



# Annual Report and Accounts

For the year ended March 2021

## Community Youth Project

Registered charity number 1093293

**REFERENCE AND ADMINISTRATION DETAILS****Charity name:**

Community Youth Project

**Other names the charity is known by:**

Bishops Green Youth Project (former name)

**Registered charity number:**

1093293

**Charity's principal address:**

Greenham Community Centre  
The Nightingales  
Newbury  
RG14 7SZ

**Website:**

[www.communityyouth.org](http://www.communityyouth.org)

**Names of the charity trustees who manage the charity:**

Nick Selsey, Chair of Trustees  
Gareth Morgan  
Derek Peaple  
Eric Friar  
Sue Edgar (Trustee from December 2020)

**Name of chief executive or names of senior staff members :**

Claire Austin, Youth Worker / Centre Manager

**Independent Examiners:**

Graham Spellman  
Accounting and Taxation Centre  
36 Queens Road  
Newbury  
RG14 7NE

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Type of governing document:**

Trust deed

### **How the charity is constituted:**

Charitable trust

### **Trustee selection method:**

A new trustee shall need the unanimous consent of the existing trustees.

In selecting persons to be appointed trustees, the trustees shall take into account the benefits of appointing a person who through residence, occupation, employment or otherwise is able by virtue of his or her personal or professional qualifications to make a contribution to the pursuit of the objects of the management of the Charity.

## **OBJECTIVES AND ACTIVITIES**

### **Summary of the objects of the charity set out in its governing document:**

Community Youth Project aims to support and educate young people, especially, but not exclusively through their leisure time activities so to develop their physical, mental and personal capacities that they may grow to full maturity as individuals and contributing members of society.

### **Summary of the main activities undertaken for the public benefit in relation to these objects:**

*Enabling young people to develop personal and social skills and high aspirations*  
by providing advice and information through support from staff and by running informal education workshops.

*Involving young people in democracy and decision making*  
by training, supporting and enabling youth leaders members, and by encouraging young people to take an active role in their community.

*Promoting the social inclusion of young people*  
by providing a safe and trusted meeting place and opportunities to participate in positive activities, and by addressing issues of isolation by providing subsidised transport to sporting and leisure facilities.

*Engaging young people in new opportunities and challenging experiences*  
by providing opportunities for young people to engage in adventurous activities including residential trips to outdoor activity centres, and  
by providing opportunities for young people to experience a wide range of sporting activities.

*Encouraging young people to lead healthy lifestyles*  
by providing regular opportunities for young people to engage in sport and exercise, and by providing young people with the advice and information to make informed lifestyle choices.

## **UPDATES**

Community Youth Project (CYP) has partnered with West Berkshire Young Carers, West Berkshire Children in Care, and West Berkshire 16-24 Participation team. The Young Carers have started using Greenham Community Centre as a hub for their youth clubs, which is run and support by CYP Staff and Volunteers.

CYP have been looking into a Community Larder programme to deliver at Greenham Community Centre, and are currently in the process of raising funds to cover the start up costs, including equipment, and hiring the centre for use.

The painting has been finished in the young leaders lounge area. 2 sofas, a borrowed projector, and a Nintendo Wii have been set up in the lounge. CYP have received funding through the Good Exchange, kindly donated by Greenham Parish Council, and match funded by Greenham Trust, to buy extra equipment. This equipment includes bean bags, our own projector, and a projector screen.

CYP have been approached by young people from the surrounding areas to offer more youth provisions. We have also been approached by a church group with young attendees who have asked for our support to provide youth provisions for them as it is out of their remit. We are currently looking into providing transport for them to attend our youth clubs, and are working alongside the young people to determine the activities they want delivered, and any other learning opportunities they want to take.

