CLASP (CARING, LISTENING AND SUPPORTING PARTNERSHIP)

England & Wales · Charity number 1122254

Details

Other names	CLASP CARING, LISTENING AND SUPPORTING PARTNERSHIP
Status	Registered
Legal form	Charitable company
Company number	06034599
Registered	2008-01-10
Register	View on the Charity Commission register

Contact

Address	Waterford House Erftstadt Court Wokingham Berkshire RG40 2YF
Phone	01182281801
Email	admin@claspwokingham.org
Website	www.claspwokingham.org

Activities

Objects: 3) TO RELIEVE AND SUPPORT PEOPLE DISADVANTAGED BY LEARNING DISABILITY IN WOKINGHAM AND THE SURROUNDING AREA ("THE AREA OF BENEFIT") BY BUT NOT EXCLUSIVELY BY:A) THE PROVISION OF AN ADVOCACY SERVICE FOR SAID PEOPLE AND BY FACILITATING SELF-ADVOCACY AND SELF-REPRESENTATION AMONGST SAID PEOPLE;B) ENCOURAGING AND FACILITATING ACCESS TO, AND INVOLVEMENT IN, THE DELIVERY OF CARE SERVICES SPECIFICALLY AIMED AT SAID PEOPLE;C) THE PROVISION OF TRAINING AND SUPPORT TO PROFESSIONALS WITH AN INTEREST IN AND/OR WHO ASSIST AND SUPPORT PEOPLE WITH LEANING DISABILITIES; ANDD) ADVANCING THE EDUCATION OF THE PUBLIC ABOUT THE EDUCATIONAL, PHYSICAL, EMOTIONAL AND PSYCHOLOGICAL NEEDS OF PEOPLE WITH LEARNING DISABILITIES.

Activities: CLASP provides self advocacy support and signposting services for people with learning disabilities who live in the Wokingham Borough. It helps members access information to promote

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independence, and campaigns for people with learning disabilities to have their voices heard at local and national level.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE, WOKINGHAM
- Wokingham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£170,684	£134,051	-	-
2024-03-31	£175,747	£124,797	-	-
2023-03-31	£147,419	£116,919	-	-
2022-03-31	£76,348	£69,111	-	-
2021-03-31	£58,114	£54,285	-	-

Trustees

Name	Role	Appointed
Amanda Jane Broughton		2023-07-02
DEAN CORCORAN		2014-07-08
David Chaffe		2019-03-22
ELEANOR HARRISON		2022-07-04
Julie Tattersdill		2023-07-02
Myles Harrison		2020-11-27
Philip Peterson		2022-01-10
STEVEN ALLEN		2010-07-09
Thomas Ormsby		2023-07-02

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England & Wales - Charity number 1122254

Accounts

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

Registered Charity 1122254
Company Limited by Guarantee 6034599

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INTRODUCTION

CLASP is a charitable Company supporting adults with learning disabilities to speak up for themselves. Our mission is ‘To develop independence through self-advocacy for adults living with a learning disability’. We deliver this through workshops and training, providing resources and signposting and peer support. We are a small team of staff, volunteers and Trustees and are a well-established part of the learning disability community in and around the Wokingham borough.

CLASP believes that everyone should be valued and treated equally. Staff and self-advocates work together to raise awareness of learning disabilities and important issues affecting the local learning disability community. We empower people with learning disabilities to have the same opportunities and choices as everyone else. Self-advocates are involved in all areas of the charity’s delivery and our Board of Trustees and team of staff includes people with learning disabilities.

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COMPANY INFORMATION

TRUSTEES	David Chaffe	Dean Cocoran
	Myles Harrison	Thomas Ormsby
	Steve Allen	Philip Peterson
	Julie Tattersdill	Ellie Harrison

CHAIR	Myles Harrison
SECRETARY	**Vacant**
CEO	Debs Morrison
REGISTERED CHARITY NO.	1122254
COMPANY REGISTRATION NO.	6034599
REGISTERED OFFICE	Waterford House Erftstadt Court Wokingham Berkshire RG40 2YF
BANKERS	National Westminster Bank Plc Broad Street Wokingham Berkshire RG40 1AX
INDEPENDENT EXAMINER	Naomi Lynam

REPORT OF THE TRUSTEES

The trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2025

GOVERNANCE AND CONSTITUTION

The company was incorporated on 20 December 2006. Its governing document is its Memorandum and Articles of Association, and it is subject to the provisions of the Companies Act 2006 and the Charities Act 2011. The company is incorporated as a private charitable company limited by guarantee, not having share capital, and a registered charity in England and Wales. No trustee has any beneficial interest in the charitable company. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding one pound.

The Board of Trustees, who are also directors for the purposes of company law, meet quarterly or more regularly as necessary and administer the company.

A staff management team carries out the day-to-day functions of the Company.

PRINCIPAL ACTIVITIES

The principal activities of the charitable company are to support people with learning disabilities in the Wokingham borough to advocate for themselves, develop community, and support networks, and advocate for them in order for them to reach their full potential, making a positive difference in our society.

APPOINTMENT OF TRUSTEES

The Chairman is nominated by the Board of Trustees. Trustees are elected at the Annual General Meeting, or whenever there is a vacancy, for a term of three years, following which they are eligible for re-election. The charitable company seeks to achieve a ratio of fifty per cent between trustees with and without a learning disability. The maximum number of trustees is twelve.

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TRUSTEES

The following trustees held office during the period under review:

David Chaffe
Dean Corcoran

Myles Harrison
Philip Peterson

Julie Tattersdill

Thomas Ormsby

Steven Allen
Ellie Harrison

ACHIEVEMENTS AND PERFORMANCE

Membership ended the year at 295 for CLASP and 363 for the Learning Disability Partnership Board (LPDB).

Our main activities were as follows:

Coffee Shop
This is our social group and drop-in session on Tuesday mornings. The first Tuesday of the month is our Book Corner with Wokingham Libraries. The second Tuesday of the month is Dancing to Music with Mandy .

We also have an open table for other organisations to come and consult with our members – we have various agencies take up this opportunity, alongside a member of staff hosting the table for an hour each week to cover any new surveys or relevant signposting for our members and their families/support.

Take Notice
This is our campaigning group on Friday mornings. Here are some of our highlights:

- South Central Ambulance service – Asking for feedback on their communication booklet, my ambulance journey booklet and their sensory boxes.
- Consultation from WBC – Using AI to write easy read documents
- Autism Strategy • Berkshire Nature Recovery Strategy

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- WBC Housing consultation
- WBC Supported living and homecare framework consultation
- Discussion Group David Fitzgibbon from citizens advice Wokingham, Energy and Carbon Monoxide advice
- Visit to Town Hall to learn all about its history with the town mayor and Katy Hughes, with tea and biscuits

CLASP Community Choir
This is our inclusive community choir, in partnership with Sing Healthy Choirs. We practice regularly face to face. We also perform in schools and in the town centre, and support Sing Healthy concerts.

Listen To Us
This is our training group that delivers Learning Disability Awareness training and Hate Crime Awareness training to local schools, care agencies, Wokingham Borough Council and community groups.
A video explaining the work CLASP does to be shared with different support services was produced which we are looking to present to primary care services.
We have also worked with WBC and the fire service to create awareness videos on specific subjects for them across the year.

LDPB (Learning Disability Partnership Board)
We send out monthly notices with news for the learning disability community of over 300 members. Some of our key events were:
Dentistry workshop
Tackling health inequalities via healthy eating, hygiene and wellbeing
Mental health awareness
Keeping safe in the dark

Happy & Healthy Club

We have a craft session weekly where members get to spend time together doing different craft activities.

We also have sessions at the local sports hall playing various sports from walking football, badminton and even trying pickleball.

Dancing to music and choir also are part of this programme.

We, the trustees, would like to thank the management team for their hard work going well above and beyond their jobs to ensure members are best supported. We also want to specifically acknowledge and thank the role that the 10 volunteers have played over the last year, without

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which many of the activities could not have taken place and others would not be nearly as effective.

We also run craft clubs, gardening club, active sessions consisting of walking and accessible cycling, and give back to our community via volunteering at other charities.

FINANCIAL REVIEW

It is the company's agreement to maintain a level of financial reserves sufficient to ensure that its core support to members would continue for a period of six months were its main source of income to cease, while attempts are made to secure new funding or, if such attempts prove unsuccessful, time and support given to members would be adjusted and allow for an appropriate ending to the services provided.

This is monitored on a quarterly basis at meetings of the trustees and reviewed annually or whenever there is any significant change to the charitable company's organisation that affects its core running costs. With more than 80% of the income from the one source (two contracts with Wokingham Borough Council), the reserves are focused on covering the costs of a much scaled back operation if that contract was lost, as many activities (and associated costs) would end at that time. We continue to run a tight budget.

In January 2022, Wokingham Borough Council confirmed renewal of our grant for running the provision of a learning disability self-advocacy service, including the management of the learning disability partnership board. In addition, CLASP was awarded a second grant for the provision of service giving support and promoting independence to people with mild learning disabilities. These began in April 2022 for a three-year term, and then in 2025 confirmation of a renewal until March 2027.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.
The trustees have adopted the Statement of Recommended Practice 2015 (FRS 102). As a small charitable company not subject to statutory audit, the trustees have opted for the lesser reporting requirements permitted under SORP 2015.

The trustees acknowledge their responsibility to prepare financial statements that give a true and fair view of the state of affairs of the charitable company as at the end of its financial year and of its statement of financial activities for the financial period, in accordance with the Companies Act 2006.

In preparing those financial statements the trustees are required to:
(a) select suitable accounting policies and apply them consistently;

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(b) observe the methods and principles in the Charities SORP;
(c) make judgements and estimates that are reasonable and prudent;
(d) state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
(e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The trustees are responsible for keeping proper accounting records that comply with the Companies Act 2006 and which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are responsible for ensuring the maintenance of an adequate system of internal control designed to provide for safeguarding the company's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees certify that:
(a) so far as they are aware, there is no relevant information to which the charitable company's independent examiner is unaware; and \

(b) they have taken all steps that ought to have been taken in order to make themselves aware of any relevant information and to establish that the charitable company's independent examiner is aware of that information.

Approved by the Board of Trustees on (tbc) and signed on its behalf by:



Myles Harrison
Chair of Trustees

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INDEPENDENT EXAMINERS REPORT

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2025

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 Trust's 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.

