



**helping families with children
who have special needs**

CHAT children's respite

Registered Charity No 1101292

**Trustees' Annual Report and Accounts
for the year ended
31st March 2021**

CHAT children's respite

Registered Charity No 1101292

Trustees' Report

For the year ended 31st March 2021

Address:

CHAT Office,
Booker Park School
Stoke Leys Close
Aylesbury HP21 9ET

Trustees

The trustees who served during the year were:

Raj Khan – President
Denise Summers – Chairman
Janet Tubman – Secretary
Nicholas Clifford - Treasurer
Susan Severn
Adrian Schwab
Pauline Roberts

Structure, governance and management

The charity is governed by a declaration of Trust which was made on 24th June 2003. Supplemental Deeds have been passed to amend the objects of the charity, the latest of which is detailed below.

The trustees are appointed following a special resolution of the trustees and passed at a special meeting. The trustees gave their time voluntarily and received no remuneration or other benefits.

Day to day responsibility for managing the charity and fundraising is delegated to two part-time employees.

Objectives and activities

The objectives of the charity as set out in a Deed of 29th November 2017 are: To promote the relief of families in the Buckinghamshire area with children who have special needs by funding short-term respite care, equipment and facilities.

Applications for care grants are received directly from families requiring short term care for their child. On approval of the application the charity either introduces the family to a local care or nursing agency or makes arrangements to use an agency already familiar to the family and the child.

All grant applications are considered by the trustees and if appropriate, the grants are awarded.

Public Benefit Statement

The trustees confirm that in making grants during the year they paid due regard to guidance issued by the Charity Commission on public benefit. The charity helps children in Buckinghamshire without any bias regarding their age, sex or ethnicity.

Grants are offered on a needs basis rather than being means tested and they are therefore available to all families irrespective of their background.

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For the year ended 31st March 2021

Achievements and performance

The families helped by CHAT have children who suffer from various illnesses including Cerebral Palsy, Global Developmental Delay, Autism, ADHD, Epilepsy, Visual and Hearing impairments. The families find that round the clock care required by their children puts enormous pressure on them, their relationships and other family members. Families found the COVID lockdowns very challenging and the demand for CHAT's offering has been very high. A typical grant consists of 30 hours of care.

The charity's operations were significantly impacted by the COVID-19 Pandemic. Because of social distancing regulations it was impossible for many carers to perform their duties, also many families were self-isolating and could not mix with others from outside the household. Consequently, the charity was semi-dormant for most of the financial year. CHAT paid for 249 hours of respite care during the year. Grants were awarded in the year for 350 hours. At the year-end there were 1015 hours of care granted in this year and the previous year, which had yet to be delivered. At the year-end there was a long waiting list of applications which are yet to be considered.

The charity received £8,000 from trusts and foundations whose names are listed in the accounts, these were granted in the previous year but received at the start of this year. Because of the pandemic, no community fundraising events were possible.

The charity has prepared Receipts and Payments Accounts for the year. Income in the year totalled £25,648 which includes £16,551 received under the government's COVID Job Retention Scheme. Expenditure totalled £30,891.

At 31st March 2021 the charity held funds in both current and deposit bank accounts totalling £75,502 of which, £1,027 is restricted and the balance is unrestricted. Committed grants made by CHAT for respite care which have not been utilised by the year end amounted to £ 20,300. Net reserves at the year-end were £55,244.

Reserves

The trustees endeavour to hold unrestricted reserves at a level sufficient to continue basic expenditure for one year and this target has been met at the year end. The reserves will also be used to continue the charity's core objectives. The charity starts the new financial year on a firm footing; however, the COVID-19 pandemic is still ongoing and it is likely to take some time for the charity to resume its normal service. We are hopeful that this will happen soon.

CHAT receives no statutory or guaranteed funding and relies solely on donations, community fundraising events and grants from grant giving organisations.

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

Signed on behalf of the charity's trustees

Signature:Name: Nicholas Clifford

Signature:Name: Janet Tubman

Date: 16th September 2021

**Independent Examiner's Report
to the Trustees of**

CHAT children's respite

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2021 which are set out on pages 4 to 6.

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 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: 20th September 2021

L. A. Orchard FCA

4 The Green, Mill Bank
Fladbury, WR10 2QA

CHAT children's respite
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Receipts and Payments Accounts
For the year from 1st April 2020 to 31st March 2021

	Unrestricted General Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Receipts				
Donations & grants	3,499	5,000	8,499	35,414
Fundraising	579		579	6,236
Grant - COVID Job Retention Scheme	16,551		16,551	0
Interest	19		19	29
Total Receipts	20,648	5,000	25,648	41,679
Payments				
Grants paid & charitable activities	36	4,978	5,014	24,976
Salaries & pensions	23,509	1,495	25,004	25,633
Fundraising events	0		0	1,966
Insurance	463		463	462
Computer costs	70		70	1,282
Office expenses	35		35	100
Phone	60		60	75
Print post & stationery	0		0	212
Professional fees	245		245	216
Total Payments	24,418	6,473	30,891	54,922
Net Receipts/(payments)	-3,770	-1,473	-5,243	-13,243
Transfers between funds	0	0	0	0
Cash funds last year end	78,245	2,500	80,745	93,988
Cash funds this year end	74,475	1,027	75,502	80,745

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Statement of Assets and Liabilities
At 31st March 2021

	Unrestricted General £	Restricted Funds £	Total Funds £
<u>Cash Funds</u>			
Deposit Accounts	50,011	0	50,011
Current Account	<u>24,464</u>	<u>1,027</u>	<u>25,491</u>
	<u>74,475</u>	<u>1,027</u>	<u>75,502</u>
<u>Other Monetary Assets</u>			
Gift Aid Claim	42	0	42
less			
Care authorised but not yet delivered	19,273	1,027	20,300
	<u>-19,231</u>	<u>-1,027</u>	<u>-20,258</u>
Net Monetary Assets	<u>55,244</u>	<u>0</u>	<u>55,244</u>

Fixed Assets retained for the charity's own use

Office furniture	unrestricted
Computer equipment	unrestricted

Signed on behalf of the Trustees

Signature

Name

Nicholas Clifford

Janet Tubman

Date of Approval: 16th September 2021

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Notes to the accounts
For the year from 1st April 2020 to 31st March 2021

<u>Restricted Funds</u>	Balance at 1st April 2020 £	Received £	Paid £	Balance at 31st March 2021
Grants for specific respite care	<u>2,500</u>	<u>5,000</u>	<u>6,473</u>	<u>1,027</u>
	<u>2,500</u>	<u>5,000</u>	<u>6,473</u>	<u>1,027</u>

Grants Received

Grants and donations were received from the following trusts and organisations during the year:

Anson Charitable Trust
The Edward Gostling Foundation