During the brief lockdown lift before September 2020, we re-opened our youth clubs for face to face interaction, and noticed a lot of young people were more excited about eating food than anything else. This has led us to ensure we offer food at our youth clubs. We have approached various supermarkets to find out about their food donations to charities, and our hope is to be able to provide regular, healthy meals to all young people who access our youth clubs. We were fortunate to also offer activities during October half term before we were had to close again due to lockdown measures. CYP now offer youth provisions and activities during term time, half term holidays and Summer activities.

### Summer Scheme

Our holiday scheme was unable to go ahead this year, due to the COVID-19 restrictions. Greenham Trust has kindly allowed us to keep the funding they offered and use it for our 2021 summer scheme of activities. We are now looking into making a few changes to our original plan, mostly in terms of increasing our funding so more young people are able to attend each activity, and we have approached numerous funders such as Sovereign Housing to ask for the extra funding to offer this demand.

Previous planned activities include however subject to change:

- Waterskiing
- Motorised Keg Building
- Flintstone Car Building
- Build-a-boat
- Archery
- Banana Boat
- Last Man Standing
- 6 week accredited climbing course
- Weymouth Beach Trip
- Costwolds Water Park Trip
- Rush Trampoline Park Trip
- Chessington Trip
- Ice skating
- Swimming
- Bowling

**The activities listed above are subject to change, depending on government restrictions, and depending on our own concerns of safety during the pandemic.**

A group of children and adults are in a room. Some children are sitting at a table with a red tablecloth, while others are on the floor. A woman is standing and talking to a group of children. The room has a whiteboard, a clock, and some decorations on the wall.

## Youth Clubs

Our youth clubs had to be shut down during the country-wide lockdown. We helped to support the Young Carers youth clubs via zoom, offering staff and volunteers to assist in delivering activities.

We have increased our youth provisions and offer various youth clubs to different group categories, we previously had 2 youth clubs over 5 days, we are in the process of increasing this to 8 youth provisions over 5 days. CYP has also started delivering adhoc outreach work within Greenham and surrounding areas.

It has always been important to us to offer a safe meeting space for young people in the evenings after school, where they can comfortably relax and unwind with friends, and also gain support and guidance if needed. We look forward to when we can start doing this again.

## CHAIR OF TRUSTEES' COMMENTS

Last year, referring to 2019/20, I noted that “This past year has been one of changes and challenges”. That could be repeated, with some emphasis, when referring to 2020/21.

Two Trustees – Derek Winship and Julia Jones – stood down during the year. In December we were joined by Sue Edgar, who brings a wealth of experience in a range of child/youth-centred activities and worked as a youth worker in Newbury for over 20 years and currently works with the 16-24 support team.

In a year which has been outstanding for imposing difficulties on our efforts to plan and manage youth activities, we have been – and continue to be – most fortunate in the ongoing support of our funders, in particular the Greenham Trust, ably supported by the Eling Trust, the W E Lawrence Trust, Newbury Town Council, Greenham Parish Council, and Sovereign Housing Association. In line with many youth organisations around the country, we have also benefited from HMG's support, through the UK Youth Covid Fund and the Coronavirus Job Retention Scheme.

Our work is, essentially, face-to-face, so in terms of youth activities, we have been severely limited in what we could offer over the past year. However, we have used the time available to start building wider working relationships, as highlighted in the Youth Worker's Report. Importantly, both for the continued development of the Community Youth Project and for those for whom we work, we have spent much time planning new links with other youth organisations in and around Newbury, and new services. In the Greenham Community Centre, we have a flexible and valuable resource, to be used as effectively as possible for the wider community.

The excellent work of the CYP staff, Trustees and volunteers is necessarily guided by a range of policies and regulations. But behind these, driving our work, is the knowledge that we are in the business of offering hope to those children and youth whom we can contact; hope that any problems that they may have are temporary and that there are, indeed, opportunities out there.

In the hope of a less disrupted 2021/2022.