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: Naomi Lynam

Printed Name: NAOMI LYNAM

Date: 3rd August 2025

Professional qualification: ACCA

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds 2025 £	Designated funds	Restricted funds 2025 £	Total funds 2025 £	Prior year funds 2024 £
Income						
Income and endowments:						
Donations and legacies	3	18,452	-	141,223	159,675	163,476
Charitable activities	3	9,558	-	-	9,558	7,460
Other trading activities	3	1,451	-	-	1,451	4,811
Total		29,461		141,223	170,684	175,747
Expenditure						
Expenditure on:						
Charitable activities	5	3,401	-	130,650	134,051	124,797
Total		3,401	-	130,650	134,051	124,797
Net income		26,060		10,573	36,633	50,950
Transfer between funds		(73,544)	73,544	-	-	-
Net movement in funds	12	(47,484)	-	10,573	36,633	50,950
Reconciliation of funds:						
Total funds brought forward	12	60,978	0	48,181	109,159	58,209
Total funds carried forward	12	13,494	73,544	58,754	145,792	109,159

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BALANCE SHEET

	Note	2025	2024
		£	£
Fixed assets			
Tangible assets	**8**	2,976	2,930
Total fixed assets		**2,976**	**2,930**
Current assets			
Debtors	**9**	0	195
Cash at bank and in hand	**11**	169,393	114.863
Total current assets		**169,393**	**115,058**
Creditors: amounts falling due within one year	10	26,577	8,829
Net current assets		**142,816**	**106,229**
Total assets less current liabilities		**145,792**	**109,159**
Funds of the Charity:			
Restricted funds	**12**	58,754	48,181
Unrestricted funds	**12**	13,494	60,978
Designated funds	**12**	73,544	-
Total funds		**145,792**	**109,159**

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The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by trustees on behalf of all the trustees and authenticating accounts being sent to companies house:

Print Name & signature

Date dd/mm/yyyy

1. **Myles T Harrison 08/12/25**



2.

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NOTES TO THE ACCOUNTS

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with:

The Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

1.2 Going concern

The trustees consider there are no material uncertainties about the charitable company's ability to continue as a going concern for the next 12 months.

1.3 Change of accounting policy

No changes in accounting policy have occurred in the reporting period of the year to 31st March 2023 and the financial statements present a true and fair view and the accounting policies adopted are those outlined in Note 2.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

1.5 Material prior year errors

No material prior year error have been identified in the reporting period.

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Note 2: Accounting policies

2.1 Functional Currency
The financial statements have been prepared in sterling which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

2.2 Incoming Resources
Income is recorded in the financial statements when received or when the charitable company becomes entitled to the resources. Grants in the form of core funding from Wokingham Borough Council is included in the Statement of Financial Activities to match the time periods when the services relating to this funding is delivered

2.3 Offsetting
There has been no offsetting of assets and liabilities or income and expenditure.

2.4 Tangible Fixed Assets
Items that can be used for more than one year and cost in excess of £500.00 are capitalised and valued at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office furniture and equipment: 25%
IT equipment: 25%

2.4 Fund Accounting
Unrestricted funds can be used in accordance with the charitable objectives of the company at the discretion of the trustees

Restricted funds can only be used for specific restricted purposes and arise either when specified by the donor or when funds are raised for particular restricted purposes.

2.5 Deferred Income
Income from grants received with performance related criteria is only recognised ins the SOFA when the performance related criteria has been fulfilled. The amounts relating to unfilled performance criteria is transferred to deferred income.

2.6 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

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Note 3: Income from Donations and Legacies

3.1 Donations and legacies:

	Unrestricted funds	Restricted income funds	Total funds	Prior year unrestricted funds	Prior year restricted funds	Prior year Total funds
	£	£	£	£	£	£
Donations and gifts	18,452		18,452	13,558		13,558
General grants provided by government/ other charities	-	141,233	141,223		149,918	149,918
Total	**18,452**	**141,223**	**159,675**	**13,558**	**149,918**	**163,476**

3.2 Charitable activities:

Fundraising	9,558	-	9,558	7,460	-	7,460
Total	**9,558**	**-**	**9,558**	**7,460**	**-**	**7,460**

3.3 Other trading activities:

Consultancy	1,049	-	1,049	1,610	-	1,610
Other	402	-	402	3,210		3,210
Total	**1,451**	**-**	**1,451**	**4,811**	**-**	**4,811**
TOTAL INCOME	**29,461**	**141,223**	**170,684**	**25,829**	**149,918**	**175,747**

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Note 4: Analysis of receipts of government grants

	Description	This year £
Wokingham Borough Council	Lot 21 – Adult Social Care	70,570
Wokingham Borough Council	Lot 22 – Adult Social Care	57,196
Wokingham Borough Council	Car parking	1,026
Total		**128,792**

	Description	Last year £
Wokingham Borough Council	Lot 21 – Adult Social Care	66,263
Wokingham Borough Council	Lot 22 – Adult Social Care	53,705
Wokingham Borough Council	Car parking	722
Total		**120,690**

	This year	Last year
Details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.	None	None

	This year	Last year
Details of other forms of government assistance from which the charity has directly benefited.	None	None

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Note 5: Expenditure

	This year			Last year		
	Unrestricted funds	**Restricted income funds**	**Total funds**	**Unrestricted funds**	**Restricted income funds**	**Total funds**
Expenditure on charitable activities:						
Salaries and pension costs	-	104,413	104,413	90,277		90,277
Office rent	-	6.809	6,809	4,763		4,763
IT Services	-	1,689	1,689	1,714		1,714
Other	3,401	17,739	21,140	24,498		28,043
Total expenditure on charitable activities	**3,401**	**130,650**	**134,051**	**121,252**		**124,797**

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Note 6: Details of certain types of expenditure

Note 6.1 Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees	-	-
Assurance services other than independent examination	-	-
Tax advisory fees	-	-
Other fees: Accountancy services - payroll	586	432

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Note 7: Paid employees

7.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	88,333	79,995
Social security costs	11,536	9.584
Pension costs	4,544	3,698
Other employee benefits	-	-
Total staff costs	**104,413**	**93,277**

7.2 Staff banding costs over £60,000

Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

7.3 Average head count in the year

	This year	Last year
	Number	Number
Fundraising	-	-
Charitable Activities	9	7
Governance	-	-
Other	-	-
Total	**9**	**7**

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Note 8: Tangible fixed assets at cost

	Freehold land & buildings	Fixtures, fittings and equipment	Total
	£	£	£
At the beginning of the year	-	9,031	9,031
Additions	-	1,408	1,408
Revaluations	-	-	-
Disposals	-	-	-
Transfers *	-	-	-
At end of the year	**-**	**10,439**	**10,439**

8.2 Depreciation and impairment

****Basis**	Straight Line	Straight Line	
**** Rate**	25%	25%	
At beginning of the year	-	6,101	6,101
Disposals	-	-	-
Depreciation	-	1,362	1,362
Impairment	-	-	-
Transfers*	-	-	-
At end of the year	**-**	**7,463**	**7,463**

8.3 Net book value

Net book value at the beginning of the year	**-**	**2,930**	**2,930**
Net book value at the end of the year	-	2,976	2,976

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Note 9: Debtors and prepayments

10.1 Analysis of debtors

	This year £	Last year £
Trade debtors	-	-
Prepayments and accrued income	0	195
Other debtors	-	-
Total	0	195

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Note 10: Creditors and accruals

10.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year	Last year	This year	Last year
	£	£	£	£
Accruals and deferred income	26,577	8,829	-	-
Total	**26,577**	**8,829**	**-**	**-**

10.2 Deferred income

	This year	Last year
The reasons why income is deferred.	Performance related conditions not yet met for grants received.	Performance related conditions not met for grants received.

Movement in deferred income account	This year	Last year
	£	£
Balance at the start of the reporting period	8,149	16,991
Amounts added in current period	30,859	19,716
Amounts released to income from previous periods	12,431	28,558
Balance at the end of the reporting period	**26,577**	**8,149**

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Note 11: Cash at bank and in hand

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	25,135	-
Cash at bank and on hand		
Other	144,258	114,863
Total	**169,393**	**114,863**

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Note 12: Funds

Fund names	Fund balances brought forward £	Income £	Expenditure £	Transfer	Fund balances carried forward £
Restricted	48,181	141,223	(130,650)		58,754
Unrestricted	60,978	29,461	(3,401)	(73,544)	13,494
Designated	-	-		73,544	73,544
	-	-			-
Total	**109,159**	**170,684**	**(134,051)**	**0**	**145,792**

Designated funds are unrestricted funds that are earmarked for specific planned future expenditure as agreed by the trustees.

12.1 Designated funds

This year

Planned use	Purpose of designation	Amount
Reserves	On loss of WBC contracts to continue other activities, in line with our reserves policy.	25,000
Leisure Centre	To cover the Wokingham leisure centre contract for 3 years	6,000
Cooking and lifeskill	To pay for rent and supplies for providing members lessons in cooking and lifeskills for 3 years	7,000
Assistant CEO	Succession planning and strategic position to CLASP staffing for 3 years	19,000
Teambuilding	To provide vital staff teambuilding for 3 years	4,500
Minibus hire or transport	To assist minibus and transport costs for specific activities for 3 years	5,400
Marketing and promotional supplies		3,000
Craft club	To ensure sufficient funds to continue craft club for 3+ years	3,644

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Note 13: Transactions with trustees and related parties

13.1 Trustee remuneration and benefits

During the year no fees or payments were made to any Trustees (2024 - nil)

13.2 Trustees' expenses

No trustee expenses have been incurred (2024 - nil)

13.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (2024 - nil)

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FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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INTRODUCTION

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COMPANY INFORMATION

TRUSTEES	David Chaffe	Dean Cocoran
	Joseph Davidson	Myles Harrison
	Steve Allen	Philip Peterson
	Julie Tattersdill	Ellie Harrison
	Thomas Ormsby	

CHAIR	Myles Harrison
SECRETARY	**Vacant**
CEO	Debs Morrison
REGISTERED CHARITY NO.	1122254
COMPANY REGISTRATION NO.	6034599
REGISTERED OFFICE	Waterford House Erftstadt Court Wokingham Berkshire RG40 2YF
BANKERS	National Westminster Bank Plc Broad Street Wokingham Berkshire RG40 1AX
INDEPENDENT EXAMINER	Naomi Lynam

REPORT OF THE TRUSTEES

The trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2024.

