

Charitable Incorporated Organisation registration number: 1160177

# The Phoenix Youth Project

Annual Report and Financial Statements

for the Year Ended 31 March 2020

Gibbons  
Chartered Accountants  
Lakeland Office  
2 Europe Way  
Cockermouth  
Cumbria  
CA13 0RJ

# **The Phoenix Youth Project**

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## **The Phoenix Youth Project**

### **Reference and Administrative Details**

<b>Trustees</b>	Mrs M Malloy, (Secretary) Mr S Butterworth, (Chair) Mr I P Baldwin Mr P Zanicchi, (Treasurer) Mr M Priestley Mr J Alick
<b>Principal Office</b>	Cleator Moor Youth & Community Centre Birks Road Cleator Moor Cumbria CA25 5HP
<b>Charitable Incorporated Organisation Registration Number</b>	1160177
<b>Bankers</b>	Unity Trust Bank Birmingham Nine Brindleplace 4 Oozells Square Birmingham B1 2HB
<b>Independent Examiners</b>	Mr T Hindmoor FCA Gibbons Chartered Accountants Lakeland Office 2 Europe Way Cockermouth Cumbria CA13 0RJ

# **The Phoenix Youth Project**

## **Trustees' Report**

The trustees present the annual report together with the financial statements of the Charitable Incorporated Organisation for the year ended 31 March 2020.

### **Structure, governance and management**

#### ***Organisational structure***

The past twelve months has been another year of great success for The Phoenix Youth Project. Although the year ended in the strangest time of all of our lives with the start of the lock down due to the COVID-19 Pandemic. Despite this The Phoenix Youth Project continues to go from strength to strength and is in a secure position financially. We have seen changes to our staffing team this year, with Laura Kelly and Michelle Fraser joining our youth work team. I feel the team of Trustees, staff and volunteers that we currently have are our strongest, and are pulling in the same direction.

### **Objectives and activities**

#### ***Objectives strategies and activities***

We continue to run three youth centres, in Cleator Moor, Frizington and Moor Row, across twelve evening sessions. Our Friday Night Project sessions in Frizington and Cleator Moor have continued to be a huge success this year. We ran our twelfth annual Phoenix Fun Day on Cleator Moor Market Square in August. This year's event was a great success, with over 500 members of the local community attending this great fun event.

#### ***Public benefit***

Young people have taken part in many learning and developmental opportunities; such as various informal educational workshops on issues such as, the effects of smoking and vaping, drug testing in the workplace, cannabis, relationship health checks and autism. Such workshops are part of our Rewards for Actions Scheme where young people collect points for participating in community tasks and informal educational workshops. These points are then 'cashed in' for trips and activities of the young people's choice.

We never charge a monetary value for any trip; but we also never allow any young people to attend the trips without gaining a set level of points, this differs from trip to trip depending on cost. We believe that this gives the young people goals to achieve, and makes all trips more worthwhile and ultimately more enjoyable. This year young people have been on two outward bound residential experiences to Winmarleigh Activity Center and Lakeside YMCA and a cultural visit to Edinburgh. Through such activities, we aim to create opportunity and form an awareness of social issues, by taking young people out of their normal environment to experience diverse environments, and to encourage them in their personal and social development. Young people have participated in trips and activities in every school holiday this year, which has included trips to, Blackpool Pleasure Beach, go-karting, ice skating, climbing and shopping at East Kilbride, swimming, bowling and to the cinema.

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **The Phoenix Youth Project**

### **Trustees' Report**

I would like to take this opportunity to thank the management committee, the Phoenix Youth Project team and all of our Volunteers for their hard work and dedication over the past twelve months.

On behalf of The Phoenix Youth Project I would like to thank our funders for their continued generous financial support. During the past twelve months we have received funding from: Copeland Community Fund, BBC Children In Need, FCSCT, Sellafield Ltd, Nuvia Limited, Cleator Moor Town Council, Arlecdon & Frizington Parish Council, Cumbria Youth Alliance, Lloyds Bank Foundation, United Utilities Legacy Fund- Cumbria Community Foundation, #IWill - Cumbria Community Foundation, Cumbria County Council, Cleator Moor Community Interest Community and St James Place Foundation.

