



# Contents

Welcome to the Young Suffolk Annual Report and Accounts for **1<sup>st</sup> April 2009 to 31<sup>st</sup> March 2010**.

Young Suffolk's extensive membership network of key voluntary, community and charitable organisations has been critical to our continuing success. This years Annual Report provides us with the opportunity to thank everyone for the support, expertise and knowledge which they readily share with us.

Young Suffolk exists for its member organisations, which range from one night a week youth groups run by volunteers to large nationally affiliated organisations.

Young Suffolk aims to empower, strengthen and support its member organisations and more importantly through this activity meet the needs and raise the aspirations of children and young people throughout Suffolk.

<b>Message from Chair</b>	<b>Page 3</b>
<b>Highlights for 2009/10</b>	<b>Page 4 to 10</b>
<b>VCS Representation at County wide meetings in Suffolk</b>	<b>Page 11</b>
<b>Young Suffolk Organisational Chart</b>	<b>Page 12</b>
<b>Young Suffolk Members and Partners</b>	<b>Page 13 to 14</b>
<b>Structure, Governance and Management</b>	<b>Page 15 to 17</b>
<b>Trustees Report and Accounts</b>	<b>Page 18 to 28</b>

## Message from the Chair: Dawn Henry

On behalf of the Trustees and Staff of Young Suffolk it gives me great pleasure to present this year's 2009/10 Annual Report and Accounts to you.

This year has been another amazing and exceptionally busy one for the team, which has seen the membership grow from 132 to 197 members. This is a fantastic achievement and I would like to take this opportunity to thank our members who continue to support Young Suffolk and work with us to raise the aspirations of children and young people throughout Suffolk.

Looking back; the year began with a huge community event called the Y Festival, successfully organised by the involved team. This was closely followed by the inaugural Young Suffolk Forum which took place in May with a record number of delegates attending; this forum replaced the previous Children and Families one. Young Suffolk was delighted to be able to increase the number of accredited Level 2 Introduction to Youth Work Training courses, to meet the demand for this very popular training course.

I am particularly grateful to my colleagues on the Executive Committee for their support, guidance and work throughout the year. I am pleased to advise that Jools Ramsey, David Springett and Stuart Watson were all co-opted to the Executive Committee of Young Suffolk. My thanks go to Steve Allman who in his position of Vice Chair has ably supported us. Steve subsequently resigned from the Vice Chair position in February 2010, but happily still remained a Trustee and Executive member. I am pleased to be able to report that Keith Whitton was then elected to fill this role. My thanks also go to Chris Lee, who resigned from the Executive in November 2009, for his excellent support and work with us, which was greatly appreciated.

Looking forward to 2010/11; we, like many other organisations, are entering an era of uncertainty, particularly in relation to funding. It is a time, where I believe we will experience a large increase in demand from members and local authorities for the support, advice and guidance offered by Young Suffolk. The success of Young Suffolk is its approach and the high quality and professional capability of its staff, whose work by its very nature is 'silent' and thus often goes, unnoticed. This was recently described to me as 'effective intervention that prevents, supports and then steps back'; a very difficult skill and ability to quantify and put a price on. The message I would want to give to commissioners and funders for the future is 'please don't underestimate the value and impact Young Suffolk has, both financial and intrinsically, within Suffolk'.

I would like to conclude, on behalf of the Trustees, by sincerely thanking the dedicated Young Suffolk team, which is ably led by Bud Simpkin, for their dedication and hard work, without whom Young Suffolk's ongoing success would not be possible.

*Thank you*

**Dawn Henry**  
**Chair – Young Suffolk**  
**(From 2006)**

# Highlights of 2009/10

It has again been another exceptional year for Young Suffolk and some of the key events are detailed below:

## Young Suffolk Events of 2009/10 - Changes and Success

In **April 2009**, Young Suffolk was pleased to welcome Janet Perry to the team. Janet is taking on the role of Youth Volunteering Advisor for the South whilst Esme Smith is on maternity leave.

The involved youth volunteering were pleased to be able to hold the **Y Festival** which **took place on 9 April 2009** at Westbourne Sports College in Ipswich. The Youth Opportunity Funded event was a community family fun day allowing young people an opportunity to volunteer and enjoy yourself on a great day out. There was loads of fun things to do including a range of giant inflatable's, sumo wrestling, gladiators, a film crew, BBQ, lots of information stalls and interactive stands, nail art, an artist's wall, beat the goalie, an assault course, photographer and caricaturist.



**vinvolvedsuffolk**

**May 2009** saw the inaugural Young Suffolk Forum event at Kerrison Conference Centre in Eye. Helping to Shape the Suffolk Children's Plan 2009 to 2010, was attended by 40 delegates and was a unique opportunity to understand more about the Children's Plan. The event was aimed at the voluntary sector workforce and involved a presentation by Suffolk County Council's Planning and Performance Improvement Department followed by discussions around how the voluntary sector can contribute to the delivery of the eleven priorities from the Children and Young People's plan.

In **June 2009**, a second Introduction to Working with Children and Young People Course began in Ipswich, due to the huge demand received the first course we held earlier in the year, we were really pleased to be able to offer this extra training to meet demand. Thirteen delegates successfully completed this course.

In **July 2009**, Positively Active 3, a celebration event of children and young people's clubs and organisations and their amazing achievements took place at Kesgrave Community Centre.



There was a fantastic array of over thirty interactive stands, music, dancing, sport, theatre, fantastic food and an enormous graffiti wall where everyone had great fun writing up their comments. Suffolk Sport bought along a selection of sports equipment and an amazing demonstration was given by the Kesgrave Kings Basketball Team. A group of over twenty young people volunteering with vinvolved played a huge role in the organisation and planning of this huge event and helped out on the day. They each received vThankyou certificates.

A huge thank you goes to Arianna Girling vinvolved volunteer based at Suffolk Young People's Health Project who kindly acted as compere for the evening and kept things on track. Positively Active 3 was a significant event for Suffolk as it fell in Shine Week, a National Festival celebrating children and young people's skills and talents from the 6th to 10th July 2009. Shine Week is about celebrating all children and young people's talent including media, performing arts, technology, music and work in the community and Positively Active 3 epitomised this. Comments on the Graffiti wall included '...the youth of today are fantastic.....it was an inspiration for us all....enjoyed it'.



