

HIGH SHERIFF OF SURREY YOUTH AWARDS

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022

Charity No: 1101878 (England and Wales)

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

1.

CONTENTS

	<u>Page</u>
Legal and Administrative Information	2
Charity's Constitution, Objects and Policies	3
High Sheriff's Report (Dr Julie Llewelyn)	4
The Year Ahead (HH Christopher Critchlow)	5
Report of the Trustees	6 - 8
Report of the Independent Reporting Accountant	9 - 10
Statement of Financial Activities	11
Balance Sheet	12
Notes Forming Part of the Financial Statements	13 - 14
Analysis of Grants and Donations Received	15

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

LEGAL AND ADMINISTRATIVE INFORMATION

Charity No.: 1101878 (England and Wales)

Trustees:

Shahid Azeem DL
 HH Christopher Critchlow DL
 Henry Curwen
 Brigadier Paul Evans OBE ,DL
 Dr. Jim Glover OBE DL (retired 8th July 2021)
 Peter Lee DL
 Dr. Julie Llewelyn
 James Sehmer FCA
 Timothy Wates DL (appointed 12th May,2022)
 Richard Whittington DL

Treasurer: James Sehmer FCA

Administrators: Ron Enticott
 Mike Slee

Title: The Charity is also known as:
 High Sheriff Youth Awards

Principal Place of Business: 19 Abbey Road
 Chertsey
 Surrey KT16 8AL

Independent Reporting Accountant: D.H. Jennings, F.C.A.,
 Newton & Co.,
 Chartered Accountants,
 51 Shottermill
 Horsham
 West Sussex
 RH12 5HJ

Bankers: CAF Bank Limited,
 25 Kings Hill Avenue,
 Kings Hill,
 West Malling,
 Kent. ME19 4JQ

Solicitors: Barlow Robbins,
 55 Quarry Street,
 GUILDFORD,
 Surrey. GU1 3UE

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

3

CONSTITUTION, OBJECTS AND POLICIES

The Charitable Trust is constituted by Trust Deed, and its objects are to promote for the public benefit the prevention of crime, community safety and the protection of people and property from criminal acts and the advancement of education for the public benefit in all matters relating to crime prevention, road safety, the prevention of accidents generally, personal safety, alcohol, drug, solvent and other substance abuse or any matter affecting crime and safety in the community that improves the quality of life in communities in the county of Surrey.

In particular, to recognise, encourage and financially support groups of young people normally aged between 9 – 18 years who plan and implement crime prevention and community safety initiatives in the county of Surrey and to recognise and publicly acclaim the work and success of such projects through the award of High Sheriff Youth Certificates presented by the High Sheriff of Surrey.

The policy of the Charitable Trust is to seek finance to support it to assist in and further these objectives.

The Trustees are supported by a Council of up to 20 people including Magistrates and Specialists from the youth justice and youth development sectors and from local authorities in Surrey and the Surrey Police. A volunteer Administrator is responsible for the day-to-day management..

HIGH SHERIFF OF SURREY YOUTH AWARDS

(High Sheriff Youth Awards)

THE HIGH SHERIFF'S REPORT 2021-22

Across the country, the role of High Sheriff thrived, adapting to rise above challenges and continuing to be more relevant than ever. As the 800th High Sheriff of Surrey and the 10th woman to hold the role, I took office with some trepidation as the COVID-19 pandemic raged on, but on reflection, it seems to have been a particularly impactful shrieval year for that very reason.

The silver lining of the post-pandemic recovery was the emergence of a genuine desire to reconnect with people and a collective will to achieve ambitious goals. To 'convene and connect' was a delight, and produced many positive results, particularly surrounding my theme, 'Every Child Included'. My goal was to reduce the number of permanent school exclusions in Surrey, continuing the work of two outstanding previous High Sheriffs (2017-2019) on this difficult but important issue: 41 per cent of prisoners were permanently excluded from school (Justice Committee, 2019).

