

Chichester Down's Syndrome Support Group

Trustees Annual Report & accounts for the year
ended 31 March 2021

Charity Number: 1099317

President O James

Chair S Higgins

Treasurer D Triggs

Trustees M Draper
 S Trust
 H Bradley

Principal Office

19 Langrune Close

CHICHESTER

PO19 3UZ

Phone: 07500775596

Email: cdssgwelcome@gmail.com

Website: <https://chichesterdownsyndrome.org.uk/>

Independent Examiner

Adams Beeny Ltd

4 Sudley Road

Bognor Regis

West Sussex

PO21 1EU

Structure, governance, and management

Chichester Down's Syndrome Support Group is a registered charity – 1099317 for which the constitution was originally adopted on 10th June 2003 with amendments on 9th February 2017 and 9th May 2018. This established the rules regarding objectives, powers, membership, general meetings, committee responsibilities, property and funds, records and accounts, notices, amendments and incorporation.

Chichester Down's Syndrome Support Group are currently run by a President, Three Trustees and 10 Committee members who are responsible for differing elements of the Charity. The Committee meets regularly every 6 to 8 weeks to discuss all current, outstanding and upcoming matters. The minutes from these meetings are then circulated to the Trustees (one of whom is normally present at the Committee meetings).

At each AGM all posts are re-appointed through election. All members of the group are invited to attend the AGM and vote in the election of the committee, trustees and president.

All roles within the group are held on a voluntary basis and receive no benefits or payments from the Charity.

The Officials of the Chichester Down's Syndrome Support Group are:

President	O James
Chair	S Higgins
Treasurer	D Triggs
Trustees	M Draper
	S Trust
	H Bradley

Objectives and activities of the Charity

Chichester Down's Syndrome Support Group supports the relief of the needs of people with Down's Syndrome by the provision for such people of facilities, services and opportunities that will maximise their participation in society and any other charitable purposes connected with Down's Syndrome within the area of benefit. This includes support of the cost of private speech therapy: specialist training for parents and teacher assistants: social support for parents and carers: and group excursions and events.

How our activities deliver a Public Benefit

The Trustees of Chichester Down's Syndrome Support Group have complied with their duty to have due regard to the guidance on public benefit published by the commission when exercising their powers or duties.

Summary of main activities

The Chichester Down's Syndrome Support Group raises and receives funds through personal and group fundraising events; a legacy; corporate donations; & grants from Sussex Community Fund, Covid Crisis Fund and the National Lottery.

The Chichester Down's Syndrome Support Group have supported the membership of 79 families (both within the area of benefit and a number of honorary members outside of the area) with speech and communication therapy; provision of 'welcome to the world' packs at local maternity units; regular Dance groups; parent, carer social evenings; family events & activity days, and provision of a number of laptops and ipads with associated educational/developmental software.

Financial Review

The Chichester Down's Syndrome Support Group constitution states:

'Funds which are not required for immediate use, or which will be required for use at a future date must be placed on deposit or invested in any lawful manner.'

The charity currently holds a reserve of money, in a savings account, which would support the anticipated ongoing speech and language therapy for the following year, should no further funds be raised.

A projected spending plan is agreed annually to aid both fund raising and event planning by the committee & trustees.

Trustees' responsibility for the accounts

The trustees are responsible for keeping proper accounting records, which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity reporting and accounting: the essentials November 2016 (CC15d). They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Adams Beeny Ltd, Bognor Regis (accounting firm) was appointed by the Chichester Down's Syndrome Support Group at the AGM on 30th September 2021 to carry out an independent examination of the 2020/21 accounts.

Approved by the Trustees onand signed as below :

M Draper	Date
H Bradley	Date
S Trust	Date

CHICHESTER DOWN SYNDROME SUPPORT GROUP

REGISTERED CHARITY NUMBER: 1099317

INCOME & EXPENDITURE 1 APRIL TO 31 MARCH 2021

PREPARED BY: Jane Ashby

Date: 23 April 2021

Jane Ashby 3/12/2021

REVIEWED BY:

Date: 02/12/2021

M. W. Cook
m.w.cook ACCA

APPROVED BY TRUSTEES:

Date:

Trust 3/12/2021

11/5/21 6/12/21

CHICHESTER DOWN SYNDROME SUPPORT GROUP INCOME & EXPENDITURE

	01/04/20 - 31/3/21	01/04/19 - 31/3/20	
	£	£	£
Income			
Donations from families & friends	353.01	1,463.25	
Donations - Non Gift Aid	1,022.22	686.91	
Donations from local business & charities		2,736.22	
Collection boxes		538.36	
Grants	19,926.00		
Legacies	20,000.00		
Contributions towards trips and shows		55.00	
Contributions towards dance	1,173.00	1,485.00	
Contributions to early development group		500.00	
Contributions for equipment/trikes	300.00		
Contributions for training			
Charitable activities	2,638.27	5,622.91	
Raffle Income	362.50	441.10	
Bank Interest received	3.80	13.62	
	<u>45,778.80</u>	<u>13,542.37</u>	
Purchase of Equipment			
Laptops & iPads	13,026.37		
Therapy & Playschemes			
Speech Therapy Costs	5,763.75	10,197.50	
Training			
Early Development Group		1,127.50	
Socials & Activities	1,200.41	2,686.42	
Childrens Activities - dance	2,195.00	4,389.43	
Coffee Mornings			
	22,185.53	18,400.85	
Direct Expenses			
Fund Raising	-	76.00	76.00
Expenses			
Printing & Stationery	317.21	211.60	
Insurance	105.00	385.16	
Professional fees			
Organisers Renumeration/Committee gifts	20.43	44.00	
	442.64	640.76	
Total Payments	<u>22,628.17</u>	<u>19,117.61</u>	
Net income (expenditure for the year)	23,150.63	-	5,575.24
Cash & bank balances at 31 March 2021			
Bank Current account - 40771104	9,115.98	5,969.15	
Bank Deposit account - 80691097	27,387.75	7,383.95	
Petty Cash	-	8.31	
	<u>36,503.73</u>	<u>13,361.41</u>	
2020/2021 payments outstanding @ 31/03/21			
J Ashby: Amazon voucher WDS Facebook	07/04/2021	10.00	85.00
N Clark Easter Show (inv dated 27 March)	07/04/2021	50.00	171.95
L Scutts: Barney SALT March	07/04/2021	160.00	47.65
J Archer: Star Gift for Rupert	12/04/2021	14.99	50.00
J Archer: Harry SALT March	12/04/2021	280.00	67.50
S Hill Feb & March classes	12/04/2021	360.00	100.00
PDSA Spring Term	12/04/2021	600.00	67.50
M Searle: Hug for Rupert & Christmas chocolates	20/04/2021	9.43	67.50
			30.00
			2120.00
			37.50
			121.50
	<u>1,484.42</u>	<u>3,033.60</u>	
Reconciled with bank statement ACCOUNT 40771104	<u>10,600.40</u>	<u>9,002.75</u>	



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Chichester Downs Syndrome Support Group

On accounts for the year
ended

31st March 2021

Charity no
(if any)

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

24/01/2022

Name:

Mark Waldron Cook

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

ACCA

Address:

Adams Beeny Limited

4 Sudley Road, BogNor Regis

West Sussex, PO21 1EU

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

ADAMS BEENY
Chartered Certified Accountants
Chartered Tax Advisers
4 Sudley Road, Bognor Regis
West Sussex PO21 1EU
Tel: 01243 841100

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