



## Chair Report 2019/2020

SUNDOWNS (Supporting Understanding the Needs of Down Syndrome) has come through a challenging year. Our focus has been developing collaboration with partner agencies and local businesses to enable consistent growth for the charity and support for our members, adapting to new communication methods to achieve this.

### Structure Governance and Management

Many thanks to the John Moore Foundation who have funded the project Co-ordinators Post from October 2019 to September 2020. In July 2020 the National Lottery emergency community fund stepped up and funded us for the 6- month period until January 2021, without this we would have faced a greater challenge to continue our support to families. Our acknowledgements details everyone who has supported us through this challenging financial year.

This year we have maintained our existing Executive Committee and lost 3 volunteers due to personal circumstances. There are parent representatives involved in the consultation process and external professionals.

Our focus being that the aims and objectives of the charity are being met and that the committee/volunteers bring those aims and objectives to life.

The Executive Committee has held four meetings this year, two face to face and the other two via zoom. The Project Co-ordinator role maintains regular consultation with the members via email, telephone, zoom and social media,

There has been one social event funded by Mini Monsters on the 22<sup>nd</sup> December 2019 with a visit from Santa and a gift for all the children. Big thank you to Mission Christmas (Radio City) for supplying the gifts and Mini Monsters for hosting this event which is exclusive to Sundowns. Families in their bubbles have been able to attend sensory play sessions at Mini Monsters periodically since COVID and when possible due to restrictions.

We now have 102 families and no membership/subscription costs. We have 10 regular volunteers and utilise family members and friends as and when required. Due to COVID events utilising volunteers has been challenging except for the Pre-school Makaton program that Libby Potter and her team have delivered via zoom each week and the Picnic in August 2020. The project co-ordinators workload has increased considerably supporting many families on a one to one basis as group sessions not always possible.

We still operate from the Project Co-ordinators office to keep revenue expenditure (rent, utilities etc) to minimum. This has enabled us to continue without relying on funding for revenue costs and office.

We are still working in unison with Cheshire Downs Syndrome Support Group based in Northwich and our other regional partners to develop a wider range of support/services. During COVID restrictions we have



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developed partnerships with other support groups, Beautiful New Beginning, Involve and Wirral Mencap to enable our families to access additional support utilising technology to continue this.

In October 2019 in partnership with CDSSG we delivered one outdoor activity program at Pettypool activity centre in Northwich. One week was for residential trip, 12 plus years and one day for the under 12 years.

Our focus for 2020/2021 is with the SFB program using technology (zoom) every Thursday during term time. Huge thanks to the volunteers who co-ordinate and deliver these projects under the leadership of Libby Potter,

We continue to work in partnership with NHS Wirral and our maternity liaison co-ordinator at Arrowe Park Hospital is Gaynor Pinard-Smith. Ensuring health professionals and parents at pre-natal and post-natal have access to information and support regarding Downs Syndrome. This financial year we have introduced

Our safeguarding officer is Sophia Bridge also a family member and works in a professional capacity practicing safeguarding.

We are still predominantly run by volunteers and the funding from the JMF has enabled the administrative and project management function to continue consistently enabling additional funding to be directed to specific projects. Going forward we have secured emergency funding from the National Lottery for six months until January 2021.

Our vision for the future is to ensure those aims and objectives meet our members' needs and are within our constitution.

Mark Bridge  
Chair of Trustees  
30/11/20



*Awarded The Queens Award for Voluntary Service 2004*



Charity Name Sundowns	No (if any) 1089679
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## Receipts and payments accounts

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For the period from	1.10.19	To	30.9.2020
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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 £
<b>A1 Receipts</b>					
Voluntary Donations		924	-		817
Activities to generate income			-		6,945
Grant JMF		9,100	-	9,100	9,600
Grant lottery		14,347	-	14,347	4,802
Donations from families Respite		3,585	-		-
fundraising events	-	2,164	-		-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	30,120	-	23,447	22,164
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-		-	-	-
<b>Total receipts</b>	-	30,120	-	23,447	22,164

### A3 Payments

#### Cost of Generating Voluntary Income

Sundry costs and gifts				-	
				-	
				-	
				-	
<b>marketing and information</b>				-	
Information material families etc		732		732	387
				-	
				-	
				-	
				-	-
				-	
<b>Governance Costs</b>				-	
Legal and Professional		91		91	650
Marketing to promote charity aims				-	658
Computer Costs		111		111	
AGM Expenses		50		50	
Insurance Health and Safety		219		219	
				-	
Travel expenses		555		555	708
Office Phone/internet		753		753	521
Office Equipment		2,028		2,028	171
Printing, postage and stationary		124		124	
Refreshments				-	234
Rent				-	-
Trustee & Treasurer expense				-	
Volunteer Expenses				-	
payroll		10,608		10,608	10,392
				-	
				-	
<b>Cost of Charitable Activities</b>				-	
				-	
				-	
Pre school makaton		346		346	719
Education Program		64		64	488
Respite program		3,075		3,075	12,911
Justgiving expenses		216		216	216
children events/activities		1,418		1,418	
				-	
				-	
				-	
				-	
<b>Sub total</b>	-	20,390	-	20,390	28,055

#### A4 Asset and investment purchases, (see table)

		-	-		
		-	-		
<b>Sub total</b>	-	-	-		-

**Total payments** - 20,390 - 20,390 28,055

**Net of receipts/(payments)** - 9,730 - -

**A5 Transfers between funds** - - -

**A6 Cash funds last year end** 19,433 - -

**Cash funds this year end** - 29,163 - -

## 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 £
<b>B1 Cash funds</b>				-
	Current Account	730	28,433	-
			-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	<b>730</b>	<b>28,433</b>	<b>-</b>

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	3 laptops	National lottery	824	
	IT hardware	National lottery	1,180	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Ribby Respite 2021	family fund	14,500	1.9.2021
	Grant	lottery	11,530	15.1.21
	2020/2021 budget	vol contributions	2,403	30.9.21
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mark Bridge (Trustee)	16.10.2020
	Laura Hatton (Auditor)	23.10.2020