My year was bookended by two summits, centred around the research by Royal Holloway, which convened Surrey's educational and voluntary sectors with the local authority and police. In July 2021, 70 delegates happily came together for their first face-to-face gathering in 18 months. Having heard the new data, they developed a list of evidence-based recommendations for change. By the second summit in March 2022, after much hard work, material changes were in place and the number of permanent exclusions in Surrey had reduced by 40 per cent. A new Surrey Alternative Learning Programme and the Community Foundation of Surrey's £2 million mental health fund for young people sparked national interest, and the Children's Commissioner for England (2021) was a guest speaker at the March Summit.

There have been countless other wonderful experiences, including supporting numerous superb charities, many of whom received grants from the Surrey High Sheriff Youth Awards (HSYA). Young people have suffered tremendously at the hands of the pandemic, so the 2021-22 awards, which totalled at over £50,000, were therefore particularly relevant.

I am delighted that the grants have covered a wide range of projects, as displayed at the very successful Annual HSYA Celebration, kindly hosted by the University of Surrey. I am hugely grateful to Professor Max Lu DL and the University team for their outstanding support, Dr Jim Glover OBE for being an excellent compere, and the HSYA Committee who did such a wonderful job putting the event together.

I would especially like to express my sincere thanks to Mr Peter Lee DL for all his hard work and dedication, as he steps down as HSYA Chair after 7 years of outstanding service. I would also like to thank the Trustees and Council members, whose enthusiasm and willingness to give so freely of their time is invaluable. HSYA would not function without the generosity of its donors, and my huge thanks also go to the Police and Crime Commissioner, Surrey County Council, and the local Boroughs and Districts.

It has been a pleasure to work with my successor as High Sheriff, His Honour Christopher Critchlow LL.B, DL, and I wish him every success as he works on his chosen theme, 'Against Abuse, For Recovery'. It has been an honour to be High Sheriff and my very sincere thanks go to everyone at HSYA, and indeed all those who do so much to help others in Surrey.

Dr Julie Llewelyn
High Sheriff of Surrey 2021-2022

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

THE YEAR AHEAD

This Charity is the only one for which a High Sheriff directly raises funds during their year of office. It gives to projects that help young people and which make the county safer for its youth. As a former barrister and Circuit Judge who sat in the Crown, County and Family Courts of Surrey for over thirty years, I came to know about the areas most in need of support and about youth crime. As a school governor for many years, and as a trustee of Surrey Clubs for Young Persons, and with involvement in other charities helping young people, such as GASP, I have seen how young people can be helped in constructive ways. It is vital to assist them to make a decent start in life and prevent them from taking a path which may blight a young life.

Although we are emerging from the worst of the two-year pandemic, Covid hasn't gone away. Lockdowns brought many difficulties and people of all ages were adversely affected, not just by illness or financial problems, but their mental health also suffered. Sadly, the incidence of domestic abuse went up and children and the young are often traumatised by it. As Chairman of the Lord-Lieutenant's Focus Group on Domestic Abuse, I have learnt about the people and agencies helping victims and their children. The principal aim of my year may be described as **'Against Abuse, For Recovery'**.

Hundreds of volunteers across Surrey have stepped up these past two years, and given great support to those in need - a tribute to our sense of helping those worse off than us. But more assistance is required to stimulate recovery and to help people cope with the increased cost of the basic necessities of life; of which the tragic war in Ukraine is one cause. I aim to bring people together, to forge links, and thereby promote the more efficient use of resources to help the vulnerable and needy.

Each year the High Sheriff Youth Awards (HSYA) distributes at least £50,000 in grants. All eleven Surrey Boroughs donate to the charity, as do Surrey County Council and the Office of the Police and Crime Commissioner. Dedicated HSYA volunteers reach out to, and support, youth organisations throughout Surrey.

