

**PEEBLES COMMON GOOD FUND
 APPLICATION FOR FINANCIAL ASSISTANCE**

<u>Applicant Details</u>	Mr Robert Harrison
Name and Address of Applicant/Organisation:	Peeblesshire Youth Trust (PYT) Rowan Court Cavalry Park Peebles EH45 9BU
Telephone No:	01721 725410
E-mail address:	robert.harrison@dhford.co.uk
Address to which payment should be made:	As above
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	PYT trains adult volunteers in the local community to provide long term mentoring support to children from primary 6 to S2. Each mentor is a positive role model who is there to help improve a child's confidence and self-esteem, to support them at transition to high school, and to encourage them to be involved in more activities in their own community. PYT works in partnership with the 3 Peebles primary schools and Peebles High School (PHS) to offer ad hoc group and 1:1 support throughout the year. (see attached supporting letters from PHS and Kingsland)
<u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:	£10,000 to help towards the running cost of PYT. During 2012/13 we secured funding from eight funders and raised over £12,500 with our own fundraising. (A Charity Golf Day at Peebles Golf Club and the Peebles Cornet abseil from the Forth Rail Bridge) I hope that this demonstrates to you, our drive and passion to look at different ways to fund our projects and to remain a sustainable organisation. PYT is continuing to develop and grow - our budget for the current year is circa £50,000.
When will the donation be required:	May 2013
If this is a one-off project then please give the following details - Date (s): Estimated total cost:	N/A

<p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>The Robertson Trust £7,000 May 2013 – already agreed Charity Golf Day £8,000 June 2013 Applications pending to Finn Family Fund - £3,000, application to Awards for All £5850. Standing Orders from businesses and individuals in the community currently stand at £5820 pa. We will apply to Lloyds TSB Foundation again in June, Foundation Scotland in November and actively look at other funders throughout the year. We contacted Integrated Childrens Services last year, but only generic youth work is funded in Tweeddale.</p>
<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>We currently support 37 children on our long term mentoring programme. We provide regular training and support to our volunteers. In November 2012, we recruited a part time Mentor Support Worker to respond to increased demand to improve and develop our long term support to mentors. We now have over 100 active volunteers who offer ad hoc 1:1 and group support at high school, who pack & deliver Christmas food hampers (50 delivered in Dec 2012), offer admin and IT support and help at fundraising events. In addition to working in partnership with schools, we work with parents, health visitors, social services, CAB and the police. During 2012/13, we delivered two primary school programmes and two targeted programmes at PHS. The first was for a group for S1 & 2 boys who were disengaged from learning. The other was to train S6 pupils to design and deliver a 'Buddy Programme' for S1's who were struggling with transition. S6's all registered for the Saltire Awards for volunteering and have accumulated over 300 volunteer hours between them. PHS would like this programme to be an integral part of their curriculum. We have also offered 1:1 targeted supported to 6 pupils.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed:</p> <p>Position Held: <i>Chairman</i></p> <p>Date: <i>16/4/13</i></p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to the Democratic Services Team Leader, Corporate Governance, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005</p>	



PEEBLES HIGH SCHOOL

Campbell Wilson
Rector

Springwood Road
Peebles
EH45 9HB

CORPORATE RESOURCES
25 APR 2013

ADMIN & LEGAL

Dear Sir/Madam,

I was introduced to Peeblesshire Youth Trust on my arrival as Rector of Peebles High School in August 2011. Since that time I have witnessed first hand the positive impact they have on the lives of young people in our community and I wholeheartedly recommend their work for recognition.

Primarily, they have provided an invaluable mentoring programme for our young people who are struggling with aspects of life, either at home or at school, and I know that this service has made life changing improvements for many of our pupils over recent years. However, what has impressed me most over the last two years is their flexibility to work with the school in what we have identified as our greatest areas of need in engaging those students who are struggling to make the most of school, or in some cases, those who wish to actively disengage.

We identified a group of boys who were truanting regularly and occasionally behaving poorly. PYT met with us and discussed creative ways in which to hold their attention and challenge them to engage with school life in positive ways. They committed their time to take the group of boys from some of their normal timetable and provide them with a structured, fun and supportive learning environment that actively challenged their attitudes and prejudices towards school. All of the boys benefitted from this approach and attendance and behaviour in school improved too.

