

# **Cramlington Voluntary Youth Project Ltd**

**Trustees' Report and Accounts**

**For The Period 1 April 2022 to 31 March 2023**

**Company no. 06623934**

**Registered Charity No. 1128037**

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**Legal Information - 2022/23**

**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

Company Advisor Mr Steve Padden

**Council officials:**

NCC Rep Cllr Wayne Daley

NCC Rep Cllr Barry Flux

**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 - 2022/23**

#### **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:**

In terms of numbers CVYP has never been busier, growth and development is at a very high level.

Delivering in 3 areas; centre based in Cramlington Village- outreach in 3 different settings around Cramlington- outdoor residential/expedition centre in Kielder.

The work at CVYP remains 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.

Children and young people utilising our services include young carers and young people in care, young volunteers, young people with a range of disabilities and referrals from multiple targeted services. Including young offenders and those at risk of offending.

With over 5000 young people living in Cramlington, 1000+ are registered with CVYP.

#### **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 2023 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:  , on behalf of Directors

Date...21 November 2023

Print Name...

 (Chair)

## INDEPENDENT EXAMINER'S REPORT

### Cramlington Voluntary Youth Project Ltd

Report to the  
trustees of

On accounts for  
the year ended

Respective  
responsibilities of  
trustees and  
examiner

31 March 2023

Charity no 1128037

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

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

Independent  
examiner's  
statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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:



Date: 21st November 2023

Name:

Mark Thompson MAAT

Address:

42 Lesbury Road  
Newcastle  
NE6 5LB

# Cramlington Voluntary Youth Project Ltd

Financial statements for the year ended 31 March 2023

SOFA

Receipts and Payments Account

		Restricted Funds 2023	Unrestricted Funds 2023	Total Funds 2023	Total Funds 2022
<b>Incoming Receipts</b>	<b>Notes</b>				
Service Generated Income			79758	79758	85767
HMRC Job Retention Scheme				0	39432
Grants Received	2	243649	2250	245899	244363
Donations			1770	1770	1422
Other Income			252	252	858
<b>Total Receipts</b>		<b>243649</b>	<b>84030</b>	<b>327679</b>	<b>371842</b>
<b>Expenditure</b>					
Direct Costs	3	41807	5623	47430	34432
Salary & Employee Costs	4	145438	53710	199148	179402
Premises Costs	5	27010	8541	35551	28829
Renovation				0	115005
General Administration	6	14394	15425	29819	19840
Legal & Professional Costs	7		2606	2606	1534
<b>Total Payments</b>		<b>228649</b>	<b>85905</b>	<b>314554</b>	<b>379042</b>
<b>Net receipts for the year</b>		<b>15000</b>	<b>-1875</b>	<b>13125</b>	<b>-7200</b>
<b>Net movement between funds</b>				<b>0</b>	
<b>Total Funds as at 1 April 2022</b>		<b>20000</b>	<b>91023</b>	<b>111023</b>	<b>118223</b>
<b>Total Funds as at 31 March 2023</b>		<b>35000</b>	<b>89148</b>	<b>124148</b>	<b>111023</b>

# Cramlington Voluntary Youth Project Ltd

Balance Sheet as at 31 March 2023

	Notes	2023 £	2022 £
<b>Fixed Assets</b>			
Tangible Fixed Assets		0	0
<b>Currents Assets</b>			
Prepayments			
Cash at bank and in hand		<u>164973</u>	<u>121023</u>
		<b>164973</b>	<b>121023</b>
<b>Current Liabilities</b>	8		
Deferred Grants		40000	10000
Sundry Liabilities		<u>825</u>	<u>750</u>
<b>Total Liabilities</b>		<b>40825</b>	<b>10750</b>
<b>Net Current Assets</b>		124148	110273
<b>Net Assets</b>		<b>124148</b>	<b>110273</b>
<b>Funds</b>	9		
Unrestricted Funds		89148	91023
Restricted Funds		<u>35000</u>	<u>20000</u>
		<b><u>124148</u></b>	<b><u>111023</u></b>

For the year ending 31/03/2023 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                    

Position                     TREASURER

# **Cramlington Voluntary Youth Project Ltd**

## **Notes to the financial statements for the year ended 31 March 2023**

### **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 Going Concern**

The financial statements are prepared on the going concern basis. In the opinion of trustees, no material uncertainties exist about the charity's ability to continue

#### **1.4 Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, the amount can be measured reliably and is not deferred.