GOVERNANCE AND CONSTITUTION

The company was incorporated on 20 December 2006. Its governing document is its Memorandum and Articles of Association, and it is subject to the provisions of the Companies Act 2006 and the Charities Act 2011. The company is incorporated as a private charitable company limited by guarantee, not having share capital, and a registered charity in England and Wales. No trustee has any beneficial interest in the charitable company. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding one pound.

The Board of Trustees, who are also directors for the purposes of company law, meet quarterly or more regularly as necessary and administer the company.

A staff management team carries out the day-to-day functions of the Company.

PRINCIPAL ACTIVITIES

The principal activities of the charitable company are the provision of an advocacy service for people with a learning disability living in the Wokingham borough and the running of the local Learning Disability Partnership Board. At the present time, the trustees do not anticipate any changes to these principal activities.

APPOINTMENT OF TRUSTEES

The Chairman is nominated by the Board of Trustees. Trustees are elected at the Annual General Meeting, or whenever there is a vacancy, for a term of three years, following which they are eligible for re-election. The charitable company seeks to achieve a ratio of fifty per cent between trustees with and without a learning disability. The maximum number of trustees is twelve.

Registered Charity 1122254
Company Limited by Guarantee 6034599

TRUSTEES

The following trustees held office during the period under review:

David Chaffe
Dean Corcoran
Joseph Davidson
Myles Harrison
Philip Peterson

Samantha Lola Gibbs (resigned 6 February 2024)

Julie Tattersdill

Thomas Ormsby

Steven Allen
Ellie Harrison

ACHIEVEMENTS AND PERFORMANCE

Membership ended the year at 247 for CLASP and 312 for the Learning Disability Partnership Board (LPDB).

Our main activities were as follows:

Coffee Shop
This is our social group and drop-in session on Tuesday mornings. We are now Friendship Alliance Ambassadors – everyone is welcome at our coffee shop! The first Tuesday of the month is our Book Corner with Heather. The second Tuesday of the month is Dancing to Music with Rachel.

We also have an open table for other organisations to come and consult with our members – we have HealthWatch, Wokingham Borough Council, Social workers, etc.

Registered Charity 1122254
Company Limited by Guarantee 6034599

Take Notice
This is our campaigning group on Friday mornings. Here are some of our highlights:

- Matt Allwright came to talk to us about his career on the television and has now become a good friend of CLASP
- CLASP started a partnership with the local leisure centre taking part in a weekly sports session
- We invited the local police commisioner to our session to allow him to talk about how he was supporting our community better.
- Supported Hate Crime week with session from TVP

CLASP Community Choir
This is our inclusive community choir, in partnership with Sing Healthy Choirs. We practice regularly face to face. We also perform in schools and in the town centre, and support Sing Healthy concerts.

Listen To Us
This is our training group that delivers Learning Disability Awareness training and Hate Crime Awareness training to local schools, care agencies, Wokingham Borough Council and community groups.
A video explaining the work CLASP does to be shared with different support services was produced which we are looking to present to primary care services.

LDPB (Learning Disability Partnership Board)

We send out monthly notices with news for the learning disability community of over 300 members. Some of our key events were:

- Health screening
- Annual health checks and Health Action plans
- Pharmacy
- A series of roadshows around being environmentally aware – recycling, food waste, water savings, etc

Happy & Healthy Club

We have a craft session weekly where members get to spend time together doing different craft activities.

We also have sessions at the local sports hall playing various sports.
Dancing to music and choir also are part of this programme.

Registered Charity 1122254
Company Limited by Guarantee 6034599

We, the trustees, would like to thank the management team for their hard work going well above and beyond their jobs to ensure members are best supported. We also want to specifically acknowledge and thank the role that the 8 volunteers have played over the last year, without whom many of the activities could not have taken place and others would not be as nearly as effective.

We also run craft clubs, gardening club, active sessions consisting of walking and accessible cycling, and give back to our community via volunteering at other charities.

FINANCIAL REVIEW

It is the company's agreement to maintain a level of financial reserves sufficient to ensure that its core support to members would continue for a period of six months were its main source of income to cease, while attempts are made to secure new funding or, if such attempts prove unsuccessful, time and support given to members would be adjusted and allow for an appropriate ending to the services provided.

This is monitored on a quarterly basis at meetings of the trustees and reviewed annually or whenever there is any significant change to the charitable company's organisation that affects its core running costs. With more than 80% of the income from the one source (two contracts with Wokingham Borough Council), the reserves are focused on covering the costs of a much-scaled back operation if that contract was lost, as many activities (and associated costs) would end at that time. We continue to run a tight budget.

In January 2022, Wokingham Borough Council confirmed renewal of our grant for running the provision of a learning disability self-advocacy service, including the management of the learning disability partnership board. In addition, CLASP was awarded a second grant for the provision of service giving support and promoting independence to people with mild learning disabilities. These began in April 2022 for a three-year term, with possibility of two one-year renewals after that and represent the major source of income for CLASP.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

The trustees have adopted the Statement of Recommended Practice 2015 (FRS 102). As a small charitable company not subject to statutory audit, the trustees have opted for the lesser reporting requirements permitted under SORP 2015.

The trustees acknowledge their responsibility to prepare financial statements that give a true and fair view of the state of affairs of the charitable company as at the end of its financial year

Registered Charity 1122254
Company Limited by Guarantee 6034599

and of its statement of financial activities for the financial period, in accordance with the Companies Act 2006.

In preparing those financial statements the trustees are required to:
(a) select suitable accounting policies and apply them consistently;
(b) observe the methods and principles in the Charities SORP;
(c) make judgements and estimates that are reasonable and prudent;
(d) state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
(e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The trustees are responsible for keeping proper accounting records that comply with the Companies Act 2006 and which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are responsible for ensuring the maintenance of an adequate system of internal control designed to provide for safeguarding the company's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees certify that:
(a) so far as they are aware, there is no relevant information to which the charitable company's independent examiner is unaware; and \

(b) they have taken all steps that ought to have been taken in order to make themselves aware of any relevant information and to establish that the charitable company's independent examiner is aware of that information.

Approved by the Board of Trustees on (tbc) and signed on its behalf by:

Myles Harrison
Chair of Trustees

Registered Charity 1122254
Company Limited by Guarantee 6034599

INDEPENDENT EXAMINERS REPORT

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2024.

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 Trust’s 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.

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: 

Printed Name: Naomi Lynam

Date: 20th August 2024

Professional qualification: FCCA (Chartered, Certified Accountant)

Registered Charity 1122254
Company Limited by Guarantee 6034599

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds 2024 £	Restricted income funds 2024 £	Total funds 2024 £	Prior year funds 2023 £
Income					
Income and endowments from:					
Donations and legacies	**3**	13,558	149,918	163,476	139,330
Charitable activities	**3**	7,460	-	7,460	6,171
Other trading activities	**3**	4,811	-	4,811	1,918
Total		**25,829**	**149,918**	**175,747**	**147,419**
Expenditure					
Expenditure on:					
Charitable activities	**5**	3,545	121,252	124,797	115,919
Total		**3,545**	**121,252**	**124,797**	**115,919**
Net income		**22,284**	**28,666**	**50,950**	**30,500**
Net movement in funds	**13**	**22,284**	**28.666**	**50,950**	**30,500**
Reconciliation of funds:					
Total funds brought forward	**13**	38,694	19,515	58,209	27,709
Total funds carried forward	**13**	**60,978**	**48,181**	**109,159**	**58,209**

Registered Charity 1122254
Company Limited by Guarantee 6034599

BALANCE SHEET

	Note	2024	2023
		£	£
Fixed assets			
Tangible assets	**9**	2,930	2,000
Total fixed assets		**2,930**	**2,000**
Current assets			
Debtors	**10**	195	176
Cash at bank and in hand	**12**	114,863	74,371
Total current assets		**115,058**	**74,547**
Creditors: amounts falling due within one year	11	8,829	18,338
Net current assets		**106,229**	**56,209**
Total assets less current liabilities		**109,159**	**58,509**
Funds of the Charity:			
Restricted income funds	**13**	48,181	19,515
Unrestricted funds	**13**	60,978	38,694
Total funds		**109,159**	**58,209**

Registered Charity 1122254
Company Limited by Guarantee 6034599

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by trustees on behalf of all the trustees:	**Print Name**	**Date dd/mm/yyyy**
	Myles Harrison	
	Julie Tattersdill	
Signature of director authenticating accounts being sent to Companies House	**Signature**	**Date dd/mm/yyyy**
	NAME:	

Registered Charity 1122254
Company Limited by Guarantee 6034599

NOTES TO THE ACCOUNTS

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with:

The Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

1.2 Going concern

The trustees' consider there are no material uncertainties about the charitable company's ability to continue as a going concern for the next 12 months.

1.3 Change of accounting policy

No changes in accounting policy have occurred in the reporting period of the year to 31st March 2023 and the financial statements present a true and fair view and the accounting policies adopted are those outlined in Note 2.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

1.5 Material prior year errors

No material prior year error have been identified in the reporting period.

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 2: Accounting policies

2.1 Functional Currency

The financial statements have been prepared in sterling which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

2.2 Incoming Resources

Income is recorded in the financial statements when received or when the charitable company becomes entitled to the resources. Grants in the form of core funding from Wokingham Borough Council is included in the Statement of Financial Activities to match the time periods when the services relating to this funding is delivered

2.3 Offsetting

There has been no offsetting of assets and liabilities or income and expenditure.

2.4 Tangible Fixed Assets

Items that can be used for more than one year and cost in excess of £500.00 are capitalised and valued at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office furniture and equipment: 25%
IT equipment: 25%

2.4 Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives of the company at the discretion of the trustees

Restricted funds can only be used for specific restricted purposes and arise either when specified by the donor or when funds are raised for particular restricted purposes.

2.5 Deferred Income

Income from grants received with performance related criteria is only recognised ins the SOFA when the performance related criteria has been fulfilled. The amounts relating to unfilled performance criteria is transferred to deferred income.