Cooking with 'Big Dave' has also proved a genuinely useful way to take disaffected boys out of their normal learning environment and into a more informal space where they can address some the issues they are experiencing with a strong male role model. They gain skills and look forward to this time away from the pressures of family and school.

Perhaps most valuable of all to the school is when PYT are able to step in and help with students at times of crisis on an ad hoc basis. We value having a team of experienced mentors around us to help offer extra support to those who need it most. PYT have also worked closely with our S6 Buddy group to ensure that there are senior students in the school who are able to support the most vulnerable students.

Campbell Wilson
Rector

Kingsland Primary School

Neidpath Road, Peebles. EH45 8NN

Jacqueline Wilson B Ed
Headteacher
Email: JWilson3@scotborders.gov.uk
www.kingslandprimary.org.uk



Telephone: 01721 720025
Fax: 01721 724387
Email: MMacIntyre@scotborders.gov.uk

PYT is a well organised and dedicated organisation. They are a group of people who are enthusiastic and respond to local needs as they arise.

I am the Headteacher of a large primary school in the town, I consider PYT to be an integral part of the support network available to the school.

The local connections and the local volunteers which PYT have allow them to provide a unique service to some of our children and families. They play a crucial support role to families who perhaps for a range of reasons do not qualify for any other support. At Christmas time they work with the school to provide hampers for some of our disadvantaged families. These have been well received and made a difference to some of our families struggling with the cost of Christmas,

PYT also runs an annual programme for our primary six children to build on their self esteem and to provide mentoring as they progress to High School. Parents and children have appreciated this and again it has provided support for children who may otherwise have slipped through the net. The contacts they make are sustained until the child or their family no longer needs them.

I appreciate all the PYT does and find them very responsive and supportive in working with children and their families.

Jacqueline Wilson
Headteacher
Kingsland Primary
Neidpath Road
Peebles
EH45 8NN

01721720025

EDUCATION and LIFELONG LEARNING

Council Headquarters, Newtown St Boswells, MELROSE, Scottish Borders, TD6 0SA
Tel: St Boswells (01835) 824000 Fax: St Boswells (01835) 825091 www.scotborders.gov.uk





Peeblesshire Youth Trust
Scottish Charity No SC040322

Annual Report & Financial Statements
for the Year Ended 31st March 2012

Trustees Annual Report

For the Year Ended 31st March 2012

The trustees have pleasure in presenting their report together with financial statements and the independent examiners report for the year ended 31st March 2012

Reference and Administrative Information

Charity Name

Peeblesshire Youth Trust

Charity No

SC040322

Address

Rowan Court, Cavalry Park, Peebles EH45 9BU

Current Trustees

Robert Harrison Chair

Anne Scott Vice- Chair

Alastair Lochhead Treasurer

Elizabeth Harrison

Jan Lister

Jacqueline Mackay – resigned 17/11/11

Michael Isherwood – resigned 8/2/12

Jeanette McDiarmid – elected 7/6/11

Laura Swan – elected 8/2/12

National Council YMCA

M Will

R Clark

Structure Governance and Management

Constitution

The Charity is controlled by a governing document, a constitution, and constitutes an unincorporated charity.

Trustees are elected at the Annual General Meeting which is usually held in October/November. Under the constitution, three members of the Association, who shall be elected at the AGM and serve for three years with one retiring annually, but eligible for re-election.

Non-voting observers not exceeding four, who shall be elected at the AGM, representing such bodies as the local churches, statutory bodies, schools etc.

Co-opted members not exceeding three, who shall be elected at the AGM, who have a special contribution to make to the work of the Association.

The Board of Management shall meet at least four times per annum. The election of the Board of Management will take place at the AGM. The nominations of Trustees must be made 14 days before the AGM.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Financial risks, in particular whether there is sufficient budget to operate, are mitigated through the role of the treasurer, regular updates to Trustees and liaison between Chair and Coordinator in between formal meetings.

In working with young people there are clearly risks to be aware of. Peeblesshire Youth Trust has developed a number of clear policies and processes to support and protect mentors, volunteers and, of course, young people.

Objectives and Activities

The Objectives of the Association shall be:

1. To provide support and guidance to children, young people and families at risk.
2. To engage, train and support volunteers to build and contribute to the local community.
3. To reflect the Christian ethos of YMCA to love and to serve those in need.