The first HSYA Golf Day was held at Foxhills Country Club and Resort. 88 golfers competed for a very fine cup. They all enjoyed fine food and drinks at the half way house, supplied by the Ahmic Class Wine Bar. At the dinner, Jackie Alliss and her son Simon were our guests and they received a very warm reception, as all golfers have a strong affection for Jackie's late husband, Peter Alliss, who was for over forty years the *Voice of Golf*. Another golfing legend, Ken Schofield, was also warmly applauded. He sat on the event committee with Messrs Azeem, Reynolds, Lee, Evans, Sehmer and Critchlow. The auction raised about £20,000 and was conducted by Adger Brown, whose humorous comments went down well. The HSYA is most grateful to all who donated the superb items for auction. As a result, more awards of up to £5,000 each can be made.

May I urge all who are reading this to think of organisations and charities that they know about and encourage them to apply for an award in order to help more young people.

His Honour Christopher Critchlow DL
 High Sheriff of Surrey 2022-2023

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

TRUSTEES REPORT
FOR THE YEAR ENDED 31ST MARCH 2022

The Trustees present their report along with the financial statements of the Charity for the year ended 31st March 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 13 and comply with the Charity's Trust Deed and applicable law.

The Charity was created by a Declaration of Trust dated 15th January 2004 in the name "The High Sheriff Awards for Surrey". The name was changed to High Sheriff of Surrey Youth Awards in March 2004. This document was subsequently amended by a Deed of Variation dated 24th January 2007. Since 2007 it has been known as High Sheriff Youth Awards, with the supporting and defining strapline: "Helping young people make Surrey safer".

Trustees

Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. The holder of the office of the High Sheriff becomes a trustee in his/her year of nomination, continues as trustee during his/her year as High Sheriff and continues for a year after stepping down as High Sheriff. All Trustees are elected for a period of three years and may be reappointed at the end of their term of office.

Investment Powers

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the Charity, but no investments are presently held.

Development, Activities and Achievements

The High Sheriff Youth Awards (HSYA) was re-launched in February 2004 and grants are now decided by an Awards Panel which meets quarterly. It assesses applications from projects run by and for young people; funding is awarded to those projects which meet certain criteria – either in the form of a start up grant or further specific support for an existing scheme. Recognition is also provided through presentation of a HSYA certificate.

Projects are submitted to the Council from schools, youth groups, charities, individuals, sports clubs and other organisations working with young people.

Since 2004, funding for the High Sheriff Youth Awards has been provided by Surrey County Council, the 11 Boroughs and Districts of Surrey, several charitable trusts and corporate donors and a number of individual donations. These donations cover the grant giving, the modest running costs of the scheme and allow the HSYA to maintain a reserve fund in case of reduced funding at a future date.

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

TRUSTEES REPORT FOR THE YEAR ENDED 31ST MARCH 2022
(continued)

Development, Activities and Achievements (continued)

Applications from projects run by young people in Surrey are sent in to our volunteer Administrator who works closely with the HSYA Co-ordinator in the Youth Strategy Team at Surrey Police. Surrey Police provide substantial pro bono support to the scheme. After an initial sifting to ensure that projects are relevant to the objects of the Charity, a member of the HSYA Council visits the project and completes an assessment, which includes a score against the Charity's criteria. The assessed applications are discussed by a Panel of at least five Trustees which includes the High Sheriff, the Immediate Past High Sheriff and the Chairman of the Trustees together with two other Trustees. The Panel meets quarterly to decide on grants and the decisions are sent out to the applicants immediately following the meeting. There is the ability to discuss urgent applications in between Panel Meetings, if this is required.

There are 3 Council meetings a year where decisions are discussed and at which the interpretation of the criteria is discussed and refined. The HSYA Council also receives reports from its Communications Sub-committee and from Trustee Meetings.

The maximum Award is usually £5,000 and awards are made up to that amount. If Youth Leaders wish, the cheque and certificate are presented by the High Sheriff at a mutually convenient time, often with a visit to the project. Alternatively, the Award is sent by post. The impact of projects is evaluated through completion of a standard form about a year after the Award.

