



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 SEPT 2021	To	31 AUG 2022

Section A Reference and administration details

Charity name **THE HOWBURY TUMBLERS**

Other names charity is known by Tumblers

Registered charity number (if any) **1087716**

Charity's principal address **Slade Green and Howbury Community Centre**

Chrome Road

Slade Green Erith Kent

Postcode

DA8 2EL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Natalie Shaw	Chair		
2	Jenny Faulkner	Vice Chair		
3	Emma Stuart	Treasurer		
4	Sam Rawlins	Secretary		
5	Sam Nicklin (Formerly Owen)			
6	Laura Hulott			
7	Chloe Ritch (was Phillips)			
8	Abigail Pennial		Retired Feb 2022	
9	Vikki Russell		Retired June 2022	
10	Jezz Vaughn Kelly			
11	Gayna Saill			
12	Natalie Buhl		Joined June 2022	
13				
14				
15				
16				
17				
18				
19				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Grants & Funding	Carol Penny Jacqueline Jobb	BVSC, Crayford Manor House Mayplace Road East, Crayford Kent DA1 4HB

Name of chief executive or names of senior staff members (Optional information)

Carole Read – Manager/ lead playleader Clare Tyrrell – Deputy Manager / Lead playleader Lucy Plaskasovitis- Senior Support Playleader Donna Leinster Support Playleader

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	A Registered Charity
Trustee selection methods (eg. appointed by, elected by)	Volunteering opportunities including joining the Committee are advertised on newsletters, our website and via social media. We try to encourage new members onto the Committee, and ask them to express interest in a letter. Interested parties are invited to attend a meeting prior to commitment. Potential members are then nominated and selection based upon a show of hands at a Committee meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

There is a procedure for the induction of new trustees which includes: giving them a copy of the organization structure, constitution, policies, minutes of meetings and rules regarding quorums. Trustees are given our Privacy notice and Personal data consent form. Trustees are encouraged to attend training courses and given access to the local Voluntary services newsletters and publications.

Howbury Tumblers reviewed and updated all policies and procedures this year in line with our review policy. New policies were added including an Extreme Heat Policy. Paperwork generated this year was securely destroyed in line with GDPR regulations.

Howbury Tumblers continue to work well and closely with Eco Communities, who manage the Centre, to ensure the best services & outcomes for families in Slade Green. Eco Communities recognise Howbury Tumblers is a service much needed and supported by the local community. We have a written agreement to occupy the premises rent free, so we can maintain low cost services for our families in our deprived area. As long as ECO COM manage the Centre I am confident our rent agreement will be honoured. The charity's greatest risk at present is the cost of living crisis- we face an uncertain period as families will struggle to pay for essentials which could have a huge negative impact on the charity finances. We will look for funding to support families and the charity if opportunities become available. Some Covid- safe measures remain, as we have found we are able to better manage numbers and keep people safe this way. Another outbreak may also have impact on our income and service, especially restrictions are re-introduced at a local / national level.

Summary of the objects of the charity set out in its governing document

The Objects of Howbury Tumblers are :

1. To enhance the wellbeing, development and education of pre-school age children (0-5 yrs) by providing a safe and stimulating play and learn environment
2. To encourage Parents & Carers to be involved in the development and wellbeing of their child through participation in group activities, and those offered by other agencies and community groups
3. To ensure the group offers opportunities for all children regardless of race, culture, religion, ability or means
4. To encourage the study of the needs of such children and their families and carers and promote public interest in and recognition of such needs in the local area

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Howbury Tumblers gives Parents, Carers and their children under five pre- bookable accesses to its provision from 9.30 to 12.00 pm, and 12.15-2.15 pm , Monday to Friday, term time only, for a small daily charge. Some drop – in families are also accommodated if we have space for them.. We have waived fees on occasions for families we know to be going through hardship so that they are able to attend. Holiday family sessions are run in periods of group closure, and include provision for older siblings

The Group sells refreshments to users to help finances.

Children's birthday parties are held and charged for as a means to raise funds for the group.

A learning support program provides short and long term work experience placements for school children and placements for childcare students at all levels, including Skills for Growth.

We work to support Parents in their parenting role, providing a listening ear when needed, and signposting to relevant agencies and services when appropriate, and encouraging their involvement in the Group and its activities, and their child's development, building confidence and skills.

