

Chichester Youth Adventure Trust



TYLE MORGRUG
— COTTAGE & BUNKHOUSE —

Annual Report and Accounts For the year ended 31st December 2021

The Trust owns and manages the
Tyle Morgrug Cottage and Bunkhouse,
Halt Road, Rhigos, Aberdare, South Wales
www.cyat.org
Registered Charity No. 288717

Chichester Youth Adventure Trust

Annual Report and Accounts For the year ended 31st December 2021

Table of Contents

Public Benefit Declaration	2
Report of the Trustees:	
Chair's report	2
Honorary Treasurer's report	4
Building Maintenance, fabric, furnishing and fittings	6
Outdoor maintenance	6
Bookings 2021	8
All Things IT	10
List of contributors	13
Trustee Declaration	13
Receipts and Payments account for the year ended 31 st December 2021	14
Statement of assets and liabilities at 31 st December 2021	15
Notes to the Accounts for the year ended 31 st December 2021	16
Trust Information	17
Independent Examiner's Report to the Trustees of Chichester Youth Adventure Trust	18

Chichester Youth Adventure Trust

Annual Report 2021

Public Benefit Declaration

The Trustees have paid due regard to the Charity Commission's guidance on public benefit.

Our Charity's aim is to help and educate young people through their leisure time or educational activities.

Continued work has been undertaken at the bunkhouse to improve the accommodation and to ensure the Health and Safety requirements are met.

The restrictions arising from the Coronavirus have gradually been lifting, allowing some residential stays to happen and should continue to into 2022. The young people not only experience and develop skills in the outdoors, but also develop their independence and their social skills whilst away from home and living with others. The Trustees will continue to monitor the usage to ensure young people benefit from using and staying at the bunkhouse.

There are also a number of adult groups who use the bunkhouse when it is available, and their revenue assists with the day to day expenses of running the place, enabling the young people to stay at the centre at a reduced price.

The following reports incorporate how the Charity continues to meet its aim.

Report of the Trustees

Chair's Report

The latter part of 2021 saw the lifting of the Welsh Government's Coronavirus regulations which did allow bunkhouses to be open for business and it is pleasing to report that our bookings for the Autumn were much the same as in previous years. It was a pleasure to welcome regular and new users back to our pristine premises and, according to the feedback

we received from users, they too were pleased and appreciative of the high standards and improvements that had taken place during the closure.

Financially we remained buoyant during the closure due to generous grants from the Welsh Government alongside a reduction or cancellation of many of the standing charges as well as low overheads, running and maintenance costs. For this reason, unlike many establishments, we have been able to keep our 2022 hire charges at the same low rate as in previous years. Andrew Jones, our caretaker, continued to work his regular hours with most of his time being spent on sprucing up paintwork, deep cleaning and general maintenance.

We have appointed a retired local man, Elfed Bowen-Davies, to assist and stand in for Andrew as needs be. He is proving a great help and together with other local tradesmen and contacts we are, at last, becoming known and respected in the local community. This is also helped by the bunkhouse being used by a local Scout Group from Hirwaun. We, for our part, have altered many of our notices which are now in both English and Welsh.

Our main thrust during closure has been progress on our Woodland Project which aims to replace and regenerate areas of our land where ash trees have been felled and to plant trees in an area of open land. This is also providing the opportunity for us to enhance our outdoor areas for educational and recreational purposes and to safeguard that land and planted areas from sheep ingress. A grant towards achieving this has been obtained from Sussex Community Foundation and whips from the Woodland Trust. Our team of trustees and volunteers spent a weekend in October planting out the first batch of trees in the immediate vicinity of the building also sheep proof fencing has been erected by a contractor. Further hedge planting and landscaping of the area took place later in the year. Planting of trees and erection of fencing has also taken place on the open ground and we expect the work to continue into the New Year.

We are encouraging our supporters to Sponsor a Tree. A mature tree costs £45 to £65 and Whips (2 to 3 years old) £4.

If you would like to donate to the Chichester Youth Adventure Trust Tree Legacy and help us to grow a woodland for generations to come, please send your donation to:

Michael Merritt, Honorary Treasurer, Chichester Youth Adventure Trust, 87 Worcester Road, Chichester, West Sussex PO19 5EB (cheques made payable to: Chichester Youth Adventure Trust) or by BACS to Chichester Youth Adventure Trust; sort code 20-20-62; account number;

30259284; Bank – Barclays. In reference box put 'tree' and your name. If you are an individual and a taxpayer who would like to gift aid your donation, at no cost to you, please e-mail tylemorgrug@gmail.com and a gift aid form will be sent to you. Your donation will be recognised in a suitable way.

We are now two and a half years into our "The Way Forward-A 5 Year Development Plan" and well on target to meeting our objectives. A pleasing result indeed and I see no reason why we should not fully achieve our objectives by the end of the 5 year period.

You just need to read this annual report to realise that a lot of work goes on behind the scenes to make things happen and to run the organisation in an efficient and effective way and all done on only one very part time paid caretaker. This just could not happen without the dedication, enthusiasm, skill and downright hard work of the volunteers, trustees and others, who give so willingly of their time. A big thank you to them and to you, our supporters and users. I hope that you find this Annual Report of interest and please do not hesitate to give us any feedback that you consider will be helpful to the Trustees in the running of the Chichester Youth Adventure Trust's Cottage and Bunkhouse.

John Robbins
Chair



Two trustees taking a short break during a working weekend

Honorary Treasurer's Report

The annual return was filed with the Charity Commission.

Forms were completed to keep us as an approved centre on West Sussex County Council's list.

After a gap because of Coronavirus the water supply was tested by the local authority and was found to be satisfactory.

As regards the accounts, income from groups staying at the centre on a cash received basis was up from £5,867 to £11,394 but still a long way off the letting fees prior to Coronavirus. It did not fully reopen until August 2021. The amount received in advance of bookings for 2022 and 2023 is £2,250

Fortunately we have again received support via the local authority in the way of grants totalling £7,000 in the period 1 January to 31 March 2021 as well as another rates holiday for the year to 31 March 2022. The larger bin collection was not reinstated until the Autumn.

We also received a grant of £4,750 from Sussex Community Foundation towards tree planting and landscaping work following the felling of the diseased ash trees the previous year and whips from the Woodland Trust

£800 was paid directly to Cambrian Connect Ltd by Access Broadband Cymru on behalf of the Welsh Government as a grant towards the cost of installing 4G Broadband

Electricity and gas costs were similar to 2020 as we only had one gas delivery in the year and we are protected from increases in electricity costs until June 2022, but not Calor gas costs which have already gone up.

Despite spending £16,320 upgrading the first section of the track, the deficit in unrestricted funds is only £7,415 and we end the year with £45,327 in unrestricted funds and £999 in restricted funds making a total of £46,326 compared with £52,742 at 31 December 2020.

The balance on deposit decreased from £50,000 to £40,000 with the decrease in interest being more noticeable. £6,326 is on current account of which £999 is the restricted funds.

Michael Merritt
Honorary Treasurer



Part of the resurfaced track

Building Maintenance, fabric, furnishing and fittings

Our facilities are now in a better condition than ever before due to lack of use and the consequent amount of time our caretaker has been able to spend on catching up on the painting, decorating and general maintenance.

The necessary shelving and provision of an electrical socket for the router for the Wi-Fi, which is situated in the kitchen, has been made.

The need has been identified, due to heavy usage to replace the three individual shower control valves in the main shower block and this will be done in January 2022.

John Robbins
Trustee



The creation of the amphitheatre
with fire pit and seating

Outdoor Maintenance

As mentioned in the Chair's report the main thrust this year has been our Woodland and Conservation project prompted by the immediate necessity to fell several unsafe ash trees and the continued need to do this as further diseased trees become unsafe. The recreation area and grounds in the immediate vicinity of the building has been appropriately planted with a selection of small trees and shrubs, the surrounding fence has been extended and gates fitted with self-closing springs and "Keep Gate Closed" signs to keep the sheep out. A new section of hedge has been planted to extend the existing one and the gas tank now has a hedge which, when grown, will camouflage its presence. An amphitheatre with fire pit and seating has been created in the raised area at the back of the building by the old pig sty, which is now a log store, and access to the area is by a newly created path.

Existing felled trees were cleared and logged up on a working visit in October attended by trustees, volunteers, Andrew our caretaker and Tom, the local chimney sweep, and his father. There was no cost to us as the felled timber was shared by the three parties concerned. Some of the milled timber was used for seating at various sites in the grounds while the logs can be burnt on our log burner in the lounge thereby adding to the atmosphere in the room and saving on heating costs. A win, win situation all round!

The open piece of land on the left of the track, between the gates and the car park when approaching the bunkhouse, has been planted with a variety of approximately 40 native trees and appropriate fencing has been erected to protect them from sheep damage.

We have now tarmacked and improved the 1st section of the track from where it meets the lane and joins the rest of the completed section by the entrance to the private house. This is a major achievement that has taken many years to come to fruition and has cost a substantial amount of money obtained from grants and our own income. So no more bumpy rides and broken springs for users of the bunkhouse!

A further improvement has taken place at the narrow length of track which crosses the culvert on approaching the car park now has a crash barrier on each side. It is to be hoped that this will prevent the likely hood of a vehicle landing in the culvert!

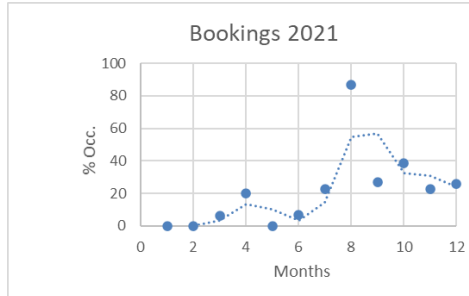
John Robbins
Trustee

Part of the newly laid hedge and one of the new trees



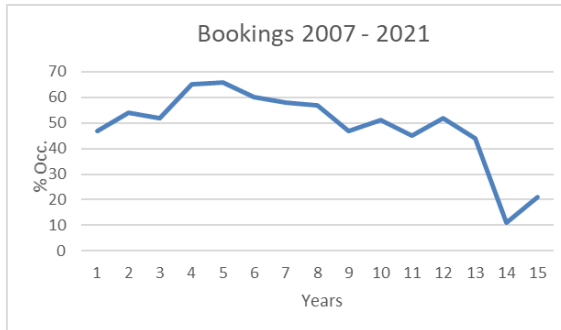
Bookings 2021

As in 2020 bookings for 2021 were affected by the Coronavirus pandemic. The graph 'Bookings 2021' shows when there was a relaxation in rules governing the pandemic, and hirers moved in.



Inevitably of the 57 bookings made there were some cancellations, 23 in all. A few refunds of deposit were made but mostly hirers were able to find dates later in 2021 or 2022 and have rebooked. At present there are just two hirers owed a total of £150 in deposits.

Hopefully in 2022 the trend line will pass at least 50% occupancy back in line or better than the pre-pandemic numbers.



Bookings 2021

2021	
Number of bookings	57 (includes 23 cancellations)
Percentage occupation	21%
*Value of the bookings	£11,557.00
Youth bookings	14 (38%)
Adult bookings	23 (62%)

*'Value of the bookings' is for the year 2021 from the 1 January to the 31 December 2021 which is not the same as the lettings income which is on a cash basis and includes receipts for both 2021 and 2022 and excludes deposits received previously.

The considerable difference between youth groups using Tyle Morgrug (38%) and adult groups (62%) is that on cancellation adult groups are generally able to be more flexible with their rebooking.

Location of Hirers

The location of hirers is shown in this table but both 2020 and 2021 have not been typical years and are not representative of the situation in a non-pandemic year.

	2021	2020	2019	2018
West Sussex, youth groups	8%	3%	17%	27%
Chichester, youth groups	2%	1%	8%	8%
Rest of UK youth groups	10%	94%	-	-
Youth groups, overall	25%	37%	63%	76%
Adult groups, overall	46%	63%	37%	24%

Despite all, bookings have come from both regular and new users: -

Returning groups, Mikey Pearce, Marlborough College, St Phillip Howard School, Steyning Grammar School, Lee Common Scouts, Frank Fernandes, Piotr Gryko, Wayne Okell, Bike Doggs, Gryphon School, Highdown Hillwalking and Mountaineering club, Carter family, Dave Hatton family, 2nd Reading Boys Brigade, Paige Goodrich and friends, Warwick University Climbing Club, Jan Petr, Jess McCaffery

New groups, Emma Harrison, Joe Drinkwater, Nick Taylor-Ward, Faith RXD, Royal Grammar School Guildford, Paul Blanchard.

Peter Cox
Trustee

All Things IT

We are pleased to report that in September 2021 Wi-Fi was installed in the bunkhouse. Given our location we were not sure if this would be possible, but after some great research and evaluation of the options available by trustee, Peter Harvey and a friend of his, he was able to make it happen. The initial cost of the Wi-Fi installation was covered by a grant. Wi-Fi access at the cottage & bunkhouse has been a common theme in the feedback from users and so we hope the addition of this utility will make the property even more useful to those that hire it. The Wi-Fi is provided free of charge to those who stay at the bunkhouse and is secured via a password so leaders can decide who can access it.

Our website, www.cyat.org continued to contribute as a key way to connect with users of the bunkhouse in 2021.

The main updates to the website this year have been:

- Regular updates to reflect the current guidelines relating to the pandemic.
- Undertook a review of our “Things to do” – updating the literature to reflect the activities available in the local vicinity (e.g. the new Zip World attraction).
- Added a page dedicated to our “sponsor a tree” initiative.
- Added our Wi-Fi policy to the website.
- Added reviews from users of the bunkhouse.
- Added a what3words location to the “how to find us”.

Website performance

Traffic overview

2021 saw an increase in traffic to the website across all metrics. We saw a 22% improvement on the previous year in terms of unique visits. As 2020 was a tough year, this improvement was to be expected. As the various lockdown measures across the countries were introduced / lifted you can see this reflected in visits to the site.

Figure 1: Jan 01 2021 – Dec 31 2021

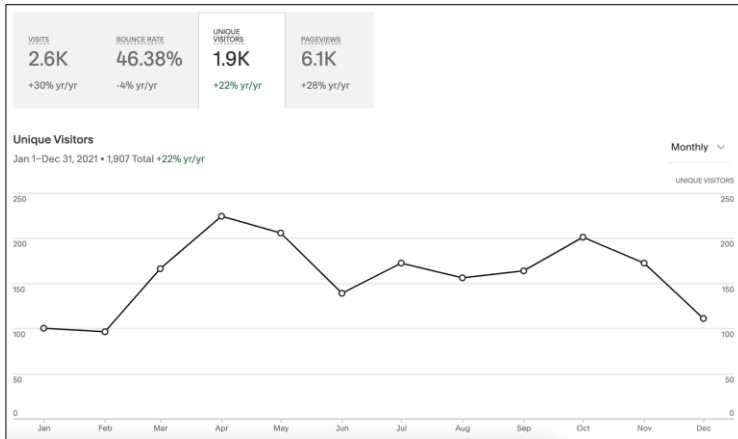


Figure 2: Jan 01 2020 – Dec 31 2020



How people get to the site

Just over 56% of our visitors are coming directly to the site, so they're typing www.cyat.org straight into their browser or using a bookmark. 30% of visitors still find us using Google.

As always if you know of any clubs or contacts who would be happy to promote the bunkhouse and the website just let us know, so we can get the word out further.

What next?

In 2022, we will continue to keep the site up to date. We will continue to monitor usage and performance statistics, reporting regularly to the Board of Trustees, so we can identify new opportunities and actions that are needed.

There are plans to undertake a feasibility study of using a new electronic bookings management system. A new system is likely to require some updates to the current site to incorporate any new features (e.g., online booking, bunkhouse availability).

If you've not seen the site yet, do look at www.cyat.org. We hope you enjoy using the site. If you have any suggestions, just let us know by emailing feedback.cyat@gmail.com

List of Contributors

The following individuals and organisations, amongst others, have contributed towards Cynon Valley Cottage and Bunkhouse in cash, kind or time.

They are listed in alphabetical order.

Access Broadband Cymru (Welsh Government)
Barry Pullen
Cathy Childs
David Hatton
Graham Almrott
John Robbins
Kate Colenutt
Liam Hoad
Liz Robbins
Martin Tomlinson
Michael Merritt

Mikey Pearce
Muriel Burrows
Nigel Colenutt
Peter Kent
Peter Cox
Peter Harvey
Richard Knight
Ray Creasey
Sussex Community Foundation
The Woodland Trust
Tom Jones

The Trust is indebted to all the volunteers who make a real contribution to its working parties by keeping maintenance costs much lower than otherwise.

Trustee Declaration

Approved by the trustees on 2 March 2022 and signed on their behalf by John Robbins, chair

Chichester Youth Adventure Trust

Receipts and Payments account for the year ended 31 December 2021

	<i>Notes</i>	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total 2020 £
<u>Income</u>					
Letting Fees		11,394		11,394	5,867
Grants and Donations	2	7,400	4,850	12,250	16,550
Miscellaneous income				-	20
Gift aid		25	25	50	25
Bank Interest		65		65	219
Damage and cleaning recharged		120		120	30
		19,004	4,875	23,879	22,711
<u>Direct Charitable Expenditure</u>					
Provision of Cottage & Bunkhouse					
Caretaker and cleaner		3,075		3,075	2,760
Business rates		-		-	86
Insurances		1,885		1,885	1,786
Electricity		512		512	318
Calor Gas		740		740	1,066
Water supply		217		217	106
Safety certificates and inspections		1,064		1,064	1,005
Waste collection		199		199	157
General Repairs & Maintenance		568		568	3,752
Working Parties' Travel and subsistence		475		475	428
Cleaning materials		93		93	306
Furniture and Equipment purchases		835		835	1,461
Special Works -					
Tree felling, landscaping and planting			3,876	3,876	3,000
Track improvements		16,320		16,320	
Publicity & Advertising		50		50	50
Broadband		108		108	-
		26,141	3,876	30,017	16,281
<u>Other Expenditure</u>					
Governance Costs	3	278		278	243
Total Expenditure		26,419	3,876	30,295	16,524
Net (Deficit)/Surplus for the year		(7,415)	999	(6,416)	6,187
Cash and bank balances brought forward		52,742	-	52,742	46,555
Cash and bank balances carried forward		45,327	999	46,326	52,742