#### **Reserves**

The Trustees have reviewed their reserves policy and identified the need to retain sufficient readily available funds to cover the Trust operations for six to nine months. It is expected that this would amount to £110,000 in the current year.

The annual report was approved by the trustees of the Charitable Incorporated Organisation on 8.12.20 and signed on its behalf by:



Mr S Butterworth  
Trustee

## **The Phoenix Youth Project**

### **Independent Examiner's Report to the trustees of The Phoenix Youth Project**

I report to the Charitable Incorporated Organisation trustees on my examination of the accounts of the Charitable Incorporated Organisation for the year ended 31 March 2020 which are set out on pages 5 to 17.

#### **Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine 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.

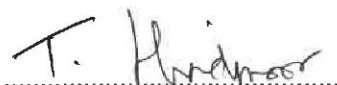
#### **Basis of independent examiner's report**

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 Charitable Incorporated Organisation and a comparison of the accounts is presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 next statement.

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

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or;
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr T Hindmoor FCA  
Gibbons Chartered Accountants  
Lakeland Office  
2 Europe Way  
Cockermouth  
Cumbria  
CA13 0RJ

22 December 2020

## The Phoenix Youth Project

### Statement of Financial Activities for the Year Ended 31 March 2020

	Note	Unrestricted £	Restricted £	Total 2020 £	Total 2019 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	148,050	38,301	186,351	150,365
Other trading activities	3	8,345	-	8,345	8,968
Total Income		<u>156,395</u>	<u>38,301</u>	<u>194,696</u>	<u>159,333</u>
<b>Expenditure on:</b>					
Raising funds	4	(13,500)	(12,160)	(25,660)	(17,778)
Charitable activities	5	(99,896)	(33,121)	(133,017)	(129,258)
Total Expenditure		<u>(113,396)</u>	<u>(45,281)</u>	<u>(158,677)</u>	<u>(147,036)</u>
Net income/(expenditure)		42,999	(6,980)	36,019	12,297
Gross transfers between funds		<u>(5,289)</u>	<u>5,289</u>	<u>-</u>	<u>-</u>
Net movement in funds		37,710	(1,691)	36,019	12,297
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>109,576</u>	<u>2,537</u>	<u>112,113</u>	<u>99,816</u>
Total funds carried forward	16	<u>147,286</u>	<u>846</u>	<u>148,132</u>	<u>112,113</u>

Comparative figures	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	113,165	37,200	150,365
Other trading activities	3	8,968	-	8,968
Total income		<u>122,133</u>	<u>37,200</u>	<u>159,333</u>
<b>Expenditure on:</b>				
Raising funds	4	(12,498)	(5,280)	(17,778)
Charitable activities	5	(95,710)	(33,548)	(129,258)
Total expenditure		<u>(108,208)</u>	<u>(38,828)</u>	<u>(147,036)</u>
Net income/(expenditure)		<u>13,925</u>	<u>(1,628)</u>	<u>12,297</u>
Net movement in funds		13,925	(1,628)	12,297
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>95,651</u>	<u>4,165</u>	<u>99,816</u>
Total funds carried forward	16	<u>109,576</u>	<u>2,537</u>	<u>112,113</u>

All of the Charitable Incorporated Organisation's activities derive from continuing operations during the above two periods.

**The Phoenix Youth Project**  
**(Registration number: 1160177)**  
**Balance Sheet as at 31 March 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets		5,669	8,383
<b>Current assets</b>			
Stocks	11	60	60
Debtors	12	1,397	23,260
Cash at bank and in hand	13	<u>157,386</u>	<u>151,082</u>
		158,843	174,402
<b>Creditors: Amounts falling due within one year</b>	14	<u>(16,380)</u>	<u>(70,672)</u>
<b>Net current assets</b>		<u>142,463</u>	<u>103,730</u>
<b>Net assets</b>		<u>148,132</u>	<u>112,113</u>
<b>Funds of the :</b>			
<b>Restricted income funds</b>		846	2,537
<b>Unrestricted income funds</b>			
Unrestricted income funds		<u>147,286</u>	<u>109,576</u>
<b>Total funds</b>		<u>148,132</u>	<u>112,113</u>

