1093293



**REFERENCE AND ADMINISTRATION DETAILS****Charity name:**

Community Youth Project

**Other names the charity is known by:**

Bishops Green Youth Project (former name)

**Registered charity number:**

1093293

**Charity's principal address:**

Greenham Community Centre  
The Nightingales  
Newbury  
RG14 7SZ

**Website:**

[www.communityyouth.org](http://www.communityyouth.org)

**Names of the charity trustees who manage the charity:**

Nick Selsey, Chair of Trustees  
Derek Winship, Treasurer (from March 2019)  
Gareth Morgan  
Derek Peaple  
Eric Friar  
Julia Jones (Trustee from February 2020)

**Name of chief executive or names of senior staff members :**

Claire Austin, Youth Worker / Centre Manager

**Independent Examiners:**

Graham Spellman  
Accounting and Taxation Centre  
36 Queens Road  
Newbury  
RG14 7NE

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Type of governing document:**

Trust deed

### **How the charity is constituted:**

Charitable trust

### **Trustee selection method:**

A new trustee shall need the unanimous consent of the existing trustees.

In selecting persons to be appointed trustees, the trustees shall take into account the benefits of appointing a person who through residence, occupation, employment or otherwise is able by virtue of his or her personal or professional qualifications to make a contribution to the pursuit of the objects of the management of the Charity.

## **OBJECTIVES AND ACTIVITIES**

### **Summary of the objects of the charity set out in its governing document:**

Community Youth Project aims to support and educate young people, especially, but not exclusively through their leisure time activities so to develop their physical, mental and personal capacities that they may grow to full maturity as individuals and contributing members of society.

### **Summary of the main activities undertaken for the public benefit in relation to these objects:**

*Enabling young people to develop personal and social skills and high aspirations*  
by providing advice and information through support from staff and by running informal education workshops.

*Involving young people in democracy and decision making*  
by training, supporting and enabling youth leaders members, and by encouraging young people to take an active role in their community.

*Promoting the social inclusion of young people*  
by providing a safe and trusted meeting place and opportunities to participate in positive activities, and by addressing issues of isolation by providing subsidised transport to sporting and leisure facilities.

*Engaging young people in new opportunities and challenging experiences*  
by providing opportunities for young people to engage in adventurous activities including residential trips to outdoor activity centres, and  
by providing opportunities for young people to experience a wide range of sporting activities.

*Encouraging young people to lead healthy lifestyles*  
by providing regular opportunities for young people to engage in sport and exercise, and by providing young people with the advice and information to make informed lifestyle choices.

## **UPDATES**

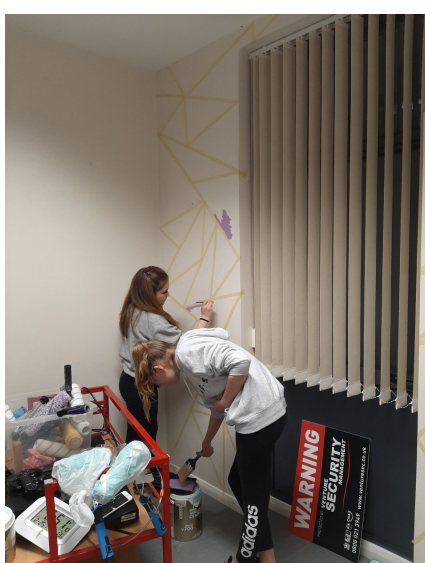
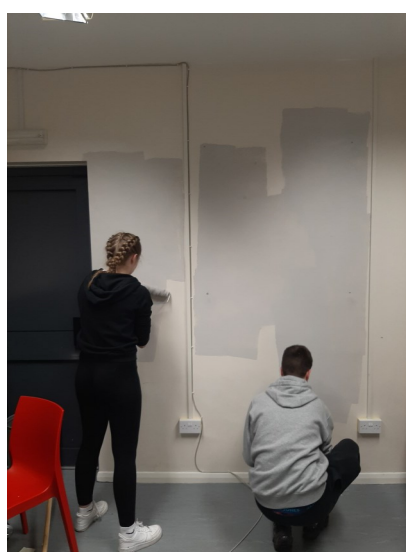
### **Recent changes at Community Youth Project consisted of:**

Ian Green resigned from Community Youth Project after 20 years and was replaced by Claire Austin in October.

Claire has made some initial changes, opening up the ages of the youth club by inviting 7 year olds to attend youth club sessions, following OFSTED guidance.

The Young Leaders Project has also been set up. This project is for young people aged 13 years and older who want to become a Young Leader and will require them to complete an accredited course. Funding and enrolling on an ASDAN accredited course was well advanced, but has been put on hold for the duration of the current Covid-19 emergency. When the Community Youth Project can reopen the youth club and resume delivering sessions, courses and activities, we shall do so.