Young Suffolk was very pleased to be able to offer more free training for members working and working in conjunction with SAVO the successful **Beginners Guide to Safeguarding** took place across the county in July 2009 in Ipswich, Lowestoft and Bury St Edmunds. The training was very well received as was very positive feedback. There were seventy delegates from Ipswich; a second date had to be arranged due to high demand, thirty five in Lowestoft and thirty five from Bury St Edmunds attended.

**August 2009** saw the first Understanding the Tendering Process training full day seminars offered to the Voluntary and Community Centre by Suffolk County Council in conjunction with SAVO and Young Suffolk. Again the demand for places was high and oversubscribed. Consequently further training days were planned in November 2009 and February 2010.

The second Young Suffolk Forum event took place in **September 2009** and was attended by over 50 people interested in the subject of Children's views on parenting. Supporting Contemporary Adolescence working in partnership with UK Youth and Young Suffolk sought the views of young people about parenting teenagers. The presentation highlighted how important it is that young people have a clear stake in the services they receive and the views they have about how the

services could be improved are recognised and acted upon. Young people's potential to be active in shaping services was evident and their engagement at every level was shown to be an advantage to all.

The aim of the seminar was to give representatives from a range of organisations the opportunity to hear the results of the research carried out by SCA, whilst also giving participants the opportunity to discuss and explore ways young people within Suffolk can become more fully engaged as stake holders within organisations involved with parents of young people.

Also in **September 2009**, two further Introduction to Working with Children and Young People's Courses began in the North and West of Suffolk. Again these were immensely popular and oversubscribed. In total 31 participants achieved a level 2 qualification.

The Young Suffolk AGM took place on Wednesday **10 November 2009** at Kesgrave Conference and Community Centre in Ipswich. It was a fantastic event with one hundred and twenty people attending

This year we had an amazing number of awards to present and this began with the Young Suffolk Quality Mark which was presented by Councillor Graham Newman, Suffolk County Council Portfolio Holder for Children and Young People to Melody Lillistone from Supporting Contemporary Adolescence.



Young Suffolk President Anne Dunford OBE presented the prestigious President's Award to the 2009 winners Outreach Youth. They received a trophy and a cheque for £250.



The President's Award runners up received a cheque for £150 and this went to a group called Faith from Young People Taking Action in Leiston.

Roddy Macleod was an enthusiastic member of the Suffolk Association of Boys Clubs who sadly passed away in 1989 and since then this award has been presented in his honour. We were delighted that Roddy's son Hector was able to present the Roddy Macleod Award to the 2009 winners who were Lark Valley Junior Young Farmers.



Awards were then presented by Dawn Henry, Young Suffolk's Chair to young people who had recently won V National Awards.

**vinvolvedsuffolk**

Mark Rolfe of Ipswich was a regional winner for the East of England in the LEGEND Category. Mark was the creator of the



Ipswich games Console league and a support volunteer for children with disabilities. He received a trophy and a certificate.

Dalia el Gaddal of Ipswich won an award for becoming a Regional Winner in the FRESH Category and Kasey Baker of Lowestoft was announced as the Regional Winner in the GENIUS Category for setting up a drama group to help young people to deal with problems they can face. Both Dalia and Kasey were unable to attend the AGM and their awards were collected on their behalf. Kasey was recently recognized in the London National Press as she appeared in an article about her volunteering and recent success.

Cherry Finch of Suffolk Young People Health Project 4YP collected her trophy for being a regional winner in the ENERGY Category for developing services that make a difference to vulnerable young people.



Josh Snape was presented with 50 awards for all his amazing volunteering.

The final awards of the evening were presented by Viki Muller, Head of Integrated Early Years, Extended Schools and Youth Services for Suffolk County Council to some of the successful candidates who passed the earlier OCN Level 2 accredited Introduction to Working with Young People Courses. They included Abby Gosling from Mid Suffolk HOPS, Dale Haywood from SCA, Karen Brundish from SEBP, Lesley Spicer from Rendlesham Youth Group, Melody Lillistone from SCA, Sue Messenger from Elmswell Youth Club and Kim Nessling from Peasenhall Youth Club. Also successful were Belinda Olding and Ellie O'Reilly from Young Suffolk.



Young Suffolk staff gave a fifteen minute presentation entitled 'Young Suffolk, Your Say' about the role of Young Suffolk, how much it had developed over the past eighteen months and about future development for the next eighteen.

This was followed by an opportunity for everyone to contribute their ideas about our future. The evening ended with a delicious buffet and a networking opportunity. To view this presentation please visit our website:

[www.youngsuffolk.co.uk/meetings/AGM2009](http://www.youngsuffolk.co.uk/meetings/AGM2009)

**January 2010** saw another Young Suffolk Forum Event, this time featuring Simon White, Director for Children and Young People's Services for Suffolk County Council Speaking about his vision and what the voluntary sector could do to help achieve the vision. There was an opportunity for the fifty delegates to ask questions. Feedback from Simon was also posted on our website:

[www.youngsuffolk.co.uk/meetings/YoungSuffolkForum](http://www.youngsuffolk.co.uk/meetings/YoungSuffolkForum)

Also in January, we were pleased to be able to offer **more free training** to our members and the wider workforce starting in Ipswich in January, Bury St Edmunds in February and Lowestoft. A Guide to Safeguarding: Allegation Management looked at the role of the Local Authority Designated Officer (LADO). The purpose of these short seminars was to give those working in the voluntary sector an opportunity to meet their LADO, discuss the implications of the legislation on managing allegations in a supportive way and to get an update about new developments on the Safeguarding front including news about the Independent Safeguarding Authority and Common Assessment Framework.

As part of our multi-agency training we delivered another highly successful OCN accredited Introduction to Youth work course in Kesgrave. Another 14 level 2 qualifications were achieved. This made a total of **58** qualifications at level 2 in Youth work achieved in this year.