The financial statements on pages 5 to 17 were approved by the trustees, and authorised for issue on 8/12/20 and signed on their behalf by:



Mr P Zanicchi  
Trustee

# **The Phoenix Youth Project**

## **Notes to the Financial Statements for the Year Ended 31 March 2020**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Phoenix Youth Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Exemption from preparing a cash flow statement**

The Charitable Incorporated Organisation opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Going concern**

The trustees consider that there are no material uncertainties about the Charitable Incorporated Organisation's ability to continue as a going concern.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charitable Incorporated Organisation has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### **Grants receivable**

Grants are recognised when the Charitable Incorporated Organisation has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **The Phoenix Youth Project**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### **Raising funds**

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the Charitable Incorporated Organisation in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Voluntary Help**

The Charity is very fortunate in receiving substantial amounts of voluntary unpaid help however this cannot be quantified and is therefore not included in the financial statements.

#### **Taxation**

The Charitable Incorporated Organisation is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charitable Incorporated Organisation is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £100.00 or more are initially recorded at cost.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Fixtures and fittings - unrestricted	20% reducing balance basis
Fixtures and fittings - restricted	20% straight line basis

#### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

## **The Phoenix Youth Project**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the Charitable Incorporated Organisation will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the Charitable Incorporated Organisation.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The Charitable Incorporated Organisation operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the Charitable Incorporated Organisation has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 2 Income from donations and legacies

	Unrestricted			
	General	Restricted	Total	Total
	£	£	2020	2019
			£	£
Grants, including capital grants;				
Grants receivable	148,050	38,301	186,351	150,365

#### 3 Income from other trading activities

	Unrestricted			
	funds			
	General		Total	Total
	£		2020	2019
			£	£
Trading income;				
Tuck shop sales		1,869	1,869	2,127
Events income;				
Events/fundraising income		4,639	4,639	5,092
Membership subscriptions		1,687	1,687	1,749
Centre hire income		150	150	-
		8,345	8,345	8,968

#### 4 Expenditure on raising funds

	Unrestricted			
	funds			
	General	Restricted	Total	Total
	£	funds	2020	2019
		£	£	£
Tuck shop purchases	1,200	-	1,200	1,191
Costs of activities	12,300	12,160	24,460	16,587
	13,500	12,160	25,660	17,778

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 5 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total 2020 £	Total 2019 £
	Note	General £	£		
Rent		2,760	-	2,760	2,760
Insurance		1,181	-	1,181	924
Repairs and maintenance		773	-	773	915
Telephone and fax		681	-	681	662
Sundry expenses		1,343	-	1,343	4,837
Training		325	-	325	1,154
Printing, postage and stationery		2,340	-	2,340	2,769
Motor expenses		1,612	-	1,612	1,019
Advertising		-	-	-	57
Accountancy fees		1,342	-	1,342	1,562
Independent examiner fees		420	-	420	420
Depreciation, amortisation and other similar costs		1,202	1,691	2,893	3,090
Bank charges		102	-	102	107
Reimbursement of CYN salaries		-	9,430	9,430	-
Staff costs	8	85,815	22,000	107,815	108,982
		99,896	33,121	133,017	129,258

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	<u>2,893</u>	<u>3,090</u>

#### 7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the Charitable Incorporated Organisation during the year.

#### 8 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
<b>Staff costs during the year were:</b>		
Wages and salaries	98,705	100,250
Social security costs	3,775	3,305
Pension costs	<u>5,335</u>	<u>5,427</u>
	<u>107,815</u>	<u>108,982</u>

The monthly average number of persons (including senior management team) employed by the Charitable Incorporated Organisation during the year expressed as full time equivalents was as follows:

	2020 No	2019 No
Average number of staff employed	<u>7</u>	<u>7</u>

No employee received emoluments of more than £60,000 during the year

#### 9 Taxation

The Charitable Incorporated Organisation is a registered charity and is therefore exempt from taxation.

