

Cramlington Voluntary Youth Project Ltd

Trustees' Report and Accounts

For The Period 1 April 2020 to 31 March 2021

Company no. 06623934

Registered Charity No. 1128037

Legal Information - 2020/21

Name: Cramlington Voluntary Youth Project Ltd

Charity Number: 1128037

Company No: 06623934

Structure: Registered Charity & Company

Trustees/Directors:

Chair Ms Pauline Thompson

Treasurer Mr Chris Wall

Director Dr Robert Johnson

Director Mr Ian Redford

Company Advisor Mr Steve Padden

Address: Middle Farm Buildings
Station Road
Cramlington
Northumberland
NE23 1DN

Bankers: HSBC
Cramlington

Independent Examiner: Mark Thompson MAAT
42 Lesbury Road
Newcastle Upon Tyne
NE6 5LB

Cramlington Voluntary Youth Project Ltd

Trustees Report - 2020/21

Background

Cramlington Voluntary Youth Project ("CVYP") was established in 1990 by 3 trustees who alongside the Probation Service, Northumberland County Council and Blyth Valley Borough Council assisted with the construction and operationalisation of a centre in Cramlington.

Review of activities and performance:

The last year was challenging for us, as it was for everyone with Covid. We have continued to offer our services, and adapt them where we have needed to.

The work at CVYP is focused on offering a range of opportunities than can further the social and personal development of young people, including a number of accredited schemes and awards. We provide a safe and friendly venue to accommodate the changing needs of young people of differing ages and abilities.

The young people utilising our services include young carers, young volunteers, young people with a range of disabilities and referrals from multiple targeted services.

With over 5000 young people living in Cramlington, over 1000 are registered with CVYP, and this number increases monthly. The project reaches out to all local estates including more deprived areas such as Shankhouse, Nelson Village, Beacon Lane and parts of Bedlington and Blyth.

Some of our young people travel from as far afield as Ashington, Widdrington, Morpeth, Alnwick, North Tyneside and Newcastle to use our services.

Risks, Reserves and Investments

The trustees have assessed the major risks that the charity faces, and confirmed that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen the risks.

Trustees' Responsibilities in relation to Financial Statements

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993.

Matters pertaining to the Companies Act 2006

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to the accounting records and for the preparation of accounts.

Signed: Pauline Thompson , on behalf of Directors

Date: 29/11/2021

Print Name: PAULINE THOMPSON

INDEPENDENT EXAMINER'S REPORT

Report to the
trustees of

Cramlington Voluntary Youth Project Ltd

On accounts for
the year ended

31 March 2021

Charity no 1128037

Respective
responsibilities of
trustees and
examiner

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

It is my responsibility to

- examine the accounts (under section 145 of the 2011 Act),
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- state whether particular matters have come to my attention.

Basis of
independent
examiner's
statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent
examiner's
statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 2 November 2021

Name:
Address:

Mark Thompson MAAT
42 Lesbury Road
Newcastle
NE6 5LB

Cramlington Voluntary Youth Project Ltd

Financial statements for the year ended 31 March 2021

SOFA

Receipts and Payments Account

		Restricted Funds 2021	Unrestricted Funds 2021	Total Funds 2021	Total Funds 2020
Incoming Receipts	Notes				
Service Generated Income			2132	2132	68033
HMRC Job Retention Scheme		65577		65577	
Grants Received	2	189780	0	189780	294075
Donations			1628	1628	7908
Fundraising				0	677
Other Income			42	42	72
Total Receipts		255357	3802	259159	370765
Expenditure					
Direct Costs	3	30721	1254	31975	50802
Salary & Employee Costs	4	133507	5214	138721	175375
Premises Costs	5	28256	3487	31743	26983
Renovation	6	6873	0	6873	84763
General Administration	7	21623	7448	29071	35397
Legal & Professional Costs	8		1235	1235	2473
Total Payments		220980	18638	239618	375793
Net receipts for the year		34377	-14836	19541	-5028
Net movement between funds		-65577	65577	0	
Total Funds as at 1 April 2020		63000	34447	97447	102475
Total Funds as at 31 March 2021		31800	85188	116988	97447

Cramlington Voluntary Youth Project Ltd

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible Fixed Assets	9	1396	2641
Currents Assets			
Debtors			
Prepayments	10	3582	857
Cash at bank and in hand		<u>112010</u>	<u>93949</u>
		115592	94806
Current Liabilities			
Net Current Assets		115592	94806
Net Assets		116988	97447
Funds	11		
Unrestricted Funds		85188	34447
Restricted Funds		<u>31800</u>	<u>63000</u>
		<u>116988</u>	<u>97447</u>

For the year ending 31/03/2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

a) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476, of the Companies Act 2006

b) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

c) The accounts have been prepared in accordance with the special provisions of the Companies Act relating to small companies.

Signed *C Wall*

Print Name.....CHRISTOPHER WALL.....

PositionTREASURER.....