2.6 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 3: Income from Donations and Legacies

3.1 Donations and legacies:

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year unrestricted funds £	Prior year restricted funds £	Prior year Total funds £
Donations and gifts	13,558		13,558	6,357		6,357
General grants provided by government/other charities	-	149,918	149,918	1,000	131,973	132,973
Total	**13,558**	**149,918**	**163,476**	**7,357**	**131,973**	**139,330**

3.2 Charitable activities:

Fundraising	7,460	-	7,460	6,171	-	6,171
Total	**7,460**	**-**	**7,460**	**6,171**	**-**	**6,171**

3.3 Other trading activities:

Consultancy	1,610	-	1,610	1.918	-	1,918
Other	3,201		3,201	**-**		**-**
Total	**4,811**	**-**	**4,811**	**1,918**	**-**	**1,918**
TOTAL INCOME	**25,829**	**149,918**	**175,747**	**15,446**	**131,973**	**147,419**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 4: Analysis of receipts of government grants

	Description	This year £
Wokingham Borough Council	Lot 21 – Adult Social Care	66,263
Wokingham Borough Council	Lot 22 – Adult Social Care	53,705
Wokingham Borough Council	Car parking	722
Total		**120,690**

	Description	Last year £
Wokingham Borough Council	Lot 21 – Adult Social Care	61,928
Wokingham Borough Council	Lot 22 – Adult Social Care	51,192
Wokingham Borough Council	CRM Package	4,128
Wokingham Borough Council	Easy Read	2,650
Wokingham Borough Council	Hardship funds	4,670
Wokingham Borough Council	Car parking	1,693
Total		**126,261**

	This year	Last year
Details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.	None	None

	This year	Last year
Details of other forms of government assistance from which the charity has directly benefited.	None	None

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 5: Expenditure

	This year			Last year		
	Unrestricted funds	Restricted income funds	Total funds	Unrestricted funds	Restricted income funds	Total funds
Expenditure on charitable activities:						
Salaries and pension costs	-	90,277	90,277	-	77,847	77,847
Office rent	-	4,763	4,763	-	5.284	5,284
IT Services	-	1,714	1,714	-	2,761	2,761
Other	3,545	24,498	28,043	1,306	29,721	31,027
Total expenditure on charitable activities	**3,545**	**121,252**	**124,797**	**1,306**	**115,613**	**116,919**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 6: Details of certain types of expenditure

Note 6.1 Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees	-	-
Assurance services other than independent examination	-	-
Tax advisory fees	-	-
Other fees: Accountancy services - payroll	432	432

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 7: Paid employees

7.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	76,995	67,524
Social security costs	9,584	7,730
Pension costs (defined contribution scheme)	3,698	2,593
Other employee benefits	-	-
Total staff costs	**90,277**	**77,847**

7.2 Staff banding costs over £60,000

Band	**Number of employees**	
	This year	**Last year**
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

7.3 Average head count in the year

	This year	**Last year**
	Number	**Number**
Fundraising	-	-
Charitable Activities	7	7
Governance	-	-
Other	-	-
Total	**7**	**7**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 8: Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.

	This year £	Last year £
Amount of contributions recognised in the SOFA as an expense	-	-

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 9: Tangible fixed assets at cost

	Freehold land & buildings £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	-	6,606	6,606
Additions	-	2.425	2,425
Revaluations	-	-	-
Disposals	-	-	-
Transfers *	-	-	-
At end of the year	**-**	**9,031**	**9,031**
9.2 Depreciation and impairment			
****Basis**	Straight Line	Straight Line	
**** Rate**	25%	25%	
At beginning of the year	-	4,606	4.606
Disposals	-	-	-
Depreciation	-	1,495	1,495
Impairment	-	-	-
Transfers*	-	-	-
At end of the year	**-**	**6,101**	**6,101**
9.3 Net book value			
Net book value at the beginning of the year	**-**	**2,000**	**2,000**
Net book value at the end of the year	-	2,930	2,930

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 10: Debtors and prepayments

10.1 Analysis of debtors

	This year £	Last year £
Trade debtors	-	-
Prepayments and accrued income	195	176
		-
Other debtors	-	-
Total	195	176

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 11: Creditors and accruals

11.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year	Last year	This year	Last year
	£	£	£	£
Accruals and deferred income	8,829	18,338	-	-
Total	**8,829**	**18,338**	**-**	**-**

11.2 Deferred income

	This year	Last year
The reasons why income is deferred.	Performance related conditions not yet met for grants received.	Performance related conditions not met for grants received.

Movement in deferred income account	This year	Last year
	£	£
Balance at the start of the reporting period	16,991	16,088
Amounts added in current period	19,716	13,948
Amounts released to income from previous periods	28,558	13,045
Balance at the end of the reporting period	**8,149**	**16,991**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 12: Cash at bank and in hand

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	-	-
Cash at bank and on hand	114,863	74,371
Other	-	-
Total	114,863	74,371

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 13 : Charity funds

13.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Fund balances brought forward £	Income £	Expenditure £	Fund balances carried forward £
Restricted	19,515	149,918	- 121,252	48,181
Unrestricted	38,694	25,829	- 3,545	60,978
	-	-		-
		-		
	-			-
Total	**58,209**	**175,747**	**- 124,797**	**109,159**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 14: Transactions with trustees and related parties

14.1 Trustee remuneration and benefits

During the year no fees or payments were made to any Trustees (2023 - nil)

14.2 Trustees' expenses

No trustee expenses have been incurred (2023 - nil)

14.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (2023 - nil)

Registered Charity 1122254
Company Limited by Guarantee 6034599

CLASP (CARING, LISTENING AND SUPPORTING PARTNERSHIP)

England & Wales - Charity number 1122254

Accounts

CLASP (Caring, Listening and Supporting Partnership)

Caring, listening and supporting partnership

A charity supporting adults
with learning disabilities to speak up

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

Registered Charity 1122254
Company Limited by Guarantee 6034599

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Registered Charity 1122254
Company Limited by Guarantee 6034599

INTRODUCTION

CLASP is a charitable Company supporting adults with learning disabilities to speak up for themselves. Our mission is 'To develop independence through self-advocacy for adults living with a learning disability'. We deliver this through workshops and training, providing resources and signposting and peer support. We are a small team of staff, volunteers and Trustees and are a well-established part of the learning disability community in and around the Wokingham borough.

CLASP believes that everyone should be valued and treated equally. Staff and self-advocates work together to raise awareness of learning disabilities and important issues affecting the local learning disability community. We empower people with learning disabilities to have the same opportunities and choices as everyone else. Self-advocates are involved in all areas of the charity's delivery and our Board of Trustees and team of staff includes people with learning disabilities.

Registered Charity 1122254
Company Limited by Guarantee 6034599

CLASP (Caring, Listening and Supporting Partnership)

COMPANY INFORMATION

TRUSTEES	David Chaffe	Dean Cocoran
	Joseph Davidson	Myles Harrison
	Steve Allen	Philip Peterson
	Samantha Lola Gibbs	Ellie Harrison
CHAIR	Myles Harrison	
SECRETARY	Samantha Lola Gibbs	
CEO	Debs Morrison	
REGISTERED CHARITY NO.	1122254	
COMPANY REGISTRATION NO.	6034599	
REGISTERED OFFICE	Waterford House Erftstadt Court Wokingham Berkshire RG40 2YF	
BANKERS	National Westminster Bank PLC 5 Broad Street Wokingham Berkshire RG40 1AX	
INDEPENDENT EXAMINER	Naomi Hunt	

REPORT OF THE TRUSTEES

The trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2023.

GOVERNANCE AND CONSTITUTION

The company was incorporated on 20 December 2006. Its governing document is its Memorandum and Articles of Association, and it is subject to the provisions of the Companies Act 2006 and the Charities Act 2011. The company is incorporated as a private charitable company limited by guarantee, not having share capital, and a registered charity in England and Wales. No trustee has any beneficial interest in the charitable company. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding one pound.

The Board of Trustees, who are also directors for the purposes of company law, meet quarterly or more regularly as necessary and administer the company.

A staff management team carries out the day-to-day functions of the Company.

PRINCIPAL ACTIVITIES

The principal activities of the charitable company are the provision of an advocacy service for people with a learning disability living in the Wokingham borough and the running of the local Learning Disability Partnership Board. At the present time, the trustees do not anticipate any changes to these principal activities.

APPOINTMENT OF TRUSTEES

The Chairman is nominated by the Board of Trustees. Trustees are elected at the Annual General Meeting, or whenever there is a vacancy, for a term of three years, following which they are eligible for re-election. The charitable company seeks to achieve a ratio of fifty per cent between trustees with and without a learning disability. The maximum number of trustees is twelve.

Registered Charity 1122254
Company Limited by Guarantee 6034599

TRUSTEES

The following trustees held office during the period under review:

David Chaffe
Dean Corcoran
Joseph Davidson
Myles Harrison
Philip Pearce (Resigned March 2023)
Philip Peterson
Samantha Lola Gibbs
Sheetal Dalal (Resigned May 2023)
Steven Allen
Tim Murgatroyd (Resigned March 2023)
Ellie Harrison

ACHIEVEMENTS AND PERFORMANCE

Membership ended the year at 200 for CLASP and 312 for the Learning Disability Partnership Board (LPDB).

Our main activities were as follows:

Coffee Shop
This is our social group and drop-in session on Tuesday mornings. We are now Friendship Alliance Ambassadors – everyone is welcome at our coffee shop! The first Tuesday of the month is our Book Corner with Heather. The second Tuesday of the month is Dancing to Music with Rachel.

We also have an open table for other organisations to come and consult with our members – we have HealthWatch, Wokingham Borough Council, Social workers, etc.

Take Notice
This is our campaigning group on Friday mornings. Here are some of our highlights:

- Learnt from Wokingham Borough Council how to report issues on the web and by phone
- Met with White Watch at Dinton Pastures and saw what they do when rescuing people when water is involved.
- Met Paul Brown from Reading Football Club to talk about their community work
- LDBP held a Health Day in October with COVID vaccinations, 67 people attended, with 12 stalls
- Supported Hate Crime week with session from TVP

Registered Charity 1122254
Company Limited by Guarantee 6034599

CLASP Community Choir
This is our inclusive community choir, in partnership with Sing Healthy Choirs. We practice regularly face to face. We also perform in schools and in the town centre, and support Sing Healthy concerts.

Listen To Us
This is our training group that delivers Learning Disability Awareness training and Hate Crime Awareness training to local schools, care agencies, Wokingham Borough Council and community groups.

A video explaining the work CLASP does to be shared with different support services was produced which we are looking to present to primary care services.

LDPB (Learning Disability Partnership Board)
We send out monthly notices with news for the learning disability community. Some of our key events were:

- Health screening
- Pharmacy
- A series of roadshows around being environmentally aware – recycling, food waste, water savings, etc.

Happy & Healthy Club
We have a craft session weekly where members get to spend time together doing different craft activities.

We also have sessions at the local sports hall playing various sports.
Dancing to music and choir also are part of this programme.

