



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name YPL (Young People Littleport)

Other names charity is known by

Registered charity number (if any) 1127679

Charity's principal address

Granby Street

Littleport

Cambs

Postcode CB6 1NE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Imogen Gold	Chairperson		
2	Trevor Wibrow		01/01/2020 – 20/01/2020	
3	Marie Muffitt	Treasurer		
4	Angela Revens		20/01/2020 – 31/01/2020	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Funding/Training	Young Lives	11 Bridge St, St Ives, Huntingdon, Cambs PE27 5EH
Funding	VCAEC	41e Forehill, Ely, Cambs CB7 4AA

Name of chief executive or names of senior staff members (Optional information)

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Structure, governance and

Policy adopted on 10th September 2008

Replacement Trustees shall be appointed by the vote of the remaining Trustees.

Additional information)

Protection Policy is in place.
 Opportunities Policy is in place.
 Health and Safety Policy is in place.
 Safeguarding Policy is in place
 Management Policy is in place
 Financial Management Policy is in place
 Information Security Policy is in place

 Checks are carried out prior to the engagement of
 volunteers and are repeated in line with
 requirements.

 Volunteers give their time voluntarily and receive no
 payment or other benefits.

Additional governance issues (Optional information)

Summary of the objects of the charity set out in its governing document

To advance in life and help the young people of Littleport and the surrounding area through:

Advancing education;

The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life.

Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

To promote for the benefit of the inhabitants of Littleport and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit during our Trustee Meetings.

We continue to concentrate on providing a large variety of activities to appeal to as wide a range of young people as possible as well as providing adult social activities which are also lacking in the community. This benefits people by developing their confidence and social skills as well as bringing the community closer together, as we welcome everyone, regardless of age, ability, social/cultural background or faith.

The Centre houses a Tea Shop, which is popular with community members of all ages, as well as being used by local Care Home residents and the Café at the Indoor Arena is always busy. The Music Rooms are used for giving music lessons and provide a rehearsal venue for local bands. There is also a free toy and book Swap Shop for children and a free play room with a garden used by parents and children. Extra activities are organised in the school holidays. Local adults enjoy the Fitness Classes at the Performing Arts Centre. YPL's Charity Shop sells good quality second-hand items at very reasonable prices, which is important in this area of high unemployment, as is the opportunity for people to buy and sell items at the Auctions. The IT Suite is of great benefit to the community, enabling the Centre to run free computer

courses and give local people access to computers and the Internet on an ad hoc basis as well as schoolchildren needing computers for their homework. It is particularly useful to unemployed people who must search for jobs online.

We would not be able to offer such a variety of provisions to the community without the help of our many volunteers, who help in all areas from supervision of young people to working in the kitchens, the Charity Shop, the Auctions and the office.

Activities and the running costs of the Centre are financed by the revenue from the Tea Shop & Café, Charity Shop, Auctions, room hire and our own fundraising efforts.

Additional details of objectives and activities (Optional information)

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

YPL started 2020 with confidence that a continued programme of different activities, appealing to as wide a range of community members as possible, could be provided, which would benefit people by developing their social skills as well as bringing the community closer together, since we welcome everyone, regardless of age, ability, social/cultural background or faith.

Many of YPL's activities from last year continued during the first 12 weeks of the year, including the free Computer Courses, the Swap Shop, the mother and toddler group at the Granby Street Centre and the Auctions. The Tea Shop at the Centre in the village was still a focal point for many local residents, although it had competition from two other cafés in the village, and the Café at the Indoor Arena was always busy on auction nights. The Auctions were as popular as ever, and enabled the Charity to sell larger donated items such as furniture. YPL attracted more buyers and sellers with regular postings on Social Media, where those not able to attend the Auctions could also leave bids. The Charity Shop in the village continued to sell good quality second-hand items at very reasonable prices. The Performing Arts Centre was no longer in great demand for Drama groups and Dance lessons, but the decision to give up the lease of the building was deferred.

The announcement of the first national lockdown due to Covid-19 effectively put a stop to all the Charity's activities in the first instance. This was a very difficult time for the Trustees as fundraising seemed to be impossible, but rent for the premises used by the Charity and utility bills still had to be paid. Face-to-face Trustee meetings were also not viable under the lockdown restrictions, so, initially, the Charity Manager took the opportunity to have a 'spring clean' and tidy up the premises. He and the Trustees looked into what was allowed under the lockdown restrictions, and also what financial support was available. The charity was able to apply to the local Council for small business grants, which helped with costs.

The decision was also made to expand on the previous postings on Social Media and introduce an online auction to raise funds, where those who won bids could access their items on a 'click-and-collect' basis. This began at the end of April after systems had been put in place to ensure that sellers could drop their items off with minimum contact to others, the items would remain in situ for at least 72 hours before collection, as well queueing arrangements in the car park, where buyers could wait until their purchases has been placed outdoors before leaving their cars.