The new Youth Leaders have requested their own area to relax in, as they may not always wish to participate in certain activities, although this is always highly welcomed by the younger group; this also allows the Young Leaders to take ownership of their activities by pre-planning their youth sessions with support from the youth team. The Young Leaders hub Lounge gives them their own relaxing space, allowing more informal educational discussions to take place. The young leaders have been given consent to take over the Youth Worker's office and they have begun to decorate the new area. This has led to the Youth Worker, Claire and Administrator/ Youth Support Worker Matthew to move into the reception office during February Half Term.





## **Summer Scheme**

Our holiday scheme delivered 29 activity sessions over 6 weeks of the summer school holidays. 289 attendances were recorded.

Activities included:

### **Adventurous Activities:**

- Flinstone car Racing
- Raft Building
- Boat Building
- Segways
- Banana Boats

**6 week John Nike Leisure Qualification in Snowboarding (pictured)**

**5 week NICAS Level 1 & 2 Courses in Climbing**

### **Onsite Activities:**

- T-Shirt Printing
- Spray Painting
- Street Dance Workshop
- Dodgeball

### **Inflatables:**

- Whack a mole
- Bungee Running
- Surf Simulator
- Gladiator duel

### **Leisure Trips:**

- Thorpe Park
- Laser Quest
- Lagoona Aquapark

We know from experience that taking groups of young people off the streets and engaging them in positive activities has a huge impact on the community, particularly during the summer school holidays. Giving the opportunity for young people to experience risk and adventure in a positive way helps to divert them from negative influences. Giving young people the opportunity to engage in sport and leisure activities helps to improve health, fitness, and expend their energy in a positive way.








## Climbing Course

As part of our summer holiday scheme, we delivered an accredited course in climbing.

The Climbing Course was held over 5 weeks at Reading Climbing Centre. 11 young people completed the full course and gained qualifications from the National Indoor Climbing Award Scheme.

Climbing is an adventurous activity that enables young people to experience risk and adventure in a positive way. The course enables young people to gain accreditation for their achievements, helping to build self confidence and self esteem. Some young people also found climbing as new interest that they have decide to become involved in outside of the youth club.





### Youth Clubs

Delivering a safe and trusted place for young people to socialise remains at the heart of what we do. Over the course of the year in the larger space of our hall makes it possible to deliver a wider range of activities, especially indoor sports, during the Youth Club sessions. The Youth Leaders requested their own designated room.

In addition to our usual mix of competitions, crafts, sports activities we are continuing to offer varied workshops. The most recent workshops have been :

- Drug education and prevention
- Understanding basic First Aid
- Health and Wellbeing

Having an informal space for young people to meet with the youth workers and youth support workers provides opportunities for advice, information, and signposting to address the often complex issues these young people face.

Community Youth Project was kindly funded by the National Lottery Community Fund to deliver the Drug education and prevention workshops,

## **CHAIR OF TRUSTEES' REPORT**

This past year has been one of changes and challenges.

In August, Ian Green, our founding Youth Worker, moved on from CYP after nearly two decades. CYP, the communities it serves and those many who have passed through, owe him a great debt of gratitude.

Claire Austin joined us in October, as the new Youth Worker. After training in London, Claire has gained front-line experience in Germany, Newbury and Reading. Her knowledge and skills will be a great asset as we develop what we do, and how.

We have continued to benefit greatly from the support of the Greenham Trust.. The consistent aid the Trust has given CYP from its inception, as it seeks to serve the communities where we work, is in the best traditions of the Trust's founding ethos. We have also been greatly assisted by funding from the Gerard Palmer Eling Trust, the Miss W E Lawrence 1976 Charitable Settlement, the Vodafone Foundation, the J A Floyd Charitable Trust , Sovereign Housing and Newbury Town Council.

Initial steps towards modifying how we operate were being introduced early in 2020, but in February it became clear that there may be problems, and in mid-March CYP had to close down the Greenham Community Centre and radically reduce its youth work, ending all face-to-face relationships. At the time of writing, we are still under lockdown, and it is difficult to be precise as to our next steps. However, it is clear that national and local society has undergone significant upheavals, and that—perhaps more than ever—there will be a need for local youth to have safe places, constructive and beneficial activities, and professional and trained people to talk to.

The Greenham Community Centre will be reopened as soon as is permitted, to be available as a resource for private hires, for clubs and for agencies within the NHS to support local health. It gives the local community space and opportunities.

May I introduce two more trustees – Derek Peaple and Julia Jones. We shall greatly benefit from their complementary skills and strengths. They are most welcome.