**March 2010** saw the 4th Annual Workforce Strategy Partners Conference Action Speaks Louder, the focus was about how do we engage with young people, listen to them and respond. This FREE Conference discussed how we learn what children and young people want from their services and what we can learn from each other about successful ways to do this. The Conference was fully booked and over 120 delegates attending Key note speakers included Will Sorrell from the Sorrell Foundation, Christine Lenehan from the Council for Disabled Children, Jane Basham from Ipswich and Suffolk Council for Racial Equality and Simon White, Head of Children and Young People's services for Suffolk County Council. There was an amazing performance by the New Wolsey Youth Theatre called 'No Ball Games' about what it's like being aged 15 and is based on real life stories and experiences of hundreds of young people in Suffolk.



Two young people George Smith and Trystan from 4RCE Training provided the delegates with an interactive voting session about whether as a workforce, our actions do speak louder. The afternoon included specially arranged workshops from organisations such as Out & About, Suffolk Young People's Health Project, NORCAS and Activities Unlimited.

**Quotes from the event included '.... excellent work... enjoyed the event, especially the involvement of young people...stimulating and thought provoking day.....lively conference....excellent speakers..exceptionally smooth, as always..'**

Later in March there was even **more free training** for members, this time in respect of a two hour briefing session for medium and large Voluntary, Community and Charity organisations to update on the National and Local developments about the CAF, eCAf and Contact Point. This was very well received and over twenty key VCS organisations were represented.



**Young People on the Catwalk** The year ended with a fantastic event taking place at the St Nicolas Centre in Ipswich. Sixty young people aged 16 to 25 from across Suffolk joined forces with Young Suffolk's involved youth volunteering team to organise this charity fashion show to raise money for St Elizabeth and St Nicholas Hospice Care. It was a fantastic night, with a fun raffle, local bands and performers including a local jazz band, led by Chris Dunnett 'For one night only' and an acoustic band, led by Yoji Munro. There was also a fantastic performance by 'Just Jay Dance'. Over £3,000 was raised for the charities. A huge thank you goes out to all the models and young people who helped out in a vast array of roles including photography, hair and makeup, designers and the promotions team. Also thank you to Arianna Girling who has been the main organiser for the event working full time at Young Suffolk as a v ambassador for the project.



Finally in **March 2010** we said goodbye to Esme Smith Youth Volunteering Advisor for the South who has been on maternity leave since March 2009 and decided not to return to work but take on the role of full time motherhood. We were delighted to announce that Janet Perry, who covered Esme's post whilst she was on maternity leave, was made a permanent appointment.



## **The Young Suffolk Communications Team**

Working behind the scenes to make our Young Suffolk events so successful are our Communications Team lead by Alison Archbold and ably assisted by part-time staff Laura Messer and Belinda Olding. This group are responsible for the general administration of Young Suffolk as well as the production of our electronic and hard copy communications. They look after the Website and manage the infamous 'Flashemails'.

## Grateful Thanks

Young Suffolk gratefully acknowledges receipt of donations from Barbara May Paul of £500. Also to Claas UK Ltd for their donation of £100. Also thank you to Elizabeth Constantine for her donation allowing the restoration work on the Roddy Macleod trophy.

## Young Suffolk Forum

This year the Young Suffolk Childrens and Family Forum became the Young Suffolk Forum to be able to offer a wider selection of topics to many more interested voluntary and community groups from the sector. This widening of the remit has resulted in an increase in attendance from the children and young people's workforce.

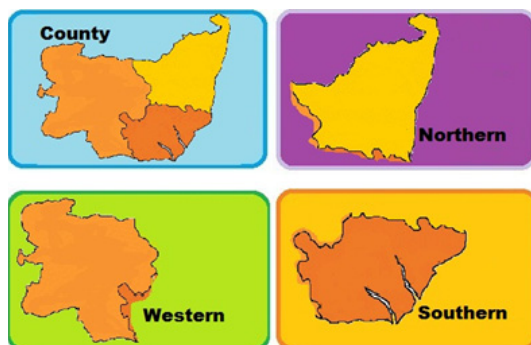
We would like to take this opportunity to thank Steve Allman who has been the Chair of the Forum and Vice Chair of Young Suffolk who stepped down. It was agreed that the Forum Chair would in future be shared between the Young Suffolk Chair Dawn Henry and the new Young Suffolk Vice Chair Keith Whitton. Their support and expertise have been a huge benefit to us.



Also thanks goes to Jeannie Buckingham who has been on secondment to Young Suffolk and has played a huge role in the development not only of this Forum but for the development of the VCS representational matrix. This allows nominated VCS representatives to provide feedback from a wide array of county level and local meetings across Suffolk, in the form of five bullet pointed key issues effecting the voluntary, community and charitable children and young people's sector in Suffolk.

Also thank you goes to Janet Dickerson from Ormiston Children and Families Trust who was the CWDC funded Training Mentor working with Young Suffolk to assist individuals and organisations with their training needs.

## VCS Representation at County wide meetings in Suffolk



**14 to 19 Strategy Executive Board** represented by Helen Scott-Davies from Suffolk Education Business Partnership

**Children's Trust Strategic Board** represented by Dawn Henry from Suffolk Young People's Health Project - 4YP and Keith Whitton from Anglia Care Trust