We, the trustees, would like to thank the management team for their hard work going well above and beyond their jobs to ensure members are best supported. We also want to specifically acknowledge and thank the role that the 8 volunteers have played over the last year, without whom many of the activities could not have taken place and others would not be as nearly as effective.

FINANCIAL REVIEW

It is the company's agreement to maintain a level of financial reserves sufficient to ensure that its core support to members would continue for a period of six months were its main source of income to cease, while attempts are made to secure new funding or, if such attempts prove unsuccessful, time and support given to members would be adjusted and allow for an appropriate ending to the services provided.

Registered Charity 1122254
Company Limited by Guarantee 6034599

This is monitored on a quarterly basis at meetings of the trustees and reviewed annually or whenever there is any significant change to the charitable company's organisation that affects its core running costs. With more than 80% of the income from the one source (two contracts with Wokingham Borough Council), the reserves are focused on covering the costs of a much-scaled back operation if that contract was lost, as many activities (and associated costs) would end at that time. We continue to run a tight budget.

In January 2022, Wokingham Borough Council confirmed renewal of our grant for running the provision of a learning disability self-advocacy service, including the management of the learning disability partnership board. In addition, CLASP was awarded a second grant for the provision of service giving support and promoting independence to people with mild learning disabilities. These began in April 2022 for a three-year term, with possibility of two one-year renewals after that and represent the major source of income for CLASP.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

The trustees have adopted the Statement of Recommended Practice 2015 (FRS 102). As a small charitable company not subject to statutory audit, the trustees have opted for the lesser reporting requirements permitted under SORP 2015.

The trustees acknowledge their responsibility to prepare financial statements that give a true and fair view of the state of affairs of the charitable company as at the end of its financial year and of its statement of financial activities for the financial period, in accordance with the Companies Act 2006.

In preparing those financial statements the trustees are required to:

(a) select suitable accounting policies and apply them consistently;
(b) observe the methods and principles in the Charities SORP;
(c) make judgements and estimates that are reasonable and prudent;
(d) state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
(e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The trustees are responsible for keeping proper accounting records that comply with the Companies Act 2006 and which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

Registered Charity 1122254
Company Limited by Guarantee 6034599

The trustees are responsible for ensuring the maintenance of an adequate system of internal control designed to provide for safeguarding the company's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees certify that:
(a) so far as they are aware, there is no relevant information to which the charitable company's independent examiner is unaware; and

(b) they have taken all steps that ought to have been taken in order to make themselves aware of any relevant information and to establish that the charitable company's independent examiner is aware of that information.

Approved by the Board of Trustees on 24th November 2023 and signed on its behalf by:

Samantha Lola Gibbs
Company Secretary

Registered Charity 1122254
Company Limited by Guarantee 6034599

CLASP (Caring, Listening and Supporting Partnership)

INDEPENDENT EXAMINERS REPORT

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2023

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 Trust's 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.

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:

Printed Name: **Naomi Lynam** **FCCA**

Date: **16 November 2023**

Professional qualification: Association of Chartered certified Accountants

Registered Charity 1122254
Company Limited by Guarantee 6034599

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

	Note	Unrestricted funds	Restricted income funds	Total funds	Prior year funds
		£	£	£	£
Income					
Income and endowments from:					
Donations and legacies	3	7,357	131,973	139,330	69,315
Charitable activities	3	6,171	-	6,171	3,488
Other trading activities	3	1,918	-	1,918	3,545
Total		15,446	131,973	147,419	76,348
Expenditure					
Expenditure on:					
Charitable activities	5	1,306	115,613	116,919	70,422
Total		1,306	115,613	116,919	70,422
Net income		**14,140**	**16,360**	**30,500**	**5,926**
Net movement in funds	13	**14,140**	**16,360**	**30,500**	**5,926**
Reconciliation of funds:					
Total funds brought forward	13	24,554	3,155	27,709	21,783
Total funds carried forward	13	**38,694**	**19,515**	**58,209**	**27,709**

Registered Charity 1122254
Company Limited by Guarantee 6034599

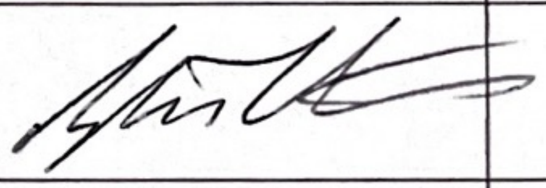
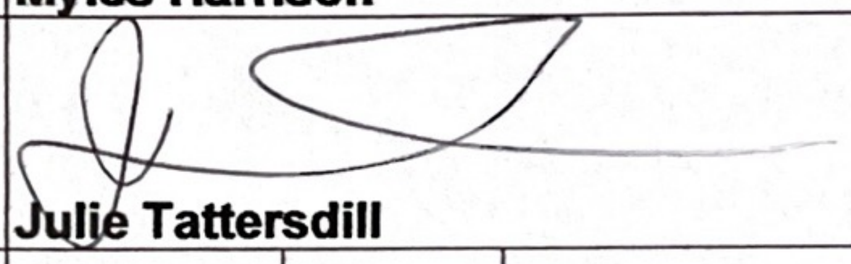
BALANCE SHEET

	Note	Unrestricted funds	Restricted income funds	Total this year	Total last year
		£	£	£	£
Fixed assets					
Tangible assets	9	-	2,000	2,000	1,921
Total fixed assets		-	**2,000**	**2,000**	**1,921**
Current assets					
Debtors	10	-	176	176	-
Cash at bank and in hand	12	38,694	35,677	74,371	41,876
Total current assets		**38,694**	**35,853**	**74,547**	**41,876**
Creditors: amounts falling due within one year	11	-	18,338	18,338	16,088
Net current assets		**38,694**	**17,515**	**56,209**	**25,788**
Total assets less current liabilities		**38,694**	**19,515**	**58,209**	**27,709**
Funds of the Charity:					
Restricted income funds	13		19,515	19,515	3,155
Unrestricted funds	13	38,694		38,694	24,554
Total funds		**38,694**	**19,515**	**58,209**	**27,709**

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

Registered Charity 1122254
Company Limited by Guarantee 6034599

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by trustees on behalf of all the trustees:	**Print Name**	**Date dd/mm/yyyy**
	**Myles Harrison**	24/11/23
	 **Julie Tattersdill**	28/11/23
Signature of director authenticating accounts being sent to Companies House	**Signature**	**Date dd/mm/yyyy**
		24/11/23
	Samantha Lola Gibbs	

Registered Charity 1122254
Company Limited by Guarantee 6034599

NOTES TO THE ACCOUNTS

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with:

The Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

1.2 Going concern

The trustees' consider there are no material uncertainties about the charitable company's ability to continue as a going concern for the next 12 months.

1.3 Change of accounting policy

No changes in accounting policy have occurred in the reporting period of the year to 31st March 2023 and the financial statements present a true and fair view and the accounting policies adopted are those outlined in Note 2.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

1.5 Material prior year errors

No material prior year error have been identified in the reporting period.

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 2: Accounting policies

2.1 Functional Currency

The financial statements have been prepared in sterling which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

2.2 Incoming Resources

Income is recorded in the financial statements when received or when the charitable company becomes entitled to the resources. Grants in the form of core funding from Wokingham Borough Council is included in the Statement of Financial Activities to match the time periods when the services relating to this funding is delivered

2.3 Offsetting

There has been no offsetting of assets and liabilities or income and expenditure.

2.4 Tangible Fixed Assets

Items that can be used for more than one year and cost in excess of £500.00 are capitalised and valued at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office furniture and equipment: 25%
IT equipment: 25%

2.4 Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives of the company at the discretion of the trustees

Restricted funds can only be used for specific restricted purposes and arise either when specified by the donor or when funds are raised for particular restricted purposes.

2.5 Deferred Income

Income from grants received with performance related criteria is only recognised ins the SOFA when the performance related criteria has been fulfilled. The amounts relating to unfilled performance criteria is transferred to deferred income.

2.6 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Note 3: Income from Donations and Legacies

	Unrestricted funds	Restricted income funds	Total funds	Prior year unrestricted funds	Prior year restricted funds	Prior year Total funds
	£	£	£	£	£	£
3.1 Donations and legacies:						
Donations and gifts	6,357		6,357	5,879		5,879
General grants provided by government/other charities	1,000	131,973	132,973	2,000	61,437	63,437
Total	**7,357**	**131,973**	**139,330**	**7,879**	**61,437**	**69,316**
3.2 Charitable activities:						
Fundraising	6,171	-	6,171	3,488	-	3,488
Total	**6,171**	**-**	**6,171**	**3,488**	**-**	**3,488**
3.3 Other trading activities:						
Compensation payments						
Consultancy	1,918	-	1,918	3,545	-	3,545
Total	**1,918**	**-**	**1,918**	**3,545**	**-**	**3,545**
TOTAL INCOME	**15,446**	**131,973**	**147,419**	**14,912**	**61,437**	**76,349**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 4: Analysis of receipts of government grants

		This year
Description		**£**
Wokingham Borough Council	Lot 21 – Adult Social Care	61,928
Wokingham Borough Council	Lot 22 – Adult Social Care	51,192
Wokingham Borough Council	Easy Read	2,650
Wokingham Borough Council	Car parking	1,693
Total		**117,463**

		Last year
Description		**£**
Wokingham Borough Council	Lot 21 – Adult Social Care	48,183
Total		**48,183**

	This year	Last year
Details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.	None	None
	This year	**Last year**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Details of other forms of government assistance from which the charity has directly benefited.	None	None

Note 5: Expenditure

	This year			Last year		
	Unrestricted funds	Restricted income funds	Total funds	Unrestricted funds	Restricted income funds	Total funds
Expenditure on charitable activities:						
Salaries and pension costs	-	77,847	77,847	-	43,911	43,911
Office rent	-	5,284	5,284	-	6,404	6,404
IT Services	-	2,761	2,761	-	1,493	1,493
Other	1,306	29,721	31,027	-	18,614	18,614
Total expenditure on charitable activities	**1,306**	**115,613**	**116,919**	**-**	**70,422**	**70,422**

Note 6: Details of certain types of expenditure

Note 6.1 Fees for examination of the accounts

	This year	Last year
	£	£
Independent examiner's fees	-	-
Assurance services other than independent examination	-	-
Tax advisory fees	-	-
Other fees: Accountancy services - payroll	468	432

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 7: Paid employees

7.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	67,524	39,274
Social security costs	7,730	3,612
Pension costs (defined contribution scheme)	2,593	1,024
Other employee benefits	-	-
Total staff costs	**77,847**	**43,910**

7.2 Staff banding costs over £60,000

Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

7.3 Average head count in the year

	This year	Last year
	Number	Number
Fundraising	-	-
Charitable Activities	7	7
Governance	-	-
Other	-	-
Total	**7**	**7**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 8: Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.

