

# **WESTON CHURCH YOUTH PROJECT**

## **FINANCIAL STATEMENTS**

**FOR THE PERIOD**

**23 JUNE 2017 TO 31 DECEMBER 2017**

**REGISTERED CHARITY NUMBER: 1173543**

**WESTON CHURCH YOUTH PROJECT**

**FINANCIAL STATEMENTS**

**FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017**

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**WESTON CHURCH YOUTH PROJECT****REPORT OF THE TRUSTEES****FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017**

The trustees present their Annual Report and Financial Statements of the Weston Church Youth Project of Weston Vicarage, Weston Lane, Southampton, SO19 9HG for the period ended 31 December 2017.

The Financial Statements comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Charity Name:</b>	Weston Church Youth Project
<b>Working Name:</b>	WCYP
<b>Registered Charity Number:</b>	1173543
<b>Charity Status:</b>	The charity is a charitable incorporated organisation and was granted charitable status on 23 June 2017.
<b>Correspondence Address:</b>	Weston Vicarage Weston Lane Southampton SO19 9HG
<b>Trustees:</b>	Rev D Medway Mr D W Chaplin Mrs B Rass Mr D D Drysdale Mr J B C Duncan Mrs S N Stevens
<b>Our Advisors:</b>	
Independent Examiners:	Abraham & Dobell 230 Shirley Road Southampton SO15 3HR

## WESTON CHURCH YOUTH PROJECT

### REPORT OF THE TRUSTEES (CONTINUED)

FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017

#### OUR PURPOSES AND ACTIVITIES

1. To act as a resource for young people up to the age of 18 living in Weston, Southampton and the surrounding areas by providing advice and assistance and organising programmes of physical, educational, and other activities as a means of:
  - advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
  - advancing education; and
  - providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.
2. The advancement of the Christian religion mainly, but not exclusively, by means of broadcasting Christian messages of an evangelistic and teaching nature.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### **Governing Document**

The charity Weston Church Youth Project is governed by its constitution.

The charity was registered as a charitable incorporated organisation on 23 June 2017 with a charity number of 1173543.

##### **Recruitment and Appointment of Trustees**

The charity is administered by a board of trustees which, at the date of this report, numbered 6.

Trustees, whether elected, appointed or co-opted are required by law to act in the best interests of the charity and not the body that appointed them or from which they were co-opted.

##### **Trustee Induction and Training**

Trustees are familiar with the work of the charity, having new trustees meet with the Chairperson of the trustees, who provides a briefing on the charity to include:

- the obligations of board members;
- the main documents which set out the operational framework for the charity, including the constitution;
- the financial position of the organisation, including the last set of financial statements and funding status; and
- future plans and objectives.

## WESTON CHURCH YOUTH PROJECT

### REPORT OF THE TRUSTEES (CONTINUED)

FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017

#### STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

##### **Risk Management**

The trustees have examined the major operational risks which the charity faces and confirm that systems have been established to enable reports to be produced so that the necessary steps can be taken to lessen these risks.

##### **Organisational Charity Structure**

The trustees, comprising 6 members, including a secretary, who meet at least 4 times a year, are responsible for the management and administration of the charity.

#### ACHIEVEMENTS AND PERFORMANCES

For 25 years Weston Church Youth Project existed as part of Holy Trinity Weston Church. As the project grew it became necessary for the church to register WCYP as a Charitable Incorporated Organisation. This was achieved in June this year. We have been able to induct new trustees to strengthen the governance and oversight of WCYP and the new era it is in.

Through our third year of Big Lottery funding we have been able to provide a good programme of school holiday time activities including a family fun day and a variety of trips giving young people new experiences and the opportunity to develop new skills.

Maintaining our weekly clubs, group work and mentoring work through the funding available from Big Lottery, Children In Need and Southampton City Council. We are currently the main provision for young people on the Weston estate and many of them do not attend any other activities outside of what we make available to them.

We have seen growth in work with those aged 14-16 through targeted work with school years 10-11. This is through attendance at our weekly lunchtime drop in, run in Chamberlayne Secondary school and at our open access youth club on a Friday evening.