**Children's Trust Executive Commissioning Group** represented by Bud Simpkin from Young Suffolk

**Think Family Programme Board** represented by Jools Ramsey from Ormiston

**Suffolk Children & Young People's Commissioning Group** represented by Bud Simpkin from Young Suffolk

**Children & Young People's Scrutiny Committee** represented by Anne Dunford Young Suffolk President

**Suffolk Safeguarding Children Board** represented by Bud Simpkin from Young Suffolk

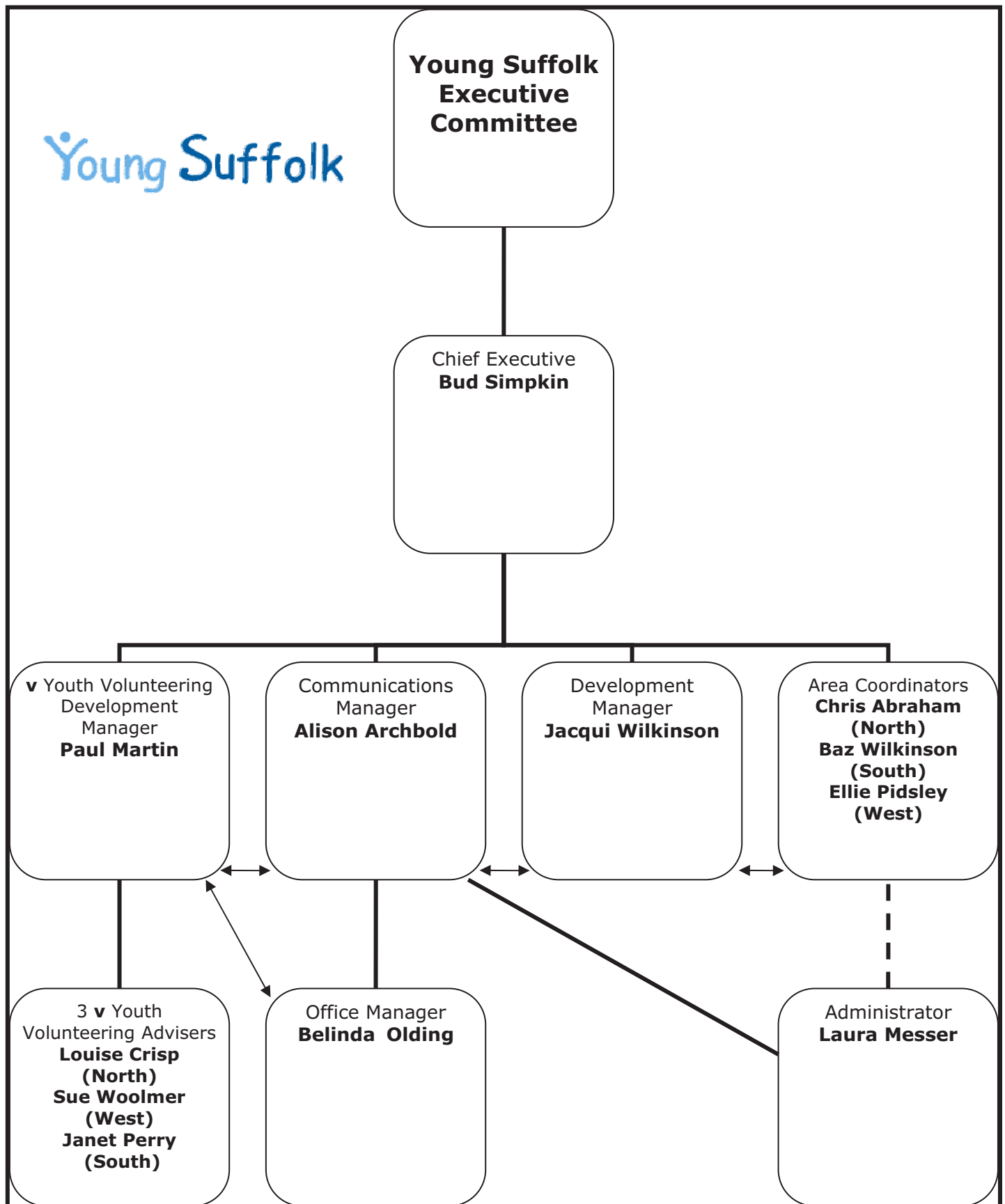
**Suffolk Youth Offending Board** represented by Anne Dunford, Young Suffolk President and Dawn Henry from Suffolk Young People's Health Project – 4YP

**Partners in Play** represented by Chris Abraham from Young Suffolk

**Missing Children Panel** represented by Jools Ramsey from Ormiston

To view information from these meetings and identify other VCS representatives that attend an array of other county level and local meetings happening across Suffolk go to <http://www.onesuffolk.co.uk/youngssuffolk/meetings/>