Cramlington Voluntary Youth Project Ltd

Notes to the financial statements for the year ended 31 March 2020

1 Accounting Policies

1.1 Basis of preparation of accounts

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 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 Companies Act 2006

Cramlington Voluntary 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 (s).

1.2 Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Motor vehicles	20% on a straight line basis
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1.3 Income

Income is accounted for when it is received

1.4 Management and administrative expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes office costs staff salaries and accountancy fees.

1.5 Legal Status

The organisation is registered with Companies House and the Charity Commission.

2 Grants Received

Asda Foundation	300
Bailey Thomas	10000
BBC Children in Need	9912
Community Foundation (Northumberland Village Homes)	2500
Community Foundation (Riddell Family Community First Fund)	1750
Community Foundation (Wideopen Road/Curtain Parp Funds)	3600
Sir James Knott Trust	15000
Community Foundation (High Sheriff Award)	1000
Community Foundation (JD Endowment Fund)	3000
Community Foundation (Ferguson 2nd Grant)	13500
Community Fund (Lottery)	48000
EC Graham Belford Charitable Settlement	10000
Northumberland County Council (Covid Support)	10000
Northumberland County Council (Local restrictions support grant)	17188
Northumberland County Council (CHEC Shutters)	20000
Northumberland County Council (Community Chest)	5000
Community Foundation (Carr-Ellison Charitable Trust)	250
SJP Charity Foundation	2500
Virgin Money Foundation	1200
Cramlington Town Council	5000
Community Foundation (Northumberland Village Homes)	2500
Cramlington Town Council	3000
Community Foundation (AppleTree)	4580
Total Grants Received	185200

3 Direct Costs

Operations & Activities	30545
Volunteer Expenses	1430
	31975

4 Salary & Employee Costs

No employee received remuneration of more than £60,000.

The average number of staff employed calculated as full time equivalents are as follows:

Employed 12

Salary & Pension Costs	136827
Staff Training & Membership	728
Staff Travel	1166
Total Salary & Employee Costs	138721

5 Premises Costs

Light & Heat	4624
Rent & Rates	
TV Licence	156
Repairs & Renovation	13034
Transport Costs	13929
	31743

6 Chirdon Head Renovations 6873

7 General Administration

Telephone	1947
Stationery & Printing	1670
Subscriptions	285
Bank charges	163
Insurance	3854
Repairs & Maintenance	19907
Depreciation	1245
	29071

8 Legal & Professional Costs

Accountancy Costs	725
Freelance Support	510
	1235

9 Tangible Fixed Assets

	Motor Vehicles
Cost	25659
Additions	
disposals	
At 31 March 2021	<u>25659</u>
Depreciation	
At 1 April 2020	23018
Charge for the year	1245
less disposals	
At 31 March 2021	<u>24263</u>
Net Book Value 2021	<u>1396</u>
Net Book Value 2020	<u>2641</u>

10 Prepayments

Insurance

3502**11 Funds Analysis:****Restricted Funds:**

	At 1 April 2020	Income	Expend	At 31 March 2021
Rural Payments Agency (Chirdon Head)	6000		4000	2000
Garfield Weston Foundation (Chridon Head Development)	25000		20000	5000
Enterprise Development Fund (Learn to Drive Project)	5000		1000	4000
Ballinger Trust (Senior Staff Costs Contribution)	15000		11000	4000
Edward Gostling	4000		4000	0
William Leech Charity	500		500	0
Community Foundation (Exclus & Employ)	5000		5000	0
Community Foundation (Fergusons)	2500		2500	0
Asda Foundation		300	300	0
Bailey Thomas		10000	8000	2000
BBC Children in Need		9912	9912	0
Community Foundation (Northumberland Village Homes)		2500	2500	0
Community Foundation (Northumberland Village Homes)		2500	2500	0
Community Foundation (Riddell Family Community First Fund)		1750	1750	0
Community Foundation (Ferguson 2nd Grant)		13500	10000	3500
Community Foundation (Carr-Ellison Charitable Trust)		250	250	0
Community Foundation (Wideopen Road/Curtain Parp Funds)		3600	3600	0
Community Foundation (AppleTree)		4580	4580	0
Community Foundation (High Sheriff Award)		1000	1000	0
Community Foundation (JD Endowment Fund)		3000	3000	0
Community Fund (Lottery)		48000	48000	0
EC Graham Belford Charitable Settlement		10000	8000	2000
Northumberland County Council (Covid Support)		10000	7500	2500
Northumberland County Council (Local restrictions support grant)		17188	14388	2800
Northumberland County Council (CHEC Shutters)		20000	20000	0
Northumberland County Council (Community Chest)		5000	5000	0
Sir James Knott Trust		15000	12000	3000
SJP Charity Foundation		2500	1500	1000
Virgin Money Foundation		1200	1200	0
Cramlington Town Council		5000	5000	0
Cramlington Town Council		3000	3000	0
Total Restricted	63000	189780	220980	31800