

SPACE 2 BE ME

England & Wales · Charity number 1140764

Details

Other names	M4S - MAIDSTONE SPECIAL NEEDS SUPPORT SERVICE, M4S
Status	Registered
Legal form	Charitable company
Company number	07324545
Registered	2011-03-10
Register	View on the Charity Commission register

Contact

Address	Howard de Walden Youth Club Bluett Street Maidstone ME14 2UG
Phone	01622764566
Email	info@space2beme.org.uk
Website	www.space2beme.org.uk

Activities

Objects: TO PROVIDE OR OTHERWISE SUPPORT THE PROVISION OF SERVICES FOR DISABLED AND SPECIAL NEEDS CHILDREN AND YOUNG PEOPLE, AND THEIR FAMILY MEMBERS, WHERE THE CHILD OR YOUNG PERSON IS ON THE ROLL OF A SCHOOL IN THE MAIDSTONE OR THE SURROUNDING AREAS AND IS UP TO AND INCLUDING 18 YEARS OLD, OR 19 YEARS OLD IF IN FULL TIME SECONDARY EDUCATION.THE ORGANISATION WILL BE DRIVEN BY THE PARENTS OF SAID CHILDREN AND YOUNG PEOPLE, THESE COMPRISING BETWEEN 50% AND 70% OF THE BOARD OF DIRECTORS.

Activities: Space 2 Be Me provides information and support and social activities to families with children and young people with Special needs and/or disabilities who live or go to school in West Kent.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, Recreation
- **Who:** Children/young People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** MAIDSTONE OR THE SURROUNDING AREAS
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£162,516	£168,019	-	-
2024-03-31	£158,680	£160,053	-	-
2023-03-31	£162,196	£158,058	-	-
2022-03-31	£111,608	£131,816	-	-
2021-03-31	£144,469	£107,199	-	-

Trustees

Name	Role	Appointed
AMANDA JANE FRANKLIN		2012-07-16
Laura Jenkinson		2022-11-21
MARTIN PEMBER		2012-07-16
Michelle Tatton		2017-10-10

SPACE 2 BE ME

England & Wales - Charity number 1140764

Accounts



SPACE 2 BE ME LIMITED
(A company limited by guarantee)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2025

Registered charity number: 1140764
Registered company number: 07324545

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SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2025

Board of Trustees	M. Tatton (Chair) A. J. Franklin L. J. Jenkinson M. L. Pember
Company number	07324545
Charity number	1140764
Registered and principal office	Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG
Independent examiner	Jonathan Healey FCA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE

SPACE 2 BE ME LIMITED
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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The Board of Trustees of the charity present their annual report together with the financial statements of the charitable company for the year ended 31 March 2025. The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2019). This report is also the Directors' Report required by Company Law.

Reference and administrative details on page 1 also forms part of this report.

Objectives and activities

Space 2 Be Me's objects as set out in its Articles of Association is to provide or otherwise support the provision of services for disabled and special needs children and young people and their family members where the child is on the roll of a school and/or lives in Maidstone or the surrounding areas and is up to and including 25 years of age.

Strategic vision

In recent years, Space 2 Be Me Trustees, staff and members worked together to examine and refresh the aims, objectives, and vision of the charity:

Our aim is to support disabled children and young people with disabilities and additional needs to have the same life opportunities as their non-disabled peers, both educationally and socially and for their parents/ carers and families to feel safe, supported, empowered, and valued.

This is done through the following key objectives:

- Providing comprehensive information, advice, and signposting to ensure families can make informed choices and access services that meet their needs.
- Offering a range of formal and informal support and social opportunities for parents and disabled children and young people.
- Working to ensure future services are parent driven and responsive to the needs of families and disabled children and young people by speaking up for what families tell us they need and representing them to key partners.
- Working to ensure that disabled children are able to access universal provision where desired in a safe and supported manner and in doing so feel included and valued.

Priorities for 2024-25

Priorities identified at the start of the year ended 31 March 2025 were as follows:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing activities regularly. We will aim to continue to develop our activities in Tunbridge Wells and seek to replicate the structure in place in the other two districts.

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FOR THE YEAR ENDED 31 MARCH 2025

- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding and revenue opportunities and partnerships with likeminded organisations; to implement our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising, seek regular donations, and to enhance our community fundraising engagement. We aim to continue to build on the success with our fundraising volunteers from among membership and others in our local communities to help raise funds.
- To embrace hybrid delivery and remain agile enough to respond to changing scenarios, while listening closely to feedback from our beneficiaries.
- To continue to develop a family support service integrating one-to-one support, drop ins and support groups and to seek training offers, including but not limited to Cygnet, webinars and our popular workshops developed by our staff. Space 2 Be Me will work hard to reach parents, extended families and professionals in each district.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them. We continue to seek outdoor activity opportunities, as requested by our members into 2024-5.
- To continue to develop a framework within which we can measure our impact across the organisation, building in the requirements of our new short break funding and assigning resources to enable and manage the process.
- To raise our profile across all areas and particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To continue to grow our membership base as we reach more families, welcome new members, look after those we have, ensuring regular communication and answering their queries.
- To develop and enhance our volunteer base in all areas of our activities and in relation to specific projects and fundraising.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.
- To continue to explore widely partnership opportunities with other charities and community groups exploring opportunities which fit with mutual objectives.

Public Benefit

The Trustees have given due regard to the Charity Commission's guidance on public benefit. The objectives of the charitable company are the support and provision of services for disabled and special needs children. The level of public benefit is demonstrated by the support provided and the positive feedback we receive from those accessing our services.

Volunteers

Over the 2024-25 financial year the organisation has benefitted from volunteer support from many of our members at particular events, and in particular from 8 regular volunteers, in addition to our Trustees (who also act as volunteers). Volunteers are now helping to support parents with drop ins, at children's clubs and family events and we have particularly strengthened our relationship with key fundraising volunteers, building on the success of 2023-24.

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Space 2 Be Me continues to actively look for new volunteers, and develop its volunteer base, including actively seeking parent Trustees. We continue to seek to engage members and other volunteers to help fundraise and deliver services in 2025-26 and have been delighted to welcome several new volunteers to our fold since the end of March 2025.

Achievements and Performance

Review of activities

Family Events



- 28 Family Events across Maidstone, Tonbridge and Tunbridge Wells with 571 children with additional needs attending and 743 individuals in total benefitting from the trips; these include 18 Short Breaks.
- Across our family events, 86% of families feel less isolated and 82% felt more supported as a result of attending the events and more than half were enabled to do something they wouldn't normally consider.

In April 2024, Space 2 Be Me began a new two-year funding round for Short Break activities including the delivery of six events in each of Maidstone, Tonbridge & Malling and Tunbridge Wells district. We delivered a further 10 events making the total for the year 28, benefitting 239 families.

Our family events offer families an opportunity to access activities that they might not otherwise be able to, to have a chance to meet other families and have a break from caring and normal routines. Most of our events are offered during the school holidays with occasional ones at weekends.

"This is a new family tradition for us and made possible due to affordability of Space 2 Be Me events."
Parent Carer, 2024

The range of family events in 2024-25 was varied and included family bowling, mini golf, exclusive hire of indoor play, swimming facilities and a cinema; outings to Castles and gardens; our ever popular Christmas at Bedgebury lights trip, three pantos and a Christmas party. We tried to cater for all abilities, ages and interests in line with member requests.

"We're always grateful for the events held by Space 2 Be Me, we feel more confident as a family being able to access activities, knowing support is on hand if needed...seeing other families that resemble ours makes us feel like we have a safe space to belong without fear of judgment or anxiety."
Parent Carer 2024

"A lovely opportunity to socialise, well supported by friendly staff. My daughter always loves to go to Space 2 Be Me events and was asking when the next one was before this one had finished!"
Parent Carer 2024

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FOR THE YEAR ENDED 31 MARCH 2025

Family Support



- 231 Family Support enquiries in 2024-25
- New restructuring model of Family Support delivering
- 41 Family Support Clinics offering half hour appointments and wrap around / follow up support for over 200 people

“Absolutely fantastic! Went in feeling lost and overwhelmed and left with an action plan.”
Parent Carer 2025

Funding secured at the end of the previous financial year from the National Lottery has enabled us to continue to develop and tweak a new Family Support service which included the launch of regular Clinics offering one-to-one appointments in person, via telephone or online to parents carers to discuss pertinent issues and help families, with follow up support where required.

During 2024-25, our Family Support Officers supported over 200 people directly alongside delivering our support groups and drop ins, both in person in Maidstone, Snodland, Tonbridge, East Malling and in Tunbridge Wells. We delivered some topic focused groups requested by parents but there was also a space offered to access face-to-face support and discuss issues with peers. We also established a new peer support group for parents who have additional needs themselves, inspired by feedback and the struggles we witness among members.



The team continued to deliver “Understanding Autism” workshops to parent carers, extended family and professional teams, attended by 90 individuals. We have continued to liaise with organisations to help raise awareness and developed workshops that take a deeper dive into common themes such as Emotional Regulation in 2025-26.

- 26 support groups in Maidstone, Tonbridge and Tunbridge Wells
- New Neurodivergent Parents Support Group offering a safe space for valued peer support
- 94% reporting reduced isolation and 85% increased knowledge and skills & 94% report greater confidence in supporting their child



““It was great to talk to someone so knowledgeable, especially when you're waiting for a diagnosis and it feels like there's no support available anywhere “
Parent Carer 2024

“Everyone has been a huge support to me with lots of different things, it's nice to know that there will always be someone to turn to for advice”
Parent Carer 2024

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Youth Activities

- 16 regular youth groups, building on significant growth of the previous 2 years. Of these, 9 clubs are now short breaks, which has brought financial stability and an opportunity to expand to meet demand, including doubling capacity in our Rockets Club in Maidstone.
- 239 club sessions with 365 children and young people between 0 and 25 attending
- 79% club attendees are less isolated and 71% have increased confidence
- 83 families attending our SAMs stay and play groups in Maidstone and Tonbridge for ages 6 and under and Twinkling Stars baby group which alternates between Tunbridge Wells and Maidstone
- Two thriving Young Adult Groups with 42 young people
- Popular Dance Stars classes, with 23 attendees over the year split between two age groups.



In April 2024, Space 2 Be Me began two new two-year Short Break grants for the delivery of seven of our regular youth groups; covering all of our groups for children aged 6-11 with additional needs (Rockets, Starships and Lunar clubs) which has enabled us to double capacity and launch a new session to address the significant waiting list for Rockets in Maidstone and keep growing in other areas. In Maidstone and in Tonbridge our clubs for teenagers are also short break funded (Comets, Galaxy, Asteroid and Cosmic). In Tunbridge Wells, the club for this age group, Nebula, is still developing and has relatively small numbers of attendees and is not included in the short break grant agreement.

"Space 2 Be Me is exactly that for our child he can be himself where we know he is in a safe space with no worry about judgement or other children being mean."
Parent Carer 2025

Space 2 Be Me delivered the following youth clubs in 2024-25 headed up by a team of part time Children and Young People Coordinators and a team of volunteers and sessional workers:

- Twinkling Stars (under 3s, monthly alternating between Maidstone and Tunbridge Wells)
- Dance Stars in Maidstone (fortnightly in term time, all ages)
- Rockets 1 and 2 in Maidstone (for children aged 6-11 and siblings, fortnightly in term time)
- Comets Maidstone (for 11-13s, fortnightly in term time)
- Galaxy Maidstone (for 14-17s, fortnightly in term time)
- Universe Maidstone and Universe Tonbridge (for 18-25s, fortnightly in each location)
- Starships Tonbridge (for 6-11s, fortnightly in term time)
- Asteroid Club Tonbridge (for 11-13s, fortnightly in term time)
- Cosmic Club Tonbridge (for 14-17s, fortnightly in term time)
- Lunar Club Tunbridge Wells (for 6-11s, fortnightly in term time)
- Nebula Tunbridge Wells (for 11-17s, fortnightly in term time)

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“I can’t explain how much Space 2 Be Me has helped my daughter to make friends - it offers activities that help her grow and enjoy hobbies without feeling uncomfortable.”
Parent Carer 2025

In addition, we run a stay and play club for children with additional needs aged 6 and under and their families in SAMs Maidstone and SAMs Tonbridge. Funding secured from St James Place enabled us to expand to Tunbridge Wells during 2024. In total we delivered 38 sessions benefitting 71 families during the year.

Another area where we have been able to expand to meet demand is in the Universe Group for young adults over 18. In March 2024 we secured 3 year running costs for establishment and development of a new group in Tunbridge Wells. In 2025-26 we have been able to expand our Maidstone delivery to add another club. This was a key area that was identified as being of interest to many families in our 2025 Member Survey.

“The club is our special place to help gain confidence, grow, find ourselves and accept our differences without feeling pressured “
Universe Club Member 2024



- 12 Space 2 Be Me Time holiday clubs for under 18s benefitting 76 young people attending and 8 sessions for our young adult members benefitting 25 young people; in all feedback, families reported reduced isolation.

Our “Space 2 Be Me Time” holiday sessions for children and young people during school holidays have continued to run alongside our family events, delivered by the Clubs team. These were 20 sessions delivered in total across various age groups, some for adults and some for children under 18; in 2024-25 this included Arts and Crafts, Bowling, Gaming, Lego and outdoor activities.

“My son was on top of the world when he was finished and keen to do more activities with Space 2 B Me. It was really nice to see the children happy and interacting so well together. Thank you to all the staff for supporting the children and creating a lovely atmosphere..”
Parent Carer 2024

We continued to pursue outdoor-based sessions in partnership with Communigrow and Ambleford Farm and we also visited the Kent Scout activity base at Lower Grange Farm twice. Parents are able to leave their young people with us for a few hours, offering structure to school holidays, an opportunity to make friends and try new things and a break from caring for families.

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In 2024-25 Space 2 Be Me enjoyed support from Tesco Bags for Help and the Coop Community Fund, for our Space 2 Be Me Time activities. Towards the end of the year one of our parent members and a friend undertook to do the Jurassic Ultra Challenge in May 2025 which then funded our entire summer of activities for younger people in 2025-26.

"It is so awesome to be able to let the children go to a group, be dropped off and be independent yet safe and supported."
Parent Carer 2025

Marketing and Memberships

In 2023-24 we had 393 member families. During the year we increased our membership fee to £10 per family in 2024-25 to enable us to cover more of our back-office admin costs. Membership is an important part of the process of checking we are reaching the right people and gathering the information we need to better support families.

There was some reorganisation of capacity and roles withing the back office during the year and we maintained an effort to raise awareness and reach with existing team members picking up publicity work.

Our social media reach continued to grow. During 2023-24, we continued to develop our presence on Instagram and Linked in although the greatest social tool we have success with is Facebook, with more than 3,200 followers at the end of March 2025.

"Having been a member for a number of years from the beginning of our family journey with autism, I'm so proud of the work your organisation has done to empower children with Autism and my child...now young adult has continued with confidence to be in a safe space to be comfortable with who she is and grow as an individual whilst having fun"
Parent Carer 2023-24

Fundraising

While the majority of our funds come from local government grants, trusts and foundations, we continued to build momentum with our community fundraising and sponsorship events. Our members have continued to be motivated and engaged and as a result we have worked with them on a number of successful fundraising events raising over £15,000 in 2024-25.

In 2024-25 our key fundraising activities included:

- In May 2024, Space 2 Be Me Member Michelle Casey took on the Isle of Wight Ultra Challenge raising money for Space 2 Be Me, raising more than £2,300 in funds.
- In the July 2024, member parent James Jenkinson and his colleague David from Baunit ran the Maidstone half Marathon and the Tatra Mountains challenge in August 2024, together raising over £1,700 for Space 2 Be Me.
- We ran our second Hadlow Fun Day in August 2024. The same family hosted a Mid-Summer Concert and afternoon tea which was hugely successful. We must say a huge thank you to Allison Mark and Alex – and the team of volunteers who helped as well as Shipbourne Farmers Market for sponsoring the event – and helping to raise over £2,000 for the Universe group.
- We held an online Christmas raffle in 2024 which raised £475 with prizes donated from local and national companies and supermarkets as well as vouchers for gifts, trips and experiences.

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- We had our second Halloween party, this time in Maidstone attending by 33 young people with additional needs and their families.
- For the second-year running, a member family worked day and night to decorate their Halloween House, raising over £600 for Universe group. We are grateful to our member Karen and her family who put so much effort yet again into running the popular event.
- With the help of Space 2 Be Me members Lindsay Randall and Terry Measor, we entered the Tonbridge Dragon Boat race in collaboration for fellow disability charity Arthurs Quest and together our paddlers raised over £2,200 for each charity. Thanks to corporate sponsors and to the Greyhound at Charcott for supplementing this fundraising with a donation of proceeds from their quiz.
- Our club members got involved for the second year in a rotary-led sponsored swim event in March 2024, and a sponsored walk in June 2024, together raising close to £2,000.
- One parent member, Edward Hodgskin and his friend Mark McGroarty started raising money for his Jurassic Ultra Challenge in early 2025 – this money funded most of the holiday sessions for young people in the summer 2025.
- A parent member and ex staff member Sarah married Nick in the summer 2024 and collected donations for Space 2 Be Me instead of gifts amount to over £600.
- One of our volunteers, Emily Wright, raised close to £500 from donations for an online piano concert she recorded.
- We had a number of nominations to employers and other organisations by members which has resulted in donations towards Space 2 Be Me.

We have managed to secure corporate sponsorship for a number of our fundraising events – these have included Verdigris, CEC, Absolute Print, Big Blue and Widgit and Shipbourne Farmers Market. We are grateful to the Maidstone Riverside Rotary and Rotary of the Weald of Kent for the opportunity to take part in their sponsored events.

We are very grateful for every sponsor, every donation, every fundraiser – we have really felt the support of our members and community during 2024-25 and beyond.

Team Development

Although there were a number of key team changes in 2024-25, we continued to develop our clubs team, grow our team of sessional workers and volunteers, support families and deliver family events. From April 2024 more funding was secured in all three areas and we have been able to build and expand capacity once more to cater for growing demand.

We remain committed to being agile and flexible, able to respond to opportunities and funding, listening to members and reading the landscape as far as we can. We consult with our members in everything we do so that they feel included and valued by us as an organisation. Most of our staff and Trustees have lived experience of additional needs, as a parent, sibling, extended family member etc and so bring many valuable ideas to the table.

