



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2024		31	03	2025

Section A Reference and administration details

Charity name Friends Of Bright Eyes

Other names charity is known by FOBE

Registered charity number (if any) 1091012

Charity's principal address FOBE Centre

45 St Ives Close

Luton

Postcode LU3 1PP

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	Yasmin Yousaf	Chairperson		
2	Farhan Zakaria	Vice-Chair		
3	Iraj Raza	Treasurer		
4	Shakila Bi	Secretary		
5	Saiqa Chowdrey	Finance Officer		
6	Muhibur Rahman Rayhan			
7	Aysha Khan			

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
Fundraising Assistant	Bilal Hussain	
Finance Assistant	Maryam Khan	

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

Mohammed Yasir (Project Manager)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Documented Constitution – Adopted by current trustees holding office.
How the charity is constituted (eg. trust, association, company)	Registered Charity – Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Yearly elections during committee meeting AGM.

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.

We have comprehensive policies and procedures relating to the area of work, specifically working with vulnerable children and special needs.

We provide training and inductions for all volunteers and further training for members of staff and management.

We work in partnership with other local organisations and support services to ensure the best possible outcomes for children & families accessing our service.

We work with a local consortium of voluntary sector organisations supporting children with disability in order to better establish support for disability locally and regionally.

All activities are subject to risk assessments and appropriate control measures are put in place. All children have individual assessments done and specific care plans drawn up.

We have comprehensive grievance and complaints procedures in place for service users, parents & staff/volunteers to ensure there is appropriate channels to air concerns and that they are responded to adequately.

Section C

Objectives and activities

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

- a) To provide or assist in the provision of support services for children and adults with Special Educational Needs or Disabilities (SEND); primarily in the area of short-breaks.
- b) Providing access for the most hard to reach families by being sensitive towards their particular needs e.g. cultural/religious/habitual/financial/deprivation etc.
- c) Developing & providing additional services as identified by FOBE through consultation with parents/carers/users/staff & volunteers, to enhance the wellbeing of these children, young adults and their families.

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)

The core activities undertaken by FOBE centre around Short Break provision and social/play opportunities for children & adults with disability and support for their families.

In line with this the following activities are currently active:

- Afterschool & Weekend Activity Clubs
- Daytime Social Activities for Adults
- Holiday Play Schemes
- Outings and Day Trips
- Providing Volunteering Opportunities
- Awareness Campaigns
- Workshops, Training and Community Events on Disability and Inclusion
- Parent Support

Trustees have approved these activities in line with the objective of achieving public benefit as outlined in the Charities Act 2006.

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.

We are a volunteer lead charity; as such the charities activities would be unable to continue without the significant voluntary input provided through our extensive volunteer workforce.

We aim for minimum of approximately 30-40% of the output to be provided in kind through voluntary work and contributions.

We do not make grants to any organisation or individual. We use our funds to deliver services directly to the beneficiaries.

Summary of the main achievements of the charity during the year

- Regular and consistent delivery of activity clubs throughout the year including holidays and half term.
- Supporting over 100 disabled service users and their families on a weekly basis.
- Supporting children with a variety of needs from mild to moderate and complex.
- Providing access to services to those who need it the most including “hard to reach” families.
- Providing volunteering opportunities to in excess of 70 individuals throughout the year.
- Providing specialist training and experience for a vast number of staff and volunteers.
- The lease and development of a dedicated FOBE centre to deliver our support services from.
- Planning and launching large fundraising campaigns in the effort to fund the development of the centre.
- Delivering Parent Support Services for carers of disabled children

Section E

Financial review

Brief statement of the charity's policy on reserves

We aim to allocate the vast majority funding to particular projects and not hold any significant "reserves" except a minimum for our contingency procedure. Any surplus unrestricted funding will be allocated to specific projects for the following financial year.

It is the objective of the trustees not to hold any significant amounts of funding in reserve except in the case of specific need e.g. venue fundraising, rather to allocate it to meet the needs of the beneficiaries and/or increase the number of registered service users.

We have a specific contingency policy for the holding of specific funds for use in accordance with our contingency protocol in the event of shortage of funds and cessation of services.

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.

FOBE has no principal source of funding long-term. We apply to grant making bodies and respond to invitations to tender bids on a yearly basis to keep our income stable and continue to deliver our various projects. The vast majority of expenditure is spent on direct costs which allow us to deliver a consistent support service for our beneficiaries.

We aim to invest in our staff and volunteers to enable us to provide suitable and appropriate support for the needs of the disabled children and the families we work with.

Section F

Other optional information

We are a leading short-break provider in Luton for 30 years now and have built strong relationships within the community. We have trust from the most hard to reach families including ethnic minority groups and those living in deeply deprived areas. Luton has some of the most deprived wards in the entire UK and we aim to support the families with the most difficult of circumstances and the children with the most complex needs, those that cannot and do not access other support services due to the barriers they face.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

F.Zakaria

Shakila Bi

Full name(s)

Farhan Zakaria

Shakila Bi

Position (eg Secretary, Chair, etc)

Chairperson

Secretary

Date

23/01/2026



Section A

Independent Examiner's Report

Report to the trustees

Friends Of Bright Eyes

On accounts for the year
ended

31/03/2025

Charity no

1091012

Set out on pages

3, 4, 5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**.