# Young Suffolk Organisational Chart 2009/10



# Young Suffolk Members

1<sup>st</sup> Question Training Co Operative  
4' RCE Training  
863 (Thurston) Squadron Air Training Corps  
13<sup>th</sup> Step  
ACE (People First)  
Amp and Deck  
Amplitude Music Club CIC  
Anglia Care Trust  
APW Training Ltd  
Autism Suffolk  
Babergh Communities Together  
Back Street Heroes  
Bacton Youth Club  
Badwell Ash Youth Club  
Balderton Bunch Youth Club  
Beck Row Youth Club  
Boxford Youth Club  
Breakout (Norfolk and Suffolk)  
Breckland Youth Club  
British Red Cross  
Bungay Youth Partnership  
Bury St Edmunds Volunteer Centre  
Campsea Ashe Youth Club  
Cangle Foyer ECHG  
Capel St Mary Methodist Youth Project  
CB9 Media Hub  
Christian Youth Ministries  
Churches Together Hadleigh  
Circle Anglia  
Coddensham Youth Club  
Conard Youth Project  
Crazy Club  
Create  
Crowded House  
CSV Media  
Deben Family Centre  
Debenham Youth Club  
Drinkstone Junior Club  
Earl Stonham Junior Social Club  
Eastfeast  
Eastgate Amateur Boxing Club  
Edens Project  
Elmswell Youth Club  
Enterprise Lowestoft  
Exning Youth Club  
Extra Steps and Beyond  
Eye Arts Club  
Eye Youth Club  
Family & Community Network  
Family Welfare Association (Ipswich)  
Family Welfare Project (Lowestoft)  
FAYAP  
Felixstowe Radio  
The Forge Church (242 Youth)  
Friday Club  
Fun for Young Otley Youth Group  
GFS Platform  
Girlguiding Suffolk  
Gonenkai Pacific Venture  
Halver Open Unit  
Haverhill Schools Initiative  
Heart Foyer  
Holllesley Youth Club  
Home Start Babergh  
Home Start Mid Suffolk  
Home Start UK  
Horringer Youth Club  
Ipswich Council for Voluntary Service  
IDC Diamonds  
IP1 Magazine  
Ipswich and Suffolk Council for Racial Equality  
Ipswich Caribbean Association  
Ipswich Opportunity Group  
Ipswich Sea Cadets  
Ixworth Junior Youth Club  
JUMP  
Just 42  
Karibu African Women's Support Group  
Kelsale Youth Club  
Kernos Centre  
Kessingland Village Hangout  
Kirton & Falkenham Youth Club  
Lapwing  
Lakenheath Junior Club  
Lavenham Park Community Association  
Lavenham Youth Club  
Lawshall Drop in Youth Club  
Laxfield Youth Group  
Leveltwo  
Lowestoft and District Mencap Society  
Lowestoft Community Church  
Manic Monday Club  
Marlesford Massive  
Mid Suffolk Action in Partnership  
Martlesham Heath Youth Club  
Melton Youth Community Project  
Mencap Education & Employment Business Unit  
Mid Suffolk HOPS  
Monks Eleigh Youth Club  
Montgomery Outreach Trust  
Moreton Hall Youth Action Group Ltd  
Mow and Grow Ltd  
Nayland Youth Club  
Needham Market Youth Club  
New Astley Club  
New Life Christian Fellowship Youth Work  
Newmarket Kidzone  
New Wolsey Theatre  
Newmarket Community Partnership  
NORCAS  
Norfolk and Suffolk Wing Air Training Corps  
NSPCC  
Oak Youth Club  
Offshoot Films  
OHS Youth Club  
Ormiston Children and Families Trust  
Out & About  
Outreach Youth  
Palgrave Holiday Scheme  
Parham Youth Group  
Peak Experience  
Peasenhall Youth Club  
Polish School in Newmarket  
Porch Youth Club  
Princes Trust  
RAF Honington  
Red Lodge Youth Club  
Red Rose Chain

Rendlesham Youth Group  
 Reydon Junior Youth Club  
 Rochford Trust  
 Safe  
 Salvation Army  
 SAVVY  
 Shotley Youth News Crew  
 Soundwaves  
 Southernwood Stage School  
 Speaking Up  
 Speaking Up Young Voices  
 Springfield Follies  
 Supporting Contemporary Adolescence  
 St John Ambulance  
 St Johns Football Club  
 St Johns Housing Trust  
 St Lukes and St Micheals Church in Beccles  
 St Mary's Youth Club  
 Stanton Youth Club  
 Stowmarket ASD Club  
 Stowmarket & Area Opportunity Group  
 Stratford St Mary Youth Club  
 Sudborne & Tunstall Baptist Church  
 Sudbury Boxing Club  
 Suffolk Artlink  
 Suffolk Coastal Young People's Project  
 Suffolk Deaf Association  
 Suffolk District Girls Brigade  
 Suffolk Education Business Partnership  
 Suffolk Inter Faith Resource  
 Suffolk Positive Futures  
 Suffolk School for Parents  
 Suffolk Scouts  
 Suffolk Wildlife Trust  
 Suffolk Young Farmers

Suffolk Young People's Health Project  
 Suffolk Young Peoples Theatre  
 Summer Fun Play Scheme  
 Sutton Youth Club  
 TANK Residents Group  
 Team Spirit  
 The Allsortz Group  
 The Long Melford Youth Club  
 The Matthew Project  
 The Parish of Whitton Youth  
 The Porch  
 The Works Sudbury Ltd  
 The Yard Project  
 Thurston Youth Club  
 Tostock Youth Club  
 Triangle Living Water  
 Triple A Boxing  
 Tuddenham Sport & Drama Club  
 Victim Support  
 Walpole & Cookley Playing Field Trust  
 Waveney Amplifier CIC Ltd  
 Waveney Community Forum  
 Waveney Young Peoples Project  
 Wenhaston Youth Club  
 Westleton PCC Youth Club  
 West Suffolk College  
 Wonderful Beast Theatre  
 YMCA Bury St Edmunds  
 YMCA Training (Ipswich)  
 YMCA Training (Stowmarket)  
 Young People Afloat  
 Youths R Us All Saints Youth  
 Zimbabwe Youth Project

## Partners and Associate Organisations

Babergh Communities Together  
 Children Matter East (CME)  
 COVER (The Community and Voluntary Forum for Eastern Region)  
 Mid Suffolk Action Partnership  
 National Clubs for Young People  
 NCVYS  
 One Voice Suffolk  
 SAFE  
 Suffolk County Council Directorate for Children and Young People  
 Suffolk ACRE  
 Suffolk Association of Voluntary Organisations (SAVO)  
 Suffolk Children's University  
 Suffolk Constabulary  
 Suffolk Foundation  
 UK Youth  
 West Suffolk Consortium for Voluntary Organisations  
 VYSER (Voluntary Youth Service, Eastern Region)



## The Executive and Trustees

Young Suffolk members elect a Trustee Committee who take responsibility for deciding the strategic direction of Young Suffolk's work. The Trustees are legally responsible for the governance and management of Young Suffolk.

### Committee 2009 – 2010

Anne Dunford, OBE	President
Dawn Henry	Chair - Trustee
Steve Allman	Vice Chair/Trustee (Resigned as Vice Chair February 2010 but remained a trustee)
Keith Whitton	Vice Chair/Trustee (Elected February 2010)
Monique Burnell	Honorary Treasurer/Trustee (from November 2008)
Chris Lee	Trustee (Resigned November 2009)
David Routh	Trustee
Robin Chesterman OBE	Trustee (Re elected November 2009)
Helen Potter	Trustee (Re elected November 2009)
David Springett	Co-option to the Executive
Jools Ramsey	Co-option to the Executive (November 2009)
Stuart Watson	Co-option to the Executive (November 2009)
Pauline Henry	Suffolk County Council Representative

### Patron

Lady Tollemache

### Vice Presidents 2009 – 10

John Garwood  
Maryanne Nicholls  
Stephen Fletcher  
Margaret Lowe

### Auditor

Larking Gowen Limited  
16a Falcon Street  
Ipswich  
IP1 1SL

### Bankers

Barclays Bank  
1 Princes Street  
Ipswich  
IP1 1PB

**Charity Registration Number**

1052086

**Data Protection Number**

X3340979

## Trustees Statement

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charities constitution, applicable law and the requirements of the 2005 Statement of Recommended Practice, 'Accounting and Reporting by Charities'.