Section D

Achievements and performance

The online auctions were a great success although the posting process was very laborious, so the Trustees decided to use an external provider for the online auctions, which made uploading pictures and descriptions much easier. As the lockdown restrictions were eased, the Trustees met to discuss how to re-open the Tea Shop and Charity Shop safely and these were able to operate until the second lockdown in November. Although this was a positive move, the Trustees realized that the Charity would be unable to fulfil most of its aims for the foreseeable future due to the ban on groups of people meeting, and closing the charity came under consideration. As the region was placed in Tier 4 at the end of the year, it was with great regret that the Trustees decided to disband the Charity, and set about reconciling any assets and liabilities. The Charity Manager undertook to continue running the online auctions as a business and thus finance the remaining leases on the premises used by the charity.

Section E

Financial review

Brief statement of the charity's policy on reserves

We use our income from events to complete various projects involving renovating the infrastructure of our premises to enable us to increase the range of activities we can offer in the area, and will concentrate on building up reserves at the bank in the future. At present our priority is using the funds we raise to sustain and extend the activities the Charity can offer rather than building up reserves in the Bank.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information


The finance for the overheads and running costs of the Centre are generated by its enterprises and activities. This would be impossible without the Volunteers, whose contribution, together with Phil's and the Trustees' hard work and vision, enables YPL to function on a day-to-day basis. Throughout the year companies and the general public have donated large amounts of useful and saleable goods, including play equipment, furniture, dinner services, clothes and bric-a-brac.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Imogen Gold	
Position (eg Secretary, Chair, etc)	Chair	
Date	26/05/2021	



Charity Name YPL	No (if any) 1127679
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Receipts and payments accounts

For the period from	Period start date 1/1/2020	To	Period end date 12/31/2020
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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 £
A1 Receipts				
Tea Shops	21,240		-	21,240
Charity Shop	10,397		-	10,397
Misc	65,700		-	65,700
Room Hire	11,877		-	11,877
Fundraising & Donations	1,125		-	1,125
Auction	129,774		-	129,774
			-	
			-	-
Sub total (Gross income for AR)	240,113		-	240,113
A2 Asset and investment sales, (see table).				
		-	-	
		-	-	-
Sub total		-	-	-
Total receipts	240,113	-	-	
A3 Payments				
Buildings, repair, maintenance	5,746	-	-	5,746
Sweets, drinks, food and sundries	3,877	-	-	3,877
Equipment, office supplies	6,637	-	-	6,637
Rent, insurance, rates	102,247	-	-	102,247
Utilities	16,357	-	-	16,357
Wages and pensions	6,764	-	-	6,764
Vehicles/Misc	1,660	-	-	1,660
Auction	90,239			90,239
Petty Cash	2,200	-	-	2,200
Bank charges	628	-	-	628
Sub total	236,355		-	236,355
A4 Asset and investment purchases, (see table)				
	-	-	-	-
Loan repayments	2,000	-	-	2,000
Sub total	2,000	-	-	2,000
Total payments	238,355	-	-	238,355
Net of receipts/(payments)	1,758	-	-	1,758
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	2,487	-	-	2,487
Cash funds this year end	4,245	-	-	4,245

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds		-	-
	Barclays Bank	4,245	-
	Auction cash/petty cash		-
	Total cash funds	4,245	-
	(agree balances with receipts and payments account(s))	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets			
			-
			-
B4 Assets retained for the charity's own use			
		Fund to which asset belongs	Cost (optional)
	Fork Lift		-
	15 Computers & Monitors, Laptop, IT Suite furniture		-
	Recording studio & instruments		-
	Printers x 5		-
	Projectors x 2		-
	Kitchen equipment		-
	Sundry Equipment		-
	Auction float		-
B5 Liabilities			
		Fund to which liability relates	Amount due (optional)
	Private Loan (interest-free, no fixed term)		9,314
	Private Loan (interest-free, no fixed term)		1,894
	Petty cash owed		28

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
Imogen Gold	Imogen Gold

CC16a



Last year

to the nearest £

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**Endowment
funds**

to nearest £

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OK

**Endowment
funds**

to nearest £

-
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-
-
-

**Current value
(optional)**

-
-

**Current value
(optional)**

800
400
200
75
100
1,100
200
250

**When due
(optional)**

**Date of
approval**

5/6/2021

Independent examiner's report to the trustees of Young People Littleport

I report to the charity trustees on examination of the accounts of the Trust for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; and
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



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A R Band
Chartered Accountant
Whiting & Partners
The Old School House
Dartford Road
March
Cambs
PE15 8AE

Date: 19 July 2021