	This year	Last year
	£	£
Amount of contributions recognised in the SOFA as an expense	-	0 (as re-stated)

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 9: Tangible fixed assets at cost

	Freehold land & buildings	Fixtures, fittings and equipment	Total
	£	£	£
At the beginning of the year	-	4,990	4,990
Additions	-	1,616	1,616
Revaluations	-	-	-
Disposals	-	-	-
Transfers *	-	-	-
At end of the year	**-**	**6,606**	**6,606**
9.2 Depreciation and impairment			
**Basis	Straight Line	Straight Line	
** Rate	25%	25%	
At beginning of the year	-	3,070	3,070
Disposals	-	-	-
Depreciation	-	1,536	1,536
Impairment	-	-	-
Transfers*	-	-	-
At end of the year	**-**	**4,606**	**4,606**
9.3 Net book value			
Net book value at the beginning of the year	-	**1,921**	**1,921**
Net book value at the end of the year	-	2,000	2,000

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 10: Debtors and prepayments

10.1 Analysis of debtors

	This year	Last year
	£	£
Trade debtors	-	-
Prepayments and accrued income	176	-
Other debtors	-	- -
Total	176	-

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 11: Creditors and accruals

11.1 Analysis of creditors				
	Amounts falling due within one year		**Amounts falling due after more than one year**	
	This year	**Last year**	**This year**	**Last year**
	£	**£**	**£**	**£**
Accruals and deferred income	18,338	16,088	-	-
Total	**18,338**	**16,088**	-	-
11.2 Deferred income				

	This year	**Last year**
The reasons why income is deferred.	Performance related conditions not yet met for grants received.	Performance related conditions not met for grants received.

Movement in deferred income account			**This year**	**Last year**
			£	**£**
Balance at the start of the reporting period			16,088	22,148
Amounts added in current period			13,948	7,194
Amounts released to income from previous periods			- 13,045	- 13,254
Balance at the end of the reporting period			**16,991**	**16,088**

Note 12: Cash at bank and in hand

	This year	Last year
	£	£
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	-	-
Cash at bank and on hand	74,371	41,876
Other	-	-
Total	74,371	41,876

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 13 : Charity funds

13.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Fund balances brought forward	Income	Expenditure	Fund balances carried forward
	£	£	£	£
Restricted	3,155	131,973	- 115,613	19,515
Unrestricted	24,554	15,446	- 1,306	38,694
	-	-	-	-
	-	-	-	-
Total	**27,709**	**147,419**	**- 116,919**	**58,209**

Registered Charity 1122254
Company Limited by Guarantee 6034599

Note 14: Transactions with trustees and related parties

14.1 Trustee remuneration and benefits

During the year no fees or payments were made to any Trustees (2022 - nil)

14.2 Trustees' expenses

No trustee expenses have been incurred (2022 - nil)

14.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (2022 - nil)

Registered Charity 1122254
Company Limited by Guarantee 6034599

CLASP (CARING, LISTENING AND SUPPORTING PARTNERSHIP)

England & Wales - Charity number 1122254

Accounts



REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

Registered Charity 1122254
Company Limited by Guarantee 6034599

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Registered Charity 1122254
Company Limited by Guarantee 6034599

INTRODUCTION

CLASP is a charitable Company supporting adults with learning disabilities to speak up for themselves. Our mission is 'To develop independence through self-advocacy for adults living with a learning disability'. We deliver this through workshops and training, providing resources and signposting and peer support. We are a small team of staff, volunteers and Trustees and are a well-established part of the learning disability community in and around the Wokingham borough.

CLASP believes that everyone should be valued and treated equally. Staff and self-advocates work together to raise awareness of learning disabilities and important issues affecting the local learning disability community. We empower people with learning disabilities to have the same opportunities and choices as everyone else. Self-advocates are involved in all areas of the charity's delivery and our Board of Trustees and team of staff includes people with learning disabilities.

COMPANY INFORMATION

TRUSTEES	Ellie Harrison	David Chaffe
	Dean Paul Corcoran	Joseph Davidson
	Myles Harrison	Phillip Patrick Welby Pearce
	Philip James Peterson	Samantha Lola Gibbs
	Sheetal Dalal	Steven James Allen
	Timothy Murgatroyd	
CHAIR	Myles Harrison	
SECRETARY	Samantha Lola Gibbs	
CEO	Debs Morrison	
REGISTERED CHARITY NO.	1122254	
COMPANY REGISTRATION NO.	6034599	
REGISTERED OFFICE	Waterford House	
	Erfstadt Court	
	WOKINGHAM	
	Berkshire	
	RG40 2YF	

BANKERS	National Westminster Bank plc 5 Broad Street Wokingham Berkshire RG40 1AX
INDEPENDENT EXAMINER	Fergus Bristow, CA 260 Lower Road London SE8 5DJ

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report together with the financial statements of the Charitable Company for the year ended 31 March 2022.

GOVERNANCE AND CONSTITUTION

The Company was incorporated on 20 December 2006. Its governing document is its Memorandum and Articles of Association, and it is subject to the provisions of the Companies Act 2006 and the Charities Act 2011. The Company is incorporated as a private charitable company limited by guarantee, not having share capital, and a registered charity in England and Wales. No trustee has any beneficial interest in the charitable Company. In the event of the charitable Company being wound up, members are required to contribute an amount not exceeding one pound.

The Board of Trustees, who are also directors for the purposes of Company law, meet quarterly or more regularly as necessary and administer the Company.

A staff management team carries out the day-to-day functions of the Company.

PRINCIPAL ACTIVITIES

The principal activities of the charitable Company are the provision of an advocacy service for people with a learning disability living in the Wokingham borough and the running of the local Learning Disability Partnership Board. At the present time, the Trustees do not anticipate any changes to these principal activities.

APPOINTMENT OF TRUSTEES

The Chairman is nominated by the Board of Trustees. Trustees are elected at the Annual General Meeting, or whenever there is a vacancy, for a term of three years, following which they are eligible for re-election. The charitable Company seeks to achieve a ratio of fifty per cent between Trustees with and without a learning disability. The maximum number of Trustees is twelve.

TRUSTEES

The following Trustees held office during the period under review:

David Chaffe	
Dean Paul Corcoran	
James Leggett	(Resigned 21 January 2022)
Jennie Grieve	(Resigned 21 January 2022)
Joseph Davidson	
Myles Harrison	
Phillip Patrick Welby Pearce	
Philip James Peterson	
Samantha Lola Gibbs	
Sheetal Dalal	
Steven James Allen	
Timothy Murgatroyd	
Timothy Holland	(Resigned 06 September 2021)

ACHIEVEMENTS AND PERFORMANCE

Membership ends the year at 151 for CLASP and over 260 for LDPB.

Our main activities were as follows:

Coffee Shop

This is our social group and drop-in session on Tuesday mornings. We are now Friendship Alliance Ambassadors – everyone is welcome at our coffee shop!

The first Tuesday of the month is our Book Corner with Heather.

The second Tuesday of the month is Dancing to Music with Aby.

There are Arts & Craft sessions with Faye and regular guests drop-in to see us like the police, social workers, Health Watch and more.

Take Notice

This is our campaigning group on Friday mornings. Here are some of our highlights:

- Tony Lack talked about Bee Keeping
- Mental Health Planning Strategy
- Winnersh Relief Road planning
- Health & Wellbeing Strategy with Healthwatch
- Autism Strategy with the council

CLASP Community Choir

This is our inclusive community choir, in partnership with Sing Healthy Choirs. We practice regularly on Zoom and face to face.

We also perform in schools and in the town centre.

Listen To Us

This is our training group that delivers Learning Disability Awareness training and Hate Crime Awareness training to local schools and community groups.

Hate Crime Project

This project raises awareness of hate crime & mate crime, and support victims.

As well as running workshops and creating leaflets about hate & mate crime, we also worked with Thames Valley Police to make a Hate Crime awareness video. This video was viewed over 28,000 times in the first week!

In October 2021, we held an event to launch our Hate Crime Charter. The event was attended by 67 attendees, including the Head of the Council, the Mayor and senior police officers.

LDPB (Learning Disability Partnership Board)

We send out monthly notices with news for the learning disability community. Some of our key events were:

- Mental Health Week
- Learning Disability Week
- Hate Crime Week
- Anti-bullying Week

We also ran our first LDPB Heath Day. We were joined by 17 professionals from 10 different services including:

- NHS Berkshire Healthcare
- Healthwatch Wokingham Borough
- Support Horizons
- ShapeUp4Life
- Wokingham Borough Council

Our members said that there was lots of interesting information and would like us to run more days like this.

FINANCIAL REVIEW

It is the Company's agreement to maintain a level of financial reserves sufficient to ensure that its core support to members would continue for a period of six months were its main source of income to cease, while attempts are made to secure new funding or, if such attempts prove unsuccessful, time and support given to members would be adjusted and allow for an appropriate ending to the services provided.

This policy is monitored on a quarterly basis at meetings of the Trustees and reviewed annually or whenever there is any significant change to the charitable Company's organisation that affects its core running costs. With more than two thirds of the income from the one contract, the reserves are focused on covering the costs of a much-scaled back operation if that contract was lost, as many activities (and associated costs) would end at that time. We continue to run a tight budget.

The major source of income of the charitable Company is funding from local government to undertake specific projects for the benefit of people with learning disabilities.

In January 2022, Wokingham Borough Council confirmed renewal of our grant for running the provision of a learning disability self-advocacy service, including the management of the learning disability partnership board. In addition, CLASP was awarded a second grant for the provision of service giving support and promoting independence to people with mild learning disabilities. These will begin in April 2022 for a three-year term, with possibility of two one-year renewals after that.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

The Trustees have adopted the Statement of Recommended Practice 2015 (FRS 102). As a small charitable company not subject to statutory audit, the Trustees have opted for the lesser reporting requirements permitted under SORP 2015.

The Trustees acknowledge their responsibility to prepare financial statements that give a true and fair view of the state of affairs of the charitable Company as at the end of its financial year and of its statement of financial activities for the financial period, in accordance with the Companies Act 2006.

