

Stephens & George Centenary

Charitable Trust

**ANNUAL
REPORT 2017**



MISSION STATEMENT

The Stephens & George Centenary Charitable Trust puts young people at the heart of what we do and we will support them in their own ideas and passions in order to leave their own legacies within the community. This is what we at the Trust strive for on a daily basis.

Trustees: Vanessa Jones, Huw Williams, Lisa Mytton, Andrew Pendrigh, Peter Lawlor

Charity Coordinator: Helen Hughes



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CHAIRPERSON REPORT



It is with great pleasure to sit here today as Chairperson of the Charitable Trust.

From the beginnings of an idea with Helen in 2011, we are now delivering what we set out to achieve, changing lives.

The Charity's Financial Statements have shown a positive upwards trend, with regard to funding, reserves and income.

Having seen so many charities reward senior staff from funds and reserves and as a result deplete income streams, which in turn depletes the delivery of service. We are doing the opposite by cutting our costs and outgoings whilst still delivering all of the services that we set out in our mission statement. In fact, we now deliver more services than we initially thought possible.

Not only has Helen and her staff highlighted literacy standards and consequently implemented vital procedures and influenced community behaviour, they are continuing to change cultural and social behaviour, which will without doubt change our society from one of poor literacy and poor personal demeanour, to a society of young people in the next generation, whose life skills, literacy and expectations will be far greater than we have had for several generations in Merthyr Tydfil.

Vanessa Jones, Chair.



READING SUPPORT PROGRAMME



LIFE IS BETTER WHEN EVERYONE CAN READ WELL AND EXPRESS THEMSELVES CONFIDENTLY.

The Trust recruits, trains and supports volunteers to provide one-to-one literacy support at nurseries and primary schools to children who have fallen behind with their reading.

**THE TRUST IMPACTS
ON OVER 80 YOUNG
PEOPLE PER WEEK
THROUGH THE
INITIATIVE.**

Trained reading support volunteers transform the lives of the children, turning them into confident, passionate and able readers.

The Trust has a robust training programme and are supported by the reading support mentor. We are also members of WCVA, VAMT & CWVYS and chwarae Play so have access to professional training.



CHESS INITIATIVE

The Chess Initiative is supported by the Waterloo Foundation who fund the programme to extend into PRU units and Greenfield Special Needs School.

“More than 1 in 5 children are classified as Special Needs, Chess has had a dramatic impact on their lives. It is exactly these children who will gain from chess. Improving their concentration levels which helps them to learn and develop in school raising their attainment levels”.

The Trust also runs the annual Stephens and George Merthyr Tydfil Chess Tournament at the Dowlais Community Centre annually, where over 200 children compete.

Anshul Swamy a young pupil from St Mary's School also qualified into the semi-finals of UK national Schools Chess Tournament, there were 30,000 children competing in the tournament. Anshul attends our weekly chess classes and is now ranked in the top 10 for his year group in Wales - Fantastic Achievement!



.....
The initiative is run in 15 schools in Merthyr Tydfil reaching out to over 350 children a week.
.....



VOLUNTEER PROGRAMME

We offer a range of training opportunities through the projects that we host, and run alongside this is Millennium Volunteers, accredited courses, youth work and play qualifications.

In the last year 12 of our volunteers have gone on to full time employment in Schools, Accountancy firms, Youth work settings, Production line and office work at Stephens & George Print Group, other community projects as well as being employed at the Charitable Trust.



The Trust helps and develops placement students from Cardiff University undertaking a youth work degree.

The Trust would like to congratulate Elin Howells who has achieved a 1st Class Bachelors of Arts with Honors in Youth and Community Work. Elin had completed her final year at Cardiff Metropolitan University following a year's placement with the Trust. Well done Elin, we are very proud of you and wish you every success for your future career.



.....
The Trust has impacted on the lives of over 120 volunteers in 2016-2017 raising their life chances, confidence as well as their qualifications and experience in youth work and play.
.....



SPREAD THE WORD FESTIVAL



Over 2000 children attend the event and it has now become the biggest event on World Book Day in Wales.