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FOR THE YEAR ENDED 31 MARCH 2025

Financial review

The Statement of Financial Position "SOFA" shows the Charity's total incoming resources for the year was £162,516 (2024: £158,680). Total resources expended amounted to £168,019 (2024: £160,053). The SOFA therefore reveals net expenditure of £5,503 (2024 net expenditure: £1,373).

The Charity held fund balances at 31 March 2025 of £50,251 (2024 - £55,754). These funds included restricted funds of £13,597 (2024 - £12,353) and unrestricted funds of £36,654 (2024 - £43,401).

As detailed in note 11, funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes total £13,143. The charity holds a separate fixed asset fund, which represents the fixed assets of the Charity, totalling £394, matching the net book value of fixed assets in the balance sheet. Other designated funds consists of fundraising efforts which are agreed for a ringfenced purpose totalling £3,117.

The designated fund of £20,000 is a contingency fund to cover expected employment related costs upon any decision to wind up the Charity.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees are seeking a strategy of diversifying income streams and reviewing costs, and endeavour to undertake regular assessments of the financial stability of the Charity which is currently largely dependent on fundraising and grants for its income. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Principal risks and uncertainties

The Trustees conduct regular assessments of the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that appropriate controls are in place to mitigate our exposure to major risks. These include a Financial Controls Policy and a designated financial reserve which is reviewed annually and monitored at regular board meetings.

Staff work a hybrid model of part home working, supporting families both remotely and in person, alongside face-to-face delivery for clubs, family events and holiday sessions. Space 2 Be Me staff produce risk assessments for its activities and events and staff are in regular contact with the Manager who relays any issues to the Board as soon as they arise, as well as having a detailed organisational risk assessment.

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Reserves policy

The Trustees have agreed to designate funds to cover staff costs in case the Charity needs to be closed. Based on average staff expenditure over the last financial year this means that £20,000 was designated as a contingency fund.

Principal funding sources

The funding landscape changed quite significantly for Space 2 Be Me in 2024-25 again. One big change was that the short break funding grant for our family events has been granted for two years and extended to cover seven of our term time clubs. This a significant shift and has meant significant financial stability for a large portion of our work.

Other significant grants that came in during the year include Awards for All grant from the National Lottery for our family support work; 3-years funding from DFN Foundation for a new Universe Club in Tunbridge Wells. Our Maidstone Universe club has received some funding from KCC Local Members Grant Scheme, thanks to Cllr Ian Chittenden. Our Space 2 Be Me Times were part funded by Tesco Bags for Help and the Coop Community Foundation grant. We carried over a grant from St James Place which covered our two existing SAMs clubs and allowed the creation of a third.

Other notable support from organisations came in during 2024-25, including Maidstone Riverside Rotary Club, who raised money for Space 2 Be Me at the Race Night, the Loddington Harvest Festival and their Christmas Supermarket collection. Maidstone Lions also raised money for Space 2 Be Me at their Christmas Street Collection. We were lucky to receive donations from The Mall in Maidstone from their Santas Grotto for December 2024 as well as 2023 which arrived at the beginning of the financial year.

Structure, Governance and Management

Space 2 Be Me Ltd is registered as a charity with the Charity Commission in England and Wales (Charity Registration No. 1140764) and as a company limited by guarantee (Company Registration No. 07324545) and is governed by its Memorandum and Articles of Association.

Space 2 Be Me Ltd was incorporated as a company limited by guarantee on 23 July 2010 and was registered as a charity on 10 March 2011. It is a parent driven members' organisation that recognises that the experiences and knowledge parents bring should be valued and used as the building block for service development and provision for disabled children and their families in Maidstone.

Appointment of Trustees

The Board of Trustees must comprise between at least 50% and 70% of parents of disabled children and young people. Trustees are nominated and selected at the Annual General Meeting. A third of the Trustees retire in rotation at the Annual General Meeting but can stand for re-election. The last AGM of the charitable company was on 19 March 2025. The articles of Association require a minimum of 3 Trustees and a maximum of 12. Space 2 Be Me currently has 4 Trustees.

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FOR THE YEAR ENDED 31 MARCH 2025

Structure and Decision-making

Staff in the Charity report to the Manager who is responsible for the day-to-day operation of the organisation. The Board meet typically bi-monthly with individual Trustees in addition to the appointed officer positions of Chair and Treasurer leading on specific areas of work. These include having a named Safeguarding Lead for children and vulnerable adults. Existing Policies and Procedures of the Charity are reviewed regularly and amended to reflect current best practice with additional policies added as required to reflect the growing operations of the Charity.

At the end of March 2025, Space 2 Be Me employed a Manager (37 hours a week), a Finance and Operations Coordinator (15 hours a week), a Children and Young People Coordinator for Maidstone (15 hours a week), a Children and Young People Coordinator for Tunbridge Wells (15 hours a week), a Children and Young People Coordinator for SAMs Tonbridge/Tunbridge Wells (5 hours a week), a Children and Young People Coordinator for SAMs Maidstone and Rockets (6 hours a week); and two Family Support Workers (both 15 hours in term time). In addition to these salaried staff, a growing team of sessional staff and volunteers help to run clubs and events for children and young people, support parents and help in the office.

Plans for future periods

Having undergone the strategic review in 2021-22, many of the plans and ideas identified as part of that process have been put into practice since then. We wanted to pursue fewer larger multiyear grants which has come to fruition in 2024-25 and this has provided a degree of stability but where those have ended we endeavoured to fill those gaps. We were hugely successful in securing core cost or unrestricted funding in 2023-24 which set up the year well along with the projects funding in place for 2024-25.

At our AGM in March 2025 we looked at the results of the Members Survey 2025 and discussed ways forward.

The top priorities for 2025-26 identified are:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing activities regularly. We will aim to continue to develop our activities in Tunbridge Wells and seek to replicate the structure in place in the other two districts, putting in place a Universe group and further developing youth groups there.
- To further strengthen our offerings for under 6s, particularly in holidays.
- To expand our offer for young adults developing life skills activities further and to explore other opportunities to support this age group.
- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding and revenue opportunities and partnerships with likeminded organisations; to implement our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising, seek regular donations, and to enhance our community fundraising engagement. We aim to continue to build on the success with our fundraising volunteers from among membership and others in our local communities to help raise funds into 2025-26 and beyond.

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- To embrace hybrid delivery and remain agile enough to respond to changing scenarios, while listening closely to feedback from our beneficiaries.
- To continue to develop and secure a family support service integrating one-to-one support, drop ins and support groups and to seek training offers, including but not limited to Cygnet, webinars and our popular workshops. Space 2 Be Me will work hard to reach parents, extended families and professionals in each district offering activities for all ages.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them. We continue to seek outdoor activity opportunities and partnerships.
- To continue to develop a framework within which we can measure our impact across the organisation, building in the requirements of our new short break funding and employing extra resource to enable and manage the process.
- To raise our profile across all areas and particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To maintain our membership base and welcome new members; look after those we have, ensuring regular communication and answering their queries.
- To develop and enhance our volunteer base in all areas of our activities and in relation to specific projects and fundraising.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

By continuing to deliver in these priority areas the Board of Trustees is confident that Space 2 Be Me will continue to provide services for families of disabled children and young people that offer public benefit and meet our charitable objectives and vision.

Trustees' Responsibilities Statement

The Trustees (who are also directors of Space 2 Be Me Ltd for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 27/12/2025 and signed on their behalf by:



M. Tatton
Chair



M. L. Pember
Treasurer

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF SPACE 2 BE ME LIMITED FOR THE YEAR ENDED 31 MARCH 2025

I report to the charity's trustees on my examination of the accounts of Space 2 Be Me Limited ("the charity") for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

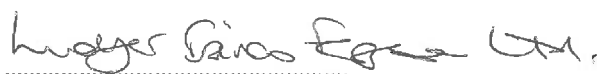
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145(5) (b) of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Charities Act 2011.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Jonathan Healey FCA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 30 December 2025

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	3	22,445	104,032	126,477	130,235
Charitable activities	4	19,013	-	19,013	15,926
Other trading activities	5	16,673	-	16,673	12,247
Investments		353	-	353	272
Total income		58,484	104,032	162,516	158,680
Expenditure on:					
Raising funds		1,655	-	1,655	666
Charitable activities	6	63,576	102,788	166,364	159,387
Total expenditure		65,231	102,788	168,019	160,053
Net income / (expenditure)		(6,747)	1,244	(5,503)	(1,373)
Net movement in funds		(6,747)	1,244	(5,503)	(1,373)
Reconciliation of funds:					
Total funds brought forward		43,401	12,353	55,754	57,127
Total funds carried forward		36,654	13,597	50,251	55,754

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 MARCH 2025

	Note	£	2025 £	2024 £
Fixed assets				
Tangible assets	9		394	893
Current assets				
Cash at bank and in hand		52,556	57,185	
		<u>52,556</u>	<u>57,185</u>	
Creditors: amounts falling due within one year	10	(2,699)	(2,324)	
Net current assets			49,857	54,861
Total net assets			<u>50,251</u>	<u>55,754</u>
Represented by the funds of the charity:				
Unrestricted funds			36,654	43,401
Restricted funds			13,597	12,353
Total funds	11		<u>50,251</u>	<u>55,754</u>

The charity's financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the trustees on 27/12/2025 and signed on their behalf by:



M. Tatton
Chair



M. L. Pember
Treasurer

Company number: 07324545

1 Status

The charity is a private company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is Howard de Walden Youth Centre, Bluett Street, Maidstone, Kent ME14 2UG.

2 Accounting policies

Basis of preparation of the financial statements

The financial statements have been prepared 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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Space 2 Be Me Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in pounds sterling, which is the functional currency of the charity, and rounded to the nearest £1.

The Trustees have assessed that there are no significant doubts over the charity's ability to continue as a going concern. As a result, the financial statements have been prepared on a going concern basis.

Income

Income from grants and donations is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from charitable activities is recognised over the period to which the income relates. For contracts, income is recognised to the extent that the contractual services have been supplied. For performance-related grants, income is recognised to the extent that performance-related criteria have been met.

2 Accounting policies continued

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is inclusive of irrecoverable VAT.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures, fittings and equipment	10% on cost
Computer equipment	33.3% on cost

Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

3 Income from donations and legacies

	2025 £	2024 £
Donations	25,160	23,374
Grants	101,317	106,861
	<u>126,477</u>	<u>130,235</u>

The comparative figures include £47,335 of restricted income.

4 Income from charitable activities

	2025 £	2024 £
<i>Activity: Provision of services for disabled children and their families in Maidstone</i>		
Contractal income	4,644	3,916
Clubs and events	10,802	10,052
Other income	3,567	1,958
	<u>19,013</u>	<u>15,926</u>

In the preceding period, restricted income from charitable activities was £nil.

5 Income from other trading activities

	2025 £	2024 £
Club income	10,418	7,354
Fundraising income	6,255	4,893
	<u>16,673</u>	<u>12,247</u>

In the preceding period, restricted income from other trading activities was £nil.

SPACE 2 BE ME LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

6 Expenditure on charitable activities

	2025	2024
	£	£
<i>Activity: Provision of services for disabled children and their families in Maidstone</i>		
Direct costs:		
Staff costs	68,389	65,184
Recruitment, travel and agency costs	3,614	2,340
Clubs and events costs	19,376	16,851
Other direct costs	8,871	7,887
Support costs:		
Staff costs	45,664	45,564
Premises and general office costs	11,891	13,362
Insurance	1,169	1,166
IT costs	1,702	1,767
Accountancy and payroll	890	791
Other support costs	2,751	1,465
Depreciation	499	1,570
Governance costs:		
Independent examination	1,548	1,440
	<u>166,364</u>	<u>159,387</u>

In the preceding period, expenditure on charitable activities from restricted funds was £72,462.

7 Net income / (expenditure)

	2025	2024
	£	£
This is stated after charging:		
Depreciation	499	1,570
Independent examination	1,548	1,440
	<u>1,548</u>	<u>1,440</u>

8 Staff costs

	2025	2024
	£	£
Wages and salaries (incl social security costs)	110,831	106,028
Pension costs	3,222	4,720
	<u>114,053</u>	<u>110,748</u>

The average number of persons employed by the charity was 24 (2024: 23).

No employee received remuneration amounting to more than £60,000 in either year.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

9 Tangible fixed assets

	Fixtures, fittings & equipment £	Computer equipment £	Total £
Cost			
Brought forward	402	7,523	7,925
Carried forward	402	7,523	7,925
Depreciation			
Brought forward	202	6,830	7,032
Charge for the year	40	459	499
Carried forward	242	7,289	7,531
Net book value			
At 31 March 2025	160	234	394
At 31 March 2024	200	693	893

10 Creditors: amounts falling due within one year

	2025 £	2024 £
Other tax and social security	1,151	824
Accruals	1,548	1,500
	2,699	2,324

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

11 Statement of movements on funds - current year

	1 April 2024 £	Income £	Expenditure £	Transfers £	31 March 2025 £
General fund	22,508	51,845	(61,210)	-	13,143
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	893	-	(499)	-	394
Other designated funds	-	6,639	(3,522)	-	3,117
Total unrestricted funds	43,401	58,484	(65,231)	-	36,654
KCC Short Breaks - Events	-	20,780	(20,780)	-	-
KCC Short Breaks u11s clubs	-	24,449	(23,490)	-	959
KCC Short Breaks 12s+ clubs	-	24,714	(24,371)	-	343
KCF Hardship Fund	10	-	(10)	-	-
Kent Sport 2025	-	538	-	-	538
Tesco Stronger Starts	-	1,000	-	-	1,000
National Lottery A4A	-	19,986	(19,398)	-	588
TMBC Comm Dev Fund	92	-	(92)	-	-
Involve Kent Soc Presc Fund	286	-	(286)	-	-
St James Place Foundation	8,724	-	(8,724)	-	-
Screwfix Foundation	1,680	-	(942)	-	738
KCC Local Mem Grant 2024/25	815	897	(855)	-	857
Coop Community Fund	1,121	1,940	(2,167)	-	894
DFN Foundation	-	6,479	-	-	6,479
Other restricted funds	(375)	3,249	(1,673)	-	1,201
Total restricted funds	12,353	104,032	(102,788)	-	13,597
Total funds	55,754	162,516	(168,019)	-	50,251

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

11 Statement of movements on funds - current year (cont)

The designated contingency fund is to cover expected employment related costs upon winding up.

Restricted funds: activity grants are received for the charity's work, including youth groups, events and holiday activities, family support work, workshops, training and miscellaneous support for parents and children.

Space2 Be Me benefitted through various funders during the year 2024-25, including securing two-year short break funding from KCC for family events and youth groups, Awards for All from the National Lottery for family support work, and three-year funding from DFN Foundation for a new Universe Club in Tunbridge Wells. Other funding was also received in the year mainly towards parent support sessions, Space 2 Be Me Time and the various clubs held by the charity.

12 Statement of movements on funds - prior year

	1 April 2023 £	Income £	Expenditure £	Transfers £	31 March 2024 £
General fund	(2,817)	111,345	(86,020)	-	22,508
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	2,464	-	(1,571)	-	893
Total unrestricted funds	19,647	111,345	(87,591)	-	43,401
BBC Children in Need	2,931	-	(2,931)	-	-
KCC Early Help Preventative	6,078	-	(6,078)	-	-
KCC Short Breaks	537	18,106	(18,643)	-	-
KCF Hardship Fund	-	708	(698)	-	10
Kent Sport	-	625	(625)	-	-
National Lottery RC	14,670	-	(14,670)	-	-
MBC Resilience Fund	1,198	-	(1,198)	-	-
Tesco - Groundwork	(370)	370	-	-	-
Souter Charitable Trust	2,000	-	(2,000)	-	-
National Lotter A4A	6,366	-	(6,366)	-	-
Cobtree Charitable Trust	4,070	-	(4,070)	-	-
3H Foundation	-	2,000	(2,000)	-	-
Albert Hunt Trust	-	2,000	(2,000)	-	-
TMBC Comm Dev Fund	-	2,000	(1,908)	-	92
Involve West Kent	-	2,500	(2,500)	-	-
Involve Kent Soc Presc	-	500	(214)	-	286
Whitehead Monkton	-	1,500	(1,500)	-	-
Maidstone Leisure Trust	-	1,000	(1,000)	-	-

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

12 Statement of movements on funds - prior year (cont)

St James Place Foundation	-	9,626	(902)	-	8,724
Screwfix Foundation	-	1,680	-	-	1,680
KCC Local Mem Grant	-	1,000	(185)	-	815
Coop Community Fund	-	1,121	-	-	1,121
Maidstone Lions	-	1,547	(1,922)	-	(375)
Malling and District Lions	-	552	(552)	-	-
Maidstone Dawn Patrol Rotary	-	500	(500)	-	-
Total restricted funds	37,480	47,335	(72,462)	-	12,353
Total funds	57,127	158,680	(160,053)	-	55,754

Space 2 B Me benefitted through various funders via the Kent Community Foundation Annual Route for core funding during 2023-24 including Gatwick Foundation, Charles Burnett III Memorial Fund , Polebrook Fund and KCF Uplift Fund. Other core cost or unrestricted funders including Colier Ferguson, Philip and Connie Philips Foundation, Garfield Weston, The Grace Trust and Postcode Society Trust.

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Current year:			
Tangible fixed assets	394	-	394
Net current assets	36,260	13,597	49,857
	36,654	13,597	50,251
Prior year:			
Tangible fixed assets	893	-	893
Net current assets	42,508	12,353	54,861
	43,401	12,353	55,754

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

14 Related party transactions

The key management personnel are considered to be the Board of Trustees and the Manager of the Charity.

During the year, no Trustees received any remuneration, reimbursed expenses or other benefits (2024: None).

During the year the trustees donated a total of £118 (2024: £317), none of which involved conditions which would, or might require the charity to alter significantly the nature of its existing activities.

The total employee benefits paid in respect of the key management personnel was £44,787 (2024: £37,867).

SPACE 2 BE ME

England & Wales - Charity number 1140764

Accounts



SPACE 2 BE ME LIMITED
(A company limited by guarantee)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2024

Registered charity number: 1140764
Registered company number: 07324545

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

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SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2024

Board of Trustees	M. Tatton (Chair) A. J. Franklin L. J. Jenkinson M. L. Pember
Company number	07324545
Charity number	1140764
Registered and principal office	Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG
Independent examiner	Jonathan Healey FCA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The Board of Trustees of the charity present their annual report together with the financial statements of the charitable company for the year ended 31 March 2024. The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2019). This report is also the Directors' Report required by Company Law.