Responsibilities and
basis of report

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

I report in respect of my examination of the charities accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

23-1-26

Name:

Hisham Parkar

Relevant professional
qualification(s) or body
(if any):

The Association of Chartered Certified Accountants

Address:

8 St Andrews Grove

Luton

LU3 1FE

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

Statement of Financial Activities for the year ended 31st March 2025

Income		
Restricted Income		
Grants	£61,200	£57,740
FOBE Centre Fundraising	£1,081	£144,848
Service Delivery Fundraising	£59,575	
Unrestricted Income		
Donations	£10,593	£15,302
Gift Aid	£7,438	£14,965
Parental Contribution	£38,716	£24,669
Total Income	£178,603	£257,523
Expenditure		
Admin		
Accounting	£206	£197
Office Rent	£0	£258
Printing & Copying	£263	£200
Office Equipment, Stationary & Hospitality	£61	£370
Postage & Mail	£6	£49
Bank Charge	£1	£282
Telephone	£576	£463
Total Admin	£1,114	£1,819
Depreciation		
Computers & IT Equipment	£219	£206
Machinery and equipment	£107	£88
Motor & Vehicles	£9,333	£5,444
Furniture and Fixtures	£26,820	£8,246
Total Depreciation	£36,480	£13,984
Marketing & Fundraising		
Literature	£0	£65
Website	£1,000	£328
Fundraising & Events	-£48	£2,307
Promotional Items	£0	£0
Total Marketing	£952	£2,700
FOBE Centre		
Lease/Rent	£1,196	£45
Office/General Administrative Expenses	£57	£308
Site Cleaning & Security	£2,595	£801
Development	£3,710	£0
Repair & Maintenance	£1,714	£14,171
Rates & Utilities	£5,464	£4,472
Total FOBE Centre	£14,735	£19,797

Project Activities

Service User Transport	£8,773	£13,941
Activities, Materials & Equipment	£2,990	£3,566
Venue Hire	£3,033	£17,391
Volunteer Expenses	£34	£59
Project Admin	£2,711	£2,451
DeenAbility Projects	£240	£111
Health & Safety, Fire Safety	£1,652	
Training	£826	
Project Insurance	£921	£821
Training	£656	£479

Total Project Activities	£21,837	£38,818
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Gross Pay

Project Manager	£25,522	£25,334
Project Worker	£14,813	£11,645
Club Supervisor	£2,993	£4,080
Club Coordinator	£12,412	£10,942
Careworkers	£43,669	£39,764
Passenger Assistants	£6,579	£5,697
Drivers	£13,313	£10,734
NI & Tax	£0	£0

Total Gross Pay	£119,300	£108,197
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Total Expenditure	£194,417	£185,316
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Income over Expenditure	-£15,814	£72,208
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Balance Sheet as at 31st March 2025

Assets

Metro Bank Accounts	70,958.05
Restricted Income	
Contingency Policy Budget	21,000.00
Service Delivery 2025	26,900.00
~ Jurassic Coast & Seven Sisters	26000
~ SEND Friends EPIC Grant	900
Rent Deferred	13,804.35
Total Restricted Reserves	61,704.35
Unrestricted Reserves	9,253.70
Computers & IT Equipment	119.90
Machinery and equipment	457.09
Motor & Vehicles	13,222.18
Centre Development Fixtures	155,814.34
Petty Cash Balance	220.00
Paypal Account	0.00
Total Assets	240,791.56


Liabilities

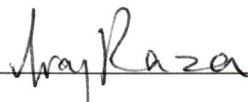
Accrued Expenses	186.20
Accounts Payable	2,403.26
Total Liabilities	-2,589.46
Current Assets Total	238,202.10

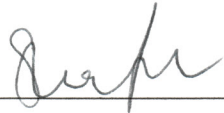
Net Assets as at 31/03/2025 238,202.10

Represented by	Accumulated Fund	
	Retained Earning Brought Forward	254,016.26
	Excess of Income over Expenditure	-15,814.16
		238,202.10

On behalf of Friends Of Bright Eyes
Trustees as at 31st March 2025

Signed Chair-Person	Farhan Zakaria
	Date: 19/01/26

Signed Treasurer	Iraj Raza
	Date: 21/01/26

Signed Secretary	Shakila Bi
	Date: 22/01/26



Section A

Independent Examiner's Report

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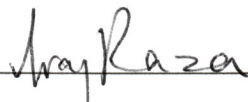
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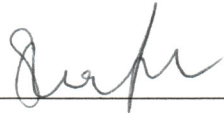
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