Peeblesshire Youth Trust

Report of the Trustees for the year ended 31st March 2012

Achievement and Performance

During the past year we have spent considerable time on our funding applications to ensure our long term sustainability.

We have worked closely with all three primary schools in Peebles, St Ronan's Primary School Innerleithen, and Peebles High School, to identify and deliver targeted work to children. We continue to work with other statutory organisations to offer ad hoc support.

This year PYT developed and delivered a new programme based at Peebles High School –a boys group for S1's struggling with friendships and behaviour. We ran this in partnership with a youth club worker, four volunteers and the police. We will look at further partnership work with the High School in the new academic year 2012/13.

A small deficit between income and expenditure (unrestricted funds) of £766 is noted for this financial year. The trustees acknowledge that this did not affect restricted funds. It was agreed that reserves should be used for the deficit.

The trustees wish to acknowledge the financial support given to PYT during this financial year by the following:

Grants

Lloyds TSB Foundation £6000 – Towards cost of Project Coordinators salary

The Robertson Trust - £7000 – Towards cost of staff salaries (3 year funding granted)

Peebles Common Good Fund - £4400 - Towards core costs

Maurice & Hilda Laing Trust - £2500 - Towards core costs

St Paul's and St Georges Church - £1860 - Towards core costs

Finn Family Fund £3000 - £1500 to each Achieve Your Potential programme in Peebles and Innerleithen.

Financial Support

We are grateful to the individuals and businesses who continue to offer financial support either with monthly standing orders, displaying our collection boxes or donating raffle items for fundraising events.

Standing Orders for 2011/12 totalled £6182

Gifts and donations for 2011/12 totalled £2634

We thank **Tweed Homes** who donated an office to PYT at the value of £2160 per annum.

We thank **Locus Ltd** who donates our broadband costs at the value of £300 per annum.

We thank **Second to None** once again, who have generously provided storage for donated goods with a value of £520 per annum.

This year, PYT was delighted to receive a Quality Standards Award from YMCA Scotland. This was a rigorous external assessment, with 10 different categories of standards to measure. The assessment concluded:

'The assessors were very impressed with the very imaginative programmes that PYT conducted within the local communities, the obvious high profile and creditability that the association enjoys within these communities and by the commitment and dedication that the staff and volunteers show in fulfilling their roles. PYT is to be congratulated in the fact that it has not rested on its laurels but has expanded into community's outwith the town of Peebles and it will be interesting to see how it further develops in the future. The assessors have no hesitation in recommending PYT for the Working towards Excellence Award'

Trustees

No Trustees received any remuneration in the year. No expenses were paid to any Trustees in the year.

Volunteers

The trustees acknowledge the commitment and effort of the volunteer mentors, without whom we would be unable to deliver the services we offer.

The board members give of their time and expertise and offer a variety of skills to continue to strengthen PYT and to develop and broaden the services that it is able to offer. In addition to this, board members have supported PYT at fundraising events and one board member also chairs the Referral Panel along with 3 volunteers.

Over the year the Trustees donated 130 hours of their time to the charity at Board meetings.

Our volunteers helped to deliver our 'Achieve Your Potential' programmes in Innerleithen and Peebles, offered ad hoc support at Peebles High School, packed and delivered Christmas hampers and helped at fundraising events. The enthusiasm and commitment of our volunteers has been a huge factor in terms of the numbers of children and families PYT has been able to support over the year.

During the year volunteers donated the following number of hours:

Achieve your potential programmes 300 hours

Peebles High School Boys Group – 25 hours

Mentoring and Activities 500 hours

Fundraising 200 hours

Activities 150 hours

Training 100 hours

Staff

It was felt that the project coordinator, Angela Preston, was needing to increase her hours to 35 hours weekly and as at 31st March this was under consideration. It can be noted that this was agreed and subsequently implemented.

The board agreed in June 2011 that Lindsay Mann would remain in post for 10 hours per week until June 2012, when funding would be reviewed. The intention is to continue employment beyond that should funding be secured.

Looking ahead

We are still in a challenging economic climate. The board are aware just how difficult it is to secure funding and we continue to keep this as a priority.

PYT has a Charity Golf Day planned which will be held on 15th May 2012.