# Structure, Governance and Management

## **OBJECTS OF THE CHARITY**

The charity was established by a constitution on 10th September 1974, the last amendment to which occurred on 14 November 2007. The charity's objects shall be for any charitable purpose for the benefit of the public up to the age of 25 years by associating the voluntary organisations, institutions and member organisations of the Council in a common effort to advance education and to provide facilities for recreation and leisure time occupation. The policies adopted in furtherance of these objects have been commented on in the preceding pages and there has been no change in these during the year.

The day to day affairs of the charity is organised by the chief executive whilst policy and general management of the affairs of the charity is directed by the Executive Committee of trustees. The council members elect the trustees for a term of two years.

## **RESERVES POLICY**

The reserves policies adopted by the charity are described in the financial statements.

## **RISK FACTORS**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

## **TRUSTEE'S RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' 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 & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping accounting records that 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 1993, the Charity (Accounts Reports) Regulations 2008 and the constitution. 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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## **PUBLIC BENEFIT**

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, Young Suffolk needs to define the benefits that arise to the general public or a section of the public from carrying out our Charitable Aims.

In Young Suffolk's case this is a fairly straightforward process. The Object of our Charity as stated above is to the benefit of the public up to the age of 25 by supporting institutions and organisations to advance education and provide facilities for recreation and leisure.

The various ways we undertake this are identified in the preceding pages but in the main Young Suffolk achieves Public Benefit by supporting the organisations we work with to provide educational, enjoyable and safe environments to enable children and young people to develop and reach their full potential. We do this through the provision of advice, information, guidance and training for management groups and staff including volunteers.

In addition, although our objects are specifically aimed at young people up to the age of 25 we provide a broader public benefit encouraging safer and more sustainable communities by helping to support the development of children and young people on their journey through adolescence into adulthood as socially aware and responsible citizens.

## **STATEMENT OF DISCLOSURE TO AUDITOR**

So far as the directors are aware, there is no relevant audit information of which the group's auditors are unaware, and they taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the group's auditors are aware of that information.

The induction process for any newly-appointed trustee comprises an initial meeting with the Chair and the Executive, followed by a series of short meetings with the Chief Executive. However, a formal trustee induction procedure and full induction pack to contain key information and documents regarding the role of the trustees, is being developed.

Signed on behalf of the board of the charity



Dawn Henry  
Chair of Trustees  
6 October 2010

# Financial Review

It gives us great pleasure to report another good financial year. The Statement of Financial Activities shows net income on unrestricted funds before fund transfers for the year ended 31 March 2010 of £ 23,007 (£46,223 for March 2009).

There is always further work to be done, but, this year represents another significant step in the right direction.

Please note that the Trustees' Report and Accounts for the year ended 31 March 2009 are on the following pages.



## Independent Auditors' Report to the trustees of Young Suffolk

We have audited the financial statements of Young Suffolk for the year ended 31 March 2010 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of trustees and auditors

The trustees' responsibilities 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) are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the information given in the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept sufficient accounting records, if the financial statements are not in agreement with those accounting records or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

### Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at 31 March 2010 and of its incoming resources and application of resources for the year then ended; and
- have been prepared in accordance with the Charities Act 1993.



Larking Gowen Limited  
Statutory Auditors  
16a Falcon Street  
Ipswich IP1 1SL

8 October 2010



## Statement of Financial Activities

### Including Income and Expenditure Account

For the year ended 31 March 2010

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2010 £	Total 2009 £
<b>Incoming resources</b>						
Incoming resources from generated funds						
Voluntary income including core grants	2	<b>74,070</b>	-	-	<b>74,070</b>	100,987
Investment income	3	<b>3,786</b>	-	-	<b>3,786</b>	24,278
		<b>77,856</b>	-	-	<b>77,856</b>	125,265
Incoming resources from charitable activities	4	-	-	<b>1,052,621</b>	<b>1,052,621</b>	635,394
Other incoming resources	5	<b>7,431</b>	-	-	<b>7,431</b>	2,809
<b>Total incoming resources</b>		<b>85,287</b>	-	<b>1,052,621</b>	<b>1,137,908</b>	763,468
<b>Resources expended</b>						
Charitable activities	6					
Infrastructure development and others		<b>57,494</b>	-	<b>598,437</b>	<b>655,931</b>	407,507
Volunteers		-	-	<b>179,118</b>	<b>179,118</b>	309,620
Total charitable expenditure		<b>57,494</b>	-	<b>777,555</b>	<b>835,049</b>	717,127
Governance costs		<b>4,786</b>	-	-	<b>4,786</b>	3,430
<b>Total resources expended</b>		<b>62,280</b>	-	<b>777,555</b>	<b>839,835</b>	720,557
<b>Net incoming/(outgoing) resources before transfers</b>		<b>23,007</b>	-	<b>275,066</b>	<b>298,073</b>	42,911
<b>Transfers</b>						
Gross transfers between funds		-	-	-	-	-
<b>Net movement in funds</b>		<b>23,007</b>	-	<b>275,066</b>	<b>298,073</b>	42,911
<b>Reconciliation of funds</b>						
Fund balances at 1 April 2009		<b>152,474</b>	<b>11,904</b>	<b>310,044</b>	<b>474,422</b>	431,511
<b>Fund balances at 31 March 2010</b>		<b>175,481</b>	<b>11,904</b>	<b>585,110</b>	<b>772,495</b>	474,422

During the year there were no recognised gains or losses other than those included above.

All activities included within this statement are continuing.