Objectives and activities

Space 2 Be Me Limited's object as set out in its Articles of Association is to provide or otherwise support the provision of services for disabled and special needs children and young people and their family members where the child is on the roll of a school and/or lives in Maidstone or the surrounding areas and is up to and including 25 years of age.

Strategic vision

Space 2 Be Me undertook a strategic exercise post covid which helped the Trustees, staff and members to work together to examine and refresh the aims, objectives, and vision of the charity.

Our aim is to support disabled children and young people with disabilities and additional needs to have the same life opportunities as their non-disabled peers, both educationally and socially and for their parents/ carers and families to feel safe, supported, empowered, and valued.

This is done through the following key objectives:

- Providing comprehensive information, advice, and signposting to ensure families can make informed choices and access services that meet their needs.
- Offering a range of formal and informal support and social opportunities for parents and disabled children and young people.
- Working to ensure future services are parent driven and responsive to the needs of families and disabled children and young people by speaking up for what families tell us they need and representing them to key partners.
- Working to ensure that disabled children are able to access universal provision where desired in a safe and supported manner and in doing so feel included and valued.

Priorities for 2023-24

Priorities identified at the start of the year ended March 2023 were as follows:

- Space 2 Be Me aimed to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing regularly.
- Space 2 Be Me aimed to develop and build a solid team of staff and volunteers across West Kent who will work together to deliver Space 2 Be Me activities in a holistic way.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

- To continue to provide comprehensive support to families, moving from the former Family Support Partnership model mid-2023 to a restructured offering including drop ins and support groups and access to one-to-one support for more families. We aimed to continue to do this across all 3 districts in which we operate, and in particular to develop our presence in Tunbridge Wells.
- We also aimed to develop our training offer, including but not limited to Cygnet and webinars. Space 2 Be Me works hard to reach parents and carers, and professionals where appropriate, in each district, strengthening presence in less traditional strongholds such as Tunbridge Wells.
- To continue to explore widely partnership opportunities with other charities and community groups exploring opportunities which fit with mutual objectives.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them. One such area was outdoor activities and forest schools which had been trialled in 2022-23 which we aimed to further pursue in 2023-4.
- To continue to develop a framework within which we can measure our impact.
- To improve our profile, particularly in West Kent, exploring opportunities to build on the foundations laid for clubs and other activities in Tunbridge Wells in particular. We aimed to develop our activities in Tunbridge Wells and sought to replicate the structure in place in the other two districts.
- To continue to pursue financial stability, regularly review the fundraising landscape, seek new funding opportunities and implement our fundraising strategy, central to which is diversification. We continued to seek medium to long term trust funding and explore alternative avenues of opportunity such as digital or virtual fundraising, secure more regular donations, and to enhance our community fundraising engagement. We planned to mobilise fundraising volunteers from among membership and others in our local communities to help raise funds.
- To continue to embrace hybrid delivery and remain agile enough to respond to changing scenarios, while listening closely to feedback from our beneficiaries.
- To continue to develop a framework within which we can measure our impact across the organisation.
- To raise our profile, particularly in West Kent, and grow our membership base as we reach more families.
- To develop and enhance our volunteer strategy in all areas of our activities and in relation to specific projects.

Public Benefit

The Trustees have given due regard to the Charity Commission's guidance on public benefit. The objectives of the charitable company are the support and provision of services for disabled and special needs children. The level of public benefit is demonstrated by the support provided and the positive feedback we receive from those accessing our services.

Volunteers

Over the 2023-4 financial year the organisation has benefitted from volunteer support from many of our members at particular events, and in particular from 10 regular volunteers, in addition to our Trustees (who also act as volunteers). Volunteers are now helping to support parents with drop ins,

SPACE 2 BE ME LIMITED
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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

at children's clubs and family events and we have particularly strengthened our relationship with key fundraising volunteers who have really been amazing during 2023-24.

Space 2 Be Me continues to actively look for new volunteers, and develop its volunteer base, including actively seeking parent Trustees. We continue to seek to engage members and other volunteers to help fundraise and deliver services in 2024-25 and have been delighted to welcome several new volunteers to our fold since the end of March 2024.

Achievements and Performance

Review of activities

Family Events



- 20 Family Events with 277 children with additional needs attending and 567 individuals in total benefitting from the trips
- Across our family events, 81% of families feel less isolated and 74% felt more supported as a result of attending the events

In 2023-24 our short break grant from Kent County Council was extended for another year, enabling the delivery of 18 events, 6 in each of our districts – Maidstone, Tonbridge & Malling and Tunbridge Wells. In total, however, Space 2 Be Me delivered 20 family events during the year with 277 individual children and young adults with additional needs attending.

Our family events offer families an opportunity to access activities that they might not otherwise be able to, to have a chance to meet other families and have a break from caring and normal routines. Most of our events are offered during the school holidays with occasional ones at weekends.

The range of family events in 2023-24 was varied and included family bowling, mini golf, exclusive hire of indoor play and swimming facilities, a London theatre trip, outings to Castles and gardens, ever popular Christmas at Bedgebury trip, two pantos and two Christmas parties. We tried to cater for all abilities, ages and interests in line with member requests. In 2024-5 Space 2 Be Me has been successful in securing two more years of short break funding for its family events.

"So grateful for this charity and opportunity to bring our kids to such a safe space knowing that here there's no judgement and other parents can relate"

Parent Carer 2023-24

"Really positive watching one of the boys feel brave enough to enter the water after initially saying he didn't want to swim. he has a real fear of the water and doesn't enjoy getting wet. but watching everyone having fun gave him the confidence to give it go."

Parent Carer, Family Events 2023-24

"So many lovely parents with similar experiences to talk with and our children played so well with other like-minded children. My son was so relaxed in this atmosphere where he could be himself."

Parent Carer 2023-24

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Family Support



- Supported 218 families in 2023-24
- 22 families benefiting from intensive support under the Family Support Partnership up to August
- Restructuring in November, including a pilot of 15 Family Support Clinics offering half hour appointments and wrap around / follow up support for 54 people
- 75% reporting reduced isolation and 85% increased knowledge and skills & confidence to support their child

"Space 2 Be Me offered good practical advice and information. I felt reassured and less alone."

Parent Carer 2023-24

We entered 2023-24 with a few months left to go of the third and final year of our partnership with two other parent driven charities funded by the National Lottery Reaching Communities Partnership Fund. We then set about putting into place a new family support service which included the launch of regular enquiry "clinics" offering one-to-one appointments in person, via telephone or online to parents carers to discuss pertinent issues and help families, with follow up support where required.

"Navigating the system feels complicated and Space 2 Be Me helped to make things clearer as well as gave support and guidance"

Parent Carer 2023-24

We started the year with a team of four Family Support officers; we were sad to say goodbye to Sam and Natalie at the end of 2023. We had two family support staff by March 2024. Having conducted a clinic pilot, supported by Involve Kent, we rolled out the programme for a further year thanks to funding from the National Lottery Awards for All funding from March 2024.



- 32 in person and virtual drop ins and peer support groups in all three districts
- The introduction of popular topic-focused discussion groups covering Understanding Sensory Issues, Reducing Demand, Emotional Regulation, Building Self Esteem and Anxiety.
- The design and launch of Space 2 Be Me's popular "Understanding Autism" workshops which were rolled out to professionals, parent carers and to extended families

During 2023-24, our Family Support Officers not only offered more appointments to families more regularly, they continued to support families through support groups and drop ins, both online and in person in Maidstone, Tonbridge & Malling and Tunbridge Wells. Often there were guests from other charities supporting families locally or our staff facilitated discussions around a topic requested by parents.

"Thank you for your wisdom and down to earth approach, which has helped me understand and appreciate my daughter's needs more."

Parent Carer 2023-24

The team also developed and delivered four "Understanding Autism" in-house workshops. These were designed for different audiences including parents and carers, extended families and professionals attended by 72 individuals. This has proved popular and we have continued to liaise with organisations and run regular parent carer courses in 2024-5.

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FOR THE YEAR ENDED 31 MARCH 2024

Youth Activities

- 12 regular youth groups including the splitting of our teen clubs in Tonbridge to create a new offer, Asteroid Club, for younger teens
- 203 club sessions with 196 children and young people between 0 and 25 attending
- 89% club attendees are less isolated and 87% have increased confidence
- 53 families attending our SAMs stay and play groups in Maidstone and Tonbridge for ages 6 and under and Twinkling Stars baby group which alternates between Tunbridge Wells and Maidstone
- Two thriving Young Adult Groups with 42 young people
- Popular Dance Stars classes, split to two age groups this year and participation in U Dance Inclusive Arts Festival



"It has been truly amazing to see how much Space 2 Be Me clubs have grown and developed. My son has made friends at the club ... I really don't know what his life would be like if he didn't have club to look forward to - much lonelier for sure." **Parent Member 2023-24**

In 2023-24, Space 2 Be Me continued to deliver clubs in all three districts, despite significant changes in staffing, funding and we even introduced a new club. Attendance grew across the board. During 2023-24, Space 2 Be Me clubs received funding from Children in Need, the 3H Foundation, Tonbridge and Malling Borough Council, Maidstone Lions and the Maidstone Dawn Patrol Rotary Club, and have been supported by the fundraising efforts of our member parent carers as well.

Space 2 Be Me delivered the following clubs in 2023-24 headed up by a team of part time Children and Young People Coordinators and a team of volunteers and sessional workers:

"This service has been life changing for us and our son. Community is so important"
Parent Carer 2023-24

- Twinkling Stars (under 3s, monthly alternating between Maidstone and Tunbridge Wells)
- Dance Stars in Maidstone (weekly in term time, all ages)
- Rockets Maidstone (for children aged 6-10 and siblings, fortnightly in term time)
- Comets Maidstone (for 10-12s, fortnightly in term time)
- Galaxy Maidstone (for 13-17s, fortnightly in term time)
- Universe Maidstone and Universe Tonbridge (for 18-25s, fortnightly in each location)
- Starships Tonbridge (for 6-11s, fortnightly in term time)
- Asteroid Club Tonbridge (for 11-14s, fortnightly in term time)
- Cosmic Club Tonbridge (for 14-17s, fortnightly in term time)
- Lunar Club Tunbridge Wells (for 6-11s, fortnightly in term time)
- Nebula Tunbridge Wells (for 11-17s, fortnightly in term time)
- SAMs Maidstone and SAMs Tonbridge (a stay and play session for pre-school children and their parents, weekly locations in term time)

"Clubs have helped my daughter develop in her confidence. It gives me a little respite and she enjoys going" **Parent Member 2023-24**

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- 16 Space 2 Be Me Time holiday clubs benefitting 154 young people attending ; in 97% of cases families report feel less isolated as a result of attending.

"My child has come home and told me that today was the best day ever! I've been able to put him in an activity where I've not been nervous about picking him up fearing he's been excluded, judged or picked on." **Parent Carer 2023-24**

Our "Space 2 Be Me Time" holiday sessions for children and young people during school holidays have continued to run alongside our family events, delivered by the Clubs team. These were for across various age groups and included Sports Days, Dinosaur Day, Sports, Arts and Crafts, Dance and Afternoon Tea prepared by the children and served to their families. We continued to offer outdoor based sessions in partnership with Communigrow and Ambleford Farm and we also visited the Kent Scout activity base at Lower Grange Farm. Parents are able to leave their children with us for a few hours, offering structure to school holidays, an opportunity to make friends and try new things and offer a break from caring for families.

In 2023-24 Space 2 Be Me enjoyed support from Whitehead Monckton Foundation, from Tesco Bags of Help and from the Cooperative, UK Youth via Lower Grange Farm, Communigrow and Maidstone Lions for our Space 2 Be Me Time activities.

Marketing and Memberships

We had a busy year; membership continued to grow from 237 in 2022-23 to an all time high of 458 by the end of the financial year. During the year we maintained the membership costs at £5 per family per year but we have subsequently increased this in 2024-5.

We were fortunate in 2023-24 to increase capacity and expertise in marketing and we increased our efforts in the support of fundraising through corporate sponsors and networking in the community significantly.

Our social media reach continued to grow. During 2023-24, we created and developed our presence on LinkedIn and on Instagram although the greatest social tool we have success with is Facebook.

"Space 2 Be Me offers a supportive community where I have learnt more about my child's disability and how to better support them at home and advice regarding school as well as friendship opportunities for my son where he feels he can better connect to people."

Parent Carer 2023-24

Fundraising

While the majority of our funds come from Trusts and Foundations, what was remarkable in 2023-24 was the increase in Community Fundraising and support. Going hand in hand with our marketing and outreach efforts we launched a fundraising campaign in 2023-24 which resulted in such an enormous amount of support from among our members in order to help us raise funds. Our members were really motivated and as a result we worked with them on a number of fundraising events.

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In 2023-24 our key fundraising activities included:

- An auction for three Easter Egg Hampers - made up of eggs donated by the staff at local company Arton Plumbing and Heating.
- Two online raffles – one in the Summer and Christmas 2023 – together raising just under £2,200 with prizes donated from local and national companies and supermarkets as well as vouchers for gifts, trips and experiences.
- We ran our first Hadlow Fun Day in August 2023 hosted by member family to raise money for our family support service, bringing something totally different to our summer for our families to enjoy and introducing us to fresh concepts to boost our fundraising. Space 2 Be Me would like to extend a thank you to Allison, Mark and Alex who also alongside other members, volunteers and staff also organised and delivered a fantastically popular Lego Day, which raised more than £2,000 towards our Universe young adults group.
- We had three quizzes – one in Tonbridge, one in Paddock Wood and one in High Brooms raising over £1,200. We are grateful to the Universe, Starships, Nebula and Lunar parents and staff for rallying around to help run these events and to our quiz masters.
- We ran Halloween events for the first time, including a party in Tonbridge and a decorated “Halloween House” fundraiser at one member’s house in Tonbridge, together raising over £400. We are grateful to our member Karen and her family who put so much effort into running the popular event.
- Two runners took on the Vitality 10k in London, between them raising more than £900.
- Our club members and one sibling got involved in a Rotary-led sponsored walk and a sponsored swim event, together raising more than £2,000 alongside staff.
- We had a number of nominations to employers and other organisations by members which has resulted in donations towards Space 2 Be Me.

Thanks to the hard work and expertise of Sarah and then Lottie who took over the role of marketing and supporting these community fundraising initiatives alongside our Manager during 2023-24, our community and corporate fundraising stepped up a gear in 2023-24. We have managed to secure corporate sponsorship for a number of our fundraising events – these have included Firefly Properties, KCM Building, Healing Through Horses and Somerhill Independent School. We are grateful to the Maidstone Riverside Rotary and Rotary of the Weald of Kent for the opportunity to take part in their events. We are very grateful for every sponsor, every donation, every fundraiser – we have really felt the support of our members and community during 2023-24 and beyond.

Team Development

Space 2 Be Me has grown its team significantly since 2021, and although there have been some staff changes during 2023-24, we continued to develop our clubs, grow our team of sessional workers and volunteers, support families and deliver family events. From April 2024 more funding was secured in all three areas and we have been able to build and expand capacity once more to cater for growing demand.

We remain committed to being agile and flexible, able to respond to opportunities and funding, listening to members and reading the landscape as far as we can. We consult with our members in everything we do so that they feel included and valued by us as an organisation. Most of our staff and Trustees have lived experience of additional needs, as a parent, sibling, extended family member etc and so bring many valuable ideas to the table.

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Financial review

The Statement of Financial Position "SOFA" shows the Charity's total incoming resources for the year was £158,680 (2023: £162,196). Total resources expended amounted to £160,053 (2023: £158,058). The SOFA therefore reveals net expenditure of £1,373 (2023 net income: £4,138).

Financial position

The Charity held fund balances at 31st March 2024 of £55,754 (2023 - £57,127). These funds included restricted funds of £12,353 (2023 - £37,480) and unrestricted funds of £43,401 (2023 - £19,647).

As detailed in note 11, funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes total a £22,508 surplus. Included within this amount is a separate fixed asset fund, which represents the fixed assets of the Charity totalling £893, matching the net book value of fixed assets in the balance sheet.

The designated fund of £20,000 is a contingency fund to cover expected employment related costs upon any decision to wind up the Charity.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees are seeking a strategy of diversifying income streams and reviewing costs, and endeavour to undertake regular assessments of the financial stability of the Charity which is currently largely dependent on fundraising and grants for its income. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Principal risks and uncertainties

The Trustees conduct regular assessments of the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that appropriate controls are in place to mitigate our exposure to major risks. These include a Financial Controls Policy and a designated financial reserve which is reviewed annually and monitored at regular board meetings.

Staff work a hybrid model of part home working, supporting families both remotely and in person, alongside face-to-face delivery for clubs, family events and holiday sessions. Space 2 Be Me staff produce risk assessments for its activities and events and staff are in regular contact with the Manager who relays any issues to the Board as soon as they arise, as well as having a detailed organisational risk assessment.

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Reserves policy

The Directors have agreed to designate funds to cover staff costs in case the Charity needs to be closed. Based on average staff expenditure over the last financial year this means that £20,000 was designated as a contingency fund.

Principal funding sources

The funding landscape changed quite significantly for Space 2 Be Me in 2023-24. One constant that remained was an extended short break funding grant for our family events based on that awarded in 2022-23 to deliver 18 family events in all three districts.

Space 2 Be Me's Maidstone youth groups - Rockets, Comets and Galaxy – have been supported during 2023-24 by the final year of a three-year grant from Children in Need, Maidstone Lions and Maidstone Dawn Patrol Rotary. Our new Tunbridge Wells clubs had funding from Souter Charitable Trust which was carried over from the previous financial year; and our West Kent teenage clubs had funding from 3H Foundation and in Tonbridge our primary-age Starships club was funded by the Albert Hunt Trust. A community grant from the Tonbridge & Malling Borough Council enabled us to develop a new club for younger teens in Tonbridge called Asteroid Club. Our Universe Clubs for young adults were supported by Cobtree Charity Trust and Involve Kent and we were grateful to Maidstone Leisure Trust and Kent Sport who helped fund Dance Stars.

Our final of three years of National Lottery funding for the Family Support Partnership project ran with a funding extension to September 2023. Once this had finished, we started restructuring and developing our family support activities thanks to support from the Philip and Connie Phillips Foundation. We secured a grant from Involve Kent to trial a new system of weekly clinics to see if this enabled us to help more families. This proved to work well and we have since gained funding from the National Lottery – this time via Awards for All – to cover our family support offer including clinics, drops ins and workshops in all three areas for a year, starting from April 2024. We have had some funding from the Malling Lions for holding support clinics locally and from the KCC Local Members Grant Scheme for parent training in Maidstone, thanks to Cllr Ian Chittenden.

