

All accounts approved by ITMYP Board  
John Hellier Chair  
In The Mix Youth Project  
Thursday 26th September 2019

IN THE MIX YOUTH PROJECT  
(a company limited by guarantee)

FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st DECEMBER 2018

COMPANY NUMBER 07883347

CHARITY NUMBER 1161486

**IN THE MIX YOUTH PROJECT**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2018**

**CONTENTS**

	Pages
Report of the Trustees	1 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 - 13

**IN THE MIX YOUTH PROJECT**  
**TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2108**

**OBJECTS OF THE CHARITY, ITS ACTIVITIES, ACHIEVEMENTS and PERFORMANCE**

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The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The objects of the charity are

1. To act as a resource for young people up to the age of 25 living in the Taunton Deane Borough Council and West Somerset District Council areas, in particular those living in Wiveliscombe and outlying villages by providing support, advice, information and assistance.
2. Organising programmes of physical, educational, spiritual, developmental and other activities as a means of:
  - (1) Advancing of life and helping young people develop their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
  - (2) advancing education and understanding;
  - (3) relieving unemployment;
  - (4) providing recreational and leisure time activities 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.

**Report 2018 Financial Year**

**Overview**

In The Mix Youth Project has had a busy year in terms of infrastructure in 2018 but a year of considerable transition

We've maintained our open access sessions at The Base Youth Centre and ITMYP have been able to access commissioned work due for through UK Youth which has been challenging but very satisfying for the youth workers and also developmental for the organisation.

I'm pleased to say also with the returning of a previous company director Nick Harvey we've been able to focus interested members of staff into a very tight business development team which is designed to completely overview the whole public purpose of In The Mix Youth Project with a view of making some significant

changes in the next financial year this is making very positive progress and hopefully in 2019 will be able to recount the successes of these moves.

I'd like to thank Tony Armstrong and Nick Harvey this year for undertaking infrastructure work and also Jonathan Smith who has been able to oversee a number of the UK youth projects that we have undertaken.

Pleased to mention also the UK youth projects we have undertaken including a coding project for music and creative skills project and also project revolves around policy framework has all been very positive and has resulted in lots of outcomes for young people and staff.

Completing our future proofing the UK youth is enabled us to look completely at our policy framework and that's been very healthy and will build well for the future

We are very proud that we've managed to get 20 young people also through the use of Youth Achievement Awards as a result of partnership work with Taunton YMCA, Kingsmead School students and also through some of our other partners. This has been very rewarding work which we hope to be able to undertake in the future

### **Café Random Delivery**

Alongside our Project Delivery, Café Random delivery on two lunchtimes and after School and a positive vibe from members that attend those sessions. Nick has been key to the redevelopment of the Café Sessions this year. The programme for Café Random has been very full on in the autumn and winter terms but as the summer comes on there is a need to develop something a little bit more relaxed so numbers were very significant in the early part of the year and little bit less towards the end, but over all our Café Random sessions have been delivered very successfully in line with all our service changes however we will be really looking at our youth café provision alongside all our other work for 2019.



## **FINANCIAL REVIEW**

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### **Trustees' responsibilities in relation to financial statements**

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Company law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the Company's state of affairs at the end of the financial year and of its income and expenditure for that year. In preparing those financial statements the Trustees are required to;

- Select suitable accounting policies and then apply these consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in business

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the Charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Review of Financial Position**

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As I referred to last year the difficulty in accessing local funding, particularly since the establishment of Community Foundations has continued to be a restriction as well as the austerity issues in the UK economy reducing money for Charitable purposes putting a strain on what money is available for organisations such as ourselves. As I stated last year as well Community Foundations with much tighter eligibility constraints and expecting much more statistical analysis and consultation for very small pots of money make it very difficult for small charities to get the necessary funding for projects and core costs quickly and achievably.

Very sadly we had to say goodbye to Lewis Stevens this year because of work he wasn't able to stay involved with us which was a great shame so from April 2018 I was able to take on the reins as chair Whilst I am happy to do this it is important that we give as an organisation time in 2019 to recruit an additional board and use the opportunity to bring in some industry-based skills into the team which will keep the organisation fresh in terms of where it wants to progress. Nick Harvey and myself have been working very hard with a view to having the new development and business plan ready for 2019 and a launch in autumn of the year we will be in a position to report back in the 2019 AGM

During the year the Charity incurred total expenditure of £59,223 of which £ 56,601 was directly charitable.

Over the year the Charity received income of £54,247 leading to an overall deficit of £4,976. The Balance sheet shows total reserves at 31<sup>st</sup> December of £(3,608).