## Balance Sheet

As at 31 March 2010

	Notes	2010 £	£	2009 £	£
<b>Fixed assets</b>					
Tangible assets	11		<b>3,832</b>		6,858
Investments	12		<u>1</u>		<u>1</u>
			<b>3,833</b>		6,859
<b>Current assets</b>					
Debtors	13	<b>1,454</b>		107	
Cash at bank and in hand		<u><b>981,907</b></u>		<u>603,004</u>	
		<b>983,361</b>		603,111	
<b>Creditors: amounts falling due within on year</b>	14	<u><b>( 214,699)</b></u>		<u>( 135,548)</u>	
<b>Net current assets</b>			<b>768,662</b>		467,563
<b>Total assets less current liabilities</b>			<u><b>772,495</b></u>		<u>474,422</u>
<b>The funds of the charity</b>					
Restricted funds	15		<b>585,110</b>		310,044
Unrestricted funds:					
Designated funds	16		<b>11,904</b>		11,904
Other charitable funds			<b>175,481</b>		152,474
			<u><b>772,495</b></u>		<u>474,422</u>

The financial statements were approved by the trustees on 6 October 2010



Dawn Henry  
Chair of Trustees

## Notes to the financial statements

For the year ended 31 March 2010

### 1 Accounting policies

(i) **Basis of preparation**

The financial statements have been prepared under the historical convention.

The charity has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

The financial statements have been prepared in accordance with applicable financial reporting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 1993.

(ii) **Incoming resources**

Grants are recognised when these are certain as being receivable. Where grants are dependent on outcomes being achieved the grants are recognised when those outcomes are achieved.

Grant income is deferred, even where the income is receivable, when this income is given for expenditure in the following year.

Membership subscriptions are recognised in the period to which they relate.

(iii) **Resources expended**

Expenditure is recognised in the period to which it relates.  
Irrecoverable VAT is included with the relevant expenditure.

Costs are allocated directly to the activities wherever possible. Support costs are then attributed based on estimated staff time.

Grants payable are recognised when committed.

(iv) **Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Computer equipment                      on a straight line basis over three years

Fixtures, fittings and equipment    25% on a written down value basis

(v) **Investments**

Fixed assets are stated at estimated market value.

(vi) **Pensions**

The charity operates a defined contribution pension scheme. Contributions are charged in the financial statements as they become payable in accordance with the rules of the scheme.

(vii) **Accumulated funds**

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

## Notes to the financial statements

For the year ended 31 March 2010

### 2 Voluntary income including core grants

	2010 £	2009 £
Donations and gifts	4,070	3,987
Grants receivable for core activities	70,000	97,000
	<u>74,070</u>	<u>100,987</u>

### 3 Investment income

	2010 £	2009 £
Interest receivable	<u>3,786</u>	<u>24,278</u>

### 4 Incoming resources from charitable activities

	2010 £	2009 £
Infrastructure development and others	897,722	428,591
Volunteers	154,899	206,803
	<u>1,052,621</u>	<u>635,394</u>

### 5 Other incoming resources

	2010 £	2009 £
Other income	<u>7,431</u>	<u>2,809</u>

## Notes to the financial statements

For the year ended 31 March 2010

### 6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Grant funding £	Total 2010 £	Total 2009 £
<b>Charitable activities</b>						
<u>Infrastructure development and others</u>						
Activities undertaken directly	146,915	-	27,643	-	174,558	170,669
Grant funding of activities	-	-	-	379,211	379,211	145,289
Support costs	70,742	3,026	28,394	-	102,162	91,549
<b>Total</b>	<b>217,657</b>	<b>3,026</b>	<b>56,037</b>	<b>379,211</b>	<b>655,930</b>	<b>407,507</b>
<u>Volunteers</u>						
Activities undertaken directly	123,068	-	42,925	-	165,993	297,620
Support costs	13,125	-	-	-	13,125	12,000
<b>Total</b>	<b>136,193</b>	<b>-</b>	<b>42,925</b>	<b>-</b>	<b>179,118</b>	<b>309,620</b>
	<b>353,850</b>	<b>3,026</b>	<b>98,961</b>	<b>379,211</b>	<b>835,048</b>	<b>717,127</b>
<b>Governance costs</b>	<b>-</b>	<b>-</b>	<b>4,786</b>	<b>-</b>	<b>4,786</b>	<b>3,430</b>
	<b>353,850</b>	<b>3,026</b>	<b>103,747</b>	<b>379,211</b>	<b>839,835</b>	<b>720,557</b>

Fees payable to the auditors amounted to £3,525 for audit services (2009 - £2,818).

### 7 Grants payable

	Unrestricted funds	Restricted funds	2010 £	2009 £
Grants to institutions (127 grants)				
SCC Small grants	-	84,674	84,674	91,345
Rural Support Fund	-	4,205	4,205	1,700
Training and Development	-	44,250	44,250	-
Suffolk Coastal	-	1,665	1,665	25,000
Volunteering Partnership	-	10,000	10,000	-
TAMHS	-	26,799	26,799	26,844
Play Development	-	142,071	142,071	-
Accessibility fund	-	65,147	65,147	-
Miscellaneous small grants to clubs	400	-	400	400
	<b>400</b>	<b>378,811</b>	<b>379,211</b>	<b>145,289</b>

### 8 Support costs

	Infrastructure development and others £	Volunteers £	2010 £	2009 £
Other costs	28,394	-	28,394	21,824
Staff Costs	70,742	13,125	83,867	79,362
Depreciation	3,026	-	3,026	2,363
	<b>102,162</b>	<b>13,125</b>	<b>115,287</b>	<b>103,549</b>

## Notes to the financial statements

For the year ended 31 March 2010

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or expenses during the year.

### 10 Employees

#### Number of employees

The average number of employees during the year was:

	2010 Number	2009 Number
Project staff	9	9
Management and administration	3	3
	<u>12</u>	<u>12</u>

#### Employment costs

	2010 £	2009 £
Wages and salaries	298,991	284,010
Social security costs	28,917	27,539
Other pension costs	9,488	7,410
Travel and other staff costs	16,454	18,664
	<u>353,850</u>	<u>337,623</u>

There were no employees whose annual emoluments were £60,000 or more.