Financial Review

In the year to 31st March 2022, the Charity received total income of £65,200 (2021 £50,909) all of which were donations. Charitable expenditure for the year totalled £55,309 (2021 £53,955) of which £50,497 (2021 £50,843) related to grants and awards with management and administration expenses accounting for £4,812 (2021 £3,112). This left a surplus for the year of £9,891 (2021 deficit of £3,046) increasing the total funds retained at 31st March 2022 to £26,331 compared with £16,440 at 31st March 2021. For the first time it has been necessary to pay for the cost of refreshments for the Anniversary Celebration. This is included under administration expenses and is likely to be a recurring item in future years.

Risk Management

The Trustees are continuing to review the risks to which the Charity is exposed but believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions.

Reserves Policy

It is the Trustees' intention to retain funds in Bank Accounts to ensure that adequate resources are available to meet the likely costs of both grants and management administration for a period of six months.

Data Protection

The Trustees are aware of the Charity's obligations and responsibilities under the GDPR, or General Data Protection Regulation (2018), which came into force on 25 May 2018 and have prepared fully for this. The Charity takes data protection very seriously and the Trustees will ensure that personal information provided by individuals and organisations applying for grants will be held and used in strict accordance with the new GDPR.

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2022
(continued)

Public Benefit Statement

The primary purpose of the High Sheriff Youth Awards scheme is to help young people make Surrey safer. By funding projects run by – or for – young people, which help reduce or prevent crime in a diverse range of ways, it contributes considerable public benefit to local communities across Surrey.

The Awards scheme encourages the development by young people of projects that meet the following criteria and in this way expands their understanding and commitment to public benefit values and to leading by example:

- Show young people how to prevent and reduce crime.
- Tackle bad behaviour in their community.
- Make everyone, whatever their age or cultural background, feel safer in their local area.
- Explore how crime affects victims and communities.
- Persuade others to care about the area around them.
- Encourage respect for other people's property.
- Give young people places to go and things to do, wherever they live

The High Sheriff Youth Awards scheme helps to maximise the likelihood of young people in Surrey developing into principled, informed and confident citizens who respect the beliefs of others and make a positive contribution to society.

Statement of Trustees' Responsibilities

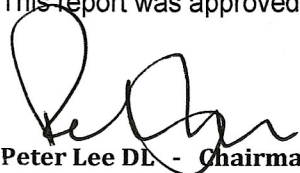
Law applicable to charities in England and Wales require Trustees to prepare financial statements for each financial period which give a fair view of the Charity's financial activities during the period and its financial position at the end of the period. In preparing those financial statements, the Trustees are required to:

- (a) Select suitable accounting policies and apply them consistently;
- (b) Make judgements and estimates that are reasonable and prudent;
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the Trustees on the 7th July 2022 and signed on their behalf.



Peter Lee DL - Chairman and Trustee

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE

HIGH SHERIFF OF SURREY YOUTH AWARDS

I report on the accounts of the Trust for the year ended 31st March 2022, which are set out on pages 11 to 15.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed. The Charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

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 consideration of any unusual items 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.

Cont./.....

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

10

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE
HIGH SHERIFF OF SURREY YOUTH AWARDS
(continued)

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Charities Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

NEWTON & CO.,
51 Shottermill
Horsham
West Sussex
RH12 5HJ


.....
D.H. Jennings, F.C.A.
Chartered Accountant

Date: 7th July 2022

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31ST MARCH 2022

	<u>Notes</u>	<u>Total Funds 2022</u>	<u>Total Funds 2021</u>
Incoming Resources			
Donations		65,200	50,909
Total Incoming Resources		<u>65,200</u>	<u>50,909</u>
Resources Expended			
Charitable Expenditure			
Grants and Awards	2	50,497	50,843
Management and Administration	3	4,812	3,112
Total Resources Expended		<u>55,309</u>	<u>53,955</u>
Net movement of funds in year		9,891	(3,046)
Total funds brought forward		<u>16,440</u>	<u>19,486</u>
<u>Total Funds carried forward</u>		<u><u>£26,331</u></u>	<u><u>£16,440</u></u>