Our Space 2 Be Me times were part funded by Whitehead Monckton Charitable Foundation, Tesco Bags for Help and the Coop Community Foundation grant.

We have also been excited to benefit from a grant from Screwfix Foundation for the final completion of our sensory room at our Maidstone base.

Space 2 Be Me received several core grants in 2023-4 including Edward Gosling, Garfield Weston and Colyer Fergusson as well as through the Kent Community Foundation via its Annual Route for Applications from Gatwick Foundation, Charles Burnett III Memorial Fund and Polebrook Fund. We had unrestricted funding awarded by the Philip and Connie Phillips Foundation (which we used for our family support project) and a significant boost from the Postcode Society Trust.

Other notable donations from organisations came in during 2024-5, including South Park Women's Institute, Cameron McKenna, Ridge Crest, Young Carers Together, Bennet Pain Trust, Tonbridge Lions and Malling District Lions. We are grateful for this support.

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We wish to thank Cllr Derek Mortimer, acting as Mayor of Maidstone in 2022-23, for his support for Space 2 Be Me which came through to us in 2023-24.

Structure, Governance and Management

Space 2 Be Me Ltd is registered as a charity with the Charity Commission in England and Wales (Charity Registration No. 1140764) and as a company limited by guarantee (Company Registration No. 07324545) and is governed by its Memorandum and Articles of Association.

Space 2 Be Me Ltd was incorporated as a company limited by guarantee on 23 July 2010 and was registered as a charity on 10 March 2011. It is a parent driven members' organisation that recognises that the experiences and knowledge parents bring should be valued and used as the building block for service development and provision for disabled children and their families in Maidstone.

Appointment of Trustees

The Board of Trustees must comprise between at least 50% and 70% of parents of disabled children and young people. Trustees are nominated and selected at the Annual General Meeting. A third of the Trustees retire in rotation at the Annual General Meeting but can stand for re-election. The last AGM of the charitable company was on 19th March 2024. The articles of Association require a minimum of 3 Trustees and a maximum of 12. Space 2 Be Me currently has 4 Trustees.

Structure and Decision-making

Staff in the Charity report to the Manager who is responsible for the day-to-day operation of the organisation. The Board meet typically bi-monthly with individual Trustees in addition to the appointed officer positions of Chair and Treasurer leading on specific areas of work. These include having a named Safeguarding Lead for children and vulnerable adults. Existing Policies and Procedures of the Charity are reviewed regularly and amended to reflect current best practice with additional policies added as required to reflect the growing operations of the Charity.

At the end of March 2024, Space 2 Be Me employed a Manager (30 hours a week), a Finance and Operations Coordinator (15 hours a week), Marketing and Communications Coordinator (16 hours a week), a Children and Young People Coordinator for Tonbridge (10 hours a week), a Children and Young People Coordinator for SAMs (6 hours a week); and two Family Support Workers (both 15 hours in term time). In addition to these salaried staff, a growing team of sessional staff and volunteers help to run clubs and events for children and young people, support parents and help in the office.

Plans for future periods

Having undergone the strategic review in 2021-22, many of the plans and ideas identified as part of that process were put into practice in 2022-23 and continued into 2023-24. We knew that many of our multi-year grants that had provided a degree of stability were coming to an end and we endeavoured to fill those gaps. We were hugely successful in securing core cost or unrestricted funding and by the end of March 2024 we had managed to secure funding stability for a majority of our projects in 2024-25, having had confirmation of two-year short break funding for seven youth

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clubs and family events as well as a significant injection of funds from St James Place for under 6s activities and the National Lottery Awards for All for Family Support.

The top priorities for 2024-25 identified are:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing activities regularly. We will aim to continue to develop our activities in Tunbridge Wells and seek to replicate the structure in place in the other two districts.
- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding and revenue opportunities and partnerships with likeminded organisations; to implement our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising, seek regular donations, and to enhance our community fundraising engagement. We aim to continue to build on the success with our fundraising volunteers from among membership and others in our local communities to help raise funds.
- To embrace hybrid delivery and remain agile enough to respond to changing scenarios, while listening closely to feedback from our beneficiaries.
- To continue to develop and secure a family support service integrating one-to-one support, drop ins and support groups and to seek training offers, including but not limited to Cygnet, webinars and our popular workshops we introduced in 2023-24. Space 2 Be Me will work hard to reach parents, extended families and professionals in each district.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them. We continue to seek outdoor activity opportunities, as requested by our members into 2024-5.
- To continue to develop a framework within which we can measure our impact across the organisation, building in the requirements of our new short break funding and employing extra resource to enable and manage the process.
- To raise our profile across all areas and particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To continue to grow our membership base as we reach more families, welcome new members, look after those we have, ensuring regular communication and answering their queries.
- To develop and enhance our volunteer base in all areas of our activities and in relation to specific projects and fundraising.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

By continuing to deliver in these priority areas the Board of Trustees is confident that Space 2 Be Me will continue to provide services for families of disabled children and young people that offer public benefit and meet our charitable objectives and vision.

Trustees' Responsibilities Statement

The Trustees (who are also directors of Space 2 Be Me Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with

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FOR THE YEAR ENDED 31 MARCH 2024

applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 27/12/2024 and signed on their behalf by:



M. Tatton
Chair



M. L. Pember
Treasurer

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF SPACE 2 BE ME LIMITED FOR THE YEAR ENDED 31 MARCH 2024

I report to the charity's trustees on my examination of the accounts of Space 2 Be Me Limited for the year ended 31 March 2024, which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet and the related Notes.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145(5) (b) of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Lindeyer Francis Ferguson Ltd

Jonathan Healey FCA

Lindeyer Francis Ferguson Limited

North House

198 High Street

Tonbridge

Kent TN9 1BE

Date: 30 December 2024

SPACE 2 BE ME LIMITED
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STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
	Note	£	£	£	£
Income from:					
Donations and legacies	3	82,900	47,335	130,235	131,571
Charitable activities	4	15,926	-	15,926	17,931
Other trading activities		12,247	-	12,247	12,627
Investments		272	-	272	67
Total income		111,345	47,335	158,680	162,196
Expenditure on:					
Raising funds		666	-	666	285
Charitable activities	5	86,925	72,462	159,387	157,773
Total expenditure		87,591	72,462	160,053	158,058
Net income / (expenditure)		23,754	(25,127)	(1,373)	4,138
Transfers between funds		-	-	-	-
Net movement in funds		23,754	(25,127)	(1,373)	4,138
Reconciliation of funds:					
Total funds brought forward		19,647	37,480	57,127	52,989
Total funds carried forward		43,401	12,353	55,754	57,127

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BALANCE SHEET
AS AT 31 MARCH 2024

			2024		2023
	Note	£	£	£	£
Fixed assets					
Tangible assets	8		893		2,464
Current assets					
Debtors	9	*		625	
Cash at bank and in hand		57,185		57,846	
		<u>57,185</u>		<u>58,471</u>	
Creditors: amounts falling due within one year	10	(2,324)		(3,808)	
Net current assets			54,861		54,663
Total net assets			<u>55,754</u>		<u>57,127</u>
Represented by the funds of the charity:					
Unrestricted funds			43,401		19,647
Restricted funds			12,353		37,480
			<u>55,754</u>		<u>57,127</u>

The charity's financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the trustees on 27th December 2024 and signed on their behalf by:


M. Tatton
Chair


M. L. Pember
Treasurer

Company number: 07324545

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1 Status

The charity is a private company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is Howard de Walden Youth Centre, Bluett Street, Maidstone, Kent ME14 2UG.

2 Accounting policies

Basis of preparation of the financial statements

The financial statements have been prepared 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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Space 2 Be Me Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in pounds sterling, which is the functional currency of the charity, and rounded to the nearest £1.

The Trustees have assessed that there are no significant doubts over the charity's ability to continue as a going concern. As a result, the financial statements have been prepared on a going concern basis.

Income

Income from grants and donations is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from charitable activities is recognised over the period to which the income relates. For contracts, income is recognised to the extent that the contractual services have been supplied. For performance-related grants, income is recognised to the extent that performance-related criteria have been met.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2 Accounting policies continued

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is inclusive of irrecoverable VAT.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures, fittings and equipment	10% on cost
Computer equipment	33.3% on cost

Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2 Accounting policies continued

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

3 Income from donations and legacies

	2024	2023
	£	£
Donations	23,374	30,303
Grants	106,861	101,268
	130,235	131,571

The comparative figures include £105,158 of restricted income.

4 Income from charitable activities

	2024	2023
	£	£
<i>Activity: Provision of services for disabled children and their families in Maidstone or surrounding areas</i>		
Contractal income	3,916	8,852
Performance-related grants		1,250
Clubs and events	10,052	6,279
Other income	1,958	1,550
	15,926	17,931

In the preceding period, restricted income from charitable activities was £1,250.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

5 Expenditure on charitable activities

	2024	2023
	£	£
<i>Activity: Provision of services for disabled children and their families in Maidstone or surrounding areas</i>		
Direct costs:		
Staff costs	65,184	57,946
Recruitment, travel and agency costs	2,340	3,177
Clubs and events costs	16,851	18,120
Other direct costs	7,887	8,873
Support costs:		
Staff costs	45,564	44,487
Premises and general office costs	13,362	14,082
Insurance	1,166	1,751
IT costs	1,767	1,954
Accountancy and payroll	791	501
Other support costs	1,465	3,029
Depreciation	1,570	2,353
Governance costs:		
Independent examination	1,440	1,500
	<u>159,387</u>	<u>157,773</u>

In the preceding period, expenditure on charitable activities from restricted funds was £102,648.

6 Net income / (expenditure)

	2024	2023
	£	£
This is stated after charging:		
Depreciation	1,570	2,353
Independent examination	1,440	1,500
	<u>2,010</u>	<u>3,853</u>

7 Staff costs

	2024	2023
	£	£
Wages and salaries (incl social security costs)	106,028	97,946
Pension costs	4,720	4,487
	<u>110,748</u>	<u>102,433</u>

The average number of persons employed by the charity was 23 (2023: 21).

No employee received remuneration amounting to more than £60,000 in either year.

SPACE 2 BE ME LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

8 Tangible fixed assets

	Fixtures, fittings & equipment £	Computer equipment £	Total £
Cost			
Brought forward	402	7,523	7,925
Additions	-	-	-
Carried forward	402	7,523	7,925
Depreciation			
Brought forward	162	5,299	5,461
Charge for the year	40	1,531	1,571
Carried forward	202	6,830	7,032
Net book value			
At 31 March 2024	200	693	893
At 31 March 2023	240	2,224	2,464

9 Debtors

	2024 £	2023 £
Accrued income	-	625
Prepayments	-	-
	-	625

10 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	-	173
Other tax and social security	824	406
Accruals	1,500	3,229
	2,324	3,808

SPACE 2 BE ME LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

11 Statement of movements on funds - current year

	1 April 2023 £	Income £	Expenditure £	Transfers £	31 March 2024 £
General fund	(2,817)	111,345	(86,020)	-	22,508
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	2,464	-	(1,571)	-	893
Total unrestricted funds	19,647	111,345	(87,591)	-	43,401
BBC Children in Need	2,931	-	(2,931)	-	-
KCC Early Help	6,078	-	(6,078)	-	-
KCC Short Breaks	537	18,106	(18,643)	-	-
KCF Hardship Fund	-	708	(698)	-	10
Kent Sport	-	625	(625)	-	-
National Lottery RC	14,670	-	(14,670)	-	-
MBC Resilience Fund	1,198	-	(1,198)	-	-
Tesco - Groundwork	(370)	370	-	-	-
Souter Charitable Trust	2,000	-	(2,000)	-	-
National Lottery A4A	6,366	-	(6,366)	-	-
Cobtree Charitable Trust	4,070	-	(4,070)	-	-
3H Foundation	-	2,000	(2,000)	-	-
Albert Hunt Trust	-	2,000	(2,000)	-	-
TMBC Comm Dev Fund	-	2,000	(1,908)	-	92
Involve West Kent	-	2,500	(2,500)	-	-
Involve Kent Soc Presc	-	500	(214)	-	286
Whitehead Monkton	-	1,500	(1,500)	-	-
Maidstone Leisure Trust	-	1,000	(1,000)	-	-
St James Place Foundation	-	9,626	(902)	-	8,724
Screwfix Foundation	-	1,680	-	-	1,680
KCC Local Mem Grant	-	1,000	(185)	-	815
Coop Community Fund	-	1,121	-	-	1,121
Maidstone Lions	-	1,547	(1,922)	-	(375)
Malling District Lions	-	552	(552)	-	-
Maidstone Dawn Patrol Rotary	-	500	(500)	-	-
Total restricted funds	37,480	47,335	(72,462)	-	12,353
Total funds	57,127	158,680	(160,053)	-	55,754

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

11 Statement of movements on funds - current year (cont)

The designated contingency fund is to cover expected employment related costs upon winding up.

Restricted funds: activity grants are received for the charity's work, including youth groups, events and holiday activities, family support work, workshops, training and miscellaneous support for parents and children.

Space 2 B Me benefitted through various funders via the Kent Community Foundation Annual Route for core funding during 2023-24 including Gatwick Foundation, Charles Burnett III Memorial Fund, Polebrook Fund and KCF Uplift Fund. Other core cost or unrestricted funders including Colier Ferguson, Philip and Connie Philips Foundation, Garfield Weston, The Grace Trust and Postcode Society Trust.

12 Statement of movements on funds - prior year

	1 April 2022 £	Income £	Expenditure £	Transfers £	31 March 2023 £
General fund	(4,173)	55,788	(53,058)	(1,374)	(2,817)
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	3,437	-	(2,352)	1,379	2,464
Total unrestricted funds	19,264	55,788	(55,410)	5	19,647
BBC Children in Need	3,098	9,984	(10,151)	-	2,931
KCC Early Help	5,909	14,083	(13,914)	-	6,078
KCC Covid Recovery	932	-	(932)	-	-
KCC Reconnect	2,718	6,716	(9,434)	-	-
KCC Short Breaks	-	18,106	(17,569)	-	537
KCF Hardship Fund	3,559	1,295	(4,849)	(5)	-
Kent Sport	541	1,250	(1,791)	-	-
National Lottery RC	16,968	26,890	(29,188)	-	14,670
MBC Resilience Fund	-	5,000	(3,802)	-	1,198
Tesco - Groundwork	-	1,110	(1,480)	-	(370)
Places Foundation	-	5,000	(5,000)	-	-
Souter Charitable Trust	-	2,000	-	-	2,000
National Lottery A4A	-	9,974	(3,608)	-	6,366
Cobtree Charitable Trust	-	5,000	(930)	-	4,070
Total restricted funds	33,725	106,408	(102,648)	(5)	37,480
Total funds	52,989	162,196	(158,058)	-	57,127

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

12 Statement of movements on funds - prior year (cont)

Space 2 Be Me benefitted from various funders via Kent Community Foundation during 2022-23 including Wards Charitable Fund, Glenn & Phyllida Earle Fund Charitable Fund, Frank Brake Community Fund, Polebrook Fund and Charles Burnett III Memorial Fund.

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Current year:			
Tangible fixed assets	893	-	893
Net current assets	42,508	12,353	54,861
	<u>43,401</u>	<u>12,353</u>	<u>55,754</u>
Prior year:			
Tangible fixed assets	2,464	-	2,464
Net current assets	17,183	37,480	54,663
	<u>19,647</u>	<u>37,480</u>	<u>57,127</u>

14 Related party transactions

The key management personnel are considered to be the Board of Trustees and the Manager of the Charity.

During the year, no Trustees received any remuneration, reimbursed expenses or other benefits (2023: None).

The total employee benefits paid in respect of the key management personnel was £37,867 (2023: £31,788).

SPACE 2 BE ME

England & Wales - Charity number 1140764

Accounts



SPACE 2 BE ME LIMITED
(A company limited by guarantee)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2023

Registered charity number: 1140764
Registered company number: 07324545

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SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2023

Board of Trustees	M. Tatton (Chair) A. J. Franklin L. J. Jenkinson (appointed 21 November 2022) M. L. Pember K. Webb (resigned 9 January 2023)
Company number	07324545
Charity number	1140764
Registered and principal office	Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG
Independent examiner	Jonathan Healey FCA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE

SPACE 2 BE ME LIMITED
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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The Board of Trustees of the charity present their annual report together with the financial statements of the charitable company for the year ended 31 March 2023. The trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2019). This report is also the Directors' Report required by Company Law.

Objectives and activities

Space 2 Be Me Limited's object as set out in its Articles of Association is to provide or otherwise support the provision of services for disabled and special needs children and young people and their family members where the child is on the roll of a school and/or lives in Maidstone or the surrounding areas and is up to and including 25 years of age.



Strategic vision

Space 2 Be Me undertook a strategic exercise post covid which helped the trustees, staff and members to work together to examine and refresh the aims, objectives, and vision of the charity.

Our aim is to support disabled children and young people with disabilities and additional needs to have the same life opportunities as their non-disabled peers, both educationally and socially and for their parents/ carers and families to feel safe, supported, empowered, and valued.

This is done through the following key objectives:

- Providing comprehensive information, advice, and signposting to ensure families can make informed choices and access services that meet their needs.
- Offering a range of formal and informal support and social opportunities for parents and disabled children and young people.
- Working to ensure future services are parent driven and responsive to the needs of families and disabled children and young people by speaking up for what families tell us they need and representing them to key partners.
- Working to ensure that disabled children are able to access universal provision where desired in a safe and supported manner and in doing so feel included and valued.

Priorities for 2022-23

Priorities identified at the start of the year ended March 2023 were as follows:

- Space 2 Be Me aimed to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing regularly.

SPACE 2 BE ME LIMITED
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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

- Space 2 Be Me aimed to develop and build a solid team of staff and volunteers across West Kent who will work together to deliver Space 2 Be Me activities in a holistic way.
- To continue to work on the Family Support Partnership with a view to offering consistency across 9 districts in Kent enabling solutions, running drop ins, dealing with quick enquiries and offering an in-depth one-to-one programme of support for parents and carers. A particular area was development of presence in Tunbridge Wells.
- To continue to empower parents through Cygnet training courses including core, sibling and puberty autism courses alongside parent workshops, both virtually and in person.
- To continue to explore widely partnership opportunities with other charities and community groups exploring opportunities which fit with mutual objectives.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them.
- To continue to develop a framework within which we can measure our impact.
- To improve our profile, particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To rebuild our membership renewals to pre pandemic levels and grow further as we reach more families.
- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding opportunities and implement our fundraising strategy, central to which is diversification. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising and to enhance our community fundraising engagement.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

Public Benefit

The Trustees have had due regard to the Charity Commission's guidance on public benefit. The objectives of the charitable company are the support and provision of services for disabled and special needs children. The level of public benefit is demonstrated by the support provided and the positive feedback we receive from those accessing our services.

