

# BOOST FELIXSTOWE LIMITED

(A company Limited by guarantee and not having a share capital)

Annual Report

&

Financial Statements for the year ended 31 August 2021



'Pioneering Partnerships between Faith & Education'

# **BOOST FELIXSTOWE LIMITED**

## **Annual Report & Financial Statements for the year ended 31 August 2021**

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**BOOST FELIXSTOWE LIMITED**  
Charity Information at End of Year

Directors/Trustees

Mick Warner (Chair)  
Alan Peats (Treasurer)  
Rev Chris Hood  
Dr Lynda Tempest  
Fiona Fisk  
Carole Baker

Chaplain

Dr Joshua Hunt

The Charity is currently supported by the following  
Churches and organisations

Christ Church Felixstowe  
Maidstone Road Baptist Church  
Felixstowe  
Old Felixstowe Parish Churches  
Ranelagh Christian Fellowship Felixstowe  
The River of Life Church Felixstowe  
St John's Church Felixstowe  
St Mary's Church Walton  
The Rotary Club of Felixstowe Landguard

Principal area of activity  
Registered Charity  
Registered Company  
Registered office

Felixstowe, Suffolk  
Number 1083875  
Number 4046690  
13 Picketts Road  
Felixstowe, Suffolk IP11 7JT

## **BOOST FELIXSTOWE LIMITED**

### **Trustees Annual Report**

#### **Administrative Details of the Charity:**

The Christian Youth Worker for Felixstowe Trust Limited, now known as BOOST Felixstowe, was inaugurated in August 2000 by several churches in Felixstowe with the purpose of setting up and running a youth service for the town. This involved the employment of a full-time youth worker who would creatively deliver youth services to compliment those already offered by local churches and engage with local senior schools. The Charity has developed over the years and now provides a full time Chaplain at Felixstowe School.

#### **Structure, Governance and Management:**

This is a small charity managed by the Trustees who have a variety of professional backgrounds. No specific training is required for trustees, but they are often involved in the children's/youth work of their individual churches. They meet on a regular basis to supervise the charity.

Boost employs a chaplain to deliver the work of School Chaplaincy within Felixstowe School, a secondary school and sixth form with School status. The chaplain is line managed by an appointed trustee, and other workers/volunteers report to the chaplain as appropriate. The chaplain also reports into the Management Team of the School.

New trustees are appointed when necessary, normally from the supporting churches. Trustees and workers involved with our clients have all completed a DBS check.

#### **Financial Policy & Review:**

The charity's financial position is laid out in the accompanying accounts. There are no overdraft facilities in place and therefore outgoings are managed in line with income received. The Trust is supported by regular monthly giving from supporters and income is supplemented with grants and fund-raising activities. The Reserves policy agreed by the Trustees is to keep at least 3 months of outgoings available. There are no funds held as custodian trustee on behalf of others.

The work of the Trust continues to be dependent on the financial support of the local churches and many individual supporters who give to the Trust monthly.

The Trustees are grateful for the encouragement of these people and organisations and for their continued support.

Most of the funding is expended on the salary and employment costs of the Chaplain.

Our total donations in this past year were £22,889. This was augmented with fundraising events which generated a further £1,635 of income, and a further £8,000 from four grants. This compares with £26,625 last year in donations and £2,813 from fundraising events. The Trustees are very thankful for the support of our regular givers and those who attend fund raising events. Fundraising event have been curtailed by the current pandemic.

Our expenditure exceeded income by £1,326 which has been funded from reserves which currently amount to £13,786.

**Public benefit:**

The Trustees have complied with their duty to have due regard to the guidance from the Charity Commission on public benefit. The charity is supporting young people in Felixstowe with the provision of chaplain/s operating within Felixstowe School.

**Achievements and performance:**

During this year, the School Chaplaincy partnership has performed well, developed and improved in line with our core aims and strategic plan and responded to arising needs.

The three distinctive threads of 'Awe and Wonder', 'Justice and Activism' and 'Wholeness and Inclusion' ran clearly through every aspect of the work and encompassed the breadth and depth of all that chaplaincy provides students and staff this year.

**Awe and Wonder**

The chaplain continued to be involved in a wide range of projects to support students to experience moments of awe and wonder this year.

The chaplain had continued involvement in school assemblies, including Christmas and Easter, with additional assemblies delivered on the theme of Acts of Kindness, including whole school tutor time activities and competitions. One of these included a lockdown reflection, encouraging students to think about their experiences of lockdown and to communicate this through the use of art and design. Resources were also produced to be delivered on the National Day of Reflection for all who had been affected by the COVID-19 pandemic.

The 'Thought for the Week' continued to share thoughtful and inspiring quotes and questions throughout the year.

The extra-curricular offer continued to engage with large number of students, as the chaplain ran Chess Club, Garden Club, and Theology Club to continue to provide safe spaces for students throughout the week.

The Garden was also used throughout the week by students in the school's Access provision, as they benefitted from outdoor learning lessons provided by the chaplain. Theology Club also used the Garden, making use of the labyrinth as a tool for meditative practice and reflection.

