

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

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2020

COMPANY NUMBER 07883347

CHARITY NUMBER 1161486

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FOR THE YEAR ENDED 31st DECEMBER 2020

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IN THE MIX YOUTH PROJECT TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31st DECEMBER 2020

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 and working in Somerset and Devon 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 and life skills;
 - (3) relieving unemployment and pursuing economic independence;
 - (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;
 - (5) provision of activities and events for community relief and benefit.

Report 2020 Financial Year

Overview

2020 has been a very challenging year as has been the case with virtually all VCSE organisations but due to prudence in 2019, namely putting together a very focused business plan instigating structural change to the way that we organise the charitable business and implementing up-to-date policy and procedures, as well as getting Covid organised in March 2020 and reviewing our position and how we'd organise our work, ITMP has held itself in good stead to manage what has been a very unusual but significant year.

This report summary is the contents of a virtual AGM that was broadcast at the end of 2020 and summarises the progress. This AGM is available to watch on YouTube at <https://youtu.be/gXwUOB8ab3I>

The ITMP board expected the concentration of business this year to be developing our community café provision having transformed it from our youth café into a much wider remit. ITMP expected commissioning and traded delivery projects to begin in earnest and our existing commissioned activity to be finished off in a face-to-face delivery. On the commencement of the COVID-19 pandemic in February 2020 ITMP had to re-look at its business plan to see what was achievable within the year and it is this plan that we have stuck to throughout and because we have been very consistent in the plan and have kept a very tight monitoring over expenditure we have been able to see the year through.

During 2020 ITMP has: -

- Instigated a thorough COVID-19 mitigation plan and policy framework that has been adapted many times after government policy has changed which is enabled us to maintain use of our youth & Community Centre with minimal staff within health and safety guidelines
- Launched our new and improved webpage and continued to improve our digital image
- Has been able to finished its commissioned activity with a hybrid of face-to-face and virtual delivery successfully and within the timescales that were revised by the organisation.
- Has instigated an ambitious but organised virtual programme which was revised a couple of times during 2020 to meet the needs of young people and the changing parameters of COVID-19. This includes a number of live broadcasts providing information to other partners and advice and information locally during the pandemic.
- Worked with targeted groups of young people including young carers, NEETs and those with mental health concerns.
- Provided regular interface with local groups and support to community matters during the pandemic.
- Has responded to the community café launch not being possible to continue with a series of homebrew virtual café sessions which has been very community focused and offering advice and support to young people and young adults over our operational area.
- Provided online training opportunities to enable safeguarding to take place, to encourage them to be creative in the delivery of the online programmes and be supported when working from home.
- Built capacity with our Core Network group and social action plans

All of the information about the detail of the online programmes are contained within the virtual AGM however the mix of entertaining content alongside advice and information for young people has been delivered in a consistent way.

At the time of preparing this report in 2021 the virtual programme is expected to continue at least until the end of April 2021 that will be referred to in the next report.

We have also increased our staff and volunteer base by around a third which has helped us delivered additional programmes for young people over the course of the year.

There were challenges with the online provision particularly with the presented elements that we had to try and convey to many young people as possible in very much in television presented way and then of course the group sessions where relationships with young people are paramount how that could be achieved talking through a computer screen. ITMP had to be very careful with vulnerable young people who we were talking in their individual houses.

ITMP utilised the opportunity during 2020 with the support of the COVID-19 national grants to help support its building maintenance and venue management which will also build towards developing more face-to-face delivery in 2021. By undertaking this absolutely essential maintenance much required for a number of years, The Hub Centre will be fully able to swing back into action early in 2021. The work at the DSF/log cabin site has focused on getting the basic ground work ready for project delivery and also to provide necessary enhancements to make the site appropriately safe and pleasant for groups accessing. The intention to deliver outdoor educational activities as well as environmental projects make this an absolute necessity. ITMP are working towards the site being available to commence delivery by the end of May 2021. The maintenance undertook on both our DSF/Log cabin site and also the Hub Centre has been considerable and we are grateful to the volunteer team for undertaking much of the maintenance work for which will have considerable use of these facilities by our service users in the future.

