

Skillshop Limited
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2024

Structure, Governance and Management

Skillshop Limited is a Company Limited by Guarantee and a Registered Charity Governed by its Memorandum and Articles of Association dated 12 September 2005.

The Articles of Association provides for a minimum of three directors. The Directors may appoint a person who is willing to act as a director.

The Trustees of the Charity are appointed at Directors' Meetings.

The Directors and Trustees annually review the risks that the Charity faces. The Trustees have identified a few minor risks including the employment of suitable persons to run the workshops. The Directors and Trustees verify suitability by requesting Disclosure and Barring Service (DBS) checks. Other risks where particular attention is given are health and safety and food hygiene. A key element in the management of financial risk is the setting of a reserves policy and its regular review by the directors and trustees.

Objectives and Activities

The aim of Skillshop is to provide specialised Support for adults with additional needs. The objectives are to improve people's self-esteem, confidence and personal development and breakdown social isolation. People will have more fulfilling lives, be less reliant on staff and have developed some independent social networks and friendships. We are continually ensuring the needs of everyone are met to a quality, high standard. All Skillshop planning is subject to regular standardization to ensure that all aspects of individual needs are met for every client within service. Skillshop aim to provide a person-centred approach to individuals with learning difficulties.

We aim to enhance the quality of life for individuals with disabilities by providing tailored support services. We promote inclusivity and empower individuals with disabilities to actively participate in society.

We pride ourselves in fostering a supportive community that celebrates diversity and encourages personal growth for individuals that we support.

In the past year, we have made significant strides in securing employment and voluntary roles for the individuals we support, demonstrating our commitment to enhancing their independence and integration within the community. Our dedicated efforts have resulted in successful placements that not only empower our clients but also enrich the workforce with their unique talents and perspectives. Looking ahead to 2025, we remain resolute in promoting this vital aspect of our service, ensuring that more individuals can access meaningful opportunities. Additionally, we have strengthened our partnership working with various services across Calderdale, fostering collaboration that enhances the support network available to our clients and further amplifies the positive impact of the support we provide.

Our aims and objectives over the next year are to continue to increase the number of individuals benefiting from our services, Develop and implement new sessions focused on skill-building and employment opportunities for individuals we support.

Collaborate with local organizations and businesses to create more inclusive environments for people with disabilities by establishing partnerships with community groups and other local services.

Conduct regular feedback sessions with service users to ensure that our support is meeting their needs effectively and make necessary adjustments based on their input.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the

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directors and trustees consider how planned activities will contribute to the aims and objectives they have set.

Achievements and Performance

We currently have 33 clients who attend Skillshop over the course of the week. This year has seen us introduce a new way of supporting individuals both within Skillshop and within the local community. We have introduced new session which will enable the individuals we support to positively risk take which will enable them to learn new skills that they can take out into the community with them. Our support staff are supporting individuals to access local care homes and cafe to attend work placements where they learn skills that they wouldn't usually have the opportunity to learn. The staff are also keen to continue to provide extracurricular activities which will tie in with any work placements the people we support should attend.

Over the course of the year, we have successfully held our Charity Gala, held stalls at other local community Fayre's, raffles and our annual end of year concert, all of which were a great success and source of enjoyment for all clients and staff involved. People we support are encouraged to get involved with fundraising by making their own produce to sell at each event we attend.

We are continuing to grow as an organisation in this everchanging world, which is a positive reflection on the organisation, the environment, and services we provide. Ensuring that we develop and improve our range of services and activities to ensure our clients continue to achieve positive outcomes in their lives, being able to provide evidence of these achievements and monitor their progression is the forefront of Skillshop objectives and keeping us on track for the future.

We have been actively providing support to school leavers during the school holidays to facilitate a smooth transition to our services. This tailored assistance helps ease the adjustment process, ensuring that individuals feel confident and supported as they move from school into the next phase of their lives.

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Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 28 March 2025 and signed on behalf of the board of trustees by:


K A Parry
Director