We were also pleased to be asked to contribute to some Year 7 RE lessons around the theme of the Bible and its importance to Christians. This lesson was delivered multiple times over a two-week period.

Outside of the school, the chaplain continued to support the Beta youth group which included young people and volunteers from churches across the town, and young people not affiliated to a church too.

Regular prayers for the Felixstowe School community and the work of Boost continued via Zoom, including those from multiple churches in Felixstowe.

### **Justice and Activism**

The chaplain continued to be involved in a wide range of projects to support student involvement in justice and activism this year.

Our chaplain delivered a weekly Theology Club for students of faith and no faith to discuss and debate matters of religion, philosophy and their contribution to current affairs. During lockdown, the chaplain joined with the two chaplains at Thomas Gainsborough School to record a bespoke video series called 'Faith and Justice' which was shared with selected groups at both schools.

The Garden Club were actively engaged in planting more tree saplings this year, introducing approximately 100m of new hedgerow in the Garden area to improve biodiversity and nature corridors.

The new Student Parliament was created and supported to gather and share ideas of how to support positive change in several areas of school life, including wellbeing, environment, clubs and aspirations.

### **Wholeness and Inclusion**

The chaplain continued to be involved in a wide range of projects to support student wholeness and inclusion this year.

This included providing 246 individual sessions of one-to-one support to 59 students throughout the year. The vast majority of this support was for bereavement, followed by anxiety, and also students who had experienced long term health challenges, either themselves or within their family. This was a significant increase in the amount of one-to-one support provided last year and was one of our key responses to the COVID-19 pandemic.

A range of formal interventions were requested for students with poor behaviour, and for those struggling with lack of self-belief or confidence. These sessions were more structured, followed a formal programme and received very positive feedback.

The chaplain also supported the 2021 Summer School in August, providing a week-long experience to vulnerable students transitioning from Year 6 into Year 7. This included a full day's worth of gardening activities which students enjoyed.

For staff a range of 'Advent gifts' were provided throughout the advent period, building on the themes of love, joy, peace and hope, and as a way of blessing staff for all their work in sometimes challenging circumstances.

### **Further Reach**

This year our chaplain completed research to PhD level, looking at the role of the school chaplain in relation to school ethos. This created a number of opportunities to share about school chaplaincy, attracted interest from groups across the region, and providing some consultancy income to support our work.

A workshop was delivered by our chaplain at the 'New Hope' national schools work conference, run by Youthscape and Prayer Spaces in Schools. Our chaplain was also pleased to be invited to the Faith and Belief 2040 conference by Cumberland Lodge. Our chaplain also mentored two new chaplains through the Centre for Chaplaincy in Education.

### **Future Plans**

BOOST continues to model the best possible example of School Chaplaincy and seeks to inspire other schools to develop similar provision for the benefit of the young people in their care and the wider community.

A handwritten signature in black ink, appearing to read 'Mick Warner', with a long horizontal stroke extending to the right.

Signed on behalf of the Directors and Trustees:

Mick Warner (Chair)

Approved on 12<sup>th</sup> January 2022



## BOOST FELIXSTOWE LIMITED

### Directors Statement

The Directors confirm that for the period ended 31 August 2021 the company is exempt from the requirements relating to prepared audited accounts in accordance with section 477 of the Companies Act 2009. The Directors/Trustees 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. The Directors acknowledge their responsibilities for complying with the requirements of the 2006 Act with respect to accounting records and the preparation of accounts.

Approved by the Directors/Trustees on and signed on their behalf by



Mick Warner (Chair)



Alan Peats (Treasurer)



## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Income from Investments	1	0	0	1	29
Voluntary Income	22,889	0	0	22,889	26,626
Fund Raising	9,636	0	0	9,636	2,813
Projects	75	0	0	75	40
<b>Total income</b>	<b>32,601</b>	<b>0</b>	<b>0</b>	<b>32,601</b>	<b>29,508</b>
<b>Resources used</b>					
Cost of generating funds	171	0	0	171	1,450
Other resources used	174	0	0	174	36
Insurance	695	0	0	695	714
Youth Worker Employment Costs	29,845	0	0	29,845	28,746
Pension Costs	2,155	0	0	2,155	2,419
Projects	888	0	0	888	386
<b>Total expenditure</b>	<b>33,928</b>	<b>0</b>	<b>0</b>	<b>33,928</b>	<b>33,752</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(1,327)</b>	<b>0</b>	<b>0</b>	<b>(1,327)</b>	<b>(4,244)</b>
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(1,327)</b>	<b>0</b>	<b>0</b>	<b>(1,327)</b>	<b>(4,244)</b>
<b>Total funds brought forward</b>	<b>15,113</b>	<b>0</b>	<b>0</b>	<b>15,113</b>	<b>19,357</b>
<b>Total funds carried forward</b>	<b>13,786</b>	<b>0</b>	<b>0</b>	<b>13,786</b>	<b>15,113</b>