The Event each year is themed and there are over 120 workshops.

The Trust takes over Merthyr Tydfil Town Centre and pops up the festival in 19 venues as well as reconstructing a themed area for children with street performers, props and marquees.

Community Service partner with the Trust on the Festival making all the props for the Festival from recycled materials, donated by Stephens & George Print Group.

The event commences with over 1000 children parading through the streets dressed as characters from books, led by street performers and musicians. The Trusts aim is to raise young peoples life chances and the festival acts as a springboard showcasing opportunities and careers.





**THE FESTIVAL IS THE
BIGGEST EVENT ON
WORLD BOOK DAY
IN WALES**





BURSARY AWARD SCHEME



The Stephens & George Trust Bursary scheme awards bursaries to young people who require support to progress in their education.

There are two types of bursaries:

- A Bursary to support the costs of fees in attending school, university, college etc.
- A Bursary to support transport, meals, books and equipment costs.

The Trust has funded students at the Royal Welsh college, Oxford and Cambridge University and Monmouthshire Girls School.

One of the students from Cambridge University stated:



"I just wanted to let you know myself that I've had my final results and will be graduating later this week with First Class Honours."

This wouldn't have been possible without the help of Stephens & George Centenary Charitable Trust and without your work, I would not have been able to come to Cambridge - let alone achieve what I have - without your generous support."





NEWSLETTER PROJECT

The Newsletter project is supported by Stephens & George Print Group. The magazine is written by young people for young people from the age of 10 to 25 years and is an innovative way to inspire and engage with young people to develop their interest and ability in reading and writing.



The Project supports aspiring writers and journalists in their ambitions and provides young people with empowering opportunities that improve their literacy skills. The Trust has a team of voluntary interns who deliver, interview, and create writing workshops and liaise with publishing companies.

As part of the project our creative writers and voluntary interns have the opportunity to meet iconic Welsh figures such as Jonny Duddle the Harry Potter illustrator, Politicians, Scientists, Tory James, the first Welsh Woman to walk Everest.

The Young people write about their experiences, design the questions and it is a fantastic way to educate young people of opportunities. It is a fantastic way to educate the young people of the valleys who may consider working within journalism or creative writing.



BABY BOOKWORMS PROJECT

The Baby Bookworms project aim is to give pre-school children a head start in school by empowering and arming children and families with the skills required to ensure that future generations break the cycle of poor literacy standards.

The Project aims to address the worrying statistic that indicate that children are arriving at school with severely limited speech and vocabulary skills. The language deficiency is a result of various factors that indicate a reduction in the amount of time that families have spent talking to children and a diminishing understanding of the vital role that literacy plays in all stages of a child's development.

Baby Bookworm is coordinated in several pre-school locations across Merthyr Tydfil and educates parents, grandparents, child minders, etc. about the importance of literacy in their child's development whilst engaging them in the process.

Activities include group reading sessions, nursery rhyme, recitals and arts and crafts where letters and characters are created to assist the learning process.

.....
The project is supported by Garfield Weston and over 100 children and parents actively participate weekly in the project.
.....







THE BOOK SHOP AND BOOK DONATION SCHEME



The Trusts aim is to raise literacy standards in Merthyr Tydfil and to make books accessible to all. The absence of a book shop in Merthyr Tydfil would have resulted in people in the community travelling outside the area.

The shops sell in the main second hand books donated from the general public, as well as 28 companies across Merthyr Tydfil such as the Welsh Assembly, Merthyr Tydfil Council, The Orbit Centre, ASDA, local authority etc.

The Charity has an online eBay account as well as selling books on Ziffit, music magpie etc. and is run solely by volunteers.



CREATIVE LIBRARIES

In order to cultivate a society in which an appreciation of reading and writing is prevalent and to encourage these media as forms of creative self-expression, the Trust has created a series of imaginatively themed creative spaces for young people.

Allowing young people to be immersed in a literary and visually stimulating environment allows them the opportunity to discover literature in their own way and at their own pace. These spaces encourage them to consider picking up a book or writing a short story in these beautiful spaces instead of switching on the television.