In preparing those financial statements the trustees are required to:

(a) select suitable accounting policies and apply them consistently;
(b) observe the methods and principles in the Charities SORP;
(c) make judgements and estimates that are reasonable and prudent;
(d) state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
(e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The trustees are responsible for keeping proper accounting records that comply with the Companies Act 2006 and which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The Trustees are responsible for ensuring the maintenance of an adequate system of internal control designed to provide for safeguarding the Company's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees certify that:

(a) so far as they are aware, there is no relevant information to which the charitable company's Independent Examiner is unaware; and
(b) they have taken all steps that ought to have been taken in order to make themselves aware of any relevant information and to establish that the charitable company's Independent Examiner is aware of that information.

Approved by the Board of Trustees on 28 December 2022 and signed on its behalf by:



Samantha Lola Gibbs

Company Secretary

INDEPENDENT EXAMINER'S REPORT

Independent examiner's report to the trustees of CLASP CARING, LISTENING AND SUPPORTING PARTNERSHIP

I report to the trustees on my examination of the accounts of CLASP CARING, LISTENING AND SUPPORTING PARTNERSHIP for the year ended 31 March 2022.

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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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 to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Fergus Bristow

Relevant professional qualification: Chartered Accountant with the Institute of Chartered Accountants of Scotland

Address: 260 Lower Road, London SE8 5DJ

Date: 29 December 2022

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 Total Funds £	2021 Total Funds £
INCOME			
Donations and Legacies	3	69,316	54,421
Charitable Activities	4	3,487	3,593
Other Trading Activities	5	3,545	100
TOTAL INCOME		76,348	58,114
EXPENDITURE			
Charitable activities	6	69,111	54,285
TOTAL EXPENDITURE		69,111	54,285
NET INCOME/(EXPENDITURE)		7,237	3,829
NET MOVEMENT OF FUNDS		7,237	3,829
RECONCILIATION OF FUNDS			
Funds brought forward		21,783	17,954
FUNDS CARRIED FORWARD	9	**29,020**	**21,783**

BALANCE SHEET as at 31 MARCH 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible assets	7	1,921	3,356
CURRENT ASSETS			
Cash at bank and in hand		41,876	40,387
Debtors and prepayments	13	1,311	188
		43,187	40,575
TOTAL ASSETS		45,108	43,931
LIABILITIES			
Creditors falling due within one year	8	16,088	22,148
TOTAL LIABILITIES		16,088	22,148
NET ASSETS		**29,020**	**21,783**
FUNDS			
Unrestricted funds		25,865	18,628
Restricted funds		3,155	3,155
TOTAL FUNDS	**9**	**29,020**	**21,783**

For the year ended 31 March 2022, the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 28 December 2022 and signed on its behalf by:





Sheetal Dalal **Myles Harrison**

Treasurer **Chair of Trustees**

NOTES TO THE FINANCIAL STATEMENTS

1 BASIS OF PREPARATION

Basis of Accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Going Concern

The Trustees consider there are no material uncertainties about the charitable Company's ability to continue as a going concern.

Accounting Policy

No changes in accounting policy have occurred in the reporting period. The financial statements present a true and fair view and the accounting policies adopted are those outlined in Note 2.

Accounting Estimates

No changes to accounting estimates have occurred in the reporting period.

Material Prior Year Errors

No material prior year errors have been identified in the reporting period.

2 ACCOUNTING POLICIES

Functional Currency

The financial statements have been prepared in sterling, which is the functional currency of the charitable Company. Monetary amounts in these financial statements are rounded to the nearest £.

Incoming Resources

Income is recorded in the financial statements when received or when the charitable Company becomes entitled to the resources. Grants in the form of core funding from Wokingham Borough Council is included in the Statement of Financial Activities to match the time periods when the services relating to this funding is delivered.

Offsetting

There has been no offsetting of assets and liabilities or income and expenditure.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:
Office furniture and equipment – 25%
IT equipment – 25%

Taxation

The charitable company is exempt from Corporation Tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives of the Company at the discretion of the Trustees.

Restricted funds can only be used for specific restricted purposes and arise either when specified by the donor or when funds are raised for particular restricted purposes.

Deferred Income

After a grant has been received the work and expense of delivering the associated project may be incurred in later accounting periods. Here the income is deferred to match against the expenses incurred when the amount is of such significance to otherwise distort the accounts.

Pension Costs and Post-Retirement Benefits

The charitable Company operates a defined contribution pension scheme for nominated employees. Contributions payable to the charitable Company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3 INCOME FROM DONATIONS AND LEGACIES

		2022	2021
		£	£
Donations		5,879	911
Legacies		0	0
Grants -	Unrestricted	2,000	300
	Restricted	61,437	53,210
		69,316	54,421

4 INCOME FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Fundraising	3,487	3,593
	3,487	3,593

5 INCOME FROM OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Compensation payments	200	100
Consultancy	3,345	0
	3,545	100

6 EXPENDITURE ON CHARITABLE ACTIVITIES

	2022	2021
	£	£
Salaries and pension costs	43,911	40,924
Office rent	5,093	4,805
IT services	1,493	1,296
Other	18,614	7,260
	69,111	54,285

7 TANGIBLE FIXED ASSETS

	Office and IT Equipment
	£
Fixed Assets net book value at 1 April 2021	4,990
Additions during the year	0
Disposals during the year	0
Total cost as at 31 March 2022	**4,990**
Accumulated depreciation at 1 April 2021	1,634
Depreciation expense for the year	**1,435**
Depreciation on disposals	0
Accumulated depreciation as at 31 March 2022	3,069
Net book value at 31 March 2021	3,356
Net book value at 31 March 2022	**1,921**

8 CREDITORS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Residual balance from restricted grants	16,088	22,148

9 MOVEMENT IN FUNDS

	Unrestricted	Restricted	Total
	£	£	£
Balance as at 1 April 2021	18,628	3,155	21,783
Incoming resources	14,911	61,437	76,348
Outgoing resources	7,675	61,437	69,111
Movement between funds	7,237	0	7,237
Balance as at 31 March 2022	**25,865**	**3,155**	**29,020**

10 STAFF COSTS

	2022	2021
	£	£
Salaries	39,274	35,879
Social security costs	3,612	4,055
Pension costs	1,024	990
	43,911	40,924

No employee received employee benefits of over £60,000 during the year (*2021 – nil*).

The average monthly number of employees engaged in charitable activities during the year was 7 (2021 – 7).

11 TRUSTEES REMUNERATION AND BENEFITS

During the year ended 31 March 2022 no fees payments were made to any Trustees in relation with the Charitable Company's Easy Read Project *(2021 - £120).*

During the year ended 31 March 2022, no consultancy fees payments were made to any Trustees.

12 DEFINED CONTRIBUTION PENSION SCHEME

The charitable Company makes payments into a defined contribution pension scheme in respect of one employee (*2021 – 1*). This cost is allocated between activities and between unrestricted and restricted funds on the basis of time spent.

	2022	2021
	£	£
Contributions recognised in the Statement of Financial Activities as an expense	1,024	990

13 DEBTORS AND PREPAYMENTS

	2022	2021
	£	£
Debtors	0	0
Prepayments	1,311	188
	1,311	188

14 RELATED PARTY TRANSACTIONS

There have been no related party transactions during the period under review other than those referred to in Note 11.

15 POST BALANCE SHEET EVENTS

No events have occurred after the end of the reporting period but before the financial statements were authorised which relate to conditions that arose after the end of the reporting period that in the opinion of the Trustees would require any adjustment to these financial statements.

CLASP (CARING, LISTENING AND SUPPORTING PARTNERSHIP)

England & Wales - Charity number 1122254

Accounts



REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Registered Charity: 1122254

Company Limited by Guarantee: 6034599

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Registered Charity 1122254

Company Limited by Guarantee 6034599

INTRODUCTION

CLASP is a charitable Company supporting adults with learning disabilities to speak up for themselves. Our mission is 'To develop independence through self-advocacy for adults living with a learning disability'. We deliver this through workshops and training, providing resources and signposting and peer support. We are a small team of staff, volunteers and Trustees and are a well-established part of the learning disability community in and around the Wokingham borough.

CLASP believes that everyone should be valued and treated equally. Staff and self-advocates work together to raise awareness of learning disabilities and important issues affecting the local learning disability community. We empower people with learning disabilities to have the same opportunities and choices as everyone else. Self-advocates are involved in all areas of the charity's delivery and our Board of Trustees and team of staff includes people with learning disabilities.

COMPANY INFORMATION

TRUSTEES	David Chaffe	Dean Corcoran
	James Leggett	Jennie Grieve
	Joseph Davidson	Philip Pearce
	Sheetal Dalal	Steven Allen
	Tim Murgatroyd	Timothy Holland
CHAIR	Myles Harrison	
SECRETARY	Jennie Grieve	
MANAGER	Debs Morrison	

REGISTERED CHARITY NO. 1122254

COMPANY REGISTRATION NO. 6034599

REGISTERED OFFICE

Upper Room
Wokingham Methodist Church
Rose Street
WOKINGHAM
Berkshire
RG40 1XS

BANKERS	National Westminster Bank plc 5 Broad Street Wokingham Berkshire RG40 1AX
INDEPENDENT EXAMINER	Fergus Bristow, CA 260 Lower Road London SE8 5DJ

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report together with the financial statements of the Charitable Company for the year ended 31 March 2021.

GOVERNANCE AND CONSTITUTION

The Company was incorporated on 20 December 2006. Its governing document is its Memorandum and Articles of Association, and it is subject to the provisions of the Companies Act 2006 and the Charities Act 2011. The Company is incorporated as a private charitable company limited by guarantee, not having share capital, and a registered charity in England and Wales. No trustee has any beneficial interest in the charitable Company. In the event of the charitable Company being wound up, members are required to contribute an amount not exceeding one pound.

The Board of Trustees, who are also directors for the purposes of Company law, meet quarterly or more regularly as necessary and administer the Company.

A staff management team carries out the day-to-day functions of the Company.

PRINCIPAL ACTIVITIES

The principal activities of the charitable Company are the provision of an advocacy service for people with a learning disability living in the Wokingham borough and the running of the local Learning Disability Partnership Board. At the present time, the Trustees do not anticipate any changes to these principal activities.

APPOINTMENT OF TRUSTEES

The Chairman is nominated by the Board of Trustees. Trustees are elected at the Annual General Meeting, or whenever there is a vacancy, for a term of three years, following which they are eligible for re-election. The charitable Company seeks to achieve a ratio of fifty per cent between Trustees with and without a learning disability. The maximum number of Trustees is twelve.