Arranging Social events for parents. Howbury provides volunteers for local events and activities run by Slade Green Big Local, Howbury Friends and other Community Groups

Signposting to other community groups and services, with which we work closely, and with whom we collaborate to provide community events – in the aim of achieving better outcomes for our families, promoting Community participation and cohesion and contributing to wellbeing and health of the family unit and community as a whole.

Fundraising to extend our services and provide better for the children and families in our community. These included selling Cakes, raffles, selling crackers at our local community Christmas Fun day, participating in a Christmas card project, promoting Amazon Smile and the Bexley Community lottery.

Working with other Groups and agencies to achieve the best possible outcomes in terms of service delivery for our families. This year this has included our involvement in Bexley SHIELD , Bexley Community Champions , Bexley Children & Young Peoples Network , Northend Ward Neighbourhood Policing & Neighbourhood Watch, Bexley Voluntary Services Council and in the Slade Green BIG Local Partnership, planning and implementing local aid and intervention- this year in the provision of a daily foodbank and clothing/ toy / book bank, and some large scale community events.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- Contribution made by volunteers.

As well as the management committee members, 4 Parent volunteers have been involved in helping to run the day to day activities and holiday events at Howbury Tumblers. Another volunteer helps out with the website management and administration, purchasing and general caretaking, and another with assistance with accounting and with Social Media

With Covid restrictions eased, we were able to provide face to face services over a full year – 44 weeks. Staff continue to contribute much voluntary time, over 600 hours. Carole Read has contributed in excess of 400 hours – at least 10 hours per week - and also over 20 hours for Slade Green Big Local Partnership, having the role of Chair. Clare Eastop, Lucy Plaskasovitis and Donna Leinster contributed around 6 hours of voluntary work a week, in addition to their part time paid hours. Parental Volunteer time contributed is around 60 hours, within Howbury Tumblers, where voluntary work has included helping with the family events in school holidays, and the other volunteers – helping with website, odd jobs, purchasing etc around 40 hours across the year. The Committee contributed around 12 hours each individually attending both online (Zoom) and face to face meetings when possible.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During the year 1st September 2021 to 31st August 2022, Howbury Tumblers has:

- Provided 44 weeks of face to face services, two bookable sessions daily, giving children access to a wide range of activities and experiences, led by experienced staff from 9.30-12.00pm and 12.15-2.15pm. Around 580 individual children have attended this year, averaging 125 a week.
- Maintained the play & learn environment to a high standard of cleanliness and safety – with enhanced and ongoing cleaning taking place minute to minute – with an extra clean between
- Implemented updated COVID risk assessment and working plan, so that we were able to deliver services as safely as possible – this included maintaining enhanced regular cleaning regimes, and controlling user numbers at sessions, whilst maximizing participation opportunity.
- Provided all child spaces at £1 per child, through grant funding, until January 2022 when funding ran out.
- Provided a wide range of arts & crafts materials and resources for Creative activities, which were delivered in a Covid safe manner, and focused on wellbeing
- Provided Covid safe sensory activities daily on our sensory table, with a linked theme to the creative opportunities available that week, to promote the learning potential of each week's activities, and helping to engage more difficult to reach children, and individual sensory exploration (using non shared tactile and other resources) at our extended circle time, which