The spaces have all been created from donated and recycled material, which ties in directly with MTCBC Re-use scheme. Volunteers donated their time and talent to build the spaces up from literally nothing but an empty room. Several of these volunteers have gone on to full time employment as a result of their work on these projects.



DOWLAIS COMMUNITY CENTRE



**OVER 50 CLASSES
RUN FROM THE
CENTRE EACH
WEEK.**



**THE MULTI-GYM
FACILITY HAS OVER
560 MEMBERS.**

The Trust's main focus is that it is an educational and literacy Charity. In 2016 the Trusts Asset transferred the Dowlais Community and has been able to develop its initiatives and ethos of the Charity.

The Trust has developed the Community Centre and it has now become a hub in the local community with an array of classes such as:

- GP Referral
- Puppy Dog Training
- Mindfulness
- Yoga
- Karate
- Baby Bookworms Classes
- Multi-Gym facility with over 560 members
- Jujitsu
- Yoga
- Home Schooling
- Pilates



The Trust is now applying for grants to improve the facility and breathe the history back into the building as the Centre was the old Brecon to Merthyr Railway and it is an iconic building in the local community.

.....
Over 1000 people in the Community utilise the building on a weekly basis.
.....



YOUTH CAMPS AND CLUBS



The Trust runs one of the largest youth projects in Merthyr Tydfil and are members of CWYVYS, Boys and Girls Club of Wales as well as Play Chwarae.

At the Youth Club & Half-Term Camps, there is a no computer and no phone policy and the focus of learning is around Arts, Literature, the outdoors, cooking, sport and gardening.

The Trust partners with CWYVYS and the Boys and Girls Clubs of Wales to train volunteers to become qualified youth workers and support the scheme.



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF STEPHENS AND GEORGE CENTENARY CHARITABLE TRUST

I report on the accounts for the year ended 31 March 2017 set out on pages 22 to 27.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) 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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to 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 the 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 consideration of any unusual items 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 statements 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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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 1 January 2015)

have 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.

Henry Lloyd Davies
Bevan & Buckland
Chartered Accountants
Langdon House
Langdon Road
SA1 Swansea Waterfront
Swansea
SA1 8QY

Date:

Statement of Financial Activities

For the Year Ended 31st March 2017

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Unrestricted Funds	Restricted Funds	Total Funds 2016
INCOME						
Donations and Legacies	45,515	-	45,515	42,158	4,920	47,078
Fundraising	-	-	-	-	-	-
Charitable Activities	44,231	85,987	130,218	25,753	39,665	65,418
Total Income	89,746	85,987	175,733	67,911	44,585	112,496
EXPENDITURE						
Expenditure on charitable activities	-	-	-	-	-	-
Community advancement projects	53,305	53,451	106,756	65,396	43,055	108,451
Community centre operation	33,540	6,953	40,494	55,262	3,780	59,023
Total expenditure	86,845	60,404	147,250	120,658	46,835	167,474
Net income / (expenditure) for the year before transfers	2,900	25,583	28,483	(52,747)	(2,250)	(54,978)
Transfers	(12,982)	12,982	-	(12,268)	12,268	-
Reconciliation of Funds						
Total funds brought forward	56,823	79,082	135,905	121,838	69,064	190,902
Total funds carried forward	46,741	117,647	164,388	56,823	79,082	135,924

Stephens & George Centenary Charity

Balance Sheet

	2016	2017
FIXED ASSETS		
Equipment	£9,200	£6,526
	<hr/>	<hr/>
	£9,200	£6,526
CURRENT ASSETS		
Cash at Bank and in Hand	£131,179	£160,489
Trade Debtors	£3,024	£2,742
Prepayments	£7,103	£14,991
	<hr/>	<hr/>
	£141,306	£178,222
CREDITORS		
Trade Creditors	(£6,731)	(£7,095)
Accruals	(£7,870)	(£13,264)
	<hr/>	<hr/>
Net Current Assets	£126,706	£157,862
	<hr/>	<hr/>
Net (Liabilities) / Assets	£135,905	£164,388
	<hr/> <hr/>	<hr/> <hr/>
FUNDS		
Unrestricted	£56,823	£46,741
Restricted	£79,082	£117,647
	<hr/>	<hr/>
	£135,905	£164,388
	<hr/> <hr/>	<hr/> <hr/>