## Balance sheet

Class and code	Description	This year	Last year
<b>Current assets</b>			
	HSBC BOOST Felixstowe No 1 Account	3,327	2,155
	HSBC Reserve Account	10,348	12,847
	HSBC BOOST Felixstowe No 2 Account	111	111
	<b>Total Current assets</b>	<b>13,786</b>	<b>15,113</b>
<b>Reserves</b>			
	Excess / (deficit) to date	(1,327)	(4,244)
	Starting balances	15,113	19,357
	<b>Total Reserves</b>	<b>13,786</b>	<b>15,113</b>
<b>Represented by funds</b>			
	Unrestricted	13,786	15,113
	Designated	0	0
	Restricted	0	0
	Endowment	0	0
	<b>Total</b>	<b>13,786</b>	<b>15,113</b>

## Analysis of income and expenditure

					Total	
					This year	Last year
Unrestricted	Designated	Restricted	Endowment			
<b>INCOME</b>						
<b>Income from Investments</b>						
Bank Interest	1	0	0	0	1	29
Total	1	0	0	0	1	29
<b>Voluntary Income</b>						
Gift Aided Giving	8,324	0	0	0	8,324	6,470
Other Planned Giving	9,712	0	0	0	9,712	8,318
Donations Gift Aided	0	0	0	0	0	3,130
Donations Non Gift Aided	2,620	0	0	0	2,620	6,132
Gift Aid Recovered	2,234	0	0	0	2,234	2,576
Total	22,889	0	0	0	22,889	26,626
<b>Fund Raising</b>						
Grants	8,000	0	0	0	8,000	0
Ink Recycling	23	0	0	0	23	17
Events	1,613	0	0	0	1,613	2,796
Total	9,636	0	0	0	9,636	2,813
<b>Projects</b>						
Consultancy Fees	75	0	0	0	75	40
Total	75	0	0	0	75	40
<b>INCOME TOTAL</b>	<b>32,601</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,601</b>	<b>29,508</b>

						Total	
						This year	Last year
						Unrestricted	Designated
						Restricted	Endowment
<b>EXPENDITURE</b>							
<b>Cost of generating funds</b>							
Events		171	0	0	0	171	1,450
Total		171	0	0	0	171	1,450
<b>Other resources used</b>							
Youth Worker Expenses		0	0	0	0	0	36
Administration costs		174	0	0	0	174	0
Total		174	0	0	0	174	36
<b>Insurance</b>							
Insurance		695	0	0	0	695	714
Total		695	0	0	0	695	714
<b>Youth Worker Employment Costs</b>							
Basic Salary		23,763	0	0	0	23,763	22,883
Tax & National Insurance		6,082	0	0	0	6,082	5,863
Total		29,845	0	0	0	29,845	28,746
<b>Youth Worker Employment Costs - Pension Costs</b>							
Pension Contributions		2,155	0	0	0	2,155	2,419
Total		2,155	0	0	0	2,155	2,419
<b>Projects</b>							
Garden Project		798	0	0	0	798	110
Well Being		90	0	0	0	90	276
Total		888	0	0	0	888	386
<b>EXPENDITURE TOTAL</b>		<b>33,928</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,928</b>	<b>33,752</b>
<b>GRAND TOTAL</b>		<b>(1,327)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,327)</b>	<b>(4,244)</b>

## **BOOST FELIXSTOWE LIMITED**

### **Notes to the accounts**

- 1: Income has been maintained over the past year at a level similar to the previous year
- 2: Our funding by regular supporters who donate by monthly bank standing orders has continued at its normal level
- 3: The ongoing Pandemic is continuing to affect our ability to raise funds by running events
- 4: To offset the reduction in running fund raising events we have concentrated on applying to Grant Making Organisations through out the year.
- 5: We have sufficient reserves to cover well over 6 months of our operating costs

## **BOOST FELIXSTOWE LIMITED**

### **Accounting Policies**

The main accounting policies used in the preparation of the financial statements are as follows:

**a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention, and in line with standard accounting practice for charities.

**b) Income**

The income is all attributable to the charity's principal activity. Income from donations includes income tax recoverable from the Inland Revenue under gift aid. All income is recognised on the basis of when it is due to the charity and donations covering a specific period are apportioned over that year. Similarly, expenditure is recognised when it is incurred.

**c) Taxation**

The charity is registered with the Charity Commissioners and is registered with the Inland Revenue as a charity. As such it is exempt from taxation on its' charitable activity. The charity is not registered for VAT and therefore expenditure is stated in the Income and Expenditure Account including any relevant VAT.

## Independent Examiner's Report

**Report to the trustees** of BOOST Felixstowe Limited (Charity no. 1083875) on accounts for the year ended 31 August 2021, set out on pages 8 to 13.

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> August 2021.

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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

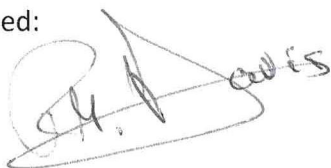
### Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:



R M Davis

Date:

1/2/22

B.Tech, MIET, C Eng

Address: 174 High Road Trimley St Mary Felixstowe IP11 OSS