



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day 06	Month 04	Year 2017	To	Day 05	Month 04	Year 2018

Section A Reference and administration details

Charity name Holmer Green Youth Club - COI

Other names charity is known by

Registered charity number (if any) 1160911

Charity's principal address

Parish Piece

Holmer Green

High Wycombe

Postcode

HP15 6SP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jim Leftwich	Chair ----- Treasurer	Until Nov. 15th	
2	Mark Olsen	Chair	Assumed position Nov 15th	
3	Claire Ljubisic			
4	Sarah Hammond			
5	Beverly Smith			
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Secretary	Ann Sollars	

Name of chief executive or names of senior staff members (Optional information)

Youth Club Leader -- Michael Turner

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated June 1 st 2014
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation The Club was formed in 1966 and until 2014 was under the control of Buckinghamshire County Council
Trustee selection methods (eg. appointed by, elected by)	By invitation of existing trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Trustee Board and supporting Management Committee is a balance of business, community, youth service experience and parents. This is to ensure the broadest base of relevant experience and support for the running of the Club and for its long term future. As a completely voluntary organisation, with no permanent or on-going financial support, it is an essential requirement to have all the necessary skills within the structure to achieve the aims.

With the ending in recent years of local government support, it has become necessary to forge closer links with alternative sources of support and this is being achieved through the community foundations of housing associations. As a result the Club has now been able to focus significant training on a range of social skills for our members, especially so in equipping young leaders for service both within the Club, their schools and the local community.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance in life and relieve the needs of young people up to the age of 18, in Holmer Green and neighbourhood by:-

- (a) The provision of recreational and leisure time activities, provided in the interests of social welfare, designed to improve their conditions of life.
- (b) Providing support and activities which develop their skills, and capabilities to enable them to participate in society as mature and

responsible individuals.

The main activity is to provide a safe and secure environment where young people can relax, enjoy and learn to develop into well-rounded young citizens. The trustees have full regard for their duty to make this available for the public, in line with the statutory requirements issued by the Charity Commission.

A range of equipment is available for enjoyment and a number of training courses for the development of young members and leaders. These include safeguarding, first aid, self-defence, leadership, mental health, fitness and diet, drug awareness, etc.

With just 3 part-time paid staff covering 5 sessions per 4 evenings/week it is vital that new young volunteer leaders are being constantly developed in support roles. This is being done very successfully, equipping many young people to go on into the adult world with a sense of serving and responsibility.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Even with the absence of any local government support, the Club has successfully operated five separate year-group sessions every week of the school year. Keeping young people in their separate school-year groups is vitally important for their natural enjoyment and development and the success of this is shown by maintaining a membership of some 140 young people, spread across the whole age range from year 6 to year 11.

Although young people initially join for enjoyment and relaxation, in practice, retention of membership is good through the age ranges and attendance in training courses very high. The training has led one young member right through from exclusion in the early stages of senior school, to the Duke of Edinburgh award and onto the Management Committee of the Club. One of the two part-time Assistant Youth Leaders also developed through the voluntary leadership training system of the Club.

The Club has engaged in an ambitious Training Programme to bring the maximum number of young people through leadership and life-skills, to ensure the Club has a constant flow of young leaders and to lay sound foundations for them as responsible young citizens. Within the school-year training courses have taken place in :-

First Aid: Safeguarding: Health & Safety: Equality & Diversity; Mental Health First Aid for Youth and Self-defence

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Section E Financial review

Brief statement of the charity's policy on reserves

There are no reserve funds available.

Details of any funds materially in deficit

There are no funds in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mark Olsen	Jim Leftwich
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date	27 th June 2018	



Charity Name Holmer Green Youth Club	No (if any) 300293
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Receipts and payments accounts

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For the period from	Period start date 06-04-17	To	Period end date 05-04-18
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
General donations	5,547	-	-	5,547	
Subscriptions	5,257		-	5,257	
Refreshments	3,352		-	3,352	
Club hire	400		-	400	
Training	-	3,900	-	3,900	
HMRC tax reclaim	1,250		-	1,250	
	-		-		
	-		-		
	-		-		
	-		-		
	-		-		
	-		-		
Sub total (Gross income for AR)	15,806	3,900	-	19,706	18,151
A2 Asset and investment sales, (see table).					
	-	-	-	-	
Sub total					
Total receipts	15,806	3,900	-	19,706	18,151
A3 Payments					
Salaries	11,136		-	11,136	
Utilities	4,001		-	4,001	
Insurance	1,383		-	1,383	
Refreshments purchase	762		-	762	
Admin & support	435		-	435	
Training	-	2,346	-	2,346	
Communications	360		-	360	
	-		-		
	-		-		
	-		-		
	-		-		
	-		-		
Sub total	18,077	2,346	-	20,423	21,611
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
Sub total					
Total payments	18,077	2,346	-	20,423	21,611
Net of receipts/(payments)	- 2,271	1,554	-		
A5 Transfers between funds			-	-	-
A6 Cash funds last year end			-	7,276	7,276
Cash funds this year end	- 2,271	1,554	-	6,559	7,276

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 £
B1 Cash funds	NatWest Bank (HGYC)	5,005	1,554	-
				-
				-
	Total cash funds	5,005	1,554	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
			-	-
			-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Leased Club house building	Facilities	-	
	Range of moderate cost games units	Facilities	-	
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Jim Leftwich - Treasurer		27-06-18
		Mark Olsen - Chairman		27-06-18