There were no recognised gains or losses for the period other than those included in the Statement of Financial Activities

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

BALANCE SHEET AS AT 31ST MARCH 2022

	<u>Notes</u>	<u>31st March</u> <u>2022</u>	<u>31st March</u> <u>2021</u>
Fixed Assets			
Tangible Assets		0	0
Current Assets			
Cash at Bank and In Hand	4	<u>28,475</u>	<u>16,640</u>
		28,475	16,640
Creditors: amounts falling due within one year	5	<u>(2,144)</u>	<u>(200)</u>
Net Current Assets		<u>26,331</u>	<u>16,440</u>
Total Assets Less Current Liabilities		<u>£26,331</u>	<u>£16,440</u>
Funds	6		
Unrestricted Fund		<u>26,331</u>	<u>16,440</u>
		<u>£26,331</u>	<u>£16,440</u>

Approved by the Trustees on 7th July 2022 and signed on their behalf.



 Peter Lee DL - Chairman and Trustee

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

13.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

Basis of Preparation of Accounts

The financial statements are prepared under the historical cost convention.

In preparing the financial statements the Charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005 revised 2008).

Income

Voluntary income and donations are accounted for as received by the Charity.

Value Added Tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

Management and Administration Expenditure

Expenditure on management and administration of the Charity includes all expenditure not directly related to the charitable activity or fundraising ventures. All expenditure is written off as incurred.

2. GRANTS AND AWARDS

	<u>Total</u> <u>2022</u> £	<u>Total</u> <u>2021</u> £
Awards	50,497	50,843
	<hr/> £50,497	<hr/> £50,843

3. A) MANAGEMENT AND ADMINISTRATION

Administrator's Expenses	0	203
Accountants' Fees	200	200
Annual Celebration costs	1,944	0
Annual Report, Leaflet and Website Costs	2,197	2,205
Other Administrative Costs	471	504
	<hr/> £4,812	<hr/> £3,112

3. B) TRUSTEES' COSTS

No remuneration was paid to Trustees in the year, nor were any expenses reimbursed.

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

14.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022
(continued)

	<u>2022</u>	<u>2021</u>
4. CASH AT BANK AND IN HAND		
CAF Bank Limited	28,475	16,640
	<u>£28,475</u>	<u>£16,640</u>
5. CREDITORS: Amounts falling due within one year		
Accruals	2,144	200
	<u>£2,144</u>	<u>£200</u>
6. FUNDS		
Unrestricted		
Expendable Endowment, less initial costs	13,282	13,282
<u>Add:</u> Net Movement in Funds:		
Previous Year's brought forward	3,158	6,204
Surplus/(Deficit) for the year	<u>9,891</u>	<u>(3,046)</u>
	<u>13,049</u>	<u>3,158</u>
Balance 31st March 2021	<u>£26,331</u>	<u>£16,440</u>
<u>Funds Represented by:</u>	<u>Unrestricted</u>	<u>Total</u>
Cash at Bank	28,475	16,640
Net Current Assets	<u>(2,144)</u>	<u>(200)</u>
	<u>£26,331</u>	<u>£16,440</u>

HIGH SHERIFF OF SURREY YOUTH AWARDS
(High Sheriff Youth Awards)

ANALYSIS OF GRANTS AND DONATIONS RECEIVED
PER ACCOUNTS TO 31ST MARCH 2022

<u>Unrestricted Fund</u>	<u>£</u>	<u>£</u>
Community Safety Fund		5,000
Surrey County Council		20,000
 Surrey Boroughs and Districts:		
Elmbridge	1,500	
Epsom and Ewell	500	
Guildford	1,500	
Mole Valley	500	
Reigate and Banstead	1,500	
Runnymede	2,500	
Spelthorne	5,000	
Surrey Heath	1,500	
Tandridge	1,000	
Waverley	1,500	
Woking	2,500	
	<hr/>	19,500
Llewelyn Family Trust		19,000
Other donations		1,700
 <u>Total as per Accounts</u>		 <hr/> £65,200 <hr/>