### **Reserves Policy and Risk Management**

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It is the intention of the Trustees that the freely available reserves of the charity should be sufficient to ensure the continuance of its activities, should there be an unexpected short-term adverse fluctuation in income. The Trustees consider that an appropriate level of free reserves is approximately three months' normal expenditure. This equates to approximately £5,000. At 31<sup>st</sup> December there was no funding freely available for general purposes. The Trustees are working towards long-term financial plans that generate sufficient free reserves to satisfy its reserves policy over the coming 12 months and beyond.

The Trustees have examined and addressed the financial risks to which the Charity is exposed and in association with its insurers, has mitigated those risks to the best of its ability

### **Going Concern**

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The Trustees noted the pressure on the finances at the end of 2018 and were confident with the plans that were being put in place for 2019 in order the charity is sustainable beyond 2019 alongside a detailed review of its working delivery its income streams and projected trading,



## **STRUCTURE, GOVERNANCE and MANAGEMENT**

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The Charity was incorporated on the 15<sup>th</sup> December 2011 as a Company Limited by Guarantee. It is governed by its Memorandum and Articles of Association. The Charity registered with the Charity Commission on 29<sup>th</sup> April 2015.

The Directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The Board meets monthly. The trustees retire every three years and may stand for re-election.

The Board of Trustees is responsible for determining the overall policy direction of the charity, for fixing and reviewing its annual budget, and for approving annual accounts.

New trustees are nominated by the Board, and will be asked to visit the charity before attending a trustee meeting as an observer. An induction pack is provided for trustees.

## **REFERENCE and ADMINISTRATIVE DETAILS**

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The full name of the Charity is In The Mix Youth Project. Charity number 1161486, Company number 07883347.

The registered office is The Base Youth Centre, Hartswell, South Street, Wivellscombe, Somerset TA4 2NE.

### **Directors and Trustees**

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The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees who served during the period are as follows:

Lewis Stevens (Chair) – Resigned 18<sup>th</sup> April 2018

Liam Milton – Resigned 30<sup>th</sup> May 2019

Joanna L Finlinson

John Hillier (New Chair) – Appointed 18<sup>th</sup> April 2018

Jonathan Smith – Appointed 25<sup>th</sup> June 2018, Resigned 7<sup>th</sup> June 2019

Philip Saunders – Appointed 30<sup>th</sup> May 2019

The Independent Examiner is Tim Green

In conclusion I would like to thank the Staff, Lewis Stevens and the staff team for their outstanding work this year. We look forward to putting together our plans for infrastructure change in 2019/2020.

*John Hellier*

**John Hellier**  
**Chair/Director of The Board of Trustees**  
**In The Mix Youth Project**  
**27<sup>th</sup> September 2019**



**IN THE MIX YOUTH PROJECT**  
**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES**

I report on the accounts of the company for the year ended 31<sup>st</sup> December 2018 which are set out on pages 8 to 13

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, 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**

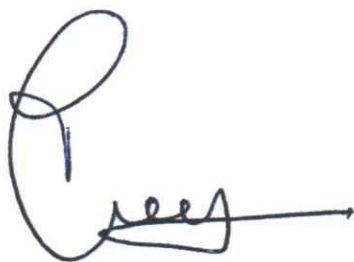
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes a consideration of any unusual issues 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.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities have not been met.

No other matter has come to my attention in accordance with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in blue ink, appearing to read 'Timothy Green', with a long horizontal line extending to the right.

Timothy Green FCMA

Date: 27<sup>th</sup> September 2019

**IN THE MIX YOUTH PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDING 31st DECEMBER 2018**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**

	Notes	Unrestricted £	Restricted £	2018 £	2017 £
<b>INCOME &amp; ENDOWMENTS FROM;</b>					
Donations & Legacies	2 & 3	26,903	400	27,303	46,912
Charitable Activities	4	4,811	20,511	25,322	10,754
Other Trading	5	1,621	-	1,621	477
Investments		1	-	1	-
Other Income		-	-	-	-
<b>TOTAL INCOME &amp; ENDOWMENTS</b>		<b>33,336</b>	<b>20,911</b>	<b>54,247</b>	<b>58,143</b>
<b>EXPENDITURE ON;</b>					
Raising Funds		1,183	-	1,183	1,823
Charitable Activities	6 & 7	33,890	22,711	56,601	51,680
Other Expenditure		1,439	-	1,439	511
<b>TOTAL EXPENDITURE</b>		<b>36,512</b>	<b>22,711</b>	<b>59,223</b>	<b>54,014</b>
<b>NET EXPENDITURE BEFORE TRANSFERS</b>		<b>(3,176)</b>	<b>(1,800)</b>	<b>(4,976)</b>	<b>4,129</b>
Gross Transfers between funds		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(3,176)</b>	<b>(1,800)</b>	<b>(4,976)</b>	<b>4,129</b>
<b>TOTAL FUNDS BROUGHT FORWARDS</b>		<b>(432)</b>	<b>1,800</b>	<b>1,368</b>	<b>(2,761)</b>
<b>TOTAL FUNDS CARRIED FORWARDS</b>	9	<b>(3,608)</b>	<b>-</b>	<b>(3,608)</b>	<b>1,368</b>

