



Trustees' Annual Report for the period

From **1/1/2020** Period start date To **31/12/2020**
Period end date

Charity name: **Activity Club for Children with Special Needs**

Charity registration number: **1104007**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provide a holiday club at Easter and Summer plus and After School Club for up to 40 children with Special Needs
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provide a holiday club from 9.30 to 3.30 in a safe environment with staff ratio of 1 staff :2 children. Provide After School Club based at Addington school, during term time
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The unpaid volunteers provide administration support necessary to run the clubs.eg liaising with fundraisers, local authorities, parents .

Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity offered a limited Easter and Summer club due to Covid restrictions. There were challenges posed by space limitations as the "Bubble" system had to be operate. This was in addition to a higher ratio of 1:1 spaces (50% whereas usually 10 to 15%).</p> <p>Due to Covid, Local authorities wanted vulnerable children and children with higher needs to have spaces and paid grants to offset the resulting shortage in income from not having the higher number of bookings in normal circumstances.</p> <p>The staff were very effective in managing these challenges and ensuring that the Club was Covid compliant with use of PPE etc. This was reflected in feedback from parents who stated club was a "Godsend" during lockdown.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's position has improved this year mainly due the loss making After School club not operating during Covid Lockdown
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Any reserves we hold are to assist with operational costs in the event of not meeting fund raising targets. Reserves are held as cash.
Amount of reserves held	Para 1.22	£72k, of which £4k is restricted
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity relies on fundraising to cover the shortfall between costs and receipts from booking.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Activity Club for children with Special Needs
Other name the charity uses	Thumbs Up Holiday Club
Registered charity number	1104007

Charity's principal address	22 Wheatfields Road Shinfield Reading RG2 9DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Toni Cannon	Chairperson	
2	Jacky Mackenzie	Treasurer	
3	Danielle Ledger	Secretary	
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20			

Corporate trustees - names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

J Mackenzie

Full name(s)

Jacky Mackenzie

Position (eg Secretary, Chair, etc)

Treasurer

Date

09/22/20



Receipts and payments accounts

CC16a

For the period from	Period start date Jan 2020	To	Period end date Dec 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 £
A1 Receipts					
Booking fees	33,534	-	-	33,534	58,475
Grants (2020 Covid Grants)	35,213	-	-	35,213	3,500
Donations	1,334	-	-	1,334	8,437
Fundraising	47,420	31,992	-	79,412	67,931
Furlough re Covid	7,384	-	-	7,384	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	124,885	31,992	-	156,877	138,343
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	124,885	31,992	-	156,877	138,343
A3 Payments					
Covid /Addington	8,500	-	-	8,500	-
General expenses	6,066	-	-	6,066	9,936
Booking fee refunds	4,250	-	-	4,250	6,555
Toys and Equipment	2,316	-	-	2,316	8,097
Outside Entertainment	123	-	-	123	1,174
Salaries/Tax/Ni/Pension	35,015	28,050	-	63,065	81,043
Insurance	944	-	-	944	943
Fundraising/Marketing & Development	20,610	-	-	20,610	20,958
Petty Cash	-	-	-	-	1,600
Sub total	77,824	28,050	-	105,874	130,306
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	77,824	28,050	-	105,874	130,306
Net of receipts/(payments)	47,061	3,942	-	51,003	8,037
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,407	-	-	21,407	13,370
Cash funds this year end	68,468	3,942	-	72,410	21,407

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		68,468	3,942	-

	-	-	-
	-	-	-
Total cash funds	68,468	3,942	-
(agree balances with receipts and payments account(s))	OK	OK	OK

Unrestricted funds

Restricted funds

Endowment funds

to nearest £

to nearest £

to nearest £

Details

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

Details

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature

Print Name

Date of approval

<i>J Mackenzie</i>	J Mackenzie	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Activity Club for Children with Special Needs

**On accounts for the year
ended**

31st December 2020

**Charity no
(if any)**

1104007

Set out on pages

3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020

**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 (other than that disclosed below *) 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.

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

Signed:

Date:

9th October 2021

Name:

MARIA BARRY-TRIMBLE

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

Fellow of the Royal Institute of Chartered Surveyors (FRICS: 1106225)

Address:

28 Larchside Close

Spencer's Wood

Reading RG7 1DS

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.