#### **1.5 Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure

#### **1.6 Taxation**

The charity is exempt from corporation tax on its charitable activities

#### **1.7 Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

#### **1.8 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.

#### **1.9 Legal Status**

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

## 2 Grants Received

### Restricted Grants

Garfield Weston Foundation (Staff & Support)	25000
Edward Gostling (Operations Costs)	10000
Four Acre Trust	2021
Ballinger Trust (Senior Staff Costs Contribution)	20000
William Leech Charity (Staff & Support Costs)	20000
Sir James Knott Trust	15000
Cramlington Town Council (Outreach)	12500
Community Foundation (The Prime Fund)	10360
Ballinger Trust (Summer Activities)	10000
EC Graham Belford Charitable Settlement	10000
Community Foundation (Curtain Parp)	10000
Community Foundation (Fergusons of Blyth)	10000
Community Foundation (Wellesley Trust)	10000
Elsie Davis Trust (Junior Staff)	10000
Greggs Foundation	10000
BBC Children in Need (Staffing & Activities)	9912
Community Foundation (The FB and PFB Lough Fund)	9856
Community Foundation (Equipment & Training)	7500
Northumberland County Council (Community Chest)	5000
Community Foundation	5000
Ridley Family Charity	5000
The Fall Foundation (Activities)	2500
Community Foundation (The Lawrence Campbell Community First Fund)	2000
Community Foundation (High Sheriff Award)	1000
Joseph Brough Charitable Trust (Project Costs)	2000
RW Mann Trust	4000
LGA Foundation (Christmas Activities)	1500
Arnold Clark (Activities)	1000
Hadrian Trust (Activities)	1000
The Rothley Trust	1000
BBC Children in Need (Activities)	500

**Total Restricted Grants 243649**

### Unrestricted Grants

Thomas Miller	750
Community Foundation (The Carr Ellison Charitable Trust)	500
Community Foundation (High Sheriff Award)	1000

**Total Unrestricted Grants 2250**

**Total Grants Received 245899**

## 3 Direct Costs

Operations & Activities	46694
Volunteer Expenses	736
<b>Total</b>	<b>47430</b>

## 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	197468
Staff Training & Membership	1608
<b>Total Salary &amp; Employee Costs</b>	<b>199076</b>

## 5 Premises Costs

Light & Heat	5362
Rent & Rates	1650
TV Licence	160
Repairs & Renovation	7623
Transport Costs	20756
<b>Total</b>	<b>35551</b>



<b>6 General Administration</b>	
Telephone & Broadband	1321
Bank charges	85
Insurance	7001
IT Costs	398
Repairs & Maintenance	18657
General Office Costs	2357
	<b>29819</b>
<b>7 Legal &amp; Professional Costs</b>	
Accountancy Costs	800
Freelance Support	1806
	<b>2606</b>
<b>8 Current Liabilities</b>	
Deferred Grants:	
Four Acre Trust	20000
Northumberland County Council - Childrens Trust	20000
Accountancy Charges	825
<b>Total Current Liabilities</b>	<b>40825</b>

<b>9 Funds Analysis:</b>				
<b>Restricted Funds:</b>	<b>At 1 April 2022</b>	<b>Income</b>	<b>Expend</b>	<b>At 31 March 2023</b>
<b>Revenue Expenditure Funds</b>				
Garfield Weston Foundation (Staff & Support)		25000	25000	0
Edward Gostling (Operations Costs)	2000	10000	12000	0
Four Acre Trust		2021	2021	0
Ballinger Trust (Senior Staff Costs Contribution)	8000	20000	20000	8000
William Leech Charity (Staff & Support Costs)		20000	10000	10000
Sir James Knott Trust	6000	15000	15000	6000
Cramlington Town Council (Outreach)		12500	12500	0
Community Foundation (The Prime Fund)		10360	6360	4000
Ballinger Trust (Summer Activities)		10000	10000	0
EC Graham Belford Charitable Settlement		10000	9000	1000
Community Foundation (Curtain Parp)		10000	10000	0
Community Foundation (Fergusons of Blyth)		10000	10000	0
Community Foundation (Wellesley Trust)		10000	10000	0
Elsie Davis Trust (Junior Staff)		10000	10000	0
Greggs Foundation	4000	10000	10000	4000
BBC Children in Need (Staffing & Activities)		9912	9912	0
Community Foundation (The FB and PFB Lough Fund)		9856	9856	0
Community Foundation (Equipment & Training)		7500	7500	0
Northumberland County Council (Community Chest)		5000	5000	0
Community Foundation		5000	5000	0
Ridley Family Charity		5000	5000	0
The Fall Foundation (Activities)		2500	2500	0
Community Foundation (The Lawrence Campbell Community First Fund)		2000	2000	0
Community Foundation (High Sheriff Award)		1000	1000	0
Joseph Brough Charitable Trust (Project Costs)		2000	2000	0
RW Mann Trust		4000	2000	2000
LGA Foundation (Christmas Activities)		1500	1500	0
Arnold Clark (Activities)		1000	1000	0
Hadrian Trust (Activities)		1000	1000	0
The Rothley Trust		1000	1000	0
BBC Children in Need (Activities)		500	500	0
<b>Total Revenue Funds</b>	<b>20000</b>	<b>243649</b>	<b>228649</b>	<b>35000</b>