



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	04	2022		31	03	2023

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

**Postcode**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Newport Town Council	Corporate Trustee		
2				
3				
4				
5				
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7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
Newport Town Council	

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

Type of adviser	Name	Address

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

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution and Mission Statement
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Elected by previous board of trustees on 03/01/2019

**Additional governance issues (Optional information)**

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

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

<p>Newport Town Council became corporate trustees on 03/01/2019</p> <p>Management committee elected on 17<sup>th</sup> May 2023</p>
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**Section C Objectives and activities**

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

<p>The object of the charity is:</p> <p>To provide opportunities to address the educational, development and leisure needs of the young people of Newport (Shropshire) and District by establishing an indoor meeting place for the promotion of informal social education.</p>
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The mission statement for the volunteer led community café:

To create a welcoming and accessible environment that will be used primarily by the youth of Newport (Shropshire) but that is accessible for everyone. Offering a range of activities that include and integrate the youth in the community and reduce social isolation. Also providing volunteering opportunities and work experience along with placements and training for young people with learning disabilities and difficulties.

Activities undertaken have been:

Providing a space for the local youth club (no other club in Newport) and provide support for the wider community. The youth club hold x2 weekly sessions run by SYA, Hub volunteers and Duke of Edinburgh volunteers. Weekly youth dance group.

Free activities such as crafting and educational sessions for young people during the café opening hours over school holidays.

Weekly bridge club

The small volunteer led café incorporates work experience for vulnerable young people and adults and reduces social isolation in the community as well as young volunteers participating in their Duke of Edinburgh Awards and school children taking part in work experience.

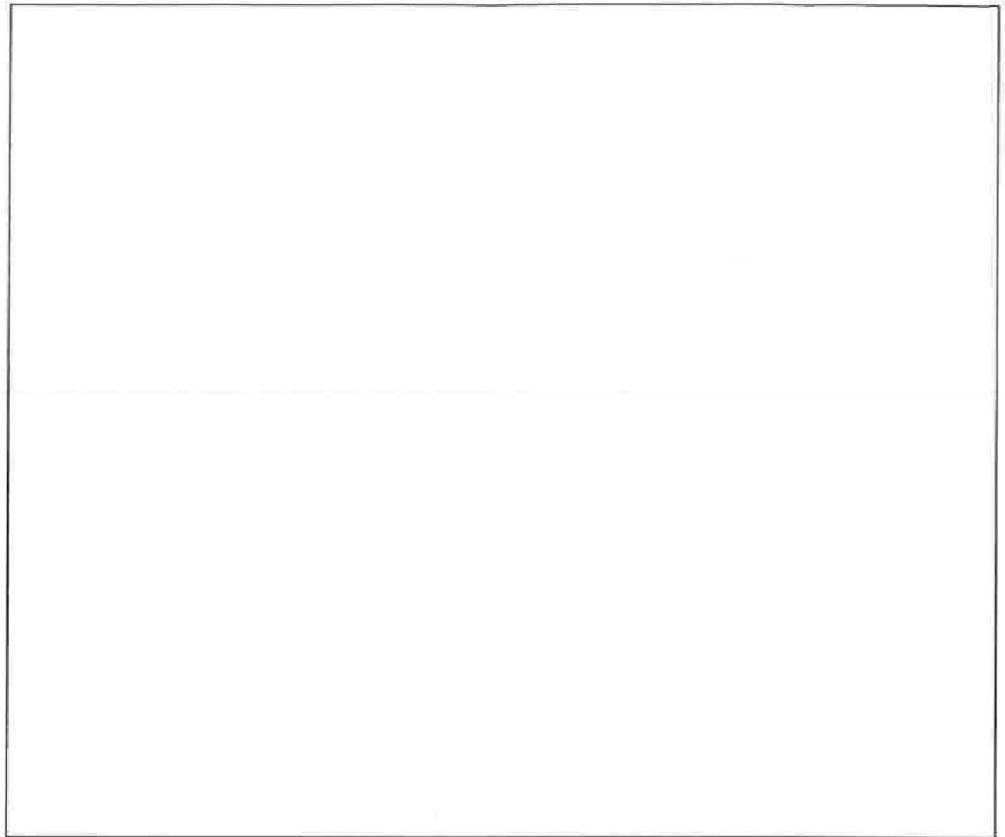
A number of community groups use the small café as a meeting place.