ITMP is pleased to report also it's increased consistency of its marketing throughout 2020 has significantly built our partnership networks and our capacity for funded work and partnership working in the future. All three of our UK Youth commissioned programs Road Code, Generation Code Accelerator and Sound Creators have been successful and have enabled strong links to be made within the community of benefit. ITMP is comfortable that certainly some of this work will continue in 2021. The virtual AGM link given above gives full information on how ITMP delivered and approached these programmes.

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.

Community Consultation & Evaluation

ITMPs intention is to hold a further consultation open evening in the Christmas period 2021 and they'll be the opportunity to have an AGM within this period. ITMP hope that the COVID-19 pandemic will make it possible to hold it face-to-face in 2021. ITMP continues to have regular conversations with members of the public elected members and voluntary organisations which supports the development of its services for beneficiaries. ITMP policy is to undertake an evaluation in regard to each

piece of work undertaken and also to undertake clinical supervision in recording delivery sessions for which all staff feed into that process. Service users build into that evaluation as well.

Policy Framework

In 2021 we were able to finalise and adopt the future proof UK safe spaces framework for this ITMP is completely re-vamped its policy framework and the framework has been nationally accredited by UK Youth.

An overhaul of other policies elements including employment and training has also taken place allowing us to review and improve how we work with and manage staff and volunteers and where there are gaps in our volunteer base that require support.

Establishment & Board Function

ITMP feels it has a quality of professional leadership in the organisation but the need for new staff in both trustee level and at volunteer level continues to be a priority for 2021. This is clearly laid out in our recruitment strategy that has been put together as part of the new development plan. Work has taken place in 2021 to define the medium-term establishment strategy looking at job descriptions for volunteers and for paid staff. The intention in early 2021 is the implementation of a dedicated staff pool which will enable most sessional work to be delivered with an executive management team managing the charity. This executive team format will reduce the amount of board meetings from its current level and delegate the operational day to day functionality to the management team. This is a suitable system to allow the organisation to function effectively and enable the board to provide governance and supervision through oversight as per charity and business law.

Alternative Curriculum and Income generation

ITMP is working on its alternative curriculum programmes 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. Plans to make use of spaces and equipment as marketable resources for hire were slowed by the COVID-19 pandemic significantly in 2020 and it is an important priority of 2021.

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

Following on from 2019 where ITMP undertook significant to ensure effective finance controls were in place and management of its resources moving on to a year of pandemic there continue to be pressures which have needed to be managed. A mitigation position and plan was created to support this during the pandemic. The careful management of finances has put the overall position financially of ITMP in a strong position coming out of the pandemic. However, it's important to state the reserves don't really offer any opportunity to fully develop the establishment and extend our reach and we've not been able to compensate for delivery that has been cut as a result of COVID-19 although we've been reasonably successful in covering ITMPs costs in 2021 there still is not much flexibility in the accounts for creative development of services.

Moving forward in order we are able to establish significant open access work where there is a demand this will need a significant source of money sufficient money to be able to consistently deliver the services over a couple of years. The increase in our overall visibility through partnerships however offered opportunity where partnership pieces of work could be delivered and we look very seriously what partnerships would benefit the charity and have services for young people.

The need to look very seriously at large-scale funding opportunities remains important for ITMP in the long term

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 £87,306. Over the year the Charity received income of £108,482, leading to an overall surplus of £21,176. The Balance sheet shows total reserves at 31st December of £38,638.

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 £17,500. At 31st December there was £9,954 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 2021 in order the charity is sustainable beyond 2021 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.

The Board took a decision in 2020 to move to an executive model and this is going to be formally adopted in 2021 early in the financial year

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)

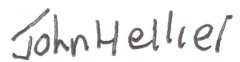
Joanna L Finlinson

Ashley Martin Wills appointed 1st April 2020

Philip Saunders resigned 5th June 2020

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 2021 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 and last name clearly distinguishable.