Notes forming part of the Financial Statements for the Year Ended 31 March 2017

2. Income from Charitable Activities

	2017	2016
	£	£
Income from Admission Fees and Sundry Sales	45,011	25,753
Performance Related Grants	85,207	39,665
	<u>130,218</u>	<u>65,418</u>

Performance Related Grants were received from the following:

Animal Grant	5,000	-
Baby Bookworm	7,500	-
Coalfields Regeneration	4,251	-
Moondance	-	1,711
Merthyr Valleys Homes	-	1,800
Big Lottery Fund	-	4,500
Sportslot	-	5,634
Starbucks Youth Action	-	900
Fairwood Trust	12,500	12,500
Rank Foundation	-	1,500
Ffos-y-fran Community Benefit Fund	-	4,900
The Vegetarian Society	-	220
Ramblers Cymru	-	6,000
Literacy Festival & World Book Day Fund	8,800	-
Literacy Workshops	700	-
Chess In Schools	2,500	-
Festival of Learning	1,000	-
Skiathos Fund	8,000	-
S&G Monmouth	10,000	-
Big Music Project	3,470	-
Library DCC	20,000	-
Community Chest - Football & Netball	1,486	-
	<u>85,207</u>	<u>39,665</u>

3. Donations and Legacies

	2017	2016
	£	£
S&G Print Group Ltd	44,804	44,804
Sundry Donations	711	2,274
	<u>45,515</u>	<u>47,078</u>

4. Analysis of Expenditure on Charitable Activities

	Community Advancement Projects	Community Centre	2017	2016
	£	£	£	£
Salaries & wage costs	65,673	16,316	81,989	80,973
Other staff costs	307	902	1,209	1,286
Travel & subsistence	783	865	1,648	1,465
School Fees	3,515	-	3,515	9,000
Events and productions	14,428	2,091	16,518	15,107
Classes	13,602	1,557	15,158	13,933
Sports Activities	-	583	583	1,051
Property Costs	-	2,753	2,753	17,102
Marketing and promotion	-	54	54	1,063
Utilities	3,939	11,597	15,536	15,414
Telephone Charges	186	862	1,047	627
IT Expenditure	2,236	150	2,386	425
Bank charges	78	357	435	462
Consultancy Fees	-	-	-	7,270
Depreciation charges	267	2,407	2,674	1,045
Support costs	1,744	-	1,744	1,250
	<u>106,756</u>	<u>40,494</u>	<u>147,250</u>	<u>167,473</u>

5. Governance Costs

	2017	2016
	£	£
Independent examiners remuneration	<u>1,744</u>	<u>1,250</u>

6. Taxation

The charity is exempt from tax on its charitable activities

7. NET Income for the Year

	2017	2016
	£	£
This is stated after charging:		
Accountancy fees - Independent examination	1,744	1,250

The trustees were not reimbursed for any expenses during the year, nor did they receive any remuneration for their duties.

8. Staff Costs and Numbers

	2017 £	2016 £
Wages and salaries	78,420	75,466
Social security costs	3,569	5,507
	<u>81,989</u>	<u>80,973</u>

The total average monthly number of employees by function was as follows

	2017	2016
Project operation and logistics	<u>4</u>	<u>2</u>

There are no high paid staff.