Nicholas M Valentine-Selsey  
Chair of Trustees







**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

COMMUNITY YOUTH PROJECT

**On accounts for the year  
ended**

31st MARCH 2020

**Charity no  
(if any)**

1093293

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

S.P. Spellman

**Date:**

09.12.2020

**Name:**

G. P. SPELLMAN

**Relevant professional  
qualification(s) or body  
(if any):**

I.C.P.A. (FELLOW), B. Soc. Sc. (HONS)

**Address:**

ACCOUNTING & TAXATION CENTRE

36 QUEENS ROAD, NEWBURY

BERKSHIRE RG14 7NE



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Community Youth Project

1093293

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
April 2019

To

Period end date  
March 2020

### 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>					
Berkshire Masonic Charity	-	-	-	-	1,921
CAF Bank including interest	850	-	-	850	74
Charity Payroll / NICs Refund	-	1,708	-	1,708	7,442
Eling Trust	-	5,000	-	5,000	5,000
Fund Raising	-	2,213	-	2,213	2,039
GCC Deposits	300	-	-	300	2,100
GCC Hire Fees	22,297	-	-	22,297	17,575
Good Exchange / Greenham Trust	-	18,812	-	18,812	14,137
Greenham Trust	-	45,000	-	45,000	35,000
Groundwork UK	-	-	-	-	2,000
Hedley Foundation	-	3,493	-	3,493	-
J A Floyd Trust	-	250	-	250	250
John Lewis Partnership	-	-	-	-	1,000
Misc	-	250	-	250	897
National Lottery	-	5,275	-	5,275	-
Newbury Town Council	-	943	-	943	-
Stripe Payments	1,428	-	-	1,428	-
Vodafone Foundation	-	-	-	-	1,171
W E Lawrence	-	1,720	-	1,720	3,000
Waitrose	-	-	-	-	350
YP Contributions and Cafe Sales	3,798	-	-	3,798	4,510
AR)	28,674	84,664	-	113,337	98,466
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	28,674	84,664	-	113,337	98,466
<b>A3 Payments</b>					
Cafe Equipment	958	-	-	958	159
Cafe Stock	2,124	-	-	2,124	2,598
Charity Payroll Fund	-	-	-	-	4,154
Charity Payroll Salaries inc NICs	-	54,680	-	54,680	-
CYP Bank Charges	-	120	-	120	80
CYP Office Costs	-	1,899	-	1,899	1,128
Football Project	-	-	-	-	40
Fundraising Costs	948	-	-	948	1,998
GCC Administrator NI	-	-	-	-	5
GCC Administrator Salary	-	-	-	-	6,460
GCC Bank Charges	60	-	-	60	40
GCC Buildings Insurance	1,323	-	-	1,323	1,284
GCC Cleaner Salary	-	-	-	-	1,086
GCC Cleaning	247	-	-	247	137
GCC Deposit and Hire Refunds	523	-	-	523	1,750
GCC Equipment	-	-	-	-	79
GCC Greenham Trust Rent	2,000	-	-	2,000	2,209
GCC Office Costs	1,590	-	-	1,590	570
GCC Repairs and Maintenance	5,557	-	-	5,557	4,127
GCC Utilities	8,134	-	-	8,134	5,694
Holiday Scheme	-	7,648	-	7,648	9,341
Independant Examination Fees	-	330	-	330	450
Insurance 2019/2020	-	-	-	-	894
Insurance and Legal Fees	-	-	-	-	1,032
Misc	30	-	-	30	-
Nest Pension Costs	-	-	-	-	64



Payroll Administration	-	290	-	290	290
Pension Aviva	-	918	-	918	-
Pension Nest	-	1,034	-	1,034	-
Project Manager Employer NI	-	-	-	-	3,736
Project Manager Expenses and Mileage	-	-	-	-	50
Project Manager Pension Contributions	-	-	-	-	2,755
Project Manager Salary	-	-	-	-	35,500
Recruitment of New Youth Worker	-	445	-	445	-
Staff Training	-	694	-	694	668
Support Worker Salaries	-	-	-	-	2,618
Volunteer Expenses	-	-	-	-	84
Youth Club Equipment	-	691	-	691	808
Youth Club Resources	-	867	-	867	2,106
Youth Club Trips	-	7,724	-	7,724	495
Youth Support Worker NI	-	-	-	-	161
Youth Support Worker Pension Contr.	-	-	-	-	53
Youth Support Worker salary	-	-	-	-	8,680
<b>Sub total</b>	<b>23,492</b>	<b>77,339</b>	<b>-</b>	<b>100,831</b>	<b>103,383</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>23,492</b>	<b>77,339</b>	<b>-</b>	<b>100,831</b>	<b>103,383</b>
<b>Net of receipts/(payments)</b>	<b>5,182</b>	<b>7,325</b>	<b>-</b>	<b>12,507</b>	<b>- 4,917</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>20,568</b>	<b>7,656</b>	<b>-</b>	<b>28,224</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>25,750</b>	<b>14,981</b>	<b>-</b>	<b>40,731</b>	<b>- 4,917</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Balance Carried Forward	25,750	14,981	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>25,750</b>	<b>14,981</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval