



# Ocean Youth Trust South *Adventure Under Sail*



## 2012 Annual Report



**The Queen's Award  
for Voluntary Service**

*The MBE for volunteer groups*



# OCEAN YOUTH TRUST SOUTH

Registered Charity No. 1079959

## 2012 ANNUAL REPORT

For the year ending 31 October 2012

The Trust is registered in England and Wales  
as a company limited by guarantee (No. 3898084)

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## **THE OBJECTIVES OF THE TRUST**

Ocean Youth Trust South exists to offer personal development through adventure under sail to young people aged 12 to 25.

The majority of young crew members come from vulnerable or disadvantaged backgrounds or face significant problems at home or at school; but there are also places for young people from mainstream backgrounds.

Young crew members living in a wide variety of circumstances benefit enormously from being taken right out of their familiar environment and encouraged to face new challenges, enjoy new experiences, make friends, work as a team, acquire new skills and, above all, develop their confidence.

In practice this is achieved by putting twelve young people together on board our 72-foot sailing vessel, *John Laing*, with safety and support provided by skilled sea staff.

# ABOUT OCEAN YOUTH TRUST SOUTH

## Background and Purpose

- OYT South is one of a number of independent regional Ocean Youth Trust charities based around the UK, most of them (including OYT South) founded in 2000. They all grew out of the Ocean Youth Club (OYC), which was established in 1960 by Chris Ellis and Chris Courtauld.
- Each year Ocean Youth Trust South takes 400 - 500 young people to sea.
- Ocean Youth Trust South owns *John Laing*, a 72-foot steel ketch specifically designed as a sail training vessel.
- The Trust's main purpose is to offer **Adventure Under Sail** as a personal development opportunity for young people aged 12 to 25.
- The Trust aims to reach as wide a range of young people as possible, and works in partnership with other charities and youth organisations to arrange voyages for vulnerable and disadvantaged young people who would never normally have the opportunity to take part in something like this.
- Voyages can last from two days to two weeks and involve twelve young crew members at a time, plus five or six adult sea staff.
- *John Laing's* usual sailing area covers the south coast of England, the West Country, France and the Channel Islands, with occasional longer and more challenging voyages such as the Tall Ships race series.

## OYT South People and Organisation

OYT South has a full-time team of five people: our Chief Executive, Business Manager and Office Manager ashore, plus the Staff Skipper and Bosun on board the boat. In 2013 we also have a shorebased Operations Support Officer on a six-month contract to free up senior staff time to pursue the New Boat Project.

We are also grateful for the commitment of our volunteers, who sail as sea staff, undertake vessel maintenance and provide essential shore support.

OYT South is managed by a Board of Trustees, some of whom are also qualified sea staff.

## THE 2012 SAILING SEASON

*John Laing* sailed 6,449 miles in 2012, with local south coast voyages in spring and autumn plus voyages out of Plymouth and the Tall Ships race from La Coruna to Dublin in the summer.

One new project for the season was a generous donation from Comic Relief to fund places for a broad range of disadvantaged young people from Southampton. Linked to this project, the season began with a day of television and radio interviews for Sport Relief. The renowned sailor Dee Caffari came to meet some of the young people from local charities the Wheatsheaf Trust, No Limits and Chapter 1 who took part in the first voyage for the project.



As the season went on, we had a good mix of new clients, bursary-funded groups and individuals, and welcome returns for some of our regulars. We were so popular with Park House School that we had to team up with our friends in *Pegasus*, from the Island Trust, to run a joint voyage for 20 crew members.

At the start of half-term we were very kindly invited by the Royal Yacht Squadron to take part in the Queen's Diamond Jubilee Regatta in Cowes, with a



crew of young people from the Isle of Wight plus some young carers from Hertfordshire. Next, a group from TS Swiftsure sailed *John Laing* to London, where we berthed in the spectacular setting of West India Docks and enjoyed visits from HRH Prince Michael of Kent and from one of our newest sponsors, The Quilter Foundation.

Then came the ASTO race to the Olympic site in Portland, during which a crew which mainly came from the City of Westminster College endured some truly dreadful weather. This group included young offenders and those at risk of involvement in gangs, and the voyage was a real challenge for them – but they did successfully get the boat to Portland, a major achievement. One boy was later invited back for a week shadowing the bosun, and two came back to help at the winter vessel refit.

Alfreton Park Special School provided a real contrast – six young people with multiple physical and learning difficulties, sailing with one-to-one carers and achieving far more than most people might ever imagine.



As we moved into the summer, *John Laing* headed west for a few weeks of sailing out of Plymouth,

and we enjoyed some great voyages in a part of the world we don't visit often enough. We met a number of old friends and were made to feel very welcome.



Then a crew of Girl Guides did the crossing of the Bay of Biscay so that *John Laing* could join the Tall Ships fleet in La Coruna in time for the race to Dublin. An unexpectedly long stay in Spain due to bad weather was much enjoyed by the crew, but they still made it to Dublin in time for the festival, followed by a rather windy voyage back to Plymouth.

Back in the Solent in September, we again enjoyed voyages for two local children's hospices, CHASE and Naomi House, both of whom arrange regular voyages for the brothers and sisters of life-limited children, always a hugely rewarding experience for all involved.

The autumn went on with a varied selection of voyages, ranging from merchant navy cadets and keen young dinghy sailors to groups with special needs or from disadvantaged areas.

All in all, another great season: but the best thing, as always, is seeing hundreds of young people achieve more than they ever thought possible – developing confidence, working in a team, facing challenges, overcoming setbacks, perhaps taking a much-needed break from stresses at home or at school, making friends and having fun - gaining the skills needed to succeed in life.



## 2012 FACTS AND FIGURES

**Berth sales:** We had 588 berths available to sell; 583 were sold (99%) and after some last-minute drop-outs and clients who booked the full boat but didn't fill every berth, 554 (94%) were actually filled. Average berth occupancy across UK sail training is under 70% (source: ASTO). Including staff and volunteers, we actually filled 839 berths during the season.

**Crew members:** Well over half of the young people who sailed with us were assessed as having some sort of disadvantage. Many came to us via mainstream and special schools, youth groups and other charities ranging from children's hospices to homelessness groups. But we still offer places for young people from all backgrounds: you do not need to be disadvantaged to sail with us.

59% of young crew members were aged 12-15; 25% were aged 16-18; and 16% were aged 19-25.

**Berth cost subsidies:** All crew members aged 12-25 had a basic subsidy of 50% of the true cost of running their voyage, paid for through our fundraising. This keeps voyages affordable for young people from the widest possible range of backgrounds and is a key element of our charitable purpose. In addition, 175 young people received further special bursaries to a total of £42,285, when they could not otherwise afford to sail. These bursaries ranged from small amounts, where people had made every effort to raise the money but fallen short, up to fully-funded berths, to allow some exceptionally deserving young people to join our voyages. All this was possible thanks to some very generous donors.

**Volunteers:** 85 people sailed as sea staff in 2012. Seventy-seven were volunteers who between them gave 922 days to sail on our voyages. Almost a quarter of volunteer sea staff were aged 25 or under. Volunteers contributed 447 days' work to *John Laing's* refit between November 2011 and March 2012. We also have invaluable help from volunteers ashore and in the office.

**Volunteer training:** On our training courses in February 2012, 69 people completed courses including First Aid, Diesel Maintenance, GMDSS radio and youthwork courses. This year we also added a range of online courses including Child Protection and Food Hygiene, which volunteers can complete at home.

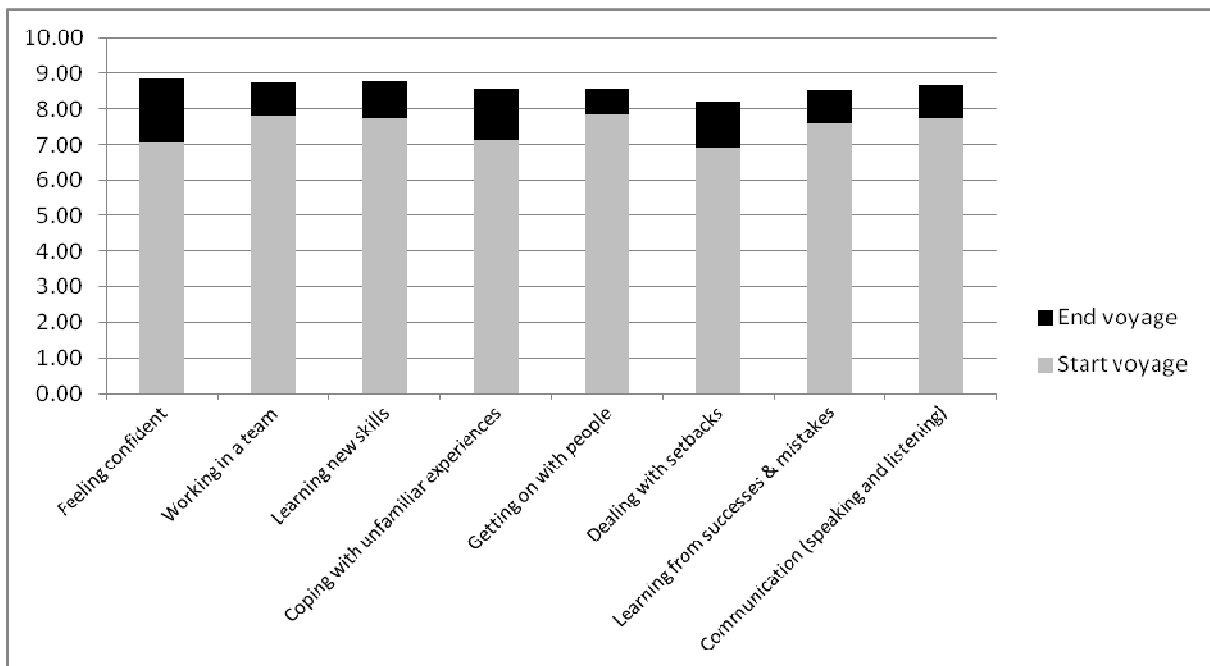
**Sailing programme:** *John Laing* covered 6,449 nautical miles in 2012. Most voyages were local trips on the south coast of England, but we also sailed to London for the ASTO race to Portland, and joined the Tall Ships events in La Coruna and Dublin.



## MAKING A LASTING DIFFERENCE

In 2012, almost 400 people completed Outcomes Wheel self-evaluation sheets, which we developed in conjunction with BBC Children in Need. This involves individuals giving themselves marks out of 10 in areas such as “feeling confident” or “working in a team” at the start of the voyage and again at the end, so we can measure changes in how young people feel after sailing with us.

This graph shows the average change in scores in 2012. The biggest change was for “feeling confident” where the average mark out of 10 at the start of voyages was 7.04 and the average at the end was 8.86, a 25% improvement. There was an improvement of almost 20% for “coping with unfamiliar experiences”, 19% for “dealing with setbacks”, 13% for “learning new skills” and more than 12% for “working in a team”, “learning from successes and mistakes” and “communication (speaking and listening).”



Further evidence of real achievement is that 232 people earned Royal Yachting Association Start Yachting certificates this year, and 63 earned the more advanced Competent Crew certificate.

We always stress to young people – especially anyone looking for work or likely to be looking for work with little to show by way of academic qualifications – that these certificates mean far more than basic sailing competence: to earn them, a young person must have listened, concentrated, worked in a team, taken on the dull and routine tasks as well as the fun and exciting ones, practised new skills until they mastered them, coped with unfamiliar situations, lived in a confined space with people they don't know, got out of bed on time and much more. Sail training helps young people to develop the skills to succeed in life, and we can help them move on with real evidence of these skills.

# OYT SOUTH BOARD OF TRUSTEES



## ***Richard Griffiths – Chairman of the Board***

Richard is a Barrister and Deputy District Judge. He became a Trustee in 2009 to oversee the Trust's legal and regulatory affairs. He became Chair of the Board of Trustees of OYT South in January 2013.

## ***Brian Eyres - Treasurer***

Brian is a former OYC / OYT staff skipper, who first got involved with *John Laing* immediately after the vessel's naming ceremony. A qualified book-keeper, he does a lot of work on OYT South's administration and budgeting.



## ***Colonel (Ret'd) Mike Bowles***

After 34 years in the Army, Mike is now involved with Sail Training International as part time Race Director, and is a Trustee of two other charities - the South Atlantic Medal Association and Falklands Conservation.

## ***Victoria Botting***

Aged 18, Victoria is the Youth Trustee – we always aim to have a Trustee in the same age range as our service users. A student of International Business Management at Cardiff University, she has sailed with us since the age of 12.



## ***Emma Burrows***

A Software Engineer for Google, Emma first sailed with OYT aged 14 and is currently a volunteer second mate. She has a strong technology background and enjoys thinking about what users need and how technology can help them.

## ***Fred Cole***

Fred is Regional Manager UK, France and Italy of International Paint. He was Chairman of the Board of OYT South 2009 - 2013, and has experience in marketing, sales, project management, PR, sponsorships and business strategy.



## ***Eamonn Feeney***

Eamonn is a Chartered Accountant and Managing Director of the MDL marina chain. He joined the Trustees in January 2013 to provide additional help with finance and general management issues.

## ***Steve Lacey***

Steve works for Dorset County Council as a Senior Youth Worker. He became involved with OYT South by bringing a group of young people to sail in 2002. He is OYT South's Child Protection Officer, and sails as second mate.



## ***Ben Martin***

Ben works in the marine industry as an operation coordinator for tanker movements in North West Europe. He first sailed with OYT South as a young crew member in 2005 and currently sails as a first mate.

## ***John Millican***

John was navigating officer with the British and Commonwealth Shipping Company, before coming ashore to pursue an academic career. He is currently Professor of Maritime Education at Southampton Solent University.





***Fiona Pankhurst***

Fiona is Head of Corporate Marketing and PR at Raymarine, and has extensive experience of the charity world through involvement with the National Trust, Imperial Cancer Research Fund and Marie Curie Cancer Care.

***Andy Royse***

Now an engineer, Andy first sailed with the OYC in 1995 as a young crew member and has been involved ever since. He was our first Youth Trustee, when he was aged under 25. He sails as a first mate.



***Yvonne Taylor***

Yvonne runs an RYA training centre, KTY Yachts, and takes an interest in the training of our staff and volunteers and in safety standards on board our vessel. She sails in *John Laing* as a relief skipper.

## OYT SOUTH STAFF

In 2012 Mark Todd and Sally Croly continued the efficient shore-side management of the charity as Chief Executive and Office Manager respectively, while James Boyce had another excellent season as Staff Skipper with David Bland as Staff Bosun.

At the end of the season, James Boyce left us after four years in order to lead a voyage to Antarctica, having made a huge contribution to the success of the charity, and we wish him all the best.

We are extremely pleased to have appointed one of our volunteer first mates, Andy Viney, to replace him, and have set up a training programme for Andy to qualify as a skipper. As a charity which is all about investing in people and helping them achieve their potential, we feel it is absolutely right to be taking on one of our own and giving him the skills to succeed.

We also have two additions to the shorebased team for 2013.

Caroline White, previously a Trustee, had for some years done significant work for the charity on a freelance basis: she has now joined the full-time staff as Business Manager.

We have also appointed Ben Whinnett on a six-month contract as Operations Support Officer to free up the Chief Executive and Business Manager to put more time into the New Boat Project.

Our full-time staff for 2013 are therefore:



***Chief Executive – Mark Todd***

Previously a solicitor, he has been working full-time in sail training since 1997, including nine years as Staff Skipper with OYT South. He moved into a shore-based role overseeing the development of the charity in November 2009, and became Chief Executive in 2010. He is an RYA Yachtmaster Instructor, a Yachtmaster Examiner, and sits on the Yachtmaster Qualifications Panel. He was the inaugural winner in 2011 of the MCA/ASTO Award for Command Commitment to Sail Training.

***Office Manager – Sally Croly***

Sally has travelled widely and spent four years in Hong Kong, where she worked for the police. She has been with OYT South since 2003, moving up steadily from part-time administration assistant to a full-time role running the office, with significant increases in her responsibility in recent years.



***Staff Skipper – Andrew Viney***

Previously Andrew was a director of an IT company which he started with his brother in 1995. He was introduced to sailing by a friend in 2001 and became a volunteer third mate with OYT South in 2006, a second mate in 2008 and first mate in 2010 before starting a skipper training programme in 2013.

***Staff Bosun – David Bland***

David sailed with us as a young crew member in 2010 and 2011, when he earned a skipper's recommendation to join our volunteer sea staff. The experience inspired him to apply for a full-time role and he joined us in November 2011 – qualifying as a second mate in 2012 and aiming higher in 2013.



***Business Manager – Caroline White***

Caroline first sailed with the Ocean Youth Club as a young crew member in 1983. A former journalist and qualified fundraiser, she looks after the charity's marketing, communications and fundraising, as well as liaising with clients and volunteers; and she sails in *John Laing* as a first mate.

***Operations Support Officer – Ben Whinnett***

Ben spent eleven years as a store manager for Marks & Spencer before taking a career break in which he completed his Yachtmaster course and qualified as a sailing instructor. He volunteered at the 2008-9 refit and has been sailing as first mate and helping at refits ever since, including being Refit Manager 2012-13.



OYT South's Patron is **Lord Iliffe**, a keen yachtsman.

## WHAT OUR CUSTOMERS AND CREW SAY ABOUT OYT SOUTH



Zandra Ranger is **COORDINATOR FOR THE GOSPORT LOCAL CHILDREN'S PARTNERSHIP** and has organised voyages with us for many young people. She says: "Sail training voyages are an inspirational way of engaging disaffected or out of touch young people. They offer a structured environment enabling young people to remain focused on activities which produce positive

outcomes. When young people, removed from their immediate environment, have a positive and enjoyable experience and are able to achieve tangible and real targets it allows confidence and self-esteem to grow and gives them a platform to build on and to raise their aspirations. Sail training voyages are able to make a very positive and often life changing difference to young people disengaged and in danger of becoming NEET (not in education, employment or training)."

### **PASS (POSITIVE ALTERNATIVE FOR SOUTHAMPTON STUDENTS)**

arranged a voyage for young people not in mainstream or special education, including those excluded from school. Anne Livesey, Lead Teacher, said: "The work done by the staff of OYT South is outstanding and the experience given to the students is invaluable".

### **TWO SISTERS WITH SCOLIOSIS**

(spinal curvature) - one pre-op, the other post-op - did a voyage in October 2012. Their dad wrote to us afterwards: "The girls were thrilled with their trip on the *John Laing*. They have been full of stories of their exploits and of the others that were with them. Skipper James and all the sea staff should congratulate themselves on giving Emily and Jenny a great time and teaching them lots of new skills. I think eating chocolate mousse without the use of hands should be taken up by all RYA training centres. I would like to thank you all for the great work you've done in giving my daughters an experience that they will always remember."





**ELLIOT** and **NATHEN** (both 17) came to us from a project which aims to tackle youth unemployment. They wrote a report afterwards, which read: “It was hard work but we had a great experience and would love to do it again. This voyage helped develop our confidence, team building and our ability to cope with unfamiliar situations. We learnt how to keep watch, navigate and learnt basic life skills such as cooking and healthy eating. It will remain as one of our best memories, we also received certificates.”

Back in 2009 we arranged for a **17-YEAR OLD GIRL** to join a Tall Ships race following the deaths of both her parents. Now aged 21, she recently wrote to us: “It was an amazing experience for me, one which I think of often still to this day and will stay with me for the whole of my life...I was very much in need of an opportunity to take some time out - the *John Laing* experience really helped to distract me from my troubles and give me enjoyment and happiness.”

**LUCINDA NEALL**, author of *About Our Boys* and *How to Talk to Teenagers*, brings groups of young people from London to sail with us. “A voyage in *John Laing* with OYT South takes young people outside their normal environment and gives them the opportunity to change their perception of themselves. Having shared in the job of sailing the boat, cooking, cleaning and looking after one another, they come away with a great sense of achievement and improved self-confidence and social skills. It can have a profound effect on those who have had negative experiences at school: most of the tasks are practical and physical and a history of failure can be transformed into an experience of 'I can'”.



**THREE SCHOOLS FROM ESSEX, SUFFOLK AND GRIMSBY** shared a voyage and the teacher accompanying the group said: “It took students out of their comfort zones and helped them gain new skills. This is a great adventure for students and it was great for us to meet students from other academies and find out a bit more about different cultures.” Student **ELIZABETH** said: “The staff treated everyone equally and fairly, they were caring towards us and asked if anything bothered us. We got to control the boat and we planned our own route. We were treated with respect and like responsible people.”

## **ADVENTURE UNDER SAIL ON BOARD *JOHN LAING* IS AN IDEAL ENVIRONMENT FOR THE DEVELOPMENT OF YOUNG PEOPLE BECAUSE:**

- It takes young people right out of their normal environment and away from TV, computer games and mobile phones.
- It's an excellent way of building confidence, developing character and promoting a sense of responsibility.
- Living and working with others in a confined space places a high priority on tolerance and teamwork.
- *John Laing* is an ideal size for everyone on board to get to know each other, and for the staff to work with each individual young person to ensure they get the most out of the experience.



## **WHAT DO YOUNG PEOPLE GET OUT OF SAILING WITH OCEAN YOUTH TRUST SOUTH?**

- An OYT South voyage is a fantastic fun working holiday during which people will learn new skills, make friends and return with a real sense of achievement.
- Everyone who sails with us is challenged to achieve something they never believed they would be able to do.
- *John Laing* carries no passengers - everyone on board plays a full part in every aspect of the voyage.
- Opportunities to learn range from seamanship and navigation to cooking and general life skills.
- Our sea staff make every crew member a promise: whatever energy and enthusiasm you put into the voyage, we will match and beat it.
- Crew members can work for recognised qualifications such as the RYA Competent Crew or Start Yachting certificates, or the residential element of the Duke of Edinburgh Gold Award.
- All crew members get a voyage certificate to put in their Record of Achievement.
- OYT South has a club ethos and atmosphere - we encourage crew members to stay involved, help at refits, earn qualifications, train as sea staff, and be part of the team.



## WHO CAN SAIL WITH OYT SOUTH?



We aim to encourage anyone aged 12-25 who wants to sail with us, from the widest possible range of backgrounds, including those with no sailing experience as well as keen and competent sailors. We take roughly equal numbers of girls and boys. Some sail as part of a group, with a group leader if required; others book as individuals and come along to make new friends.

Although *John Laing* is not specially adapted for people with disabilities, young people with a range of physical and learning difficulties have sailed with us successfully.

We do run occasional adult voyages, which may include sponsors, prospective volunteer sea staff, other supporters who want to learn more about our work, or corporate team-building events. Adult voyages can also be run for exactly the same purposes as most youth voyages: to develop confidence, broaden horizons and raise aspirations for people who have had limited opportunities in life.

## WHAT'S THE BOAT LIKE?

*John Laing* is a 72-foot steel ketch with berths for twelve crew (young people / group leaders) and six adult sea staff. The boat was designed especially for sail training, so that young people really can do everything on board. She is immensely safe and strong – she has been round the world, and spent several months in the Antarctic. Regular inspections ensure that she conforms to all required safety standards.



The layout below decks is arranged so that crew and staff eat together, there is space for group activities, games and parties, and everyone can gather to share in making plans and decisions. This is not a boat where the skipper determines what will happen and then simply gives orders to the crew. We aim to explain, discuss and, where possible, offer choices.



## WHO RUNS THE VOYAGES?

We have a highly-qualified professional skipper, and a staff bosun responsible for boat maintenance. In addition, we carry at least three volunteer sea staff on every voyage. All our staff, both professionals and volunteers, possess Royal Yachting Association qualifications appropriate to their level of responsibility, and have passed a rigorous OYT South assessment at the appropriate level.



As well as sailing ability, all our staff are trained and assessed on their suitability for working with young people, and checked with the Disclosure and Barring Service (formerly Criminal Records Bureau). We aim to have both male and female staff on every voyage. We encourage keen and competent crew members to train as sea staff - those over sixteen can sail as volunteer relief bosuns, and those over the age of eighteen can be assessed on their ability to sail as watch leaders.

## A FEW KEY POINTS:



- OYT South voyages really are open to anyone: though the majority of voyages are booked for groups of disadvantaged young people, we have a number of places available each year for young people from more fortunate backgrounds – for DofE Award voyages, leadership training or activity holidays.
- We do not require any previous sailing experience.
- A staff : crew ratio of almost 1 : 2 allows for a lot of individual attention.
- We involve the crew in decisions about the voyage - what we do, where we go and how we get there.
- We aim to give the crew a lot of responsibility - by the end of the voyage, a good crew can be effectively running the boat.
- Our style is deliberately very relaxed and informal - Libby Purves described us in the Times as "the larkiest of sail training organisations."



## THE NEW BOAT PROJECT

Generations of young people have enjoyed Adventure Under Sail with the Ocean Youth Club or Ocean Youth Trust.



The boats they have sailed have evolved over more than half a century. We have sought to provide vessels that are strong and seaworthy; capable of being sailed by young people of different ages and abilities; and suited to developing the life skills which are a core part of the OYC / OYT experience. A series of purpose-built sail training vessels have incorporated the best of each generation's experience of sail training and yacht design.

OYT South's current vessel, *John Laing*, has been in continuous service for more than twenty years. It is time to think of the next generation. OYT South has had a vessel specially designed to provide an outstanding sail training experience to young people over the next thirty years.

Please help us to build her.

- Make a one-off donation or regular gift
- Remember Ocean Youth Trust South in your will
- Spread the word – do you know an individual, company, club or charitable trust which might want to support OYT South's new boat?

Donors and sponsors will have opportunities to sail in the new boat and to see how our work helps young people. The major sponsor will have the chance to give the boat a name - an opportunity which could create a thirty-year association with a good cause and will help over 15,000 young people.



From the OYC's founding vessels, including *Theodora* (built 1911), through the Robert Clark ketches of the 1970s, up to *John Laing* (built 1990), our boats have brought Adventure Under Sail to thousands of young people. OYT South's new boat will help many more to realise their true potential.

**A NEW BOAT FOR A NEW GENERATION**

## DONATIONS AND SUPPORT

Ocean Youth Trust South is enormously grateful for the donations of funds or equipment we receive from many individuals and organisations, as well as many contributions in the form of time and expertise. Without this support, we would not be able to keep our vessel, *John Laing*, in such good condition, and offer so many opportunities for young people from different backgrounds.

Our sincere thanks to all who have helped us during the past year in many different ways, including:

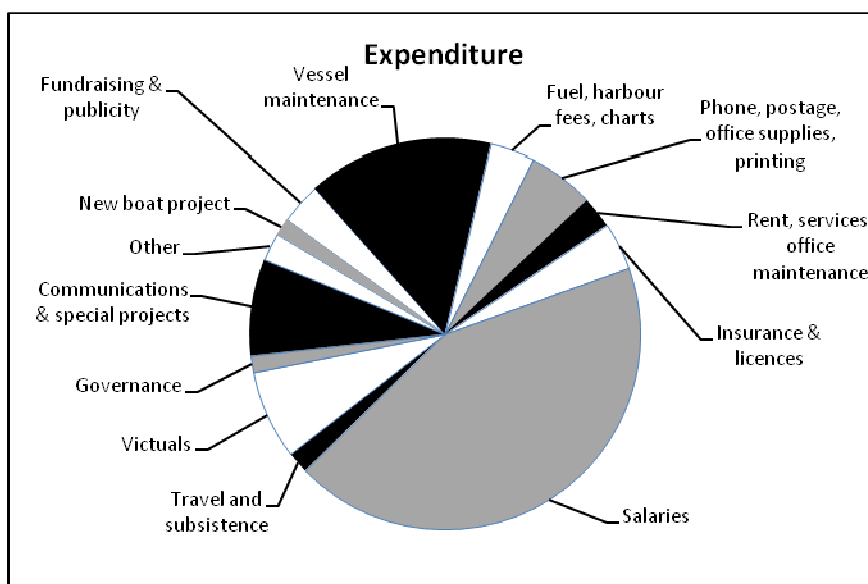
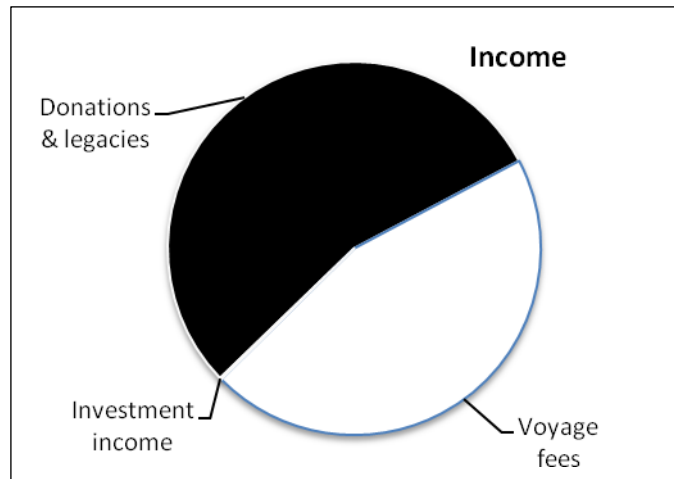
- \* 41 Club \* Aquafax \* Association of Sail Training Organisations (ASTO) \*
- \* Roger Bigg \* Peter Binning \* David Blogg \* Stephen Bond \* Nicholas Bonham \*
- \* Victoria Botting \* Mike Bowles \* Emma Burrows \* CHASE Children's Hospice \*
- \* Chemring Marine Ltd \* BBC Children in Need \* Cleghorn Waring \* Comic Relief \*
- \* Contact Marine \* Captain David Cotterell \* Cowes Harbour Commission \* Nic Crawford \*
- \* Curatus Trust \* CW Fellowes Limited \* Dean & Reddyhoff Marinas \*
- \* Chris Ellis Award fund \* Drew Marine Signal & Safety UK Ltd \* Dumfries Organ Club \*
- \* Farnborough International Limited \* Anthony Fawcett \* Eamonn Feeney \*
- \* Felixstowe Master Mariners \* JG Fowler \* Richard Fox \* Helena Frost \* Gill Marine \*
- \* grouphomesafe \* Halyard \* Hamble Yacht Services \* HYS Rigging \*
- \* Hampshire County Council \* Hampshire & Isle of Wight Community Foundation \*
- \* Henri Lloyd \* Peter Henshaw \* Molly Hitchcock \* David Hodgson \* Philip Hood \*
- \* House of Bethany \* Icom \* Lord Iliffe \* International Paint \* Itchenor Sailing Club \*
- \* J Leon Group \* James Myatt Trust \* The Joan Braithwaite Sailing Trust \* D H Jones \*
- \* John Jones & the Reluctant Ramblers \* KTY Yachts \* Lake Engineering Ltd \*
- \* Landsdale Marine \* Chris Lane \* Lewmar \* Man Group plc Charitable Trust \*
- \* Marina Developments Limited \* Marine Shrinkwrapping \* Marine Systems Engineering \*
- \* Ben Martin \* Rosemary & Mike Martin \* David Mathias \* Matthews & Goodman \*
- \* The Mercers' Company \* Millennium Computer Services \* Jonathan Moseley \*
- \* N M Rothschild & Sons Limited \* Naomi House Children's Hospice \* Navionics \*
- \* Ocean Safety \* Oil Companies International Marine Forum \* Hamish Oliphant \*
- \* Ormiston Wire \* A O'Sullivan \* Jeremy Ouvry \* Owen Clarke Design \*
- \* OYT South Isle of Wight support group \* OYT South West Sussex support group \*
- \* Emily Parker \* Patrick Frost Foundation \* Peter Dixon Charitable Trust \*
- \* Phillips 66 Limited \* R E Pilkington \* Baroness Platt of Writtle \*
- \* Poole Quay Boat Haven \* Tom Povey \* Libby Purves \* The Quilter Foundation \*
- \* Ratsey & Lapthorn Sailmakers \* Raymarine \* Diana Roberts \*
- \* Robinsons Compass Adjusters \* Roisure \* Cami Rothe \* Royal Thames Yacht Club \*
- \* Royal Wedding Charitable Gift Fund \* Royal Yachting Association \*
- \* SeaRegs \* Annant Shah \* Mr & Mrs Simon \* Ian Slocombe \* Slocolec \* Jeremy Snead \*
- \* Peter & Nicola Solly \* Stanbury Chameleon \* tallshipstock.com \* Mr & Mrs Trembath \*
- \* TS Hornet Sea Cadet Corps, Gosport \* J M Tyler \* Veryan Ltd \* Videotel \*
- \* Viking Life-Saving Equipment Ltd \* Warsash Maritime Academy \* L E West \*
- \* Phil Whiffing \* Whirlwind Charitable Trust \*

Plus other generous donors who prefer to remain anonymous.

## FINANCE AND FUNDING

The cost of running OYT South is currently around £275,000 p.a. These charts give an indication of the breakdown of income and expenditure:

Berth sales to the individuals and youth groups should deliver at least half our funds. This means that every berth sold to a young person has a subsidy of just over half what it would have cost without donations. In 2012, we had a legacy of £100,000: including this, berth sales made up 45.38% of our income; excluding the legacy, berth sales brought in 60.96%. The remainder has to be raised from sponsorship, grants and donations.



Our key funding needs fall into three areas:

**Team costs:** As the chart shows, our staff (on the boat and in the office) are our biggest expense, costing £119,011 last year. No-one is paid more than £38,000, and they all put in very

long hours and immense commitment. We are only able to keep staffing costs down at this level because of the huge input from our volunteers.

**Vessel refit, maintenance and equipment:** This cost £42,434 last year, to keep *John Laing* in good condition, help to prolong her working life, and ensure we meet or exceed all required safety standards. 447 days' volunteer labour at refit, plus more in-season, provided a tremendous saving.

**Bursaries for young people who cannot afford to sail:** OYT South is committed to keeping our voyages accessible to young people from disadvantaged backgrounds who cannot afford to sail.

A donation of just £150 provides a day at sea for a young person as well as making a contribution to the costs of running the voyage.

We are also working to build up a separate fund for the proposed new boat which will eventually replace *John Laing*.

We aim to ensure that our sponsors and donors are kept in touch with our work, and have a chance to see where their money goes and to understand the difference that their support makes. This can include day sails or longer voyages on board *John Laing*, or a chance to nominate young people to sail with us. We are fortunate in having excellent relationships with key donors. Some examples:



*"Ocean Youth Trust South changes the lives of young people by delivering an exciting, rewarding and confidence building experience. OYT South is staffed by professionals but delivers its service through a dedicated band of volunteers who give up countless hours to help young people from many different backgrounds grow and develop through sail training. International Paint is proud to continue its support for one of the UK's most successful sail training organisations."*



Marina Developments Ltd

*"For over 20 years MDL has enjoyed working closely with OYT South where each year we have provided the opportunity of taking deserving youngsters to sea aboard John Laing. We very much value our special working relationship with OYT South as they understand our goals and tick every box in terms of creating opportunities for individuals to experience new challenges and to shine as part of a crew. For many, these experiences with OYT South are life changing and become memories to be cherished."*



*"Raymarine is proud to support Ocean Youth Trust South in its work to expand the horizons of today's young adults – it's a great way to help them recognise both their own potential and that of others in the big wide world out there."*



*"The Quilter Foundation is delighted to be able to support Ocean Youth Trust South. The charity uses the experience of sailing on board its 72-foot yacht, John Laing, to give young people confidence and teach them teamwork and life skills such as cooking and healthy eating. Ocean Youth Trust South helps to improve lives and we are proud to be working with them."*

**93.77% of expenditure in 2011-12 went on the direct delivery of our charitable services.**

*If you are interested in supporting our work, helping with the upkeep of our vessel, or funding a deserving young person who could not otherwise afford to sail, please contact our office on 02392 602278, or email [office@oytsouth.org](mailto:office@oytsouth.org).*

# **VOLUNTEER SUPPORT**

**Ocean Youth Trust South is dependent upon the support of volunteers, both ashore and on board *John Laing*.**

## **1) On board *John Laing***

We need at least three adult volunteers on every voyage, with the ability and enthusiasm to help young crew members get involved in every aspect of the voyage. We have roles for those with limited sailing experience, as well as for highly-skilled first mates and relief skippers.

All sea staff must undergo Disclosure and Barring Service checks and have suitable RYA qualifications before they can sail. You will then do an OYT South assessment, which tests for appropriate skills in both seamanship and youth work, as well as allowing you to familiarise yourself with our boat and with OYT South routines. As a member of our sea staff, there are many opportunities to develop skills and gain RYA qualifications (often at discounted rates).

Our sea staff come from a wide range of backgrounds. The best young crew members are invited back to train as a bosun or watch leader. Other sea staff range from students to retired people. Some work professionally with young people, or in the sailing industry; others have backgrounds entirely unrelated to their role with OYT South.

## **2) Shorebased support (groups and individuals)**

These supporters provide essential back up to our work at sea. Those who live near the ports we visit can meet the boat when she comes in, help with shopping, or organise entertainment for a day in harbour. Some shore volunteers help with repairs and maintenance – whether as highly skilled engineers or riggers, or just a willing pair of hands. Others help to raise money, to buy equipment on board or to sponsor deserving local youngsters who could not otherwise afford to sail. You might make contact with or even give talks to local schools, youth clubs and other organisations, or visit a new group shortly before they sail to make sure they are fully prepared and know what to expect. We also have invaluable help from volunteers in the office.

If you would like more information about supporting OYT South, please look at our website: [www.oytsouth.org](http://www.oytsouth.org), or contact the office on 02392 602278.

**To become a member of OYT South, complete the forms on the following pages and return them to our office.**



# Membership Application

Title ..... Forename ..... Surname.....

Address.....

County..... Post Code.....

Tel Day..... Tel Evening.....

Email.....

I wish to pay by: Annual standing order / Cheque / Card annually (*delete as applicable*)

Adult / Friends (Shore member) £36 p.a. (Members under 25: £18 p.a.)

Sailing Members £136 p.a. (Recommended) / £106 p.a. (Minimum)

*Sailing members can choose to pay the recommended OR minimum donation, or something in between, depending on personal circumstances and the amount of sailing you plan to do with OYT South.*

## Standing Order Mandate

Name and full address of your bank/ building society:

To The Manager .....

Post code .....

Please pay Lloyds TSB Bank, 4 Castle Street, Christchurch, Dorset, BH23 1DU

**For the credit of: Ocean Youth Trust South, Sort Code 30-92-02, Account 00681331**

Please debit my account as detailed below, until further notice

Sort Code ..... / ..... / ..... Account Number .....

Name(s) on your account .....

£ ..... monthly / quarterly / annually (*delete as applicable*)

Commencing on (date) .....

Signature ..... Date .....

Please treat all donations I have made to Ocean Youth Trust South (charity registration no. 1079959) in the last four years, and all donations I make hereafter, as Gift Aid donations for income tax purposes. I declare that I am a UK taxpayer and the tax I pay is equal to or more than the tax OYT South will reclaim on my donation. I will notify you if this ceases to be true.

Signatures (s)..... Date.....

..... Date.....

Please return to: **Ocean Youth Trust South**,  
8 North Meadow, Weevil Lane, Gosport, Hants PO12 1BP  
Tel: 02392 602278. Fax: 02392 525829. Email: [office@oytsouth.org](mailto:office@oytsouth.org)

# Gift Aid Declaration



By using the Gift Aid Donation scheme provided by the Inland Revenue, OYT South will be able to reclaim tax at the basic rate on your donation at no cost to you.

Please treat all donations I have made to Ocean Youth Trust South (charity registration no. 1079959) in the last four years, and all donations I make hereafter, as Gift Aid donations for income tax purposes. I declare that I am a UK taxpayer and the tax I pay (excluding Council Tax and VAT, which do not count) is equal to or more than the tax OYT South will reclaim on my donation. I will notify you if this ceases to be true. I understand the charity will reclaim 25p of tax on every £1 that I have given (28p on every pound given for donations up to 5 April 2008).

**Signature of donor** ..... **Date** .....

Donors are required to provide the following information:

**Title** ..... **Forename(s)** .....

**Surname** .....

**Address** .....

.....  
**Post Code** .....

Please complete the section below **ONLY** if you wish to make regular monthly, quarterly or annual donations.

---

Name and full address of your bank/ building society:

To The Manager .....

.....

.....

Post code .....

Please pay Lloyds TSB Bank, 4 Castle Street, Christchurch, Dorset, BH23 1DU

**For the credit of: Ocean Youth Trust South, Sort Code 30-92-02, Account 00681331**

Please debit my account as detailed below, until further notice

Sort Code ..... / ..... / .....Account Number .....

Name(s) on your account .....

£ ..... monthly / quarterly / annually (*delete as applicable*)

Commencing on (date) .....

Signature ..... Date .....

Please return to: **Ocean Youth Trust South,**  
8 North Meadow, Weevil Lane, Gosport, Hants PO12 1BP  
Tel: 02392 602278. Fax: 02392 525829. Email: office@oytsouth.org



**Charity Registration No. 1079959  
Company Registration No. 3898084**

**OCEAN YOUTH TRUST SOUTH  
(A company limited by guarantee)  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2012**

# OCEAN YOUTH TRUST SOUTH

## REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name** Ocean Youth Trust South

**Charity registration number** 1079959

**Company registration number** 3898084

**Principal office** 8 North Meadow  
Weevil Lane  
Gosport  
Hampshire  
PO12 1BP

**Registered office** 8 North Meadow  
Weevil Lane  
Gosport  
Hampshire  
PO12 1BP

**Trustees** Brian Eyres  
Yvonne Taylor  
Andy Royse  
Steve Lacey  
Frederick J Cole  
Fiona Pankhurst  
Ben Martin  
Richard Griffiths  
Mike Bowles  
John Millican  
Emma Burrows  
Victoria Botting  
Eamonn Feeney

**Bankers** Lloyds TSB Bank plc  
57 High Street  
Christchurch  
Dorset  
BH23 1BB

**Accountants** CW Fellowes Limited  
Carnac Place  
Cams Hall Estate  
Fareham  
Hampshire  
PO16 8UY

# OCEAN YOUTH TRUST SOUTH

## TRUSTEES' REPORT

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The Trustees present their report and accounts for the year ended 31 October 2012.

### **Structure, governance and management**

The Trustees who served during the year were:

Brian Eyres  
Yvonne Taylor  
Caroline White (resigned 20th October 2012)  
Andy Royse  
Steve Lacey  
Frederick J Cole  
Fiona Pankhurst  
Ben Martin  
Richard Griffiths  
Mike Bowles  
John Millican (elected 20th October 2012)  
Emma Burrows (elected 20th October 2012)  
Victoria Botting (elected 20th October 2012)

The Trust had occasion to employ Caroline White in her capacity as a freelance fundraiser and charity consultant. Any sums paid to Ms White were consistent with the commercial worth of her efforts.

All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Ocean Youth Trust South is a company limited by guarantee, constituted by the Memorandum and Articles of Association. It is a registered charity, number 1079959. The Charity is governed by a management committee drawn from individuals elected at an annual general meeting (the Trustees).

### **Objectives and activities**

Ocean Youth Trust South is a registered charity established to provide adventure sailing and personal development opportunities to young people aged 12-25. The charity offers 'Adventure Under Sail' with voyages of 2-13 days' duration aboard the Trust's 72ft sail training vessel *John Laing*.

### **Risk factors**

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The reserves policy detailed on page 3 provides a buffer to allow for variations in fundraising. Income from voyage deposits and payments are not spent until after each voyage has taken place, ensuring the Trust does not over-commit itself in the event of having to refund a voyage. Considerable effort is expended in maintaining *John Laing* to avoid cancellation of voyages due to defects which would lead to a loss of income. Similarly the staff, Trustees and volunteers all work hard to optimise voyage experiences for young people to encourage future bookings by those young people and groups, thus maintaining the Trust's income streams.

### **Achievements and performance**

Ocean Youth Trust South has continued to offer the experience of 'Adventure Under Sail' to young people. During the season *John Laing* completed a mixed programme which ranged from weekend voyages in the Solent to longer Channel cruises as well as the summer Tall Ships Race series, visiting Spain and Ireland.

# OCEAN YOUTH TRUST SOUTH

## TRUSTEE REPORT (CONTINUED)

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510 young people sailed with us during the year, from a tremendous variety of backgrounds. They range from keen young sailors and high achievers, through mainstream schools and youth clubs, to young people who may be exceptionally disadvantaged or vulnerable.

By careful risk assessment, considering the requirements of each individual crew member, and working closely in partnership with the organisations which refer young people to Ocean Youth Trust South to set targets and priorities, we are able to tailor each voyage to the specific needs of those on board. One voyage might focus on building confidence, fun and friendship for children who have been through bereavement; the next might concentrate on developing skills and personal and social qualities for young people not in education, training or employment; while a third voyage could be designed to stretch and challenge high achievers, drawing out their leadership potential.

The relationships we have with the organisations – youth groups, charities, mainstream and special schools and many more – which send young people to sail with us form one of Ocean Youth Trust South's greatest strengths. We are delighted that so many groups return to sail with us year after year and express such high levels of satisfaction with our voyages and with the lasting impact they see on the young people involved. With an exceptionally strong core of repeat bookings, plus a steady stream of new clients, we were able to fill 94% of berths in 2012.

We are also proud of the work we have done to open up our voyages to increasing numbers of people from the most disadvantaged backgrounds. All prices on voyages for young people are subsidised by around 50% to keep them as affordable as possible. In addition, 175 young people received further special bursaries to a total of £42,285, making berths available to individuals who would never otherwise have been able to sail.

Ocean Youth Trust South relies on an army of volunteers. Without these we would not be able to operate. Seventy-eight volunteers sailed as sea staff in 2012. The Trust has always seen the training of sea staff as important. The 2012 training weekend for volunteers saw 69 people complete courses including First Aid, Diesel Maintenance, Sea Survival, GMDSS Radio and youth work. However, with volunteers scattered across the UK, we have always been aware of the limitations of shorebased training weekends, so in 2012 we introduced a range of online courses which volunteers can complete at home in their own time. The most important of these is Child Protection. There has obviously been a great deal of news coverage of child protection issues in 2012, and while OYT South has an excellent record in this regard, we can never be complacent and the Trustees are supporting a drive towards higher standards of child protection training for all our staff and volunteers.

Volunteers also play a major role in vessel maintenance. We now operate a system of alternating refits: one year with the vessel largely out of the water and a lot of work on the hull, and then the next year refitting largely in the water, which saves a lot of money on storage, scaffolding etc. and allows us either to run a cheaper refit or to direct more funds towards replacement items. This pattern has proved effective and in 2011-12 it was the turn of an in-water refit, during which we completed 620 days of work, 173 by staff and 447 by volunteers - an outstanding effort and we are very grateful to everyone who came along.

Ocean Youth Trust South is also greatly helped by the work of many volunteers ashore who raise money, seek donations in kind and organise groups of young people to sail. Some of these volunteers are members of our support groups based in West Sussex and the Isle of Wight.

The operation of the Trust is also greatly helped by the dedication, commitment and skill provided by our team of staff: Mark Todd, our Chief Executive, supported by Office Manager Sally Croly and assisted by a number of regular office volunteers. On board *John Laing*, James Boyce continued as our Staff Skipper until the end of the season, supported by Staff Bosun David Bland. James has now left us after four years, to lead a sailing expedition to Antarctica, and we wish him all the best for the future. He has been replaced by Andrew Viney, a longstanding volunteer with the charity: we are delighted to be investing in someone who has worked his way up through volunteer roles on board and

# OCEAN YOUTH TRUST SOUTH

## TRUSTEE REPORT (CONTINUED)

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will now play a major part in OYT South's future.

Another staffing change for 2013 is that Caroline White, who had previously been employed as a freelance fundraising consultant, has now joined the charity's full-time staff and consequently has resigned from the Board of Trustees.

None of Ocean Youth Trust South's activities would be possible without all those individuals and organisations who have given money, services or donations in kind to support our charitable work, and we are extremely grateful to everyone who has supported us in the last year.

### **Financial review**

The results for the period and financial position of the company are as shown in the annexed financial statements which, in the opinion of the Trustees, show a satisfactory result with end year funds of £342,344 (2011: £226,583). However, £72,080 of the total is made up of funds set aside to help further the New Boat Project.

Total income for the year was £391,398 (2011: £274,360) with grants and donations received accounting for £213,162 (2011: £133,414).

The Trustees are pleased to report that the Trust remains free of all loans.

The total reserves stand at £342,344 (2011: £226,583) of which £31,509 (2011: £33,468) is the net book value of assets. Net current assets stand at £310,835 (2011: £193,115).

The Trustees are reasonably confident that the Trust has sufficient funds to run the 2013 sailing season, subject to a continued healthy level of berth bookings. Plans are being developed to raise additional funds for the 2013 and 2014 seasons as well as both capital and through life costs of a potential new boat.

### **Reserves policy**

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure at least. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

### **Plans for the future**

With the continued commitment and enthusiasm of all Ocean Youth Trust South's supporters, the trustees look forward to a successful year in 2013-14.

### **Small company provisions**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by



Richard Griffiths  
Trustee

Date: 6<sup>th</sup> March 2013

# **OCEAN YOUTH TRUST SOUTH**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

### **OF OCEAN YOUTH TRUST SOUTH**

I report on the accounts of the company for the year ended 31 October 2012, which are set out on pages 5 to 12.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed.

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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,
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

#### **Basis of 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 statement below.

#### **Independent examiner's statement**

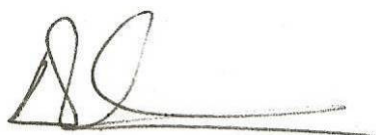
In connection with my examination, no matter has come to my attention:

(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 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

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.



Adam Wilson FCA  
CW Fellowes Limited  
Chartered Accountants

Date: 9 April 2013

Carnac Place  
Cams Hall Estate  
Fareham  
Hampshire  
PO16 8UY

# OCEAN YOUTH TRUST SOUTH

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 OCTOBER 2012

		Unrestricted funds	Restricted funds	Total funds 2012	Total funds 2011
	Note	£	£	£	£
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income	2	201,102	12,060	213,162	133,414
Investment income	3	614	-	614	585
Incoming resources from charitable activities	4	177,622	-	177,622	140,361
Total incoming resources		<u>379,338</u>	<u>12,060</u>	<u>391,398</u>	<u>274,360</u>
<b>Resources expended</b>					
Costs of generating funds					
Costs of generating voluntary income	5	13,374	-	13,374	9,115
Charitable activities	5	258,463	-	258,463	243,809
Governance costs	5	3,800	-	3,800	3,750
Total resources expended		<u>275,637</u>	<u>-</u>	<u>275,637</u>	<u>256,674</u>
Net income before transfers		103,701	12,060	115,761	17,686
<b>Transfers</b>					
Gross transfers between funds		(60,020)	60,020	-	-
Net movements in funds		43,681	72,080	115,761	17,686
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>226,583</u>	<u>-</u>	<u>226,583</u>	<u>208,897</u>
Total funds carried forward		<u>270,264</u>	<u>72,080</u>	<u>342,344</u>	<u>226,583</u>

The notes on pages 7 to 12 form an integral part of these financial statements.

# OCEAN YOUTH TRUST SOUTH (Registration number: 3898084)

## BALANCE SHEET AS AT 31 OCTOBER 2012

		2012		2011	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		31,509		33,468
<b>Current assets</b>					
Debtors	11	43,259		54,928	
Cash at bank and in hand		342,770		227,875	
		<u>386,029</u>		<u>282,803</u>	
<b>Creditors: Amounts falling due within one year</b>	12	<u>(75,194)</u>		<u>(89,688)</u>	
<b>Net current assets</b>			<u>310,835</u>		<u>193,115</u>
<b>Net assets</b>			<u>342,344</u>		<u>226,583</u>
<b>The funds of the charity:</b>					
<b>Restricted funds</b>			72,080		-
<b>Unrestricted funds</b>					
Unrestricted income funds			270,264		226,583
<b>Total charity funds</b>			<u>342,344</u>		<u>226,583</u>

For the financial year ended 31 October 2012, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board on 6<sup>th</sup> March 2013 and signed on its behalf by:



Richard Griffiths, Trustee

Company registration number: 3898084

The notes on pages 7 to 12 form an integral part of these financial statements.



# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### 1 Accounting policies

#### Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities (SORP 2005)", issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

#### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 16.

#### Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

#### Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

#### Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

### Fixed assets

Individual fixed assets are initially recorded at cost.

### Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Plant and machinery	written down to residual value
Sailing vessel	written down to residual value
Fixtures, fittings & equipment	15% or 33% straight line

### Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

## 2 Voluntary income

	Unrestricted funds	Restricted funds	Total funds 2012	Total funds 2011
	£	£	£	£
<b>Donations and legacies</b>				
Donations	201,102	12,060	213,162	133,414
	<u>201,102</u>	<u>12,060</u>	<u>213,162</u>	<u>133,414</u>

## 3 Investment income

	Unrestricted funds	Restricted funds	Total funds 2012	Total funds 2011
	£	£	£	£
Interest receivable	614	-	614	585
	<u>614</u>	<u>-</u>	<u>614</u>	<u>585</u>

## 4 Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2012	Total funds 2011
	£	£	£	£
<b>Sailing</b>				
Subscriptions	201	-	201	1,281
Voyage fees	177,421	-	177,421	139,080
	<u>177,622</u>	<u>-</u>	<u>177,622</u>	<u>140,361</u>

# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### 5 Total resources expended

	Donations and legacies £	Sailing £	Governance £	Total 2012 £	Total 2011 £
<b>Direct costs</b>					
Fundraising costs	9,142	-	-	9,142	9,060
Publicity costs	212	-	-	212	55
New boat project	4,020	-	-	4,020	-
Sailing wages and salaries	-	57,094	-	57,094	50,830
Employer's NIC	-	5,044	-	5,044	4,711
Freelance sailing fees	-	14,202	-	14,202	10,706
Vessel maintenance	-	42,434	-	42,434	49,776
Training	-	612	-	612	1,202
Victuals	-	20,315	-	20,315	15,006
Fuel, harbour fees & charts	-	10,112	-	10,112	12,354
Travel and subsistence	-	5,008	-	5,008	3,473
Licences and insurance	-	10,818	-	10,818	10,238
Bad debts recovered	-	-	-	-	(185)
Depreciation of fixtures & fittings	-	1,959	-	1,959	1,959
	<u>13,374</u>	<u>167,598</u>	<u>-</u>	<u>180,972</u>	<u>169,185</u>
<b>Support costs</b>					
Wages & salaries	-	38,826	-	38,826	37,353
Employer's NIC	-	3,845	-	3,845	3,710
Rent and rates	-	7,167	-	7,167	8,217
Telephone and fax	-	2,817	-	2,817	2,491
Office expenses	-	8,384	-	8,384	4,410
Printing, posting and stationery	-	1,891	-	1,891	1,544
Literature and publications	-	2,113	-	2,113	1,973
Subscriptions and donations	-	593	-	593	307
Sundry expenses	-	97	-	97	19
Accountancy fees	-	-	2,800	2,800	2,750
Independent examiner's fee	-	-	1,000	1,000	1,000
Communications & special projects	-	22,068	-	22,068	21,324
Bank charges	-	3,064	-	3,064	2,391
	<u>-</u>	<u>90,865</u>	<u>3,800</u>	<u>94,665</u>	<u>87,489</u>
	<u>13,374</u>	<u>258,463</u>	<u>3,800</u>	<u>275,637</u>	<u>256,674</u>

### 6 Trustees' remuneration and expenses

With the exception of Caroline White, no trustee received any remuneration or expenses in the year for their services. Caroline White was remunerated for her role in respect of freelance fundraising and charity consultancy, to the value of £31,056 (2011: £30,000).

# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### 7 Net income

Net income is stated after charging:

	2012 £	2011 £
Depreciation of tangible fixed assets	1,959	1,959

### 8 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year was as follows:

	2012 No.	2011 No.
Charitable activities	4	4

The aggregate payroll costs of these persons was as follows:

	2012 £	2011 £
Wages and salaries	95,920	88,183
Employer's NIC	8,889	8,421
	104,809	96,604

No employee received emoluments of more than £60,000 or more (2011 – 0).

### 9 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

### 10 Tangible fixed assets

	Plant and machinery £	Fixtures, fittings & equipment £	Sailing vessel £	Total £
<b>Cost</b>				
As at 1 November 2011 and 31 October 2012	25,397	8,518	72,996	106,911
<b>Depreciation</b>				
As at 1 November 2011	24,897	4,546	44,000	73,443
Charge for the year	-	1,959	-	1,959
As at 31 October 2012	24,897	6,505	44,000	75,402
<b>Net book value</b>				
As at 31 October 2012	500	2,013	28,996	31,509
As at 31 October 2011	500	3,972	28,996	33,468

# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### 11 Debtors

	2012	2011
	£	£
Trade debtors	34,948	47,830
Other debtors	7,293	5,917
Prepayments and accrued income	1,018	1,181
	<u>43,259</u>	<u>54,928</u>

### 12 Creditors: Amounts falling due within one year

	2012	2011
	£	£
Trade creditors	9,245	9,806
Taxation and social security	3,279	2,372
Accruals	3,750	3,700
Deferred income (customer deposits held)	58,920	73,810
	<u>75,194</u>	<u>89,688</u>

Creditors amounts falling due within one year includes deferred income:

	2012	2011
	£	£
Customer deposits held	73,810	29,501
Amount released to incoming resources	(73,810)	(29,501)
Amount deferred in the year	58,920	73,810
	<u>58,920</u>	<u>73,810</u>

### 13 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

### 14 Operating lease commitments

As at 31 October 2012 the charity had annual commitments under non-cancellable operating leases as follows:

Operating leases which expire:

	Land and buildings	
	2012	2011
	£	£
Within one year	<u>6,500</u>	<u>6,500</u>

### 15 Related parties

#### Controlling entity

The charity is controlled by the trustees who are all directors of the company.

# OCEAN YOUTH TRUST SOUTH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2012

### 16 Analysis of funds

	At 1 November 2011 £	Incoming resources £	Resources expended £	Transfers £	At 31 October 2012 £
<b>General Funds</b>					
Unrestricted income fund	226,583	379,338	(275,637)	(60,020)	270,264
<b>Restricted Funds</b>					
New boat fund	-	12,060	-	60,020	72,080
	<u>226,583</u>	<u>391,398</u>	<u>(275,637)</u>	<u>-</u>	<u>342,344</u>

#### General funds

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

#### Restricted funds:

The Restricted Fund represents funds received and set aside to design and build a new boat for use in the charity's activities.

### 17 Transfers

Transfers are made between funds at the discretion of the Trustees. In 2011/12, the Trustees decided to transfer a proportion of the surplus for the year into the new boat fund.

### 18 Net assets by fund

	Unrestricted funds £	Restricted funds £	Total funds 2012 £	Total funds 2011 £
Tangible assets	31,509	-	31,509	33,468
Current assets	313,949	72,080	386,029	282,803
Creditors: Amounts falling due within 1 year	(75,194)	-	(75,194)	(89,688)
	<u>270,264</u>	<u>72,080</u>	<u>342,344</u>	<u>226,583</u>





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