Volunteers

Over the 2022-23 financial year the organisation has benefitted from a growing interest from volunteers and their numbers continued to grow to 15 volunteers at the end of March 2023 from 7 the previous year, working alongside the Trustees (who also act as volunteers). Volunteers are now helping to support parents with drop ins, at children's clubs and family events.

Space 2 Be Me will be actively looking to develop and roll out a new volunteer recruitment strategy, including actively seeking parent Trustees. We will seek to engage members and other volunteers to help fundraise and deliver services in 2023-24. We are delighted that Laura Jenkinson officially joined our board during 2022-23.

**REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Achievements and Performance

Review of activities

Family Events

The funding of Family Events changed from April 2023 with the successful award of a short break grant from Kent County Council to deliver 18 events, six in each of our districts – Maidstone, Tonbridge & Malling and Tunbridge Wells. In fact in total we delivered 20 family events during the year with 174 families attending. These offer families an opportunity to access activities that they might not otherwise be able to, to have a chance to meet other families and have a break from caring and normal routines. Most of our events are offered during the school holidays with occasional ones at weekends.

The range of family events varied greatly from family bowling, indoor climbing, archery and mini golf to railway trips, exclusive hire of swimming and soft play facilities, picnics and popular Christmas light trip and pantos. We tried to cater for all abilities, ages and interests.

The short breaks grant has been extended for a second year into 2023-24 and we have had another busy year of events.

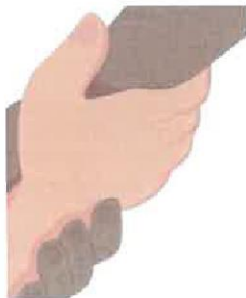
"It was amazing to have a family trip out with our children where we could relax and let the children be themselves, not feeling judged and being with parents and carers who go through the same struggles we do. It felt good to connect to other parents as well as have the support of the Space 2 Be Me staff."

Parent Member 2022-23

Family Support

Our four Family Support Officers continued to be very busy during 2022-23.

In June 2022 we began our third and final year of funding from the National Lottery for our work in the Family Support Partnership with two other parent led charities in order to offer a family support network across West, South and East Kent. We continued to employ four part time staff, each with lived experience as parents of children with additional needs, covering Maidstone, Tonbridge & Malling and Tunbridge Wells. The support they provided ranged from an intensive 12-week programme of support to quicker advice, reading materials and the sharing of specific strategies designed to empower parents to better understand and support their children.



FAMILY SUPPORT

- Enquiries from 246 families
- 70 families benefiting from intensive support during the year
- Other families offered information or signposted to our other activities
- 70% reporting reduced isolation and 80% increased knowledge and skills

"I went from feeling very alone to feeling well supported and understood."

**Parent Member
2022-23**

During 2022-23 our family support team held regular coffee mornings and support groups, both virtual and in person. Our support groups and coffee mornings allow parents to come together, learn from each other, and access support from a family support officer.

SUPPORT GROUPS AND TRAINING



- 29 in person and virtual drop ins and peer support groups with 74 attendees
- 10 parent workshops and webinars with 536 attendees; 77% reporting reduced isolation and 77% increased knowledge and strategies
- 42 families benefitting from 4 Cygnet Autism courses

In addition, the family support team offered a variety of training opportunities including evening virtual webinar and in person daytime practical workshops supported by Places Foundation. We continued to deliver Cygnet courses, the autism awareness programme devised and licensed by Barnardo's offering four Cygnet courses during the year, offered in person and virtually.

"I have appreciated attending the Space 2 Be Me workshops and found them to be really informative and practical too."

Parent Member 2022-23

Youth Activities

During the year we developed and expanded our term time clubs offering significantly, benefitting from a number of funding injections from Children in Need; Early Help; a Combined Member Grant and Reconnect Grants from Kent County Council; Cobtree Charitable Trust; Kent Sport; Maidstone Borough Council and Souter Charitable Trust.

New clubs added during the year included a new babies group for under 3s called Twinkling Stars which started in May 2022, meeting monthly and alternating between Maidstone and Tunbridge Wells. We also launched two new clubs in Tunbridge Wells in January 2023; one for primary age children and one for secondary age children and teenagers.

YOUTH CLUBS

- 11 regular youth groups including 2 new clubs in Tunbridge Wells
- 209 club sessions with 184 children and young people attending
- 87% club attendees are less isolated and 86% have increased confidence
- 57 families attending SAMs under 6s stay and play and our new Twinkling Stars baby group
- 2 thriving Young Adult Groups with 49 young people
- Popular and expanding weekly Dance Stars class
- 3 stay and plays for under 6s and their families



REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Space 2 Be Me delivers the following 11 term time youth clubs headed up by team of four part time Children and Young People Coordinators and a team of volunteers and sessional workers:

- Twinkling Stars (under 3s, monthly alternating between Maidstone and Tunbridge Wells)
- Dance Stars in Maidstone (weekly in term time, all ages)
- Rockets Maidstone (for children aged 6-10 and siblings, fortnightly in term time)
- Comets Maidstone (for 10-12s, fortnightly in term time)
- Galaxy Maidstone (for 13-17s, fortnightly in term time)
- Universe Maidstone and Universe Tonbridge (for 18-25s, fortnightly in each location)
- Starships Tonbridge (for 6-11s, fortnightly in term time)
- Cosmic Club Tonbridge (for 12-17s, fortnightly in term time)
- SAMs Maidstone and SAMs Tonbridge (a stay and play session for pre-school children and their parents, weekly alternating between locations in term time)

"The club has provided my daughter with a safe space she feels comfortable to be herself, a place to meet other children like herself and a place where she won't be judged. Literally a space to be me".

Parent Member 2022-23



HOLIDAY CLUBS

- 18 Space 2 Be Me Time holiday clubs benefitting 72 families;
- In 77% of cases families report feeling less isolated as a result of attending.

Delivery of Space 2 Be Me Times, our holiday sessions for children and young people during school holidays, have continued to run alongside our family events, delivered by the Clubs team. 18 sessions were delivered in 2022-23 and included Lego workshops, a sensory science day, animal petting, cooking, arts; we also had several outdoor based sessions, at Communigrow and at Ambleford Farm. Parents are able to leave their children with us for a few hours, offering structure to school holidays, and opportunity to make friends and try new things and offer a break from caring for families.

"Space 2 Be Me Times have really helped us as a family feel very supported...they have allowed us some respite time and given me time to spend with my daughter one-on-one for a change."

Parent Member 2022-23

In 2022-23, we were grateful for support from Tesco Bags of Help and Kent County Council Reconnect Grants for our holiday sessions and we were excited to work in partnership with Communigrow and Ambleford Farm.

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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Marketing and Memberships

We aimed to rebuild our membership to pre-pandemic levels at the start of the year and this was achieved. By March 2023, we had rebuilt our membership from 237 in 2022 to an all-time high of 340 active member families. This is partly attributable to the focus on raising awareness and launching new clubs in Tunbridge Wells.

Trustees decided to maintain current membership costs (£5 per family per year) for 2022-23.

Our reach on Facebook has continued to grow 12.15% to 2,280 March 2023 from 2,033 followers in March 2022.

"A huge thank you for your help and support, just knowing you were there, and I wasn't completely on my own was huge" **Parent Member 2022-23**

Fundraising

As a result of the strategic review of 2021-22, Space 2 Be Me undertook a Fundraising Audit and Review and developed a refreshed Fundraising Strategy. Trust funding, and in particular our target to bring in multiyear and larger single grants, remains an important part of this strategy. We also worked on developing a Theory of Change to aid in our efforts. Local authority funding in the form of various grants was also important in 2022-23, although it is anticipated that opportunities from these in future years may be fewer.

Part of the Fundraising Strategy was to develop other revenue streams and diversify, something that had been started pre-Covid. This includes developing a donor base, corporate, digital and community fundraising.

In June 2022, Space 2 Be Me became one of the chosen charities of Derek Mortimer, the Mayor of Maidstone, not only benefitting from funds raised but significantly raising the profile of the charity. In July 2022, Space 2 Be Me benefitted from two large scale community fundraising events, both of which had been postponed from the previous year: Space 2 Be Me was one of two charities benefitting from the Waitrose RDC football game and secondly we were the main charity for the Bearsted and Thurnham Village Fayre. In addition, a London Marathon fundraiser raised money for us and alongside several other efforts meant that community fundraising reached £7,886.

Team Development

With an effort to grow our presence in Tunbridge Wells in particular, there was some recruitment in 2022-23 to have a Family Support Officer on the ground in each of the three districts in which we operate and also a Children and Young People Coordinator heading up a sessional clubs delivery team for each area.

We remain committed to being agile and flexible, able to respond to opportunities and funding, listening to members and reading the landscape as far as we can. We consult with our members in everything we do so that they feel included and valued by us as an organisation. Most of our staff and trustees have lived experience of additional needs, as a parent, sibling, extended family member etc and so bring many good ideas to the table.

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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Financial review

The Statement of Financial Position "SOFA" shows the Charity's total incoming resources for the year was £162,196 (2022: £111,608). Total resources expended amounted to £158,058 (2022: £131,816). The SOFA therefore reveals net income of £4,138 (2022: net outgoing resources £20,208).

Financial position

The Charity held fund balances at 31 March 2023 of £57,127 (2022 - £52,989). These funds included restricted funds of £37,585 (2022 - £33,725) and unrestricted funds of £19,542 (2022 - £19,264).

As detailed in note 9, funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes total a £458 deficit. Included within this amount is a separate fixed asset fund, which represents the fixed assets of the Charity totalling £2,464, matching the net book value of fixed assets in the balance sheet.

The designated fund of £20,000 is a contingency fund to cover expected employment related costs upon any decision to wind up the Charity.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees are seeking a strategy of diversifying income streams and reviewing costs, and endeavour to undertake regular assessments of the financial stability of the Charity which is currently largely dependent on fundraising and grants for its income. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Principal risks and uncertainties

The Trustees conduct regular assessments of the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that appropriate controls are in place to mitigate our exposure to major risks. These include a Financial Controls Policy and a designated financial reserve which is reviewed annually and monitored at regular board meetings.

Space 2 Be Me has undertaken a thorough assessment of risks due to COVID-19 and to date. Staff work a hybrid model of part home working, supporting families both remotely and in person, alongside face-to-face delivery for clubs, family events and holiday sessions. Having undergone a strategic review, we are surveying our members to gain their input to our new three- year plan. As part of that review work, we have completed a detailed organisational risk assessment.

SPACE 2 BE ME LIMITED
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REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Reserves policy

The Directors have agreed to designate funds to cover staff costs in case the Charity needs to be closed. Based on average staff expenditure over the last financial year this means that £20,000 was designated as a contingency fund. This will be monitored and reviewed in 2022-23 as the team expands and costs increase.

Principal funding sources

There are a number of principal sources of funding for the organisation, including a KCC project-based Short Breaks Grant, which was introduced in April 2022; previously we had a core grant awarded but there was a switch to project-based funding to deliver 18 events for families for the year. In June 2022, Space 2 Be Me entered the final of three years of National Lottery funding for the Family Support Partnership project, which ran with a funding extension to September 2023. Other family support work was funded this year by Places Foundation for virtual and in-person workshops and Cygnet training courses were funded by Golding Homes and the Tunbridge Wells Roundtable.

Space 2 Be Me received £5,000 in unrestricted funding as the final tranche of a three-year grant from the Masonic Charitable Trust. Towards the end of the year, core funding was secured from Edward Gosling and through the Kent Community Foundation via its new Annual Route for Applications.

Space 2 Be Me's Maidstone youth groups - Rockets, Comets and Galaxy - were supported with a third tranche of a three- year grant from Children in Need. Underspend from our earlier Early Help Preventative Grant was approved to carry over to continue to boost and develop our Cosmic Club for 11-17-year-olds in Tonbridge and new grants for SAMs clubs was awarded during the year.

Maidstone Universe Group received funding from the Cobtree Charitable Trust in January 2023.

Space 2 Be Me secured funding from Kent Sport and from Maidstone Borough Council for its weekly Dance Stars and funding was secured in January 2023 for our Maidstone Universe groups for young adults.

Several donations from organisations came in during 2022-23, including Waitrose RDC, Maidstone Dawn Patrol Rotary Club, Bennet Pain Trust, Tunbridge Wells Roundtable, THG solutions, Securus, Glossop Foundation, the VW Club, BHIB. We had a number of donations from individuals on an ad hoc and regular basis. Space 2 Be Me is immensely grateful for this support.

Structure, Governance and Management

Space 2 Be Me Limited is registered as a charity with the Charity Commission in England and Wales (Charity Registration No. 1140764) and as a company limited by guarantee (Company Registration No. 07324545) and is governed by its Memorandum and Articles of Association.

Space 2 Be Me Limited was incorporated as a company limited by guarantee on 23 July 2010 and was registered as a charity on 10 March 2011. It is a parent driven members organisation that recognises that the experiences and knowledge parents bring should be valued and used as the building block for service development and provision for disabled children and their families in Maidstone.

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Appointment of Trustees

The Board of Trustees must comprise between at least 50% and 70% of parents of disabled children and young people. Trustees are nominated and selected at the Annual General Meeting. A third of the Trustees retire in rotation at the Annual General Meeting but can stand for re-election. The AGM of the charitable company was on 23 January 2020. The articles of Association require a minimum of 3 Trustees and a maximum of 12.

Structure and Decision-making

Staff in the Charity report to the Manager who is responsible for the day-to-day operation of the organisation. The Board meet typically bi-monthly with individual Trustees in addition to the appointed officer positions of Chair and Treasurer leading on specific areas of work. These include having a named Safeguarding Lead for children and vulnerable adults. Existing Policies and Procedures of the Charity are reviewed regularly and amended to reflect current best practice with additional policies added as required to reflect the growing operations of the Charity.

At the end of March 2023, Space 2 Be Me employed a Manager (30 hours a week), a Finance and Operations Coordinator (15 hours a week), a Marketing and Communications Coordinator (16 hours a week), a Children and Young People Coordinator for Maidstone and Dance Stars (15 hours a week), a Children and Young People Coordinator for Tonbridge (10 hours a week) a Children and Young People Coordinator for SAMs (6 hours a week); and four Family Support Workers - Maidstone (15 hours), Tonbridge & Malling (15 hours), Tunbridge Wells (10 hours) and remote/virtual (10 hours). In addition to these salaried staff, a growing team of sessional staff and volunteers help to run clubs and events for children and young people, support parents and help in the office.

Plans for future periods

Having undergone the strategic review in 2021-22, many of the plans and ideas identified as part of that process were put into practice in 2022-23. What became clear halfway through the year was that Space 2 Be Me was in a good financial position with an almost ideal funding position; many of these funds were coming to an end at the end of 2022-23 so funding was a priority moving into the new year in 2023-24. The top priorities identified were:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing activities regularly. We will aim to develop our activities in Tunbridge Wells and seek to replicate the structure in place in the other two districts.
- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding and revenue opportunities and partnerships with likeminded organisations; to implement our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising, seek regular donations, and to enhance our community fundraising engagement. We plan to mobilise fundraising volunteers from among membership and others in our local communities to help raise funds.
- We aim to embrace hybrid delivery and remain agile enough to respond to changing scenarios, while listening closely to feedback from our beneficiaries.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

- To develop and secure a future family support service integrating one-to-one support, drop ins and support groups; to develop its parent training offer, including but not limited to Cygnet and webinars. Space 2 Be Me will work hard to reach parents in each district, strengthening presence in less traditional strongholds such as Tunbridge Wells.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them. Once such area is outdoor activities and forest schools which had been trialled in 2022-23 will be further pursued in 2023-4.
- To continue to develop a framework within which we can measure our impact across the organisation.
- To raise our profile, particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To continue to grow our membership base as we reach more families.
- To develop and enhance our volunteer strategy in all areas of our activities and in relation to specific projects.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

By continuing to deliver in these priority areas the Board of Trustees is confident that Space 2 Be Me Limited will continue to provide services for families of disabled children and young people that offer public benefit and meet our charitable objectives and vision.

Trustees' Responsibilities Statement

The Trustees (who are also directors of Space 2 Be Me Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

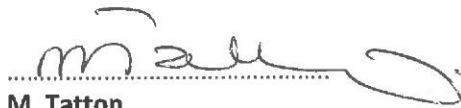
SPACE 2 BE ME LIMITED
(A company limited by guarantee)

REPORT OF THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 21st December 2023 and signed on their behalf by:



M. Tatton
Chair



M. L. Pember
Treasurer

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF SPACE 2 BE ME LIMITED FOR THE YEAR ENDED 31 MARCH 2023

I report to the charity's trustees on my examination of the accounts of Space 2 Be Me Limited for the year ended 31 March 2023, which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet and the related Notes.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145(5) (b) of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Jonathan Healey FCA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 22 December 2023

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	As restated Total funds 2022 £
	Note				
Income from:					
Donations and legacies	3	26,413	105,158	131,571	98,268
Charitable activities	4	16,681	1,250	17,931	10,712
Other trading activities		12,627	-	12,627	2,628
Investments		67	-	67	-
Total income		55,788	106,408	162,196	111,608
Expenditure on:					
Raising funds		285	-	285	323
Charitable activities	5	55,125	102,648	157,773	120,402
Total expenditure		55,410	102,648	158,058	120,725
Net income / (expenditure)		378	3,760	4,138	(9,117)
Transfers between funds		5	(5)	-	-
Transfer of activity	14	-	-	-	(11,091)
Net movement in funds		383	3,755	4,138	(20,208)
Reconciliation of funds:					
Total funds brought forward		19,264	33,725	52,989	73,197
Total funds carried forward		19,647	37,480	57,127	52,989

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	£	2023 £	£	2022 £
Fixed assets					
Tangible assets			2,464		3,437
Current assets					
Debtors		625		2,279	
Cash at bank and in hand		57,846		50,074	
		58,471		52,353	
Creditors: amounts falling due within one year		(3,808)		(2,801)	
Net current assets			54,663		49,552
Total net assets			57,127		52,989
Represented by the funds of the charity:					
Unrestricted funds			19,647		19,264
Restricted funds			37,480		33,725
			57,127		52,989

The charity's financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the trustees on 21 December 2023 and signed on their behalf by:


M. Tatton
Chair


M. L. Pember
Treasurer

Company number: 07324545

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1 Status

The charity is a private company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is Howard de Walden Youth Centre, Bluett Street, Maidstone, Kent ME14 2UG.