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 10 Tangible fixed assets

	Furniture and equipment £	Total £
<b>Cost</b>		
At 1 April 2019	19,438	19,438
Additions	179	179
At 31 March 2020	<u>19,617</u>	<u>19,617</u>
<b>Depreciation</b>		
At 1 April 2019	11,055	11,055
Charge for the year	2,893	2,893
At 31 March 2020	<u>13,948</u>	<u>13,948</u>
<b>Net book value</b>		
At 31 March 2020	<u>5,669</u>	<u>5,669</u>
At 31 March 2019	<u>8,383</u>	<u>8,383</u>

#### 11 Stock

	2020 £	2019 £
Stocks	<u>60</u>	<u>60</u>

#### 12 Debtors

	2020 £	2019 £
Trade debtors	-	22,052
Prepayments	1,397	1,208
	<u>1,397</u>	<u>23,260</u>

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 13 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	2,473	1,830
Cash at bank	154,913	149,252
	<u>157,386</u>	<u>151,082</u>

#### 14 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	15,175	69,559
Accruals	1,205	1,113
	<u>16,380</u>	<u>70,672</u>

#### 15 Pension and other schemes

##### Defined contribution pension scheme

The Charitable Incorporated Organisation operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charitable Incorporated Organisation to the scheme and amounted to £5,335 (2019 - £5,427).

# The Phoenix Youth Project

## Notes to the Financial Statements for the Year Ended 31 March 2020

16 Funds	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>					
<b>Unrestricted general funds</b>					
Unrestricted Fund	99,576	156,395	(113,396)	(25,289)	117,286
<b>Unrestricted designated funds</b>					
Frizington Youth & Community Centre Building Fund	10,000	-	-		30,000
<b>Total unrestricted funds</b>	<u>109,576</u>	<u>156,395</u>	<u>(113,396)</u>	<u>20,000</u> <u>(5,289)</u>	<u>147,286</u>
<b>Restricted funds</b>					
ESH Charitable Trust	25	-	(25)	-	-
Cumbria County Council	837	-	(837)	-	-
NW Copeland Area Fund	486	-	(234)	-	252
Cumbria County Council Community Grants	480	-	(240)	-	240
Nuvia Fund	319	-	(160)	-	159
Police Property Fund	390	-	(195)	-	195
BBC Children in Need	-	30,000	(30,000)	-	-
Fun day grants	-	3,052	(4,160)	1,108	-
Copeland Community Fund - Shackles off	-	5,249	(9,430)	4,181	-
<b>Total restricted funds</b>	<u>2,537</u>	<u>38,301</u>	<u>(45,281)</u>	<u>5,289</u>	<u>846</u>
<b>Total funds</b>	<u>112,113</u>	<u>194,696</u>	<u>(158,677)</u>	<u>-</u>	<u>148,132</u>

## **The Phoenix Youth Project**

### **Notes to the Financial Statements for the Year Ended 31 March 2020**

The specific purposes for which the funds are to be applied are as follows:

ESH Charitable Trust - To provide funds to assist The Phoenix Youth Project with the provision of equipment and activities for their youth clubs and members.

Cumbria County Council - To provide funds to assist The Phoenix Youth Project with the provision of equipment and activities for their youth clubs and members.

NW Copeland Area Forum - To provide funds to assist The Phoenix Youth Project with the provision of equipment and activities for their youth clubs and members.

Cumbria County Council Community Grants - To provide funds to assist The Phoenix Youth Project with the provision of equipment and activities for their youth clubs and members.

Nuvia Fund - To provide funds to assist with the provision of equipment and activities for their youth clubs and members.

Police Property Fund - To provide funds to assist with provision of equipment and activities for their youth clubs and members.

BBC Children in Need - To provide funds to assist with employment and activity costs of The Phoenix Youth Project and the day to day running of the charity.

Fun Day Grants - To provide funds to assist with fundraising events for the youth club and members.

Copeland Community Foundation - shackles off - To provide funds to assist with the cost of the reimbursement of CYN salaries.

The transfers shown reflect The Phoenix Youth Project's contribution towards the funds.

## The Phoenix Youth Project

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### Unrestricted funds

#### 17 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds
	General	Designated		2020
	£	£	£	£
Tangible fixed assets	4,823	-	846	5,669
Current assets	128,843	30,000	-	158,843
Current liabilities	(16,380)	-	-	(16,380)
Total net assets	<u>117,286</u>	<u>30,000</u>	<u>846</u>	<u>148,132</u>