All activities derive from continuing operations  
The notes on pages 10 to 13 form part of the financial statements

**IN THE MIX YOUTH PROJECT**  
**BALANCE SHEET**  
**AS AT 31st DECEMBER 2018**

	Notes	2018 £	£	2017 £	£
<b>FIXED ASSETS</b>					
Tangible Assets	11		1,095		1,459
<b>CURRENT ASSETS</b>					
Debtors	12	1,723		1,525	
Cash at bank and in hand		235		44	
		<u>1,958</u>		<u>1,569</u>	
<b>CREDITORS</b>					
Amounts falling due within one year	13	6,661		1,660	
		<u></u>		<u></u>	
<b>NET CURRENT ASSETS</b>			(4,703)		(91)
<b>NET ASSETS</b>			<u>(3,608)</u>		<u>1,368</u>
<b>FUNDS</b>					
Unrestricted funds			(3,608)		(432)
Restricted funds			-		1,800
			<u>(3,608)</u>		<u>1,368</u>
<b>TOTAL FUNDS</b>			<u>(3,608)</u>		<u>1,368</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Financial Reporting Standard 102

The company has taken advantage of the exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2018

The members have not required the company to obtain an audit for the year ended 31st December 2018 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for;

ensuring that the company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006; and

preparing Accounts which give a true and fair view of the state of the company's affairs at the end of the financial year and of its surplus or deficit for the year in accordance with the requirement of Section 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts were approved by the trustees on 27th September 2019 and signed on their behalf by:

Trustee

The notes on pages 11 to 14 form part of these accounts

Approved  
 John Mellier  
 Chair / Director  
 In the Mix Youth Project  
 J.S. HELLIER  
 Thursday 26th September 2019



**IN THE MIX YOUTH PROJECT**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31st DECEMBER 2018**

**1 Accounting Policies**

The financial statements have been prepared under the historical cost convention and following the Statement of Recommended Practice for Charities and are in accordance with the Financial Reporting Standard 102 (effective January 2015 and updated by Bulletin 1 effective February 2016) and the Companies Act 2006

**a Going Concern**

The accounts have been prepared on the going concern basis. There are no material uncertainties about the Charity's ability to continue.

**b The Charity**

The Charity is a public benefit entity.

**c Income**

Income from donations, grants and subscriptions is taken to the Statement of Financial Activity on receipt unless there is a Service Level Agreement or Contract in which case it is taken into account in the period to which it relates.

**d Resources Expended**

Resources expended are accounted for on an accruals basis. Costs are allocated on the basis of usage on each project.

**e Operating Leases**

The costs of operating leases are charged as they accrue.

**f Tangible Fixed Assets**

Depreciation is provided on tangible fixed assets at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures & Fittings	25% pa reducing balance
Equipment	25% pa reducing balance

**g Funds**

Fund designations are formally approved and minuted by the Trustees. Separate accounting records are kept for restricted funds.

**2 Income from Donations & Legacies**

	2018 £	2017 £
Donations	26,903	32,582
Other Grants	-	1,500
Restricted Grants	400	12,830
	<u>27,303</u>	<u>46,912</u>

**3 Analysis of Donations**

	2018 £	2017 £
Monetary Donations	1,808	449
Donated Services - Voluntary Staff	7,455	5,615
Donated Services - Management	17,640	26,518
	<u>26,903</u>	<u>32,582</u>

#### 4 Income from Charitable Activities

	Fee for Service £	Restricted Grant £	Total 2018 £	Total 2017 £
<b>Fee for Service</b>				
Access to Work	424	0	424	4,423
Café Random	3,600	2,700	6,300	1,784
Young Media Volunteers	0	0	0	1,800
Awards For All	0	5,562	5,562	-
Generation Code	0	2,325	2,325	-
Money 4 Life	83	6,600	6,683	-
Music Project	704	3,324	4,028	-
Short Breaks	0	0	0	463
Christmas Community Fund	0	0	0	500
Funding for expenses	0	0	0	1,441
Other	0	0	0	343
	<u>4,811</u>	<u>20,511</u>	<u>25,322</u>	<u>10,754</u>

#### 5 Income from Other Trading

	2018 £	2017 £
Bus Income	1,621	355
Other trading	-	122
	<u>1,621</u>	<u>477</u>

#### 6 Expenditure on Charitable Activities

	Direct Costs £	Support Costs £	Total 2018 £
Youth Activities	27,659	28,942	56,601
	<u>27,659</u>	<u>28,942</u>	<u>56,601</u>