2 Accounting policies

Basis of preparation of the financial statements

The financial statements have been prepared 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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Space 2 Be Me Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in pounds sterling, which is the functional currency of the charity, and rounded to the nearest £1.

The Trustees have assessed that there are no significant doubts over the charity's ability to continue as a going concern. As a result, the financial statements have been prepared on a going concern basis.

Income

Income from grants and donations is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from charitable activities is recognised over the period to which the income relates. For contracts, income is recognised to the extent that the contractual services have been supplied. For performance-related grants, income is recognised to the extent that performance-related criteria have been met.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2 Accounting policies continued

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is inclusive of irrecoverable VAT.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures, fittings and equipment	10% on cost
Computer equipment	33.3% on cost

Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2 Accounting policies continued

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

3 Income from donations and legacies

	2023	As restated 2022
	£	£
Donations	30,303	7,486
Grants	101,268	90,782
	<u>131,571</u>	<u>98,268</u>

The comparative figures include £65,781 of restricted income.

4 Income from charitable activities

	2023	As restated 2022
	£	£
<i>Activity: Provision of services for disabled children and their families in Maidstone</i>		
Contractal income	8,852	3,531
Performance-related grants	1,250	1,250
Clubs and events	6,279	2,226
Other income	1,550	3,705
	<u>17,931</u>	<u>10,712</u>

In the preceding period, restricted income from charitable activities was £67,031.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

5 Expenditure on charitable activities

	2023	2022
	£	£
<i>Activity: Provision of services for disabled children and their families in Maidstone</i>		
Direct costs:		
Staff costs	57,946	37,661
Recruitment, travel and agency costs	3,177	2,640
Clubs and events costs	18,120	1,965
Other direct costs	8,873	8,329
Support costs:		
Staff costs	44,487	41,014
Premises and general office costs	14,082	10,994
Insurance	1,751	552
IT costs	1,954	2,209
Accountancy and payroll	501	409
Other support costs	3,029	5,107
Depreciation	2,353	2,088
Governance costs:		
Independent examination	1,500	1,800
Legal and professional fees	-	5,634
	157,773	120,402
	157,773	120,402

In the preceding period, expenditure on charitable activities from restricted funds was £75,667.

6 Net income / (expenditure)

	2023	2022
	£	£
This is stated after charging:		
Depreciation	2,353	2,088
Independent examination	1,500	1,800
	3,853	3,888
	3,853	3,888

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

7 Staff costs

	2023 £	2022 £
Wages and salaries (incl social security costs)	97,946	76,395
Pension costs	4,487	2,280
	<u>102,433</u>	<u>78,675</u>

The average number of persons employed by the charity was 21 (2022: 16).

No employee received remuneration amounting to more than £60,000 in either year.

8 Tangible fixed assets

	Fixtures, fittings & equipment £	Computer equipment £	Total £
Cost			
Brought forward	402	6,144	6,546
Additions	-	1,379	1,379
	<u>402</u>	<u>7,523</u>	<u>7,925</u>
Carried forward	<u>402</u>	<u>7,523</u>	<u>7,925</u>
Depreciation			
Brought forward	122	2,987	3,109
Charge for the year	40	2,312	2,352
	<u>162</u>	<u>5,299</u>	<u>5,461</u>
Carried forward	<u>162</u>	<u>5,299</u>	<u>5,461</u>
Net book value			
At 31 March 2023	<u>240</u>	<u>2,224</u>	<u>2,464</u>
At 31 March 2022	<u>280</u>	<u>3,157</u>	<u>3,437</u>

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

9 Debtors

	2023	2022
	£	£
Accrued income	625	2,279
	<u>625</u>	<u>2,279</u>

10 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors	173	-
Other tax and social security	406	989
Accruals	3,229	1,812
	<u>3,808</u>	<u>2,801</u>

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

10 Statement of movements on funds - current year

	1 April 2022 £	Income £	Expenditure £	Transfers £	31 March 2023 £
General fund	(4,173)	55,788	(53,058)	(1,374)	(2,817)
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	3,437	-	(2,352)	1,379	2,464
Total unrestricted funds	19,264	55,788	(55,410)	5	19,647
BBC Children in Need	3,098	9,984	(10,151)	-	2,931
KCC Early Help Preventative	5,909	14,083	(13,914)	-	6,078
KCC Covid Recovery	932	-	(932)	-	-
KCC Reconnect	2,718	6,716	(9,434)	-	-
KCC Short Breaks	-	18,106	(17,569)	-	537
Kent Community Foundation	3,559	1,295	(4,849)	(5)	-
Kent Sport	541	1,250	(1,791)	-	-
NL Reaching Communities Partnership Grant	16,968	26,890	(29,188)	-	14,670
Maidstone Borough Council Resilience Fund	-	5,000	(3,802)	-	1,198
Tesco - Groundwork	-	1,110	(1,480)	-	(370)
Places Foundation	-	5,000	(5,000)	-	-
Souter Charitable Trust	-	2,000	-	-	2,000
NL Awards for All	-	9,974	(3,608)	-	6,366
Cobtree Cobtree Charitable Tru:	-	5,000	(930)	-	4,070
Total restricted funds	33,725	106,408	(102,648)	(5)	37,480
Total funds	52,989	162,196	(158,058)	-	57,127

The designated contingency fund is to cover expected employment related costs upon winding up.

Restricted funds: activity grants are received for the charity's work, including youth groups, events and holiday activities, family support work, workshops, training and miscellaneous support for parents and children.

Space 2 Be Me benefitted from various funders via Kent Community Foundation during 2022-23 including Wards Charitable Fund, Glenn & Phyllida Earle Fund Charitable Fund, Frank Brake Community Fund, Polebrook Fund and Charles Burnett III Memorial Fund.

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

11 Statement of movements on funds - prior year

	1 April 2021 £	Income £	Expenditure £	Transfers £	31 March 2022 £
General fund	5,311	44,577	(54,061)	-	(4,173)
Designated funds:					
Contingency fund	20,000	-	-	-	20,000
Fixed asset fund	5,525	-	(2,088)	-	3,437
Total unrestricted funds	30,836	44,577	(56,149)	-	19,264
BBC Children in Need	4,131	9,954	(10,987)		3,098
Comic Relief	1	2,000	(2,001)		-
KCC Early Help Preventative	11,338	4,500	(9,929)		5,909
Involve	150	-	(150)		-
KCC CMG Starships	123	-	(123)		-
KCC Covid Recovery	-	1,000	(68)		932
KCC PACT	11,913	(246)	(11,667)		-
KCC Reconnect Maidstone & Tunbridge Wells	-	6,748	(4,030)		2,718
Kent Community Foundation	14	15,720	(12,175)		3,559
Kent Sport	2,033	1,250	(2,742)		541
National Lottery	12,658	26,105	(21,795)		16,968
Total restricted funds	42,361	67,031	(75,667)	-	33,725
Total funds	73,197	111,608	(131,816)	-	52,989

SPACE 2 BE ME LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

12 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Current year:			
Tangible fixed assets	2,464	-	2,464
Net current assets	17,183	37,480	54,663
	<u>19,647</u>	<u>37,480</u>	<u>57,127</u>
Prior year:			
Tangible fixed assets	3,437	-	3,437
Net current assets	15,827	33,725	49,552
	<u>19,264</u>	<u>33,725</u>	<u>52,989</u>

13 Related party transactions

The key management personnel are considered to be the Board of Trustees and the Manager of the Charity.

During the year, no Trustees received any remuneration, reimbursed expenses or other benefits (2022: None).

The total employee benefits paid in respect of the key management personnel was £31,788 (2022: £27,677).

14 Transfer of activity

During the previous accounting period, the charity transferred funding amounting to £11,091 to Kent Parent and Carers Together, a newly formed charity whose activities had previously been a project of Space 2 Be Me Limited.

15 Prior year adjustment

During the course of the preparation of the charity's financial statements for the year ended 31 March 2023, a full review of the Charity's grant agreements was undertaken. As a result of this, grant income amounting to £90,782 was moved to donations and legacies from Income from Charitable Activities in order to better represent the nature of the Charity's grant income.

SPACE 2 BE ME

England & Wales - Charity number 1140764

Accounts

Registered number: 07324545
Charity number: 1140764

Space 2 Be Me Limited
(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2022

Space 2 Be Me Limited
(A company limited by guarantee)

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Space 2 Be Me Limited
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers
For the year ended 31 March 2022

Trustees	M. Tatton, Chairman A. J. Franklin M. L. Pember K. Webb
Company registered number	07324545
Charity registered number	1140764
Registered office	Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Space 2 Be Me Ltd
(A company limited by guarantee)

Trustees' Report
For the year ended 31 March 2022

The Trustees of Space 2 Be Me Ltd present their report as Trustees and Directors together with the financial statements for the year ended 31 March 2022. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2019).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and activities

Space 2 Be Me Ltd's object as set out in its Articles of Association is to provide or otherwise support the provision of services for disabled and special needs children and young people and their family members where the child is on the roll of a school and/or lives in Maidstone or the surrounding areas and is up to and including 25 years of age.

Strategic vision

As part of its strategic review during 2021-22, Space 2 Be Me undertook some internal workshops with Trustees and staff to examine and refresh at its aims, objectives and vision.

Our aim is to support disabled children and young people with disabilities and additional needs to have the same life opportunities as their non-disabled peers, both educationally and socially and for their parents / carers and families to feel safe, supported, empowered and valued which we do through the following key objectives:

- Providing comprehensive information, advice and signposting to ensure families can make informed choices and access services that meet their needs.
- Offering a range of formal and informal support and social opportunities for parents and disabled children and young people.
- Working to ensure future services are parent driven and responsive to the needs of families and disabled children and young people by speaking up for what families tell us they need and representing them to key partners.
- Working to ensure that disabled children are able to access universal provision where desired in a safe and supported manner and in doing so feel included and valued.

Priorities for 2021-22

Priorities identified at the start of the year ended March 2022 were as follows:

- To continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing risk assessments regularly, embracing a hybrid delivery and remaining agile enough to respond to changing scenarios while listening closely to feedback from our beneficiaries.
- To restructure our workforce and recruit new staff, particularly for our club team, aiming to build a solid team across our area focusing on particular activities, age groups or geographies, who will work together to deliver Space 2 Be Me Times during school holidays and support family events.
- To continue to work on the Family Support Partnership with a view to offering consistent support across 9 districts in Kent including advice and information, signposting, running drop ins, dealing with quick enquiries and offering an in-depth one-to-one programme of support for parents and carers. Space 2 Be Me has created a Family Support Team with part time Family Support Officers focusing on each district in which we operate; we will work hard to reach parents in each district.
- To continue to empower parents through Cygnet training courses including core, sibling and puberty autism courses alongside parent workshops, both virtually and in person.
- To continue to explore widely partnership opportunities with other charities and community groups, exploring opportunities which fit with mutual objectives.
- To seek feedback from parents and children on our work to ensure we are delivering activities most relevant to them.
- To continue to develop a framework within which we can measure our impact.

Space 2 Be Me Ltd
(A company limited by guarantee)

Trustees' Report
For the year ended 31 March 2022

- To improve our profile, particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To develop and enhance our volunteer strategy in all areas of our activities and in relation to specific projects.
- To maintain financial stability, review the fundraising landscape, seek new funding opportunities and refresh our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising and to enhance our community fundraising engagement.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

All activities at the beginning of the year continued to be impacted by the COVID-19 pandemic but from May onwards we began to come back and start to rebuild our face-to-face offering as outlined below.

Public Benefit

The Trustees have regard to the Charity Commission's guidance on public benefit. The objectives of the charitable company are the support and provision of services for disabled and special needs children. The level of public benefit is demonstrated by the support provided and the positive feedback we receive from those accessing our services.

Volunteers

Over the 2021-22 financial year the organisation has benefitted from a growing interest from volunteers and as our face-to-face activities resumed our volunteer pool continued to grow to its current level of 7 volunteers alongside the Trustees (who also act as volunteers). In particular volunteers are now helping to support parents with drop in and peer support meetings, children's clubs and with our fundraising efforts.

Space 2 Be Me will be actively looking to develop and roll out a new volunteer recruitment strategy, including actively seeking parent Trustees. We are delighted that Laura Jenkinson will soon officially be joining our board during 2022-23.

Achievements and Performance

Review of activities

Impact of the Covid-19 pandemic:

At the start of 2021, the Covid pandemic continued to be a major issue. Most of this last year to end March 2022 has been one of recovery and rebuilding, bringing things back to life, reviewing where we are at and what the changed landscape looks like. Our progress is reflected in the narrative below.

Delivery of Family Events:

Our core work with other parent-led charities in the Consortium Totius continued with an aim to deliver a consistent core offer across Kent of family events and support groups for parents of disabled children up to age 18. Space 2 Be Me delivers this work across West Kent. 2021-22 was the final year of KCC funding via Totius and a shift to a project-based funding for each charity under its Short Break Programme. Our family events were significantly affected by the pandemic but we found ourselves able to bring back some family events in 2020-21, albeit on a smaller scale at the start of the year but by Christmas we were able to arrange for our beneficiaries to go to the panto in Tonbridge and in Maidstone. During 2021-22 we ran 12 face-to-face family events and 4 virtual family quizzes.

Space 2 Be Me offered 65 opportunities for support through drop ins and stay and play sessions during 2021-22, including 13 virtual zoom drop ins and, when we were able, 7 face to face meet ups in Maidstone, Snodland and Cranbrook. There were 26 peer support groups run with our support and 11 under 6s SAMs Stay and Play sessions from our base in Maidstone and 8 in Tonbridge.

Delivering Family Support:

Our family support service continued to be very busy during 2021-22.

In June 2021 we began our second of three years of funding from the National Lottery for our work in the Family Support Partnership with two other parent led charities in order to offer a family support network across West, South and East Kent. One of our Family Support Officers left Space 2 Be Me in September 2021 and we recruited a replacement to cover Tunbridge

Trustees' Report
For the year ended 31 March 2022

Wells by November and in June 2022 completed our recruitment of an expanded team so that we now have a team of four part time staff, each with lived experience as parents of children with additional needs, covering Maidstone, Tonbridge & Malling and Tunbridge Wells.

In the year to March 2022, Space 2 Be Me received enquiries from 160 families. Some of these were given advice and help immediately from our team and others were referred to other parts of Space 2 Be Me, for example to our Cygnet courses, family events, youth activities or invited along to drop ins. Some families were put onto the programme of in depth one to one support on the project, working towards identifiable outcomes with one of our three Family Support Officers. Between March 2021 and April 2022, we provided in-depth support on 63 cases as part of the partnership project during the year.

Alongside our support work under the Family Support Partnership, we continued to deliver Cygnet courses, the autism awareness programme devised and licensed by Barnados. These have continued to be delivered virtually and ran 4 core Cygnet courses, benefitting 40 families, and one supplemental Cygnet Sibling course with 6 individuals (5 families) attending.

The Family Support Team also delivered a series of virtual workshops on subjects identified by our members with expert speakers. These have included how to support disabled children around sensory issues, behaviour, puberty and sleep. Our Autism and Girls workshop was delayed to 2022-23. We ran a course in house for Non-Violent Resistance. The workshop series has been incredibly popular and Space 2 Be Me is continuing this project and investing in technology which will enable us to reach more parents across Kent in 2022-23.

Delivery of our clubs:

We brought back our face-to-face delivery of clubs in June 2021 and now we are back up and running the following groups:

- Dance Stars in Maidstone (weekly in term time, all ages)
- Rockets Maidstone (for children aged 6-10 and siblings, fortnightly in term time)
- Comets Maidstone (for 10-12s, fortnightly in term time)
- Galaxy Maidstone (for 13-17s, fortnightly in term time)
- Universe Maidstone and Universe Tonbridge (for 18-25s, weekly alternating between locations in term time)
- Starships Tonbridge (for 6-11s, fortnightly in term time)
- Cosmic Club (formerly Stokers) Tonbridge (for 12-17s, fortnightly in term time)
- SAMs Maidstone and SAMs Tonbridge (a stay and play session for pre-school children and their parents, weekly alternating between locations in term time)

Between March and June, we continued to deliver virtual clubs but we found that attendance was falling off due to “virtual fatigue”. Once we had recruited and restructured our clubs team, we were able to bring back our youth groups which were very welcome, initially in relatively small numbers but this has rapidly expanded so that by the end of March 2022 we had run 105 sessions at our 8 youth clubs in Maidstone and Tonbridge with 113 individual children or young people attending during this period with an additional 57 families attending our SAMs stay-and-play sessions.

Delivery of School Holiday Activities: “Space 2 Be Me Times”, our holiday sessions for children and young people during school holidays, were also adapted to a virtual format during the pandemic and remained that way until the summer of 2022. At Easter time we ran a virtual-cook-along, sent out spring crafts bundles and hosted a virtual music session with Funtrain for younger members. We also gained funding from Involve to offer some virtual yoga and relaxation classes with Yoga Lions. In July 2021, we gained funding from KCC’s Reconnect programme for Maidstone and Tunbridge Wells holiday sessions which included Lego workshops, with the help of a young adult member volunteer and his parent who is trained in lego therapy. We also prepared and hosting our families for afternoon teas and held a sensory science session. We had an Art Day, sponsored by the Malling Arts Society and were gifted a Kingfisher river boat cruise by the Rotary Club of Maidstone. In Tonbridge we also ran a Lego workshop, an amazing animal encounter session and rock painting session. Overall, in 2021 we ran 13 Space 2 Be Me Times accessed by 67 individual children or young people.

Strategic Review: During 2021-22 we gained funding from KCC Strategic Recovery Fund via KCF to undertake a strategic review with the help of external consultants via Stronger Kent Community. As part of this we reviewed our strategic direction and discussed our mission and vision; we underwent an organisation health check, highlighting areas to improve and implemented some changes and identified targets for the next three years. With the help of our members’ views, we are tweaking our three-year business plan and finalising a fundraising strategy that will help us achieve these goals. In order to undertake this work, we have gained insight and views from Trustees, staff and of course our beneficiaries. It was a perfect time for the review, as we emerged from the period of prolonged disruption and change a result of the pandemic, and staff changes which resulted in and opportunity to look at the organisation with the help of fresh eyes.