We were able to make a start on a community project funded by Big Lottery, working in partnership with Weston Adventure Playground to brighten up the outside of the facility through a series of mosaics. The young people have helped to design them and, along with members of the wider community, have the chance to physically put them together.

## **WESTON CHURCH YOUTH PROJECT**

### **REPORT OF THE TRUSTEES (CONTINUED)**

**FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017**

#### **ACHIEVEMENTS AND PERFORMANCES (CONTINUED)**

We started a new piece of work funded through CAMHS and Southampton City Council working with children to address mental health issues. This included employing 2 new sessional workers to strengthen our staff team and be able to provide more activities.

During the summer holidays we took 28 young people away on a residential trip - for some of these young people it was their main holiday of the year.

#### **FINANCIAL REVIEW**

##### **Principal Funding Sources**

The funding sources for the charity are currently by way of grant funding and donations. As a result of increasing constraints on the expenditure of local authorities and youth club grant providers, the charity has to seek funding from a much broader group of agencies.

##### **Investment Policy**

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short-term so there are few funds for long-term investment. A review of investment policies is planned early in the new financial year.

#### **PLANS FOR FUTURE PERIODS**

Weston Church Youth Project will prioritise work in the following areas for the next 5 years:

Through work on a fundraising strategy we will look to secure funding for a significant period of time, to make WCYP financially stable and secure in staffing. We will look to continue our funding partnerships with Big Lottery and Southampton City Council to do this.

In line with our fundraising strategy we plan to create a marketing strategy to better advertise and promote Weston Church Youth Project, to increase the number of supporters, both financially and through adult volunteers.

We will invest in better data management systems to improve monitoring, recording and data storage, meaning information will be stored and collected in a more cohesive way.

**WESTON CHURCH YOUTH PROJECT**

**REPORT OF THE TRUSTEES  
(CONTINUED)**

**FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017**

**RESPONSIBILITIES OF THE TRUSTEES**

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare Financial Statements for each financial year, which give a true and fair view of the state of the affairs of the charity and of its incoming resources and application of resources of the charity for that period.

In preparing the Financial Statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the Financial Statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the Financial Statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

**WESTON CHURCH YOUTH PROJECT**

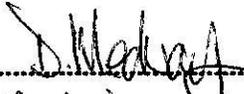
**REPORT OF THE TRUSTEES  
(CONTINUED)**

**FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017**

**INDEPENDENT EXAMINERS**

A resolution to re-appoint Abraham & Dobell as Independent Examiners will be proposed at the forthcoming meeting.

**Approved by the trustees on 25 April 2018 and signed on its behalf by:**

  
-----  
David Isaac Medway

  
-----  
SARAH STEVENS

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**WESTON CHURCH YOUTH PROJECT**  
**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

I report to the trustees on my examination of the accounts of Weston Church Youth Project for the period ended 31 December 2017.

**RESPONSIBILITIES AND BASIS OF REPORT**

As trustees of the charity 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 charity'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



.....  
**DAVID J MANT FCA**  
**INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES**

**230 Shirley Road**  
**Southampton**  
**SO15 3HR**

**25 April 2018**

## WESTON CHURCH YOUTH PROJECT

STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)FOR THE PERIOD  
23 JUNE 2017 TO 31 DECEMBER 2017

	Notes	Unrestricted Funds £	2017 Total Funds £
<b>INCOMING RESOURCES</b>			
<b>Incoming Resources from Generated Funds</b>			
Voluntary Income:			
- Donations and grants	2	107,454	107,454
<b>Incoming Resources from Charitable Activities</b>			
Charitable activities	3	1,377	1,377
		<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>		108,831	108,831
		<hr/>	<hr/>
<b>RESOURCES EXPENDED</b>			
Charitable activities	4	24,116	24,116
Governance costs		650	650
		<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>		24,766	24,766
		<hr/>	<hr/>
<b>NET (OUTGOING) RESOURCES/ NET MOVEMENT IN FUNDS</b>		84,065	84,065
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		-	-
		<hr/>	<hr/>
Total funds carried forward		£84,065	£84,065
		<hr/>	<hr/>