focused on children's wellbeing

- Provided opportunities for outdoor and indoor physical play daily and promoted an active lifestyle to our families through many activities
- Provided Covid- safe singing, dancing and instruments at each session
- Tracked all Children's individual progress, and undertook close tracking and monitoring of children we recognize needed more support, and worked closely with Parents and Carers to effect positive change, signposting to appropriate agencies where necessary- with particular attention paid to their mental health & wellbeing
- Supported a number of adults and children experiencing difficulties in re- socialization
- Supported a number of families with free sessions
- Produced a monthly newsletter and activity plan, and posted these on our website, on social media, and in hard copy at Tumblers and In the Centre to inform our families , and promote the existence , substance and availability of our services and those of other local Community groups and Centre's
- Continued to engage children in our book lending / early reading scheme
- Hosted a student for 100 hours of work experience & support in childcare learning, from North West Kent College
- Engaged staff in training in Paediatric First Aid, Emergency First Aid in the Workplace, Health & safety, and Food Hygiene. 2 Parents and 1 Trustee were also able to take part in all of these courses, and also the manager of the Community Centre , free of charge. Online training included FGM, Human trafficking & slavery, and safeguarding.
- Provided around 130 children with a special Christmas event with a visit and gift from Santa – split over 4 sessions to be Covid- secure. Children were all given a selection Box through our local Morrison's Community Giving Scheme
- With Funding from Magic Little Grant Scheme added a music wall and channeling wall to our outdoor equipment
- Provided 10 weeks of free baby ballet and dance classes to around 24 families and 32 individual children , and 34 free phonics sessions held in Tumblers to around 122 individual children, over two sessions a week, through Comic Relief / Groundwork grant funding until the grant funds finished.
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- Purchased a new vacuum cleaner, MP3 player , new oven for cooking activities, and laminator with a grant from Slade Green Big Local
- Provided through Big Lottery Community Foundation, 14 sessions of 7 events - Multi Sports, First Aid, Recycling/ Diamond Jubilee , animal experience, Forest School , Yoga & dance , and circus skills events , hosting up to 35 children per session in a covid secure manner
- Sold a reduced range of refreshments to raise funds for the group- only selling sealed drinks , sweets and crisps to be Covid- secure
- Had yearly renewal DBS checks on all staff
- Maintained Privacy Statements to all forms of our Communications with others
- Reviewed all our Policies between March and July 2022. Added policies : protecting Children from radicalisation , Safeguarding Deaf and disabled children and young people, Safeguarding children with special educational needs and disabilities (SEND), and Safeguarding children who come from Black, Asian and minoritised ethnic communities
- Continued to seek funding from external funders in the aim of improving our services to children & families, gaining grants from Local Giving Magic Little Grant , Slade Green Big Local Grant, National Lottery Community Fund and William Kendall grant 2022
- Fundraised internally for the group, selling gift crackers and cakes and other seasonal items at our Father Christmas event raising £353 and by our Christmas card project with Chameleon Create
- Supported Erith Christchurch Festival of lights and had a Howbury Tumblers Christmas tree at the church festival, contributing to charity, encouraging people into church for the event, and promoted our own services to the Community, raising £140 for the Church and Bexley Community hospice
- Hosting an Easter raffle raising £250 for Save The Children Ukraine Fund
- Held a soft toy raffle raising funds for Our amazing animal world, raising £70 for their rescue Centre
- Raised money for BBC Children IN Need with a cake bake and raffle, raising £325
- Continued selling tickets for the Bexley Community Lottery, and sold tickets to 16 regular supporters, raising around £1065 this year. Promoted this regularly on Social media and via

newsletters

- Joined the Amazon Smile sales commission scheme, raising around £100
- Established a relationship with a local Usbourne Books representative, who raised £94 for us to buy new books, with money donated from local businesses
- Participated in the Local Giving match fund scheme, raising around £671 from donations and match funding.
- Participated in BBC Children In Need training program about effective communication, receiving a £500 donation for all staff participating
- Successfully Applied for Bexley Green points recycling scheme, selected as one of five Bexley charities who will receive a proportion of the total award pot later this year
- Provided a second play leader five days a week through funding from Children In Need for the wage of our Assistant Play leaders (started July 2021), with around 6-8 hours weekly voluntary time by the funded staff, and successfully secured this funding - year 2 to pay the wages of the support playleaders until May 2023
- Maintained the website for the Group Promoted the Group through social media - a page and Group on Facebook, and on websites such as Bexley Borough Mummies , Club Hub,& Happity
- Continued involvement in the Slade Green Big Local Partnership, assisting to steer our Community in this 10 year pathway and encourage local people to be involved in decision making. Carole Read has sustained the role of the Chair of Slade Green Big Local Partnership, and this role this year has been participating in and chairing meetings, and making decisions about aid for our community- this has again mostly been achieved by the running of the (daily) foodbank and through the community swap shop for clothes, toys and other goods. We have ran two large scale community events this year.
- Continued to support Parents in their parenting role, including those experiencing difficulties with older children – arranging remote and face to face meetings with other agencies we felt could help through our links and work with others and signposting to other support and guidance
- Continued to Support a local families , individual Parents and children in difficult circumstances by providing a listening ear and practical help & advice
- Made one requested referral to the Bexley MASH team- leading to a network of support being established for a family struggling with their problems

Section D

Achievements and performance

- Continued to raise the profile of our group and other agencies and community groups in the local area, enabling more families to access family services

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees try to maintain general reserves of at least £15,000 in order to have sufficient funds to maintain the Charity's cash flow, to cover unforeseen costs and to meet its commitments should the charity need to wind up.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- Investment policy and objectives including any ethical investment policy adopted.