Chichester Youth Adventure Trust

Statement of assets and liabilities at 31 December 2021

	Notes	2021			2020
		£	£	£	£
		Unrestricted	Restricted	Total	
Bank balances					
Barclays Community a/c		5,327	999	6,326	2,742
Virgin		<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>50,000</u>
		<u>45,327</u>	<u>999</u>	<u>46,326</u>	<u>52,742</u>
Represented by Funds	6	<u>45,327</u>	<u>999</u>	<u>46,326</u>	<u>52,742</u>
Other assets and liabilities					
Fixed Assets					
Cottage & Bunkhouse	Declared value				476,205
Equipment	Declared value	496,206			32,530
Current Assets					
Gas stock		320			370
Debtors - hire fees due		913			-
Interest accrued		3			10
Other payments paid in advance		<u>1,503</u>			<u>1,424</u>
		<u>2,739</u>			<u>1,804</u>
Current Liabilities					
Creditors		724			713
Deposits in Advance		<u>2,250</u>			<u>1,500</u>
		<u>2,974</u>			<u>2,213</u>

Michael Merritt
Honorary Treasurer and Trustee
Date 2 March 2022

John Robbins
Chair of the Trustees
Date 2 March 2022

Notes to the Accounts for the year ended 31 December 2021

1 Accounting policies

These accounts have been prepared on a receipts and payments basis.

2 Grants and Donations	2021	2020
Grants - unrestricted - Co-Vid support	7,000	15,000
Grants - restricted - tree felling, landscaping works and tree planting	4,850	1,250
Donations - unrestricted	400	300
	<u>12,250</u>	<u>1,550</u>

3 Governance Costs	2021	2020
Post, Printing, Stationery and Phones	46	42
Independent Examination Fee	74	72
Website maintenance	158	123
	<u>278</u>	<u>237</u>

4 Trustees' Remuneration, Expenses and Benefits

No trustee or person connected to them received any remuneration or benefits during the year (2020: nil)
A total of £371 (2020: £315) was reimbursed to five (2020: seven) of the Trustees in the year. This was reimbursement for actual costs incurred in travel to and from the Cottage & Bunkhouse for work party weekends, postage, telephone and stationery costs.

5 Risk Management

The Trustees have carried out a Risk Assessment audit of all the major risks relating to its operational base i.e. the Cottage & Bunkhouse. They actively review this on a regular basis, and are satisfied that systems are in place to mitigate their exposure to major risks.

6 Reserves Policy

The General Fund represents unrestricted funds arising from past operations.
The trustees aim to keep sufficient reserves to maintain services to hirers, to meet any unforeseen maintenance expense and to keep the property well maintained.
The aim is to keep at least one year's running costs in reserves
Restricted Income Funds are amounts received by way of grants and donations for specific schemes

Trust Information

Founder

Anne Scicluna

Trustees

John Robbins (*Chair*)

Michael Merritt (*Honorary Treasurer*)

Martin Tomlinson

Peter Harvey

Michael Pearce

Cathy Childs

David Hatton (*Honorary Secretary*)

Ray Creasey

Peter Cox

Trustees are recruited from persons who are familiar with the aims and policies of the charity and have appropriate skills, knowledge and experience to undertake specific roles.

Correspondence addresses:

Chairman: John Robbins, Lindens, Kithurst Park, Storrington, West Sussex RH20 4JH

Treasurer: Michael Merritt, 87 Worcester Road, Chichester, West Sussex PO19 5EB

Bankers:

Barclays Bank plc, East Street, Chichester

Virgin Money plc

Independent Examiner:

Trevor James FCA, DChA

Constitution:

Trust Deed dated February 1, 1984 as amended by deed of variation dated 13 February 1998, 1 January 2001 and 9 December 2004

Charity Registration Number: 288717

Web site: www.cyat.org

Independent Examiner's Report to the Trustees of Chichester Youth Adventure Trust

I report to the trustees on my examination of the accounts of Chichester Youth Adventure Trust (the Trust) for the year ended 31 December 2021

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's Report

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached,

Signed:

Name
Relevant professional qualification or body
Address

Trevor James
FCA DChA
Dormer Cottage
West Broyle
Chichester
West Sussex
PO19 3PR

Date: 18 April 2022