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

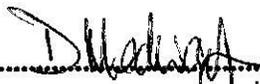
## WESTON CHURCH YOUTH PROJECT

## BALANCE SHEET

AS AT 31 DECEMBER 2017

	Notes	2017 £	£
<b>CURRENT ASSETS</b>		1,162	
Debtors	8	83,553	
Cash at bank and in hand		_____	
		84,715	
<b>CREDITORS: Amounts falling due within one year</b>	9	650	
		_____	
<b>NET CURRENT ASSETS</b>			84,065
			_____
<b>TOTAL NET ASSETS</b>	10		£84,065
			_____
<b>FINANCED BY:</b>			
<b>Unrestricted Funds</b>			
General funds	11		84,065
			_____
<b>TOTAL FUNDS</b>			£84,065
			_____

Approved on 25 April 2018 by the trustees and signed on their behalf by:

  
 \_\_\_\_\_  
 David Jason Medhurst

  
 \_\_\_\_\_  
 SARAH STEVENS

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

**1. ACCOUNTING POLICIES**

The accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**(a) Basis of Accounting**

The Financial Statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005).

**(b) Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

**(c) Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants and donations and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these Financial Statements.
- Investment income is included when receivable.

**(d) Resources Expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**(CONTINUED)**

**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

**1. ACCOUNTING POLICIES (CONTINUED)**

**(d) Resources Expended (Continued)**

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

**2. DONATIONS AND GRANTS**

The following grants were received during the year:

	<b>2017</b>	
	<b>Unrestricted Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>
Planned giving	410	410
Other giving	487	487
Grants	14,133	14,133
Donation	92,424	92,424
	£107,454	£107,454

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**(CONTINUED)**

**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

**3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

The following income was generated during the year:

	<b>2017</b>	
	<b>Unrestricted Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>
Tuck shop	688	688
Young people's contributions	689	689
	-----	-----
	<b>£1,377</b>	<b>£1,377</b>
	-----	-----

**4. TOTAL RESOURCES EXPENDED**

	<b>2017</b>	
	<b>Unrestricted Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>
<b>Charitable Activities</b>		
Salaries	14,006	14,006
Pension contributions	661	661
Sessional workers	2,348	2,348
Staff expenses, training and support	581	581
Activities and equipment	505	505
Residential expenses	1,740	1,740
Management and administration	574	574
Project work	2,111	2,111
Printing, postage and stationery	470	470
Publicity and website	96	96
Hire of premises	1,024	1,024
	-----	-----
	<b>£24,116</b>	<b>£24,116</b>
	-----	-----

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**(CONTINUED)**

**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

**5. NET INCOMING RESOURCES FOR THE YEAR**

These are stated after charging:

	<b>2017</b>
	<b>£</b>
Examiner's costs	£650
	—

**6. STAFF COSTS AND TRUSTEES' REMUNERATION**

	<b>2017</b>
	<b>£</b>
Salaries and Social Security costs	£16,354
	—

The average weekly number of employees during the year was: 4

Trustees received no remuneration in the year.

**7. TAXATION**

As a charity, Weston Church Youth Project is exempt from tax on income and gains falling within s.505 of the Taxes Act 1988 and s.256 of the Taxation of Chargeable Gains Act 1992, to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**8. DEBTORS**

	<b>2017</b>
	<b>£</b>
Prepayments	1,162
	—
	<b>£1,162</b>
	—

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**(CONTINUED)**

**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

<b>9. CREDITORS: Amounts falling due within one year</b>		<b>2017</b>
		£
	Accruals	650
		—
		£650
		—

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

Fund balances are represented by:

	<b>2017</b>	
	<b>Unrestricted</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>
	£	£
Current assets	84,715	84,715
Current liabilities	(650)	(650)
	£84,065	£84,065
Net assets at 31 December 2017	£84,065	£84,065

**11. MOVEMENT IN FUNDS**

	<b>At</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>At</b>
	<b>23.06.17</b>	<b>Resources</b>	<b>Resources</b>	<b>31.12.17</b>
	£	£	£	£
Unrestricted funds	-	108,831	24,766	84,065
	£-	£108,831	£24,766	£84,065

Unrestricted Funds comprise those funds which trustees are free to use in accordance with the charitable objects.