### 11 Tangible fixed assets

	Computer equipment £	Fixtures fittings & equipments £	Total £
<b>Cost</b>			
At 1 April 2009	16,563	1,029	17,592
Additions	-	-	-
At 31 March 2010	<u>16,563</u>	<u>1,029</u>	<u>17,592</u>
<b>Depreciation</b>			
At 1 April 2009	9,949	785	10,734
Charge for the year	2,965	61	3,026
At 31 March 2010	<u>12,914</u>	<u>846</u>	<u>13,760</u>
<b>Net book value</b>			
<b>At 31 March 2010</b>	<u>3,649</u>	<u>183</u>	<u>3,832</u>
At 31 March 2009	<u>6,614</u>	<u>244</u>	<u>6,858</u>



## Notes to the financial statements

For the year ended 31 March 2010

### 12 Fixed asset investments

	<b>£</b>
<b>Market value at 1 April 2009 and 31 March 2010</b>	<b><u>1</u></b>
Historical cost at 31 March 2009 and 31 March 2010	<u>1</u>

#### Holdings of more than 20%

The company owns 33% of the issued ordinary shares of Suffolk Forward Limited a company registered in England and Wales. The company has not traded and has total shareholders' funds of £3.

### 13 Debtors

	<b>2010</b>	2009
	<b>£</b>	£
Trade debtors	<u>1,454</u>	<u>107</u>

### 14 Creditors: amounts falling due within one year

	<b>2010</b>	2009
	<b>£</b>	£
Bank overdraft	<b>37,872</b>	42,017
Trade creditors	-	1,775
Taxes and social security costs	<b>67</b>	-
Accruals	<b>4,700</b>	4,256
Deferred income	<b>172,060</b>	87,500
	<b><u>214,699</u></b>	<u>135,548</u>

Deferred income represents amounts received by the company the benefit of which is intended for future periods. All deferred income at 31 March 2009 was recognised in the income and expenditure account in the year ended 31 March 2010.

## Notes to the financial statements

For the year ended 31 March 2010

### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2009 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2010 £
SCC Small Grants	-	124,500	( 88,173)	-	36,327
Millenium Volunteers	74,338	-	( 26,628)	-	47,710
Children and Families Forum	31,650	231	762	-	32,643
V Team	55,884	154,899	( 152,490)	-	58,293
Engage	3,470	-	-	-	3,470
Training and Development	24,344	114,130	( 95,139)	-	43,335
Rural Support Fund	57,142	2,599	( 4,321)	-	55,420
Suffolk Coastal Teen Voices	2,827	-	( 2,827)	-	-
Volunteering Partnership	32,074	-	( 10,350)	-	21,724
Big Lottery BASIS	1,471	154,470	( 155,819)	-	122
TAMHS	26,844	-	( 26,844)	-	-
Play Development	-	234,820	( 145,691)	-	89,129
Education and Employment	-	22,553	-	-	22,553
Accessibility Fund	-	244,419	( 70,035)	-	174,384
	<u>310,044</u>	<u>1,052,621</u>	<u>( 777,555)</u>	<u>-</u>	<u>585,110</u>

SCC Small Grants - small grants to Youth organisations funded by Suffolk County Council.

Millenium Volunteers - a government sponsored programme that promotes and accredits young people's volunteering.

Children and Families Forum - a network of organisations specifically supporting work in Suffolk with children and their families.

V Team - the development and delivery of a volunteer involved team.

Training and Development - providing assistance to voluntary organisations in workforce development and achieving Young Suffolk Quality Standards.

Rural Support Fund - Funds for support of work with small rural groups, set up with funds following the merger with Suffolk Clubs for Young People.

Volunteering Partnership - facilitation of a consortium of young peoples' volunteering providers thereby increasing the number of opportunities for young people to volunteer.

Big Lottery BASIS - improving the infrastructure and increasing the capacity of the children and young people's voluntary sector.

TAMHS - Targeted Mental Health in Schools project funds grants payable to support the development and delivery of out of school activities fro young people with emerging mental health issues.

Play Development - funds to help voluntary organisations develop their play facilities for children and



Play Development - funds to help voluntary organisations develop their play facilities for children and young people.

Education and Employment - support to voluntary organisations for their work with young people not in employment, education or training.

Accessibility fund - support to voluntary organisations in their work with children and young people with additional needs.

## 16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	<b>Balance at 1 April 2009</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Balance at 31 March 201</b>
	£	£	£	£
Contingency	10,000	-	-	10,000
Presidents Awards	1,904	-	-	1,904
	<u>11,904</u>	<u>-</u>	<u>-</u>	<u>11,904</u>

The Board has adopted the following policy with regard to the Contingency Fund:

- It should be maintained at a level which would finance reasonable period in which to run down the organisation's operations in the event of a major loss of funding.
- The current level should be set at £10,000 and future budgeting should ensure that this level is maintained.
- The level of the Contingency Fund should be reviewed in line with a) on an annual basis.

The Presidents Award Fund is a designated fund representing amounts set aside from general reserves for the purposes of providing for young people's direct participation in the planning and running of activities for themselves.

## 17 Analysis of net assets between funds

	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total</b>
	£	£	£	£
Fund balances at 31 March 2010 are represented by:				
Tangible fixed assets	3,832	-	-	<b>3,832</b>
Investments	1	-	-	<b>1</b>
Current assets	286,397	11,904	685,060	<b>983,361</b>
Creditors: amounts falling due within one year	( 114,749)	-	( 99,950)	<b>( 214,699)</b>
	<u>175,481</u>	<u>11,904</u>	<u>585,110</u>	<u><b>772,495</b></u>

## 18 Commitments under operating leases

At 31 March the company had annual commitments under non-cancellable operating leases as follows:

	<b>Land and buildings</b>	
	<b>2010</b>	2009
	£	£
Expiry date:		
Between two and five years	<u><b>3,000</b></u>	<u>3,000</u>