Nicholas M V-Selsey



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

COMMUNITY YOUTH PROJECT

On accounts for the year  
ended

31st MARCH 2021

Charity no  
(if any)

1093 293

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

S.P. Spellman

Date:

25.3.2022

Name:

G.P. SPELLMAN

Relevant professional  
qualification(s) or body  
(if any):

I.C.P.A. (FELLOW), A.Soc.Sc. (HONF)

Address:

ACCOUNTING & TAXATION CENTRE

36 QUEENS ROAD, NEWBURY

BERKSHIRE RG14 7NE

## Disclosure

**Give here brief details of any items that the examiner wishes to disclose.**



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
April 2020

To

Period end date  
March 2021

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
CAF Bank including interest		1,001	-	1,001	850
Charity Payroll / NICs Refund			-	-	1,708
Eling Trust		5,000	-	5,000	5,000
Fund Raising	50		-	50	2,213
GCC Deposits			-	-	300
GCC Hire Fees	8,006		-	8,006	22,297
Good Exchange / Greenham Trust		10,342	-	10,342	18,812
Greenham Trust		38,667	-	38,667	45,000
Hampshire County Council		3,061	-	3,061	-
HMRC Furlough Scheme		11,949	-	11,949	-
Hedley Foundation			-	-	3,493
Interest Virgin	182			182	
J A Floyd Trust	250		-	250	250
Misc	495		-	495	250
National Lottery			-	-	5,275
Newbury Town Council		1,000	-	1,000	943
Stripe Payments			-	-	1,428
UK Youth COVID Grant Scheme		3,429	-	3,429	-
W E Lawrence		2,500	-	2,500	1,720
YP Contributions and Cafe Sales			-	-	3,798
<b>AR)</b>	<b>8,984</b>	<b>76,949</b>	<b>-</b>	<b>85,933</b>	<b>113,337</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,984</b>	<b>76,949</b>	<b>-</b>	<b>85,933</b>	<b>113,337</b>
<b>A3 Payments</b>					
Cafe Equipment			-	-	958
Cafe Stock	309		-	309	2,124
Charity Payroll		51,134		51,134	54,680
CYP Bank Charges		138	-	138	120
CYP Office Costs		1,694	-	1,694	1,899
Fundraising Costs			-	-	948
GCC Bank Charges		69	-	69	60
GCC Buildings Insurance			-	-	1,323
GCC Cleaning		365	-	365	247
GCC Costs	2,120		-	2,120	-
GCC Deposit and Hire Refunds			-	-	523
GCC Greenham Trust Rent		1,000	-	1,000	2,000
GCC Office Costs	1,118		-	1,118	1,590
GCC Repairs and Maintenance		762	-	762	5,557
GCC Utilities		6,094	-	6,094	8,134
Holiday Scheme			-	-	7,648
Independant Examination Fees		390	-	390	330
Insurance		1,603	-	1,603	-
Misc	1,001		-	1,001	30
Payroll Administration		290	-	290	290
Pension Aviva			-	-	918
Pension LV		1,400	-	1,400	-
Pension Nest		877	-	877	1,034
Recruitment of New Youth Worker			-	-	445
Staff Training		1,745	-	1,745	694
Trip Refunds		280	-	280	-
Youth Club Equipment		138	-	138	691
Youth Club Resources		182	-	182	867
Youth Club Trips		1	-	-	7,724

<b>Sub total</b>	<b>4,548</b>	<b>68,160</b>	<b>-</b>	<b>72,708</b>	<b>100,831</b>
<b>A4 Asset and investment purchases. (see table)</b>					
		-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,548</b>	<b>68,160</b>	<b>-</b>	<b>72,708</b>	<b>100,831</b>
<b>Net of receipts/(payments)</b>	<b>4,436</b>	<b>8,788</b>	<b>-</b>	<b>13,224</b>	<b>12,507</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>25,750</b>	<b>14,981</b>	<b>-</b>	<b>40,731</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>30,186</b>	<b>23,769</b>	<b>-</b>	<b>53,955</b>	<b>12,507</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Balance Carried Forward	30,186	23,769	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>30,186</b>	<b>23,769</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	

			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	