TRUSTEES

The following Trustees held office during the period under review:

David Chaffe	
Dean Corcoran	
James Leggett	
Jennie Grieve	
Joseph Davidson	
Lisa Hookway	(Resigned 23 October 2020)
Myles Harrison	
Philip Pearce	
Richard Dolinski	(Resigned 23 October 2020)
Sheetal Dalal	
Steven Allen	
Tim Murgatroyd	
Timothy Holland	(Resigned 06 September 2021)

ACHIEVEMENTS AND PERFORMANCE

Membership ends the year at 151 for CLASP and over 260 for LDPB.

This year we have added activities to our portfolio including launching a Happy & Healthy Club with a grant from Get Berkshire Active. We offer a mix of Seated Pilates, Healthy Eating and Mindfulness. CLASP also offer a Dancing to Music session with our local sports and leisure team.

We continue to offer an extensive range of campaigning and self-advocacy through weekly sessions on a Tuesday and Friday. We have worked with a range of professionals at our local council and other volunteer groups to support a new

voluntary hub, the autism strategy, the equality strategy, and a toolkit for those in adult social care.

With the LDPB we have adopted Wokingham Train Station and are working on an assessable document for Great Western Railways. We have supported the CCG on accessible information during covid, and for annual health checks.

Our Listen to Us training group won the Queens Award this year, the highest award for a voluntary group. We have since produced a video with Thames Valley Police on Hate Crime with this group.

CLASP and LDPB continue to grow in strength, influence, and reputation.

FINANCIAL REVIEW

It is the Company's policy to maintain a level of financial reserves sufficient to ensure that its main operations continue for a period of six months were its main source of income to cease, while attempts are made to secure new funding or, if such attempts prove unsuccessful, time and support is given to members to adjust and allow for an appropriate ending to the services provided.

This policy is monitored on a quarterly basis at meetings of the Trustees and reviewed annually or whenever there is any significant change to the charitable Company's organisation that affects its core running costs. With more than two thirds of the income from the one contract, the reserves are focused on covering the costs of a much scaled back operation if that contract was lost, as many activities (and associated costs) would end at that time. We continue to run a tight budget.

The major source of income of the charitable Company is funding from local government to undertake specific projects for the benefit of people with learning disabilities. The process of applying for and being granted these awards is ongoing.

The Company has currently been awarded funding which will enable it to operate until March 2022. The Company has completed the local government tender process to renew the contract for the next three years. The tender results are expected to be announced on 24 January 2022.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

The Trustees have adopted the Statement of Recommended Practice 2015 (FRS 102). As a small charitable company not subject to statutory audit, the Trustees have opted for the lesser reporting requirements permitted under SORP 2015.

The Trustees acknowledge their responsibility to prepare financial statements that give a true and fair view of the state of affairs of the charitable Company as at the end of its financial year and of its statement of financial activities for the financial period, in accordance with the Companies Act 2006.

In preparing those financial statements the trustees are required to:

(a) select suitable accounting policies and apply them consistently;
(b) observe the methods and principles in the Charities SORP;
(c) make judgements and estimates that are reasonable and prudent;
(d) state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
(e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The trustees are responsible for keeping proper accounting records that comply with the Companies Act 2006 and which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The Trustees are responsible for ensuring the maintenance of an adequate system of internal control designed to provide for safeguarding the Company's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees certify that:

(a) so far as they are aware, there is no relevant information to which the charitable company's Independent Examiner is unaware; and
(b) they have taken all steps that ought to have been taken in order to make themselves aware of any relevant information and to establish that the charitable company's Independent Examiner is aware of that information.

Approved by the Board of Trustees on 10 December 2021 and signed on its behalf by:

Jennie Grieve

Jennie Grieve

Company Secretary

INDEPENDENT EXAMINER'S REPORT

Independent examiner's report to the trustees of CLASP CARING, LISTENING AND SUPPORTING PARTNERSHIP

I report to the trustees on my examination of the accounts of CLASP CARING, LISTENING AND SUPPORTING PARTNERSHIP for the year ended 31 March 2021.

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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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: 

Name: Fergus Bristow

Relevant professional qualification: Chartered Accountant with the Institute of Chartered Accountants of Scotland

Address: 260 Lower Road, London SE8 5DJ

Date: 10 December 2021

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 Total Funds £	2020 Total Funds £
INCOME			
Donations and Legacies	3	54,421	41,626
Charitable Activities	4	3,593	2,576
Other Trading Activities	5	100	250
TOTAL INCOME		58,114	44,452
EXPENDITURE			
Charitable activities	6	54,285	44,129
TOTAL EXPENDITURE		54,285	44,129
NET INCOME/(EXPENDITURE)		3,829	323
NET MOVEMENT OF FUNDS		3,829	323
RECONCILIATION OF FUNDS			
Funds brought forward		17,954	17,631
FUNDS CARRIED FORWARD	9	**21,783**	**17,954**

BALANCE SHEET as at 31 MARCH 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible assets	7	3,356	2,847
CURRENT ASSETS			
Cash at bank and in hand		40,387	37,254
Debtors and prepayments	13	188	0
		40,575	37,254
TOTAL ASSETS		43,931	40,101
LIABILITIES			
Creditors falling due within one year	8	22,148	22,147
TOTAL LIABILITIES		22,148	22,147
NET ASSETS		**21,783**	**17,954**
FUNDS			
Unrestricted funds		18,628	17,402
Restricted funds		3,155	552
TOTAL FUNDS	9	**21,783**	**17,954**

For the year ended 31 March 2021, the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 10 December 2021 and signed on its behalf by:

Sheetal Dalal

Treasurer

Myles Harrison

Chair of Trustees

NOTES TO THE FINANCIAL STATEMENTS

1 BASIS OF PREPARATION

Basis of Accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Going Concern

The Trustees consider there are no material uncertainties about the charitable Company's ability to continue as a going concern.

Accounting Policy

No changes in accounting policy have occurred in the reporting period. The financial statements present a true and fair view and the accounting policies adopted are those outlined in Note 2.

Accounting Estimates

No changes to accounting estimates have occurred in the reporting period.

Material Prior Year Errors

No material prior year errors have been identified in the reporting period.

2 ACCOUNTING POLICIES

Functional Currency

The financial statements have been prepared in sterling, which is the functional currency of the charitable Company. Monetary amounts in these financial statements are rounded to the nearest £.

Incoming Resources

Income is recorded in the financial statements when received or when the charitable Company becomes entitled to the resources. Grants in the form of core funding from Wokingham Borough Council is included in the Statement of Financial Activities to match the time periods when the services relating to this funding is delivered.

Offsetting

There has been no offsetting of assets and liabilities or income and expenditure.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:
Office furniture and equipment – 25%
IT equipment – 25%

Taxation

The charitable company is exempt from Corporation Tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives of the Company at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes and arise either when specified by the donor or when funds are raised for particular restricted purposes.

Deferred Income

After a grant has been received the work and expense of delivering the associated project may be incurred in later accounting periods. Here the income is deferred to match against the expenses incurred when the amount is of such significance to otherwise distort the accounts.

Pension Costs and Post-Retirement Benefits

The charitable Company operates a defined contribution pension scheme for nominated employees. Contributions payable to the charitable Company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3 INCOME FROM DONATIONS AND LEGACIES

		2021	2020
		£	£
Donations		911	3,582
Legacies		0	0
Grants -	Unrestricted	300	35,493
	Restricted	53,210	2,550
		54,421	41,626

4 INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Training	0	75
Fundraising	3,593	2,501
	3,593	2,576

5 INCOME FROM OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Compensation payments	100	250

6 EXPENDITURE ON CHARITABLE ACTIVITIES

	2021	2020
	£	£
Salaries and pension costs	40,924	28,854
Office rent	4,805	5,678
Hate crime project	0	1,770
IT services	1,296	1,458
Other	7,260	6,368
	54,285	44,129

7 TANGIBLE FIXED ASSETS

	Office and IT Equipment
	£
Fixed Assets net book value at 1 April 2020	2,847
Additions during the year	1,944
Disposals during the year	0
Total cost at year/ending 31 Mar 2021	**4,791**
Accumulated depreciation at 1 April 2020	199
Depreciation expense for the year	**1,435**
Depreciation on disposals	0
Accumulated depreciation at y/ending 31 Mar 2021	1,634
Net book value at 31 March 2021	**3,356**

8 CREDITORS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Residual balance from restricted grants	22,148	22,147

9 MOVEMENT IN FUNDS

	Unrestricted	Restricted	Total
	£	£	£
Balance as at 1 April 2020	17,402	552	17,954
Incoming resources	4,904	53,210	58,114
Outgoing resources	3,678	50,607	54,285
Movement between funds	1,226	2,603	3,829
Balance as at 31 March 2021	**18,628**	**3,155**	**21,783**

10 STAFF COSTS

	2021	2020
	£	£
Salaries	35,879	27,699
Social security costs	4,055	555
Pension costs	990	601
	40,924	28,885

No employee received employee benefits of over £60,000 during the year (*2020 – nil*).

The average monthly number of employees engaged in charitable activities during the year was 7 (2020 – 6).

11 TRUSTEES REMUNERATION AND BENEFITS

During the year ended 31 March 2021, one Trustee, Jennie Grieve, received consultancy fees of £120 in connection with the charitable Company's Easy Read Project *(2020 - £Nil).*

During the year ended 31 March 2021, no consultancy fees payments were made to any Trustees in connection with the charitable Company's ongoing Hate Crime Project (*2020 – £1,770*).

12 DEFINED CONTRIBUTION PENSION SCHEME

The charitable Company makes payments into a defined contribution pension scheme in respect of one employee (*2020 – nil*). This cost is allocated between activities and between unrestricted and restricted funds on the basis of time spent.

	2021	2020
	£	£
Contributions recognised in the Statement of Financial Activities as an expense	990	601

13 DEBTORS AND PREPAYMENTS

	2021	2020
	£	£
Debtors	0	0
Prepayments	188	0

14 RELATED PARTY TRANSACTIONS

There have been no related party transactions during the period under review other than those referred to in Note 11.

15 POST BALANCE SHEET EVENTS

No events have occurred after the end of the reporting period but before the financial statements were authorised which relate to conditions that arose after the end of the reporting period that in the opinion of the Trustees would require any adjustment to these financial statements.