John Hellier
Chair/Director of The Board of Trustees
In the Mix Youth Project
10th May 2021

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 2020 which are set out on pages 10 to 15

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

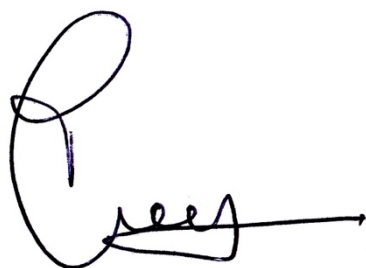
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes a consideration of any unusual issues 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: 10th May 2021

IN THE MIX YOUTH PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st DECEMBER 2020
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

	Notes	Unrestricted £	Restricted £	2020 £	2019 £
INCOME & ENDOWMENTS FROM;					
Donations & Legacies	2 & 3	53,160	-	53,160	39,618
Charitable Activities	4	16,710	38,600	55,310	16,827
Other Trading	5	-	-	-	880
Investments		12	-	12	4
Other Income		-	-	-	-
TOTAL INCOME & ENDOWMENTS		69,882	38,600	108,482	57,329
EXPENDITURE ON;					
Raising Funds		1,498	-	1,498	1,073
Charitable Activities	6 & 7	68,350	17,458	85,808	32,508
Other Expenditure		-	-	-	2,678
TOTAL EXPENDITURE		69,848	17,458	87,306	36,259
NET EXPENDITURE BEFORE TRANSFERS		34	21,142	21,176	21,070
Gross Transfers between funds		-	-	-	-
NET MOVEMENT IN FUNDS		34	21,142	21,176	21,070
TOTAL FUNDS BROUGHT FORWARDS		17,462	-	17,462	(3,608)
TOTAL FUNDS CARRIED FORWARDS	9	17,496	21,142	38,638	17,462

All activities derive from continuing operations
The notes on pages 12 to 15 form part of the financial statements

IN THE MIX YOUTH PROJECT
BALANCE SHEET
AS AT 31st DECEMBER 2020

	Notes	2020 £	£	2019 £	£
FIXED ASSETS					
Tangible Assets	11		7,542		9,968
CURRENT ASSETS					
Debtors	12	4,389		3,247	
Cash at bank and in hand		32,069		23,175	
		<u>36,458</u>		<u>26,422</u>	
CREDITORS					
Amounts falling due within one year	13	5,362		18,928	
NET CURRENT ASSETS			<u>31,096</u>		<u>7,494</u>
NET ASSETS			<u>38,638</u>		<u>17,462</u>
FUNDS					
Unrestricted funds			17,496		17,462
Restricted funds			21,142		-
TOTAL FUNDS			<u>38,638</u>		<u>17,462</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 2020

The members have not required the company to obtain an audit for the year ended 31st December 2020 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

2021 and signed on their behalf by:

Trustee

John Heller

10th May 2021

The notes on pages 12 to 15 form part of these accounts

IN THE MIX YOUTH PROJECT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31st DECEMBER 2020

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

	2020 £	2019 £
Donations	50,760	38,693
Other Grants	2,400	675
Restricted Grants	-	250
	<u>53,160</u>	<u>39,618</u>

3 Analysis of Donations

	2020 £	2019 £
Monetary Donations	60	2,553
Donated Services - Voluntary Staff	780	390
Donated Services - Management	54,600	35,750
	<u>55,440</u>	<u>38,693</u>

4 Income from Charitable Activities

	Fee for Service £	Restricted Grant £	Total 2020 £	Total 2019 £
Fee for Service				
Covid-19 Mitigation	-	18,894	18,894	-
Café Random	-	-	-	5
The Community Café	-	13,874	13,874	620
Media Club	-	-	-	1,459
Awards For All	-	-	-	4,438
Generation Code	5,800	-	5,800	3,955
Outdoor Connections	-	682	682	-
Outreach	-	479	479	-
Roadcode	2,860	400	3,260	5,650
Sound Creators	8,050	4,271	12,321	700
	<u>16,710</u>	<u>38,600</u>	<u>55,310</u>	<u>16,827</u>