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

**Additional details of objectives and activities (Optional information)**

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

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



## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

The community café has been able to open every week and footfall has been steadily increasing. The café continues to offer free activities for children at the café during school holidays and these are very well attended. Activities have included free crafts, links with community groups such as Newport in Bloom and Knit and Natter to provide activities and free Makaton lessons. Community groups using the space has expanded and now includes a community walking group, knit and natter and a wellbeing café.

Telford repair café have recently used the space and have expressed an interest in a regular six monthly hire.

The focus for the coming year will be to increase the opening hours of the café to provide a safe meeting place for school children after school with affordable snacks and activities. This will also increase work experience opportunities for young people.

A new café manager was recruited in June 2023 and a new youth worker is being sought to enable an enhanced provision.

The Hub youth Club started in April 21 and is managed by Shropshire Youth Association and our Hub volunteers. Unfortunately, the youth club has struggled with attendees therefore with the rising costs of SYA. The new youth worker will take over the running of the youth club and will seek to improve the number of attendees.

The performance of the charity this financial year has not been as envisaged as the main income in 2022-2023 has been provided by Newport Town Council in the forms of grants.

The charity is working to ensure sustainability by ensuring income from other areas such as café sales, youth club, the general hire and external grants is increased.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

Follow the Charity Commission guidance of 3-6 months

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Currently Newport Town Council are the main source of funding but the future modelling for the Newport Youth Café Project will work towards it being self funded with outside funding sought for capital projects.

Purchase of café products and equipment for running of the community café. Hub manager's maternity pay, and maternity cover. Crafts and activities for school holidays

NA

## Section F

## Other optional information

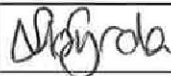
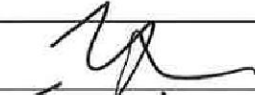
N/A

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SARAH JURDA	Tim Nelson
Position (eg Secretary, Chair, etc)	DEPUTY CHAIR	Chair
Date	17/07/2023	08 08 23



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Newport Youth Café Project "The Hub"

1076691

## Receipts and payments accounts

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For the period from	1st April 2022	To	31-Mar-23
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	30,169	-	-	30,169	36,854
Bank Interest	6	-	-	6	-
Other income	461	-	-	461	556
Room Hire	5,783	-	-	5,783	2,862
Cafe Sales	28,105	-	-	28,105	20,949
Council Rates Refund	-	-	-	-	-
Youth Club Income	438	-	-	438	329
Events	75	-	-	75	56
<b>Sub total (Gross income for AR)</b>	<b>65,037</b>	<b>-</b>	<b>-</b>	<b>65,037</b>	<b>61,606</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>65,037</b>	<b>-</b>	<b>-</b>	<b>65,037</b>	<b>61,606</b>
<b>A3 Payments</b>					
Café stock 01	8,350	-	-	8,350	5,787
Administration / Training/ Sundries 02	1,466	-	-	1,466	1,828
Rates 03	-	-	-	-	-
Insurance/Legal/H&S 04	1,608	-	-	1,608	1,975
Building works/ repairs 05	1,152	-	-	1,152	1,094
Cleaning 06	2,042	-	-	2,042	1,152
Youth Club SYA 07	11,745	-	-	11,745	7,425
Salary/HMRC 08	18,293	-	-	18,293	17,158
Utilities/ services 09	5,029	-	-	5,029	4,160
Events 10	1,518	-	-	1,518	506
Licences/ Subscriptions 11	574	-	-	574	440
Sumup / bank Charges 12	348	-	-	348	251
Equipment/ Furniture 13	16,169	-	-	16,169	5,030
<b>Sub total</b>	<b>68,294</b>	<b>-</b>	<b>-</b>	<b>68,294</b>	<b>46,806</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>68,294</b>	<b>-</b>	<b>-</b>	<b>68,294</b>	<b>46,806</b>
<b>Net of receipts/(payments)</b>	<b>- 3,257</b>	<b>-</b>	<b>-</b>	<b>- 3,257</b>	<b>14,800</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>42,506</b>	<b>-</b>	<b>-</b>	<b>42,506</b>	<b>27,706</b>
<b>Cash funds this year end</b>	<b>39,249</b>	<b>-</b>	<b>-</b>	<b>39,249</b>	<b>42,506</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	37,543	-	-
	BMM Account 9606	1,319	-	-
	Community (Youth) Café Acc	225	-	-
	Petty Cash & Float	159	-	-
	<b>Total cash funds</b>	<b>39,246</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement/Enter	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