Restricted Funds are funds which have been given for particular purposes and projects.

**WESTON CHURCH YOUTH PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**(CONTINUED)**  
**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

**12. RELATED PARTIES**

There were no related party transactions.

**13. POST BALANCE SHEET EVENTS**

There were no material post Balance Sheet events at 31 December 2017.

**THE FOLLOWING PAGES  
ARE FOR  
MANAGEMENT PURPOSES ONLY**

**WESTON CHURCH YOUTH PROJECT**  
**DETAILED INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD**  
**23 JUNE 2017 TO 31 DECEMBER 2017**

	2017	
	£	£
<b>INCOME</b>		
Planned giving		410
Other giving		487
Grants		14,133
Donations		92,424
Tuck shop		688
Young people's contributions		689
		108,831
 <b>EXPENDITURE</b>		
Salaries	14,006	
Pension contributions	661	
Sessional workers	2,348	
Staff expenses, training and support	581	
Activities and equipment	505	
Residential expenses	1,740	
Management and administration	574	
Project work	2,111	
Printing, postage and stationery	470	
Publicity and website	96	
Hire of premises	1,024	
Accountancy	650	
	24,766	
 <b>SURPLUS FOR THE YEAR</b>		 <b>£84,065</b>





## **Trustees' Annual Report for the period**

**From 23JUN17 to 31DEC17**

**Charity name: Weston Church Youth Project**

**Charity registration number: 1173543**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>To act as a resource for young people up to the age of 18 living in Weston, Southampton and the surrounding areas by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:</b></p> <p><b>advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;</b></p> <p><b>advancing education;</b></p> <p><b>providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.</b></p> <p><b>The advancement of the Christian religion mainly, but not exclusively, by means of broadcasting Christian messages of an evangelistic and teaching nature.</b></p>

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Para 1.17 and 1.19

**The objectives of Weston Church Youth Project are:**

**To establish a community-based youth project with a view to promoting the emotional, spiritual, physical and educational development of young people within Weston, Southampton. This was to be done through a wide range of recreational, social and community based activities.**

**To make and maintain contact with other persons, organisations and grant making bodies interested in the development and resourcing of the project.**

<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p><b>The trustees have had regard to the Charity Commission’s guidance on public benefit.</b></p> <p><b>WCYP carries out its purposes via four separate but related programmes of activity:</b></p> <p><b>The trustees are satisfied that this programme meets the public benefit requirement for the advancement of education because our Achieve programme delivers targeted work with local schools, addressing issues affecting attendance, academic achievement, self-worth, improving classroom behaviour and family support.</b></p> <p><b>The trustees are satisfied that this programme meets the public benefit requirement for the advancement of education because our Engage programme runs projects and activities where young people can learn new skills thereby improving their personal aspirations and quality of life.</b></p> <p><b>The trustees are satisfied that this programme meets the public benefit requirement for the advancement of religion because our Faith programme spreads the principles - and raises awareness and understanding - of Christianity by enabling interested young people to explore Christianity through optional faith based clubs, groups and events thereby promoting their spiritual, social, emotional and mental wellbeing</b></p> <p><b>The trustees are satisfied that this programme meets the public benefit requirement for the advancement of citizenship because our Fun programme offers open access youth clubs, trips and activities which promote social inclusion and volunteering via our young leaders and sessional workers programme.</b></p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
<p>Policy on grant making</p>	<p>Para 1.38</p>	<p><b>N/A</b></p>

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Not applicable for this reporting period. However, it is anticipated that this will become applicable during the next reporting period.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Not applicable for this reporting period. However, it is anticipated that this will become applicable during the next reporting period.</b>