5 Income from Other Trading

	2020 £	2019 £
Bus Income	-	880
Other trading	-	-
	<u>-</u>	<u>880</u>

6 Expenditure on Charitable Activities

	Direct Costs £	Support Costs £	Total 2020 £
Youth Activities	20,721	65,087	85,808
	<u>20,721</u>	<u>65,087</u>	<u>85,808</u>

7 Allocation of Overheads

	Direct Costs £	Staff Costs £	Office Costs £	Total 2020 £
Youth Activities	-	58	65,029	65,087
Fundraising	-	-	1,498	1,498
Other Trading	-	-	-	-
	<u>-</u>	<u>58</u>	<u>66,527</u>	<u>66,585</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 £45 (2019 - £0) for expenses incurred as a volunteer

During the year J Hellier, a trustee were re-imbursed £4,066 (2019 - £1,293) for expenses incurred as a volunteer

During the year Phil Saunders, a trustee was re-imbursed £302 (2019 - £0) for expenses incurred as a volunteer

During the year Ashley Wills, a trustee was re-imbursed £300 (2019 - £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 £123 during the year for accountancy advice

10 Staff Costs

	2020 £	2019 £
Wages & Salaries	-	1,129
Social Security Payments	58	143
Employer Pension Contributions	-	-
	<u>58</u>	<u>1,272</u>

The average number of employees during the year was 0 (2019 - 0)

No employee received remuneration of over £60,000

11 Tangible Fixed Assets

	Motor Vehicles £	Fixtures £	Equipment £	Total £
Cost				
As at 1 January 2020	8,640	459	2,274	11,373
Additions	-	-	-	-
As at 31st December 2020	8,640	459	2,274	11,373
Depreciation				
As at 1 January 2020	-	283	1,122	1,405
Charge for the period	2,160	115	151	2,426
As at 31st December 2020	2,160	398	1,273	3,831
Net Book Value				
As at 1 January 2020	8,640	176	1,152	9,968
As at 31st December 2020	6,480	61	1,001	7,542

12 Debtors	2020 £	2019 £
Trade Debtors	843	2,135
Other Debtors	-	-
Prepayments & Accrued Income	3,546	1,112
	<u>4,389</u>	<u>3,247</u>

13 Creditors	2020 £	2019 £
Bank Loans and overdrafts	-	-
Trade Creditors	70	(16)
Accruals	792	3,744
Other Creditors	-	-
Deferred Income	4,500	15,200
	<u>5,362</u>	<u>18,928</u>

14 Fund Accounts	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers £	Closing Balance £
Unrestricted Funds	17,462	69,882	69,848	-	17,496
Restricted Funds					
National Lottery - Covid Response	-	8,894	8,894	-	-
Resonance Social Enterprise Support Fund	-	10,000	3,000	-	7,000
Brendon Energy Grant	-	682	-	-	682
Roadcode	-	400	400	-	-
Community Café	-	13,874	893	-	12,981
Soundcreators	-	4,271	4,271	-	-
Jim Laker Fund - Mobile Community Resources	-	479	-	-	479
Total Restricted Funds	<u>-</u>	<u>38,600</u>	<u>17,458</u>	<u>-</u>	<u>21,142</u>
Total Funds	<u>17,462</u>	<u>108,482</u>	<u>87,306</u>	<u>-</u>	<u>38,638</u>

Fund Purposes

National Lottery - Covid Response
Resonance Social Enterprise Support Fund - Covid Response
Brendon Energy Grant - Outdoor Equipment
Roadcode - Road Safety & Prevention
Community Café - Supporting Community Café
Soundcreators - Using music as a developmental skill
Jim Laker Fund - Mobile Community Resources - Canopy

	Unrestricted £	Restricted £	2020 £	2019 £
Fixed Assets				
Tangible Assets	7,542	-	7,542	9,968
Current Assets				
Debtors	4,389	-	4,389	3,247
Bank	6,427	25,642	32,069	23,175
	10,816	25,642	36,458	26,422
Current Liabilities				
Creditors	862	4,500	5,362	18,928
Net Current Assets	9,954	21,142	31,096	7,494
Net Assets	17,496	21,142	38,638	17,462

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 2020 there were 2 members.

16 Controlling entity

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