

YMCA TAUNTON
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 30TH JUNE 2021

1. Apologies for Absence

There were no apologies for absence were received

2. Present

Nick Low (Chair), Antony White, Zara Coulson, Clare Langley

3. In attendance

Joy Garland

The Board introduced themselves to those in attendance.

4. Election of Co-Opted Board Members

Zara Coulson was elected to the Board. Proposed by NL seconded by AW.

5. Election of Officers

There are no officers to elect at this meeting.

6. Minutes of the previous meeting

The Minutes of the AGM held on 28th May 2019 had been previously circulated and were agreed, proposed by NL, seconded by AW and signed by the Chair.

It was noted that there was no AGM in 2020 due to COVID -19.

7. Matters Arising from that meeting

- Roof is currently under grant approval – decision imminent
- Fitness Suite is currently under S106 grant approval – decision imminent

8. Presentation of Annual Report – Chair's Statement

Welcome to the Annual Report for YMCA Taunton. The trustees present their report with the financial statements of the charity YMCA Taunton for the year ended 31st August 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2016). The legal name of the charity is: YMCA Taunton.

YMCA Taunton, originally founded in 1855, is now constituted as a Charitable Incorporated Organisation. This status was established in 2013 and registered with the Charity Commission in

England and Wales (CCEW) with charity number 1152585. The trustees of the charity are all individuals.

Our purpose - What We Do

YMCA Taunton aims to encourage and nurture the physical, spiritual and intellectual development of young people within the Taunton Deane catchment area. We are a Christian organisation but welcome those from all religious faiths and of none. The trustees have had regard to the Charity Commission's guidance on public benefit, in managing the activities of the charity. As a voluntary Christian organisation, YMCA Taunton seeks to transform communities within the borough of Taunton Deane, so that children and young people, can truly belong, contribute and thrive. As a small charity, we feel we are more in touch with our local community and able to react quickly when situations and problems arise. As a member of a National Federation however, we also have the benefit of extensive lobbying work carried out by the National Policy and Research Centre and through access to data this centre is able to provide. To achieve our objectives, we focus on providing opportunity and challenge to young people within a safe and supportive environment, through four key areas of work:

- Family work - We deliver a range of family services, including a preschool and holiday clubs.
- Support and advice - We support people through difficult times through a variety of initiatives.
- Training and education - We seek to support young people through education and skills-based training; and
- Health and Wellbeing - We promote health and wellbeing across a range of programmes and individual tailored work.

We also offer support to the wider community through recreational and other leisure time activities and by developing innovative, inclusive, and community-based solutions to social issues. As with all charities, this year has been very different, difficult and unprecedented. In March 2020 we were mandated to close our doors and comply with the lockdown restrictions imposed to tackle the coronavirus pandemic. The trustees and management team therefore have had to reevaluate and moderate our ambitions; the impact of the closure of our Centre being felt both in terms of the income we have been able to generate this year and, in our ability to deliver both our charitable and organisational objectives.

How we make a difference

How our charity's performance has influenced the lives of young people Our strategy for achieving our objectives has always been through building our Youth work provision and our main concern throughout this period has been to maintain and strengthen our relationships and the level of trust we have with young people.

Virtual Support and advice

Despite the closure and lack of face-to-face contact, we have continued to offer a virtual link through a range of activities with our young people, and with a number of vulnerable groups within our community. The COVID restrictions, for example, meant that work planning with our young people activities for our Social Action Fortnight had to be carried out remotely. We have also delivered a number of virtual sessions with young carers throughout the year, providing support to Taunton Young Carers and their families and signposting them where applicable, to other agencies. In addition, we have supported young people with their CVs and employment applications and counselled, signposted and supported those with financial difficulties.

Term time activities

Term time weekly youth groups continued to be held, when allowed, targeting various skills and activities including, for example, Fair Trade, mental health, positive relationships and transitions through school. We have hosted Music, DJ'ing sessions, ran a week of hands-on science experiments

and supported a Road Safety Project with “In the Mix Somerset”. We have also provided several trips including Forest Schools to Taunton Young Carers.

Flexible Holiday activities

Day Camps have also been run through the school holidays ensuring young people are engaged and have a safe place to go whilst not at school, experiencing a variety of sports, craft and social activities.

Listening

We are working with our young people on ‘Listening’ exercises, to engage with the wider community with a goal to tackle problems and issues relevant to local people. We include young people in the planning of our programs and both in the delivery and evaluation of its impact. Our Body Image Project, for example, was developed from a conversation with a young person inspired by an artist with the neurological disorder of Prosopagnosia (face blindness). This condition, characterised by the inability to recognise people's faces, can have a severe impact on everyday life. This led to us designing a program to support young people with body confidence and self-esteem issues, to accept themselves as unique individuals and to become more comfortable in their own skin.