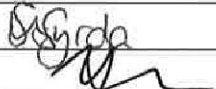
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Chairs, rack and shelving	Unrestricted Funds	711.00	711.00
	Cutlery, Crockery, Office Furniture, Toaster, Coat Stand, Bin	Unrestricted Funds	870.00	870.00
	Tables & Chairs	Unrestricted Funds	540.00	540.00
	Storage units for entrance	Unrestricted Funds	1400.00	1400.00
	Tub	Unrestricted Funds	280.00	280.00
	Dishwasher, Microwave and Fridges	Unrestricted Funds	1940.00	1940.00
	Long Tables	Unrestricted Funds	400.00	400.00
	Hoover	Unrestricted Funds	100.00	100.00
	Telephones	Unrestricted Funds	50.00	50.00
	Shelving units x 2	Unrestricted Funds	70.00	300.00
	Pool table	Unrestricted Funds	100.00	950.00
	Coffee Machine	Unrestricted Funds	2500.00	2500.00
	Slow cooker	Unrestricted Funds	30.00	30.00
	Blender	Unrestricted Funds	25.00	25.00
	Extra tables and chairs	Unrestricted Funds	130.00	130.00
	Popcorn machine	Unrestricted Funds	35.00	35.00
	Post box	Unrestricted Funds	35.00	35.00
	Shelving unit in store room	Unrestricted Funds	55.00	55.00
	Multi games Table	Unrestricted Funds	80.00	80.00
	Table Tennis Table	Unrestricted Funds	325.00	325.00
	Shelving unit in store room	Unrestricted Funds	25.00	25.00
	Hanging chalk board	Unrestricted Funds	20.00	20.00
Panini maker	Unrestricted Funds	28.00	28.00	

Trolley	Unrestricted Funds	26.00	26.00
New outside tables and chairs	Unrestricted Funds	600.00	600.00
Step ladder	Unrestricted Funds	30.00	30.00
White board	Unrestricted Funds	55.00	55.00
Accoustic Panels	Unrestricted Funds	1416.00	1416.00
Blinds to office & Store	Unrestricted Funds	268.00	268.00
heaters x 2	Unrestricted Funds	150.00	150.00
new microwave	Unrestricted Funds	75.00	75.00
outdoor tables & chairs additional	Unrestricted Funds	428.00	428.00
2 x tub chairs	Unrestricted Funds	340.00	340.00
Coat rail	Unrestricted Funds	20.00	20.00
noticeboard	Unrestricted Funds	61.00	61.00
Stand alone shelving units	Unrestricted Funds	100.00	100.00
Sound bar, TV's and speaker	Unrestricted Funds	1000.00	1000.00
Projector	Unrestricted Funds	2490.00	2490.00
Manager laptop	Unrestricted Funds	624.00	624.00
Printer	Unrestricted Funds	70.00	70.00
<b>Total</b>		<b>17502.00</b>	<b>17502.00</b>

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SARAH BURDA Tim Nelson	17/07/2023 080823



# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Newport Youth Café Project

On accounts for the  
period ended

31<sup>st</sup> March 2023

Charity no  
(if any)

1076691

Set out on pages

1-9

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently 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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

July 4th, 2023

Name:

John Henry

**Relevant professional  
qualification(s) or body**

ICAEW

Address:

Carreg Lwyd, Cefn Bychan Road, Pantymwyn, Flintshire, CH7 5EW