Investment performance against objectives	Para 1.41	<b>Not applicable for this reporting period. However, it is anticipated that this will become applicable during the next reporting period.</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The funding sources for the charity are currently by way of grant funding and donations. As a result of increasing constraints on the expenditure of local authorities and grant providers, the charity now has to seek funding from a much broader group of agencies.</p> <p>Through our third year of Big Lottery Funding (transferred as a donation from the PCC of Weston upon our registration as a CIO) we have been able to provide a good programme of youth work which is in line with our charitable objectives.</p> <p>Most of the charity's funds are spent in the short term so few funds are available for long term investment.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>WCYP Trustees agree that they should aim to build healthy financial reserves in the light of its commitment to employed staff and in the expectation of providing a continuing service to the children and youth of Weston.</p> <p>Funding applications take many months to bear fruit. Grants received are often time limited with unspent funds subject to clawback rather than retention as reserves for future work.</p> <p>A reserve of at least ¼ of proposed annual spending should be set as a target amount and held in the general Fund.</p>
Amount of reserves held	Para 1.22	<b>£22,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The charity's principal sources of funds are currently grants from Big Lottery, Children in Need, Southampton City Council and a number of other grant making bodies.</p>
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Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p><b>The principle risks facing the charity are related to the continuation of funding for existing staff, the appointment of new staff and the ongoing development of the charity.</b></p> <p><b>The trustees have examined the major operational risks which the charity faces and confirm that systems have been established to enable reports to produced to that the necessary steps can be taken to mitigate these risks.</b></p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Foundation model constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees

Para 1.25

**Those appointed by WCYP charity trustees (not less than 2 nor more than 4)**

**Apart from the first charity trustees, every appointed trustee must be appointed for a term of 1 (one) year by a resolution passed at a properly convened meeting of the charity trustees.**

**In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.**

**ex officio trustees (2 in total)**

**The Incumbent or Priest in Charge of Holy Trinity Weston for the time being (“the office holder”) shall automatically (“ex-officio”) be a charity trustee, for as long as he or she holds that office.**

**A churchwarden of Holy Trinity Weston for the time being (“the office holder”) shall automatically (“ex-officio”) be a charity trustee, for as long as he or she holds that office. The PCC of Weston shall decide annually by resolution which churchwarden shall be a charity trustee of WCYP.**

**If unwilling to act as a charity trustee, the office holder may:**

**before accepting appointment as a charity trustee, give notice in writing to the trustees of his or her unwillingness to act in that capacity; or**

**after accepting appointment as a charity trustee, resign under the provisions contained in clause [12] (Retirement and removal of charity trustees).**

**The office of ex officio charity trustee will then remain vacant until the office holder ceases to hold office.**

**Those nominated as trustees by the PCC of Weston (not less than 2 nor more than 4)**

**The PCC of Weston (“the appointing body”) should appoint no fewer than 2 (two) and no more than 4 (four) charity trustees.**

**Any appointment must be made at a meeting held according to the ordinary practice of the PCC of Weston.**

**Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>No additional information.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>No additional information.</b>
Relationship with any related parties	Para 1.51	<b>No additional information.</b>
Other		

**Reference and Administrative details**

Charity name	Weston Church Youth Project
Other name the charity uses	N/A
Registered charity number	1173543
Charity's principal address	Weston Vicarage Weston Lane (via Weston Close) Southampton SO19 9HG

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

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Rev'd Daron Medway	Chair		Ex officio
2	Mr Dennis Davidson Drysdale			Ex officio
3	Mr John Barry Christian Duncan			PCC of Weston
4	Mrs Brenda Rass			PCC of Weston
5	Mrs Sarah Natalie Stevens			WCYP Trustees
6	Mr Derek Wyndham Chaplin			WCYP Trustees

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s) 

Daron Medway	
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Full name(s) 

Rev'd Daron Medway	
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Position (eg Secretary, Chair, etc) 

Chair	
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Date 

30 October 2018
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