	2017 £	2016 £
Key management is defined as the charity co-ordinator. Wage and associated costs amounted to	<u>44,804</u>	<u>44,804</u>

9. Debtors and Prepayments

	2017 £	2016 £
Grant Debtors	2,742	3,024
Other Debtors and Prepayments	14,991	7,103
	<u>17,733</u>	<u>10,127</u>

10. Creditors: amounts falling due within one year

	2017 £	2016 £
Other creditors and accruals	11,603	6,265
Trade creditors	7,095	6,731
Tax and social security	1,661	1,605
	<u>20,360</u>	<u>14,601</u>

11. Fixed Assets

	Office Equipment £	Gym Equipment £	Total £
Written Down Value 31st March 2016	615	8,585	9,200
Cost:			
Additions in the year	-	-	-
Depreciation:			
Charge for the year	267	2,407	2,674
Written Down Value 31st March 2017	<u>349</u>	<u>6,178</u>	<u>6,526</u>

12. Analysis of Net assets between funds

	Unrestricted	Restricted	2017	2016
NET current Assets	46,741	117,647	164,388	135,924

13. Control

The charity is controlled by its trustees

14. Volunteer Time

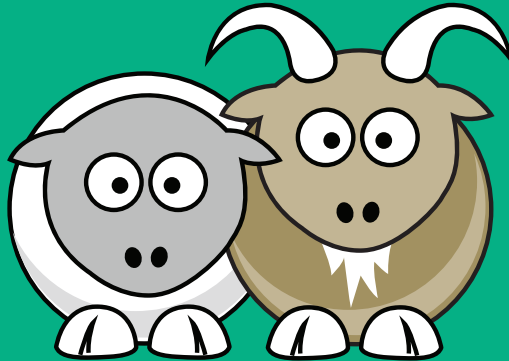
The value of volunteer time is not quantified in terms of money, but the time contributed by volunteers is an invaluable resource in terms of the outstanding contribution made by them:

The number of hours contributed by volunteers is estimated at:

	2017	2016
	TBC	3,500

17. Movement in Funds

	At 01.04.16	Incoming Resources	Outgoing Resources	Transfers	At 31.03.17
Restricted funds:					
Animal Grant	-	5,000	-	-	5,000
Awards for All	-	-	(223)	223	-
Baby Book Worm	3,102	7,500	(1,055)	-	9,547
Best Foot Forward project	6,000	-	(1,495)	-	4,505
Big Lottery Fund - Youth News	-	-	-	-	-
Big Music Project	-	3,470	(2,418)	-	1,052
Bookshop	454	-	-	-	454
Charles Middleton	-	-	(125)	125	-
Chess in Schools Project	-	5,991	(12,220)	6,229	-
Coalfields Regeneration	39	-	-	-	39
Coalfields Regeneration (Heat & Light)	-	4,251	-	-	4,251
Community Chest - Football & Netball	-	1,486	-	-	1,486
Creative Library	1,555	-	-	-	1,555
Fairwood Trust	9,337	12,500	(22,614)	777	0
Festival of Learning	-	1,000	(234)	-	766
Gym Equipment capital fund	5,337	-	(3,033)	-	2,304
Literacy Festival & World Book Day Fund	1,583	6,089	(12,530)	4,858	-
Literacy Workshops	-	700	-	-	700
Newsletter Project	988	-	(43)	-	945
Skiathos Fund	-	8,000	-	-	8,000
Starbucks UK Youth (Café Bar)	842	-	-	-	842
Stephens & George Bursary	17,000	-	-	-	17,000
Tesco Charity Trust Community Award	130	-	(900)	770	-
Vegetarian Society (Vegetarian Taste	-	-	-	-	-
Summer Camp	2,575	-	-	-	2,575
of Wales)	220	-	-	-	220
S&G Monmouth	4,920	10,000	(3,515)	-	11,405
HUB Project	25,000	-	-	-	25,000
Library DCC	-	20,000	-	-	20,000
Total restricted funds	79,082	85,987	(60,404)	12,982	117,647
Unrestricted funds:					
General Fund	56,208	89,746	(86,579)	(12,982)	46,393
Designated funds - Unrestricted fixed assets	615	-	(267)	-	349
Total Unrestricted funds	56,823	89,746	(86,845)	(12,982)	46,741
Total Funds	135,905	175,733	(147,250)	-	164,388



Stephens & George Centenary

CharitableTrust

GIVE SOMETHING BACK
TO YOUR COMMUNITY

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