We will continue to work in partnership with statutory partners to enable PYT to identify need or gaps in support.

Signed for on and behalf of the trustees

 - 26/10/2012
Robert Harrison
Chairperson

Peeblesshire Youth Trust

* Receipts & Payments Accounts for the year ending 31st March, 2012

Receipts	2012	2012	2012	total 2011-
	Unrestricted Funds	Restricted Funds	totals	
Standing Orders	6182		6182	3250
Donations	3145		3145	11860
P's & G's 10% Fund		1860	1860	
Robertson Trust		7000	7000	
Peebles Common Good Fu		4400	4400	
Maurice Laing Trust		2500	2500	
Finn Family Fund		3000	3000	3000
fundraising	1050		1050	505
HMRC Gift Aid	2925		2925	
Inv income / bank int	56		56	7
other grants	-		-	18066
totals	13358	18760	32118	36688
Payments				
Referral costs	821	400	1221	880
Travel Expenses	1360		1360	907
Insurance	1008		1008	741
Resource/ admin costs	4046	18000	22046	21771
Volunteer Costs	91		91	154
Wages	2180	1600	3780	
Training costs	44		44	152
Accounting Fee	-	-	-	881
PC repairs & print ink	321		321	818
Hamper Costs	585		585	430
Printing	339		339	901
Stationery	111		111	-
Fundraising costs	168		168	95
Postage	58		58	
phone	162		162	
Governance	47		47	44
Bank charges	35		35	4
A Y P expenses		913	913	
Miscellaneous Costs (photos, hall hire, coffees, petty cash, etc)	595		595	836
total payments	11971	20913	32884	28614
surplus / deficit	1387	-2153	-766	8074

Statement of Balances as at 31st March, 2012

	Unrestricted Funds	Restricted Funds	total	total 2011
Cash at Bank - 31st March 2011	7458	6331	13789	5715
add total income	13358	18760	32118	36688
Net total	20816	25091	45907	42403
less expenditure	11971	20913	32884	28614
Balance at 31st March 2012	8845	4178	13023	13789
Other assets	0	0	0	0
Liabilities (unpresented cheques)	-101	0	-101	0
Bank balance at 1st April, 2012	8744	4178	12922	13789
split two accounts	2915	10007	12922	
Cash at Bank			£12,922	£13,789
Cash in Hand			£87	£10

NB. Deficit between Income and Expenditure is £ 766

The financial statements were approved by the Board of Trustees on 25th October 2012
Trustee, Treasurer

A D Lochhead

26th OCTOBER, 2012

Peeblesshire Youth Trust Income and Expenditure Accounts Summary for year ending 31st March, 2012

INCOME	Standing Orders	Stand Order	Donations	P's & G's 10% Fund	Robertson Trust	Peebles Com Good Fund	Maurice Laing Trust	Finn Family Fund	fundraising events	HMRC Gift Aid	Bank interest	Scot Comm Fund	Awards for All	TOTALS
Donations	6182	3145	1860		7000	4400	2500	3000	1050	2925	56			32118
P's & G's 10% Fund														
Robertson Trust														
Peebles Common Good Fund														
Maurice & Hilda Laing Trust														
Finn Family Fund														
fundraising events														
HMRC Gift Aid														
Bank interest (2 accts)														
Total Income														32118
EXPENDITURE														
Referral costs	499													499
Staff travel expenses	1104													1104
training														
printing	339													339
bank charges	35													35
volunteers costs	71													71
staff salary	276		3098	1229	7000	3718	2500	1300		2925				22046
sessional staff costs														
hamper costs	585												3780	585
insurance	378			631										1008
fundraising costs	168													168
governance			47											47
phone	162													162
AYP expenses	224												101	913
PC repairs & programs	259												25	321
postage	37													37
stationery	94												17	94
miscellaneous costs	404													404
(photos, hall hire, petty cash, coffees, etc)														
Total expenditure	4635	3145	1860		7000	3718	2500	2738		2925		37	4327	32884

Independent Examiner's Report

Independent Examiner's Report to the Trustees of Peeblesshire Youth Trust
I report on the accounts of the charity for the year ended 31st March 2012 which are set out on pages 01 to 08.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations 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.

Name: Scott Wallace

CA; Institute of Chartered Accountants of Scotland
Peebles

Date: 26/10/12