Our main source of income is daily fees paid by parents and carers for their children's attendance. We are committed to keeping this as low as possible in order that we remain accessible to families in our identified area of need - Slade Green- the most deprived area in Bexley. We also have some income from the sale of refreshments, but again, we must remain cost effective to our clients. Fundraising is important – bringing in around £1500 per year through the Bexley Lottery and Amazon smile commission. Another small source of income is through birthday parties. Grant funding continues to be an important source of income, particularly for the support staff wages, and for the purchase of activity and sensory resources - We will continue to apply for grant funding for projects and equipment, and fundraise internally to help finances.

Our expenditure in its entirety supports the key objectives of our Group.

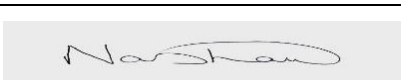

Section F Other optional information

Two Committee members stepped down this year due to work commitments – their children no longer attend as they are older now – Vikki Russell and Abi Pennial. We welcomed a new trustee to the committee, Natalie Buhl who has been attending Tumblers since lockdown restrictions allowed us to re-open.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		S Rawlins 
Full name(s)	Natalie Shaw	Samantha Rawlins
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	22/09/2022	



Charity Name The Howbury Tumblers	No (if any) 1087716
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Receipts and payments accounts

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For the period from	Period start date 01.09.21	To	Period end date 31.08.22
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Section A Receipts and payments



	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Parent/Carers Subscriptions	12,243			12,243	2,013
Refreshment Sales	2,054			2,054	859
Outreach Income					
Income from Childrens parties	313			313	-
Bexley Community Lottery	1,066			1,066	730
Fundraising & Donations	1,817			1,817	2355.36
HMRC Furlough scheme				-	9,881
GRANTS				-	-
Children In Need 2021		10,000		10,000	10,000
Big Lottery Community Fund		6,210		6,210	173
Comic Relief / Groundwork		400		400	3,600
William Kendall grant		1,280		1,280	7,728
Slade Green Big Local		270		270	
LocalGiving Match Fund Grant		500		500	441
Other Income	100			100	1,212
Sub total	17,592	18,660	-	36,252	38,992
A2 Asset and investment sales, etc.	-	-	-	-	
Total receipts	17,591.79	18,660	-	36,252	38,992
A3 Payments					
Staff Wages	9,123	15,482		24,604	21,306
Tax/NI					3
Toys, Books & Play Equipment	235	797		1,031	2,713
Refreshments Supplies	648	35		683	259
Activity resources Costs	154	1,842		1,997	1,583
Insurance	362				320
External providers costs		3,480			5,005
Payroll Service	276				276
Cleaning	103				762
Subscriptions & Website	396				16
Rent/ Room Hire		151			125
Postage & Printing/Stationery	16	19		35	67
DBS Fees & BVSC membership					50
Donations	105				
Other expenditure	196				1,064
Sub total	11,614	21,806		33,420	33,420
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	11,614	21,806	-	33,420	32,485
Net of receipts/(payments)	5,978	- 3,146	-	2,832	6,507
A5 Transfers between funds			-	-	-

A6 Cash funds last year end

Cash funds this year end

			-	
5,978	- 3,146	-	2,832	6,507

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	36781.25	12,810	-
	Cash in hand	20		-
		-	-	-
	Total cash funds	36,801	12,810	
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Books, Toys & Play equipment	unrestricted	-	6,000
		restricted	-	10,000
			-	16,000
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	E.Stuart 	Emma Stuart (Treasurer)		20-Sep-22
	Natalie Shaw 	Natalie Shaw (Chair)		20-Sep-22



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

The Howbury Tumblers

On accounts for the year
ended

31st August 2022

Charity no
(if any)

1087716

Set out on pages

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 the 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 (other than that disclosed below *)

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

18/10/2022

Name:

Genevieve Jones

Relevant professional
qualification(s) or body

Association of Accounting Technicians

(if any):

Address:

71 St Marks Avenue
Gravesend Kent
DA11 9LN

Section B	Disclosure
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Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

N/A