Working with others

This year has also highlighted the importance of community and working collaboratively with others, joining the Somerset Food Resilience Network to fight food poverty in the area. YMCA Taunton provided food parcels, ready meals, snacks and lunches, as well as held mass free food events from our Centre for individuals and families. Supported through the generosity of local retail organisations, the charity was also able to distribute food hampers equivalent to 11,392 meals, across Taunton Deane, Bridgwater and the Polden Hills villages, thereby supporting those in need during this difficult time. Targeted food hamper donations were also provided to Taunton Young Carers, Moorhaven Nursing Home, Lindley House, Lords Larder Foodbank at Chard and the Parent Family Support Workers at West Somerset Schools. 100 snack packs were also made available to support the work of a local homeless charity.

Fundraising activities during the year

Notwithstanding the economic constraints imposed by the pandemic and despite the problems caused through the closure of our centre, the charities financial performance continues to remain steady. To deliver our core objectives, to support and nurture the development of young people, YMCA Taunton raises funds both through grants and through recreational activities at our Lisieux Way Centre during the day and in the evenings. When restrictions have allowed, we generate income through a range of sporting activities, such as, Karate and other Martial Arts, Parkour, Squash, Badminton, 5-a-side Football and Table tennis. Our Gymnastics club, for example, is now well established. Classes run from preschool age through to seniors, and the club also provides a number of coaching opportunities for young people. Before lockdown, the Gymnastics club had increased the number of sessions held from one to five per week. It is anticipated that when we fully re-open the club will continue with this success. Our Pre-School is also an important source of additional revenue and continues to thrive with a regular waiting list of children. The Pre-school remained open throughout the lockdown period including additional free of charge provision during the school holidays, which provided education and care to both vulnerable children and those of key workers in our neighbourhood. Overall business income (including grants and donations) for the year ending 31st August 2020 increased from the previous year by £44,459 to £355356 or 14.3%. Operating costs have been kept to a manageable level and the net result of the associations income generating activities, carried forward into our reserves, was a net operating surplus of £11,051. In addition to our other fund-raising activities, Grants and Donations are also an important source of

income and we would like to acknowledge and thank our supporters for their assistance in funding a variety of different initiatives:

- Big Lottery – Youth Investment Fund
- Greggs
- Neighbourly
- Richard Huish College
- Rotary Club Taunton
- Somerset Community Foundation
- Taunton Deane Borough Council
- Tesco
- YMCA South West Trust Fund
- YMCA England & Wales

Financial Management

All financial matters and policies are regularly reviewed by managers and the board of trustees. The trustees consider the financial performance by the charity during the year to have been satisfactory. In the future we will continue to look for opportunities to increase our income and manage cash flow. The association has clear and robust financial policies in relation to expenditure investment management and the security of the association's assets, which are scrutinised by outside agencies. All financial matters and policies are regularly reviewed by the board of trustees. This financial report was approved by the board of trustees on 25th May 2021.

Reserves policy

YMCA Taunton's Reserves Policy sets out to maintain sufficient levels of reserves to enable normal operating activities to continue over a period of up to 12 months should a shortfall in income occur, and to take account of potential risks and contingencies that may arise from time to time. Excluded from the Reserves Policy is income associated with Endowment and Restricted Funds. In order to make a judgement on the amount of reserves required, the trustees have considered the risks in respect of expenditure, unrestricted income, where appropriate restricted income and where funds can only be realised by the disposal of a fixed asset. Also taken into consideration are any external identified potential major risks to income and expenditure. Our reserves policy is reviewed each year and reserves are regularly monitored by trustees. The Board are committed to building reserves up which currently stand as:

- Restricted Revenue Funds: £94,111
- Endowment Revenue Funds: £105
- Designated Revenue Funds: £108,745
- Unrestricted Revenue Funds (Funds available for the general purposes of the charity excluding fixed assets): £36,620

Governance and Trustees responsibilities

The trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and which are sufficient to show and explain the charity's transactions and enable them to ensure that their financial statements comply with regulations made under the Charities Act 2011. 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 Board of Trustees is made up of trustees who live locally and have expressed a desire to further the work of the YMCA, being in sympathy with its aims and objectives. Trustees meet regularly throughout the year to review the progress of the association in meeting its charitable goals. The association is committed to attracting new board members and are actively seeking to increase the pool of Governance Members through which future trustees will be sought. The Trustees confirm that they have referred to the guidance

contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and in planning future activities for the year. The association will continue in our efforts to increase Income and manage our cash flow, whilst maximising the impact of our activities on the youth and young people in the Taunton Deane area and support residents of all ages within the local community.

Finally, I would like to recognise and thank our team, that is, our employees, our volunteers and our trustees for their continued hard work and the support they have provided over the last 12 months. I am proud of the way, despite the operational and financial difficulties which have confronted us over the past year, the team have met the challenge. I am confident with your help, the charity can continue to move forward and broaden the scope of our work within our catchment area.

9. Presentation of Accounts

The accounts were presented and accepted

10. Questions

Q – Understanding the level of checks that the Accountants do and the level of scrutiny that the Board need to undertake in respect of auditing. Will review with an intent to undertake a formal audit periodically even though this is not legally required

Q – Move towards a cashless system / digitise the cash processing

Q – Staff – looking to appoint Community Engagement Officer

Comments that this last year produced an amazing performance especially in view of the COVID-19 operating environment

11. Appoint independent accountants

The Board agreed to continue with Polden Accountants

Meeting closed