#### 7 Allocation of Overheads

	Direct Costs £	Staff Costs £	Office Costs £	Total 2018 £
Youth Activities	2,000	8,065	18,877	28,942
Fundraising	-	354	829	1,183
Other Trading	1,105	100	234	1,439
	<u>3,105</u>	<u>8,519</u>	<u>19,940</u>	<u>31,564</u>

Direct Costs have been allocated on Actual Usage

Staff Costs have been allocated on Actual Hours spent

Office Costs have been allocated based on total Staff and Freelance Cost

#### 8 Trustees Remuneration & Benefits

During the year J Finlinson, a trustee were re-imbursed £131 (2017 - £247) for expenses incurred as a volunteer

There were no related party transactions with trustees in the year

#### 9 Independent Examination

The independent examiner was paid £750 to prepare and examine these accounts  
In addition he was paid £623 during the year for accountancy advice

#### 10 Staff Costs

	2018 £	2017 £
Wages & Salaries	8,183	8,794
Social Security Payments	336	240
Employer Pension Contributions	-	-
	<u>8,519</u>	<u>9,034</u>

The average number of employees during the year was 1 (2017 - 4)  
No employee received remuneration of over £60,000

11 Tangible Fixed Assets

	Fixtures £	Equipment £	Total £
<b>Cost</b>			
As at 1 January 2018	459	1,725	2,184
Additions	-	-	-
As at 31st December 2018	459	1,725	2,184
<b>Depreciation</b>			
As at 1 January 2018	71	654	725
Charge for the period	97	267	364
As at 31st December 2018	168	921	1,089
<b>Net Book Value</b>			
As at 1 January 2018	388	1,071	1,459
As at 31st December 2018	291	804	1,095

12	<b>Debtors</b>	<b>2018 £</b>	<b>2017 £</b>
	Trade Debtors	-	385
	Other Debtors	-	1,140
	Prepayments & Accrued Income	1,723	-
		<u>1,723</u>	<u>1,525</u>

13	<b>Creditors</b>	<b>2018 £</b>	<b>2017 £</b>
	Bank Loans and overdrafts	-	43
	Trade Creditors	998	-
	Accruals	1,225	1,387
	Other Creditors	-	230
	Deferred Income	4,438	-
		<u>6,661</u>	<u>1,660</u>

14 Fund Accounts

	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers £	Closing Balance £
<b>Unrestricted Funds</b>	(432)	33,336	36,512	-	(3,608)
<b>Restricted Funds</b>					
National Lottery - Award for All	-	5,562	5,562	-	-
UK Youth - Big Music Project	-	3,324	3,324	-	-
SCC - Youth & Communities Grant	-	2,700	2,700	-	-
UK Youth - Money 4 Life	-	6,600	6,600	-	-
SCF - Young Media Volunteers	1,800	-	1,800	-	-
UK Youth - Generation Code	-	2,325	2,325	-	-
UK Youth - Future Proof	-	400	400	-	-
<b>Total Restricted Funds</b>	<u>1,800</u>	<u>20,911</u>	<u>22,711</u>	<u>-</u>	<u>-</u>
<b>Total Funds</b>	<u>1,368</u>	<u>54,247</u>	<u>59,223</u>	<u>-</u>	<u>(3,608)</u>

**Fund Purposes**

Big Lottery Fund Awards for All - Deliver issue based workshops for young people  
 UK Youth Big Music Project - Develop career based music skills in young people  
 SCC Youth & Communities Grant - Deliver open access sessions  
 UK Youth Money 4 Life - Develop money skills in young people  
 SCF Young Media Volunteers - Equipping young people with media skills  
 UK Youth Generation Code- Develop career based computer coding skills in young people  
 UK Youth Future Proof - Develop policy frameworks



	Unrestricted £	Restricted £	2018 £	2017 £
<b>Fixed Assets</b>				
Tangible Assets	1,095	-	1,095	1,459
<b>Current Assets</b>				
Debtors	223	1,500	1,723	1,525
Bank	(2,803)	3,038	235	44
	(2,580)	4,538	1,958	1,569
<b>Current Liabilities</b>				
Creditors	2,123	4,538	6,661	1,660
<b>Net Current Assets</b>	(4,703)	-	(4,703)	(91)
<b>Net Assets</b>	(3,608)	-	(3,608)	1,368

**15 Members' Liability**

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £5 towards the assets of the charity in the event of liquidation. As at the 31st of December 2018 there were 4 members.

**16 Controlling entity**

The charity is controlled by the trustees who are all directors of the company.