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Trustees' Report
For the year ended 31 March 2022

Many of our plans to diversify our fundraising were put on hold, including a charity football match organised by a team of dedicated employee volunteers from Waitrose RDC in Aylesford and also as the nominated main charity to benefit from the Bearstead and Thurnham Fair. Both events were postponed to June 2022.

During 2020-21 we saw an increase in our digital fundraising and regular donors grew during the year. Income from activities began to be re-established as we brought back our face-to-face activities. Trustees decided to maintain current membership costs (£5 per family per year).

Maintaining and growing digital presence: In the last few years, our name change, rebranding and enhancement of Space 2 Be Me's presence online has been significant, including the development of our website. During the pandemic, our development of Facebook and WhatsApp groups for members accessing certain services became really important tools, and we used Zoom and Teams to communicate with parents and children, as well as liaising with partners. Like the rest of the world, we rapidly adapted our approach and now have an agile hybrid way of working, switching from face to face to virtual with great flexibility.

We continued to work hard on developing our use of Facebook, which remains very popular - our reach has grown significantly during the year, reaching 2,033 followers in March 2022. Facebook continues to be an important way to reach our members. Our Marketing and Communications Coordinator joined us in March 2021 and is focusing on raising awareness, managing communications with members, publicising our events and exploring community fundraising opportunities.

Independence of Kent PACT: Space 2 Be Me supported the move to independence for the parent carer forum for Kent, Kent PACT, which had previously sat under Space 2 Be Me's umbrella. Kent PACT became an independent CIO in April 2021 and all funds held were subsequently transferred to the new entity's bank accounts. Space 2 Be Me continues to support the efforts of Kent PACT to reach parents and represent views of its members, with the West Kent Quadrant Ambassador joining us at drop ins, sharing information and publicising information and calls for views wherever possible.

Financial review

The Statement of Financial Position "SOFA" shows the Charity's total incoming resources for the year was £111,608 (2021: £144,469). Total resources expended amounted to £131,816 (2021: £107,199). The SOFA therefore reveals net outgoing resources of £20,208 (2021: net income £37,270).

Financial position

The Charity held fund balances at 31 March 2022 of £52,989. These funds included restricted funds of £33,725 and unrestricted funds of £19,264.

As detailed in note 17, funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes total a £736 deficit. Included within this amount is a separate fixed asset fund, which represents the fixed assets of the Charity totalling £3,437, matching the net book value of fixed assets in the balance sheet.

The designated fund of £20,000 is a contingency fund to cover expected employment related costs upon any decision to wind up the Charity.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Trustees are seeking a strategy of diversifying income streams and reviewing costs, and endeavour to undertake regular assessments of the financial stability of the Charity which is currently largely dependent on fundraising and grants for its income. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Principal risks and uncertainties

The Trustees conduct regular assessments of the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that appropriate controls are in place to mitigate our exposure to major risks. These include a Financial Controls Policy and a designated financial reserve which is reviewed annually and monitored at regular board meetings.

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Trustees' Report
For the year ended 31 March 2022

Space 2 Be Me has undertaken a thorough assessment of risks due to COVID-19 and to date. Staff work a hybrid model of part home working, supporting families both remotely and in person, alongside face-to-face delivery for clubs, family events and holiday sessions. Having undergone a strategic review, we are surveying our members to gain their input to our new three-year plan. As part of that review work, we have completed a detailed organisational risk assessment.

Financial Risk Management Objectives and Policies

The main financial risks arising from the Charity's activities are credit, liquidity, fraud and price risk.

- **Price Risk**
The charitable company is not subject to any price risk.
- **Credit Risk**
The charitable company does not hold any material balance sheet positions with regards to donations receivable and so does not consider credit risk a material risk.
- **Liquidity Risk**
The charitable company does not hold any material day to day liabilities on its balance sheet and always tries to settle any amounts owed to its creditors within the period of credit given of 30 days.
- **Cash Flow Risk**
The charitable company prepares monthly management accounts and reports to its Trustees on a bi-monthly basis. The Board of Trustees approves the management accounts and signs off the year end accounts. In addition, the Treasurer regularly visits the office to review financial transactions and offer support to staff although this has not been possible during the various lockdowns he has been kept in the loop of significant expenditures. The charitable company understands its cash flow requirements and its policy is to maintain sufficient funds in a liquid form at all times to ensure that the charitable company can meet its liabilities as they fall due. The charitable company is reliant on grants and donations, but these have been consistent in prior years and does not lead to any immediate concern on the level of donations received.

Reserves policy

The Directors have agreed to designate funds to cover staff costs in case the Charity needs to be closed. Based on average staff expenditure over the last financial year this means that £20,000 was designated as a contingency fund. This will be monitored and reviewed in 2022-23 as the team expands and costs increase.

Principal funding

There are a number of principal sources of funding for the organisation, including a KCC Disabled Children's services grant which was in place and has been extended to March 2022, received as unrestricted income. This is the final year of this extended Totius grant and in 2022-23 the short breaks grant for family events has been granted to Space 2 Be Me in the form of a restricted grant. Other core funding was received from the Masonic Charitable foundation as the second of three years funding for £5,000.

National Lottery funding for the Family Support Partnership project continued into its second year in 2021-22 and is due to run with a funding extension to September 2023. Underspend on the project from the first year has allowed us to expand our capacity to help more families and extend the life of the project by several months. Other family support work was funded this year by KCC Early Help for virtual and in-person workshops and Cygnet training which was carried over from the previous year. In 2022-23 so far, we have received some additional funding from Places Foundation, the Roundtable of Tunbridge Wells and Golding Homes for these additional activities.

Space 2 Be Me's Maidstone youth groups - Rockets, Comets and Galaxy - were supported with a second tranche of a three-year grant from Children in Need and our SAMs clubs were supported by Comic Relief and KCC Covid Recovery Grant. We gained additional funding from Early Help Preventative Grant to boost and develop our Cosmic Club for 11-17-year-olds in Tonbridge. We secured funding from Sport England via Kent Sport for our Dance Stars and funding for our two Universe young adult groups via the Kent Community Foundation from three funders – the Polebrook Fund, The Glenn & Phyllida Earle Family Fund and the Frank Brake Community Foundation.

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Trustees' Report
For the year ended 31 March 2022

Our strategic review was funded by KCC's Strategic Recovery Fund which secured external help via Stronger Kent Communities. We had a number of bids at the end of the year which had been granted and not yet received not least the Short Breaks grant mentioned above as well as several others.

Space 2 Be Me had several donations from organisations including Waitrose in Allington, Malling Rotary, Rotary clubs of Tonbridge, Maidstone Rotary Club, Maidstone Riverside Rotary Club and Tonbridge Lions. Thanks to public voting we also obtained a donation from the Ecclesiastical Trust. We had a number of donations from individuals on an adhoc and regular basis. Space 2 Be Me is immensely grateful for this support.

Structure, Governance and Management

Introduction

Space 2 Be Me Ltd is registered as a charity with the Charity Commission in England and Wales (Charity Registration No. 1140764) and as a company limited by guarantee (Company Registration No. 07324545) and is governed by its Memorandum and Articles of Association.

Space 2 Be Me Ltd was incorporated as a company limited by guarantee on 23 July 2010 and was registered as a charity on 10 March 2011. It is a parent driven members organisation that recognises that the experiences and knowledge parents bring should be valued and used as the building block for service development and provision for disabled children and their families in Maidstone.

The Trustees

The Trustees who served the Charity during the year were as follows:

Michelle Tatton (Chair)
Amanda Jane Franklin
Martin Laurence Pember (Treasurer)
Kevin Webb

We are delighted that member Laura Jenkinson will be soon joining the board. All Trustees give their time freely and no Trustee remuneration was paid in the year.

Appointment of Trustees

The Board of Trustees must comprise between at least 50% and 70% of parents of disabled children and young people. However, the charitable company recognises that a range of skills is required within the Board if the Charity is to develop and two non-parent Trustees with professional business and finance backgrounds continue to bring an active and positive contribution to the organisation.

Trustees are nominated and selected by Directors at the Annual General Meeting. A third of the Trustees retire in rotation at the Annual General Meeting but can stand for re-election. The AGM of the charitable company was on 23rd January 2020. The articles of Association require a minimum of 3 Trustees and a maximum of 12.

Structure and Decisions

Staff in the Charity report to the Manager who is responsible for the day-to-day operation of the organisation. The Board meet typically bimonthly with individual Trustees in addition to the appointed officer positions of Chair and Treasurer leading on specific areas of work. These include having a named Safeguarding Lead for children and vulnerable adults. Existing Policies and Procedures of the Charity are reviewed regularly and amended to reflect current best practice with additional policies added as required to reflect the growing operations of the Charity.

At the end of March 2022, Space 2 Be Me employed a Manager (30 hours a week), an Admin and Finance Worker (15 hours a week), Marketing and Communications Coordinator (16 hours a week), a Children and Young People Coordinator for Maidstone (10 hours a week), a Children and Young People Coordinator for Tonbridge (10 hours a week) a Children and Young People Coordinator for SAMs and Dance Stars (10 hours a week); and three Family Support Workers - Maidstone (15 hours), Tonbridge & Malling (15 hours) and Tunbridge Wells (10 hours). In addition to these salaried staff, a growing team of sessional staff and volunteers help to run clubs and events for children and young people, support parents and help in the office.

Trustees' Report
For the year ended 31 March 2022

Plans for future periods

Space 2 Be Me underwent a strategic review in 2021-2 as a result of many things changing during the preceding few years and also in order to identify priorities and create a business plan for the next 3 years. During 2022-23 this work is ongoing with Space 2 Be Me currently surveying members to enable us to ensure that what we plan is also what people who we are helping need. We are effectively in year one and have already moved towards several plans identified in the review. Moving forward in 2022-23 our key areas of focus are as follows:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing risk assessments regularly. We aim to embrace a hybrid delivery and remain agile enough to respond to changing scenarios while listening closely to feedback from our beneficiaries.
- Space 2 Be Me will continue to develop its workforce and recruit new staff and volunteers. We aim to build a solid team across our area focusing on particular activities, age groups or geographies, who will work together to deliver Space 2 Be Me activities in a holistic way.
- To continue to work on the Family Support Partnership with a view to offering consistency across 9 districts in Kent enabling solutions, running drop ins, dealing with quick enquiries and offering an in-depth one-to-one programme of support for parents and carers. Space 2 Be Me will work hard to reach parents in each district, strengthening presence in less traditional strongholds such as Tunbridge Wells.
- To continue to empower parents through Cygnet training courses including core, sibling and puberty autism courses alongside parent workshops, both virtually and in person.
- To continue to explore widely partnership opportunities with other charities and community groups exploring opportunities which fit with mutual objectives.
- To seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them.
- To continue to develop a framework within which we can measure our impact.
- To improve our profile, particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To rebuild our membership renewals to pre pandemic levels and grow further as we reach more families.
- To develop and enhance our volunteer strategy in all areas of our activities and in relation to specific projects.
- To maintain financial stability, keep reviewing the fundraising landscape, seek new funding opportunities and implement our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising and to enhance our community fundraising engagement. We plan to revive our fundraising committee made up of member volunteers who can help us in the community.
- To continue to review and adapt back office and reporting functions within the Charity with an agile hybrid working structure for staff and delivery for projects where possible.

By continuing to deliver in these priority areas the Board of Trustees is confident that Space 2 Be Me Ltd will continue to provide services for families of disabled children and young people that offer public benefit and meet our charitable objectives and vision.

Space 2 Be Me Ltd

(A company limited by guarantee)

Trustees' Report

For the year ended 31 March 2022

Trustees' Responsibilities Statement

The Trustees (who are also directors of Space 2 Be Me Ltd for the purposes of Company Law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust at the year end and of the incoming resources and application of resources of the Trust for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities Statement of Recommended Practice ("SORP");
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees and signed on their behalf by:



M Tatton
Chair of Trustees



M L Pember
Treasurer

Date: 9/1/2023

Space 2 Be Me Limited
(A company limited by guarantee)

Independent examiner's report
For the year ended 31 March 2022

Independent examiner's report to the Trustees of Space 2 Be Me Limited ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

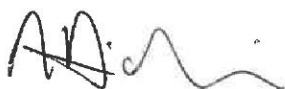
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated:

19/1/2023

A. Hickie BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent
ME10 4BJ

Space 2 Be Me Limited
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	7,486	-	7,486	10,192
Charitable activities	5	34,463	67,031	101,494	133,824
Other trading activities	6	2,628	-	2,628	451
Investments	7	-	-	-	2
Total income		44,577	67,031	111,608	144,469
Expenditure on:					
Raising funds	8	323	-	323	444
Charitable activities	9	55,826	75,667	131,493	106,755
Total expenditure		56,149	75,667	131,816	107,199
Net movement in funds		(11,572)	(8,636)	(20,208)	37,270
Reconciliation of funds:					
Total funds brought forward	17	30,836	42,361	73,197	35,927
Total funds carried forward		19,264	33,725	52,989	73,197

The notes on pages 13 to 24 form part of these financial statements.

Space 2 Be Me Limited
(A company limited by guarantee)
Registered number: 07324545

Balance sheet
As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	14	3,437	5,525
Current assets			
Debtors	15	2,279	-
Cash at bank and in hand		50,074	72,136
		<u>52,353</u>	<u>72,136</u>
Creditors: amounts falling due within one year	16	(2,801)	(4,464)
Net current assets		<u>49,552</u>	<u>67,672</u>
Total net assets		<u><u>52,989</u></u>	<u><u>73,197</u></u>
Charity funds			
Restricted funds	17	33,725	42,361
Unrestricted funds	17	19,264	30,836
Total funds		<u><u>52,989</u></u>	<u><u>73,197</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

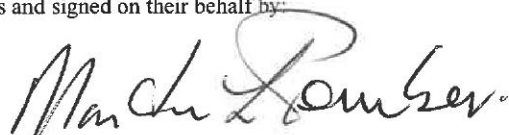
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


M. Tatton
 (Chair of Trustees)


M. L. Pember

Date: 9/1/2023

The notes on pages 13 to 24 form part of these financial statements.

Space 2 Be Me Limited
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 March 2022

1. General information

The charitable company is a private company limited by guarantee without share capital, incorporated in England and Wales, registration number 07324545. Its registered office is Howard De Walden Youth Centre, Bluett Street, Maidstone, Kent, ME14 2UG.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Space 2 Be Me Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

The charity has been affected by the recent pandemic, but has seen an improvement since the previous year due to the ongoing easing of government restrictions. Operations have moved away from virtual delivery during the year back to face to face.

Whilst acknowledging the uncertainties that remain in respect of future government restrictions as well as increases in the cost of living, the trustees are confident that the charity is considered to have adequate resources to continue supporting the charity through challenging conditions. Care is an important area of the charity sector and it retains a high level of demand. As a result, the government have provided resources to support the sector so that it can continue to deliver these services.

In conclusion of the above, the trustees have carefully considered whether the charity remains to be a going concern and have concluded that there is sufficient evidence for them to remain a going concern.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Space 2 Be Me Limited
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Notes to the financial statements
For the year ended 31 March 2022

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

The estimated useful lives are as follows:

Office equipment	- 10 years
Computer equipment	- 3 years

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

2.7 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

Space 2 Be Me Limited
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Notes to the financial statements
For the year ended 31 March 2022

2. Accounting policies (continued)

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	7,486	7,486	5,920
Government grants	-	-	4,272
	<u>7,486</u>	<u>7,486</u>	<u>10,192</u>
<i>Analysis of 2021 total by fund</i>	<u>10,192</u>	<u>10,192</u>	

Other than utilising the UK Government Job Retention Scheme, the charity received no other government grants.

4. Analysis of income from charitable activities by type of income

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Contract income	3,531	-	3,531	3,852
Grant income	25,001	67,031	92,032	129,357
Membership income	1,135	-	1,135	510
Club income	2,226	-	2,226	-
Other income	2,570	-	2,570	105
	<u>34,463</u>	<u>67,031</u>	<u>101,494</u>	<u>133,824</u>
<i>Analysis of 2021 total by fund</i>	<u>24,717</u>	<u>109,107</u>	<u>133,824</u>	

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Notes to the financial statements
For the year ended 31 March 2022

5. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Provision of services for disabled children and their families in Maidstone	34,463	67,031	101,494	133,824
<i>Analysis of 2021 total by fund</i>	24,717	109,107	133,824	

6. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Community fundraising	2,628	2,628	451
<i>Analysis of 2021 total by fund</i>	451	451	

7. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Bank interest	-	-	2
<i>Analysis of 2021 total by fund</i>	2	2	

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Notes to the financial statements
For the year ended 31 March 2022

8. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Community fundraising	323	323	444
<i>Analysis of 2021 total by fund</i>	444	444	

9. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	<i>Total 2021 £</i>
Provision of services for disabled children and their families in Maidstone	55,826	75,667	131,493	106,755
<i>Analysis of 2021 total by fund</i>	31,209	75,546	106,755	

Summary by expenditure type

	Staff costs 2022 £	Depreciation 2022 £	Other costs 2022 £	Total 2022 £	<i>Total 2021 £</i>
Provision of services for disabled children and their families in Maidstone	78,675	2,088	50,730	131,493	106,755
<i>Analysis of 2021 total</i>	75,089	979	30,687	106,755	

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Notes to the financial statements
For the year ended 31 March 2022

10. Analysis of expenditure by activities

	Direct costs 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Provision of services for disabled children and their families in Maidstone	106,184	25,309	131,493	106,755
<i>Analysis of 2021 total</i>	77,847	28,908	106,755	

Analysis of direct costs

	Total funds 2022 £	Total funds 2021 £
Staff costs	78,675	75,089
Staff and agency costs	2,640	580
Club costs	1,965	62
Other direct costs	19,420	2,076
Rent and rates	3,484	40
	106,184	77,847

Analysis of support costs

	Total funds 2022 £	Total funds 2021 £
Depreciation	2,088	979
Rent and rates	7,510	5,824
Insurance	552	1,163
Technology costs	2,209	1,832
Advertising	-	108
Accountancy and payroll	409	-
Legal and professional	5,634	730
Governance costs	1,800	1,644
Other support costs	5,107	16,628
	25,309	28,908

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Notes to the financial statements
For the year ended 31 March 2022

11. Independent examiner's remuneration

	2022	<i>2021</i>
	£	£
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	1,800	1,644

12. Staff costs

	2022	<i>2021</i>
	£	£
Wages and salaries	76,395	72,066
Pension costs	2,280	3,023
	<u>78,675</u>	<u>75,089</u>

The average number of persons employed by the Charity during the year was as follows:

	2022	<i>2021</i>
	No.	No.
Employees	9	10

No employee received remuneration amounting to more than £60,000 in either year.

13. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (*2021 - £NIL*).

During the year ended 31 March 2022, no Trustee expenses have been incurred (*2021 - £NIL*).

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Notes to the financial statements
For the year ended 31 March 2022

14. Tangible fixed assets

	Office equipment £	Computer equipment £	Total £
Cost			
At 1 April 2021	402	6,144	6,546
At 31 March 2022	402	6,144	6,546
Depreciation			
At 1 April 2021	82	939	1,021
Charge for the year	40	2,048	2,088
At 31 March 2022	122	2,987	3,109
Net book value			
At 31 March 2022	280	3,157	3,437
At 31 March 2021	320	5,205	5,525

15. Debtors

	2022 £	2021 £
Due within one year		
Accrued income	2,279	-

16. Creditors: Amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	989	1,096
Other creditors	-	587
Accruals	1,812	2,781
	2,801	4,464

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Notes to the financial statements
For the year ended 31 March 2022

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
Designated funds				
Contingency fund	20,000	-	-	20,000
General funds				
Unrestricted funds	5,311	44,577	(54,061)	(4,173)
Fixed assets	5,525	-	(2,088)	3,437
	10,836	44,577	(56,149)	(736)
Total Unrestricted funds	30,836	44,577	(56,149)	19,264
Restricted funds				
Children in Need	4,131	9,954	(10,987)	3,098
Comic Relief	1	2,000	(2,001)	-
KCC Early Help Preventative	11,338	4,500	(9,929)	5,909
Involve	150	-	(150)	-
KCC CMG Starships	123	-	(123)	-
KCC Covid Recovery	-	1,000	(68)	932
KCC PACT	11,913	(246)	(11,667)	-
KCC Reconnect Maidstone & Tunbridge Wells	-	6,748	(4,030)	2,718
Kent Community Foundation funds	14	15,720	(12,175)	3,559
Kent Sport	2,033	1,250	(2,742)	541
National Lottery	12,658	26,105	(21,795)	16,968
	42,361	67,031	(75,667)	33,725
Total of funds	73,197	111,608	(131,816)	52,989

Space 2 Be Me Limited
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Notes to the financial statements
For the year ended 31 March 2022

17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2021 £</i>
Unrestricted funds					
Designated funds					
Contingency fund	20,000	-	-	-	20,000
General funds					
Unrestricted funds	586	35,362	(30,674)	37	5,311
Fixed assets	360	-	(979)	6,144	5,525
	946	35,362	(31,653)	6,181	10,836
Total Unrestricted funds	20,946	35,362	(31,653)	6,181	30,836
Restricted funds					
Children in Need	1,093	9,979	(6,941)	-	4,131
Comic Relief	-	2,000	(1,999)	-	1
Covid 19 Emergency Fund	-	9,930	(3,786)	(6,144)	-
Henry Smith	1,540	-	(1,540)	-	-
KCC Early Help Preventative	-	17,718	(6,380)	-	11,338
Involve	-	210	(60)	-	150
Cobtree	2,408	-	(2,381)	(27)	-
Tesco / Groundwork	-	500	(500)	-	-
KCC PACT	4,876	32,595	(25,558)	-	11,913
KCC CMG Starships	163	-	(40)	-	123
Whitehouse Monckton	119	-	(119)	-	-
KCF Emergency	-	5,000	(5,000)	-	-
KCF Hardship Fund	-	820	(806)	-	14
KCF Lawson / Polebrook	2,197	-	(2,187)	(10)	-
KCF Vanquis / Pettridge	2,585	-	(2,585)	-	-
Kent Sport Everyday Active Fund	-	462	(462)	-	-
Kent Sport Tackling Inequalities Fund	-	3,791	(1,758)	-	2,033
National Lottery	-	26,102	(13,444)	-	12,658
	14,981	109,107	(75,546)	(6,181)	42,361

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Notes to the financial statements
For the year ended 31 March 2022

17. Statement of funds (continued)

Total of funds	35,927	144,469	(107,199)	-	73,197
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The restricted and designated funds are explained below:

Designated funds:

Contingency fund:- Funds designated to cover expected employment related costs upon winding up.

Restricted funds:

Activity grants:

Received for the Charity's work, including youth groups, events and holiday activities, family support work, workshops, training and miscellaneous support for parents and children.

Significant funders included Children in Need, Comic Relief, KCC Early Help Preventative Grants for Tonbridge and Maidstone, KCC Covid Recovery Grant, KCC Reconnect Grant for Maidstone and Tunbridge Wells; various funders via the Kent Community Foundation including Glen & Phyllida Earle Fund, Frank Brake Community Fund, Polebrook Fund, KCF Hardship Fund, KCC Strategic Recovery Fund, Kent Sport and the National Lottery.

Grants toward core costs:

Received towards specific administrative functions and overheads at the Charity including KCC Strategic Grant for Short Breaks for Disabled Children and Masonic Charitable Trust.

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	3,437	-	3,437
Current assets	18,628	33,725	52,353
Creditors due within one year	(2,801)	-	(2,801)
Total	19,264	33,725	52,989

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	5,525	-	5,525
Current assets	29,775	42,361	72,136
Creditors due within one year	(4,464)	-	(4,464)
Total	30,836	42,361	73,197

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Notes to the financial statements
For the year ended 31 March 2022

19. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and £Nil (2021: £587) were payable to the fund at the balance sheet date and are included in other creditors.

20. Members' liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

21. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2022.

SPACE 2 BE ME

England & Wales - Charity number 1140764

Accounts

Space 2 Be Me Limited
(A company limited by guarantee)

Unaudited

Trustees' Report and Financial Statements

For the year ended 31 March 2021

Space 2 Be Me Limited
(A company limited by guarantee)

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Reference and Administrative Details of the Charity, its Trustees and Advisers
For the year ended 31 March 2021

Trustees	M. Tatton, Chairman A. J. Franklin M. L. Pember K. Webb
Company registered number	07324545
Charity registered number	1140764
Registered office	Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Space 2 Be Me Ltd

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Trustees' Report

For the year ended 31 March 2021

The Trustees of Space 2 Be Me Ltd present their report as Trustees and Directors together with the financial statements for the year ended 31 March 2021. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective March 2018).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and activities

Space 2 Be Me Ltd's object as set out in its Articles of Association is to provide or otherwise support the provision of services for disabled and special needs children and young people and their family members where the child is on the roll of a school and/or lives in Maidstone or the surrounding areas and is up to and including 25 years of age.

Strategic vision

Space 2 Be Me Ltd's strategic vision is to support disabled children and young people and those with special needs to have the same life opportunities as their non-disabled peers, both educationally and socially and for their parents and families to feel supported, empowered and valued. This is achieved through 4 key objectives:

- Providing comprehensive information, advice and signposting to ensure families can make informed choices and access services that meet their needs.
- Offering a range of formal and informal support and social opportunities for parents and disabled children and young people.
- Working to ensure future services are parent driven and responsive to the needs of families and disabled children and young people by speaking up for what families tell us they need and representing them to key partners.
- Working to ensure that disabled children are able to access universal provision where desired in a safe and supported manner and in doing so feel included and valued.

Priorities identified at the start of the year ended March 2021 were as follows:

- Continuing to deliver our core offer of clubs, holiday sessions, family events, drop ins and support to families, adapting to virtual delivery until face-to-face activities were possible while conducting regular risk assessments.
- Work with partners to establish the new Family Support Partnership aimed at ensuring consistency across a wider area and within the Totius Consortium in pursuing our core activities; examining other partnership opportunities as they arise.
- Delivery of Cygnet Autism courses for parents and workshops, virtually if not face-to-face.
- To seek feedback from parents and children on our work, so that we ensure we are delivering the most relevant activities to them and adapting to meet needs.
- Maintaining and building financial reserves and bringing longer term stability by broadening and diversifying our funding base, to include donations from individuals, community fundraising and corporate partners as well as seeking multiple-year grant funding for projects where appropriate. We aimed to explore the new landscape, seek new fundraising opportunities and adapt community fundraising efforts.
- To help facilitate and strengthen Kent PACT ensuring that parents have a voice in service design and delivery for their children and to help develop a robust forum that is able to stand alone.
- To develop a framework within which we can measure our impact and adapt our monitoring tools.
- To continue to review back-office processes, adapting to new ways of working, continuing to review overheads and costs on a regular basis and produce robust and regular forecasts and scenario planning.
- To develop and enhance our volunteer management strategy in particular for family support, fundraising and youth group activities.
- Developing our marketing capabilities, raising awareness of Space 2 Be Me in Tunbridge Wells and Tonbridge and Malling so that our profile in those areas matches that in Maidstone.
- Enhancing online presence via improvements to the website and social media.

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Trustees' Report For the year ended 31 March 2021

All activities towards the end of the year were impacted by the COVID-19 pandemic and subsequent lockdown, as outlined below.

Public Benefit

The Trustees have regard to the Charity Commission's guidance on public benefit. The objectives of the charitable company are the support and provision of services for disabled and special needs children. The level of public benefit is demonstrated by the support provided and the positive feedback we receive from those accessing our services.

Volunteers

Over the 2020-21 financial year the organisation has benefitted from the input of one volunteer aside from that of the Trustees (who also act as volunteers) although we had some volunteering enquiries lined up towards the end of March 2021. Volunteer engagement was hampered by the limited opportunities as a result of the Covid-19 pandemic.

During the current year, since we have resumed face-to-face activities, our volunteer engagement has increased significantly with three volunteers currently helping out in clubs and we have gained a volunteer engaged in supporting our parents through a new peer support group in Leybourne. This model is one we are actively looking to develop and roll out as part of our volunteer recruitment strategy. We are also actively seeking parent trustees.

Achievements and Performance

Review of activities

Impact of the Covid-19 pandemic: During the period immediately after the first UK lockdown in March 2020, Space 2 Be Me had adapted swiftly to resume operating remotely as a team. The Trustees and staff felt strongly that we needed to keep reaching to our families who might need our help and young people who might want to remain connected to us and each other. We persisted in our engagement with an already-isolated and vulnerable group of people. Our planned face to face activities such as drop ins and events were cancelled and we adapted instead to virtual delivery. We were able to introduce some face-to-face activities during the Autumn in 2020 but otherwise remained delivering remotely and this continued when Kent entered Tier 2 in November and the national lockdown continued into the New Year. We started bringing back most in person activities during 2021-22 financial year; almost all the work we undertook in 2020-21 was delivered remotely. The impact of the pandemic on our activities is reflected in the narrative below.

Delivery of Family Events and Drop ins:

Our core work with other parent-led charities in the Consortium Totius was significantly affected by the pandemic. The primary focus is the consistent core offer across Kent of family events and support groups for parents of disabled children up to age 18. Space 2 Be Me Ltd delivers this work across West Kent. The funding for this work has decreased over the years, but KCC provided us with a two-year strategic grant agreement to deliver family events and support groups which was due to come to an end in March 2020; the grant was given a one-year extension to March 2021 and in the midst of the first national lockdown in 2020 and has again been extended during the pandemic to March 2022.

Face to face family events and support groups were limited during 2020-21 by the various lockdowns and group restrictions so we focused on the whole on engaging parents and families remotely. Instead of family events, we set our families a "Family Den Making Challenge", a "Gardening Challenge" and an online "Bootcamp Family Fitness Challenge". In October half term we managed to hold two small scale face-to-face family events in covid-secure venues (Dino Golf and a climbing centre) which were very welcome, although it was a brief respite as we went into lockdown again shortly after. At Christmas, we held a series of Virtual family events including Zoom Chats with Santa, we purchased access to an online Panto and we held our first family quiz which we have been asked to carry on running on a monthly basis for members, friends and family ever since supported by a young member with additional needs who volunteers with us.

Overall, we held 14 mainly virtual family events and while virtual services were not for everyone, we were pleased that more than 206 attendances registered throughout the year of which 99 were children with disabilities. For those unable to attend a virtual "event" or challenge we sent out art or gardening resource packs and encouraged feedback from families taking place directly or via social media. We also enabled a number of members to access the KCC Toy Scheme, whereby those who would normally access short breaks were able to apply for a toy allowance during the summer of 2020.

As part of our core offer and family support work we held 12 drop ins, attended by 27 individuals. Our virtual drop ins were usually attended by parents with significant needs and pressures. Some had specific queries while others valued the connection

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Trustees' Report For the year ended 31 March 2021

with other parent-carers at a time of heightened isolation. Conversations were around a diverse range of subjects but included those relating to wellbeing and mental health and how people were coping with lockdown and home-schooling, behaviour issues, supporting siblings or school placements. As a result, we held sessions focused on supporting siblings, mental health and accessing emergency funding, all areas which we heard was significant issues among our members.

Delivering Family Support: Our family support service was extremely busy during the pandemic: at first it was a little quiet but then once the shock wore off families started coming forward requesting support and help in various areas.

In April 2020 we were successful in securing National Lottery funding for a new Family Support Partnership with two other parent led charities in order to offer a family support network across West, South and East Kent under the Lead of For Us Too. Work began during the summer months of 2020 to mobilise the new Family Support Partnership which launched in September 2020. We recruited one additional part time Family Support Officer (FSO) to cover Tunbridge Wells, so that we had three part time FSOs at Space 2 Be Me, each focusing on supporting local families in a district which we cover. The funding brought a level of financial stability for the service and has enabled us to strengthen our presence and reach. In the seven months to March 2021, Space 2 Be Me received enquiries from 108 families. Some of these were signposted to other services externally or within Space 2 Be Me, for example to our cygnet courses, family events and youth clubs. Some were provided with information or invited along to drop ins. Some families were put onto the programme of in depth one to one support on the project, working towards identifiable outcomes with one of our three Family Support Officers. As part of this project Space 2 Be Me delivered a further 10 virtual and 3 face-to-face drop ins attended by 58 parents.

Alongside our support work under the Family Support Partnership, we continued to deliver Cygnet courses, the autism awareness programme devised and licensed by Barnados, and we trained our new member of staff so that all three Family Support Officers were qualified to deliver to parents. Space 2 Be Me had to adapt a face-to-face course which had started in March 2020 to virtual delivery which worked for some parents but not others. Later in the year Barnados released a virtual version of the Cygnet course and we were able to deliver Cygnet core courses as well as the newly acquired Cygnet Sibling Modules. It was not possible to deliver planned Cygnet Puberty course as these are designed to be in person only.

The Family Support Team also delivered a series of virtual workshops on subjects identified by our members with expert speakers. These have included how to support disabled children with anxiety, behaviour, puberty, pathological demand avoidance (PDA) and sleep issues. The workshops have been incredibly popular and Space 2 Be Me is keen to continue these useful information sessions in a hybrid model, some in person and some online, the latter in a format that makes it more accessible for some.

Delivery of our clubs: The COVID-19 pandemic caused us to stop all face-to-face clubs in mid-March. However, we adapted to holding "virtual clubs" at regular club times across the majority of the clubs we ran via Zoom. Our clubs offer includes:

- Dance Stars in Maidstone (weekly in term time, all ages)
- Rockets Maidstone (for children aged 6-10 and siblings, fortnightly in term time)
- Comets Maidstone (for 10-12s, fortnightly in term time)
- Galaxy Maidstone (for 13-17s, fortnightly in term time)
- Universe Maidstone and Universe Tonbridge (for 18-25s, weekly alternating between locations in term time)
- Starships Tonbridge (for 6-11s, fortnightly in term time)
- Cosmic Club (formerly Stokers) Tonbridge (for 12-17s, fortnightly in term time)
- SAMs Maidstone and SAMs Tonbridge (a stay and play session for pre-school children and their parents, weekly alternating between locations in term time)

Other than SAMs, the clubs were held via Zoom with widely varying attendance. Particularly towards the end of the year we noticed some "online fatigue" (during a period of intense home-schooling) and less engagement among younger club members. Where young people found it difficult to engage via Zoom, we reached out directly to them and their families, and we thus maintained contact with more than 50 young people and children during this period of heightened isolation. Our Dance Stars at first were provided with recordings of familiar dances to dance along to, but it soon became clear that they were keen to meet up on Zoom and dance along with each other. For our young adult members in both Universe groups, virtual clubs worked really well and attendance and engagement for most, both in zoom and social media, was excellent.

Alongside regular Zoom sessions, we set up closed groups for families usually attending our clubs on Facebook where we shared news, information and resources, activities and messages with our members outside clubs times and for those who felt unable to attend. Some members were keen to connect via WhatsApp groups and we enabled that for them. Parents of SAMs age children were signposted to our drop ins for advice and support and we shared regular suggestions of activities and resources through our Facebook group.

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Trustees' Report
For the year ended 31 March 2021

Space 2 Be Me was grateful for the continued support of our funders for clubs during this time who saw the importance of keeping things going in this adapted form. During 2020-21 Space 2 Be Me successfully gained continuation funding from Children in Need for a further three years funding for our Maidstone clubs Rockets, Comets and Galaxy. We secured funding from Comic Relief for part of the costs of our SAMs club. We secured funding to boost and deliver Cosmic (formerly Stokers) our 12-17 club in Tonbridge from KCC Early Help just prior to the pandemic, and this funding has been extended for a second year. Support from the Coronavirus Community Support Fund via the National Lottery enabled us to acquire some outdoor activity and outreach equipment and PPE resources so that we could adapt and plan outside clubs and events safely wherever possible.

Delivery of School Holiday Activities: "Space 2 Be Me Times", our holiday sessions for children and young people during school holidays, were also adapted to a virtual format. Our planned Easter activities were replaced by an Easter Egg Art competition. In the May half term, we focused on family challenges. In the summer holidays, we organised a cook along and several live art activities where children were sent resource packages and joined our clubs team via Zoom or accessed a recorded video. In February half term 2021 we did another live cook along and introduced two online children yoga classes, which was then piloted for a further 6 sessions, supported by Involve. We hosted a singalong and puppet session for the under 6s especially and invited Amazing Animal Encounters to join us online so young people could meet animals and learn a little about them. We logged 71 attendances at our Space 2 Be Me sessions over the year. Space 2 Be Me was very grateful for the support and flexibility of Cobtree Trust during 2020 which allowed us to vary the planned activities so we could continue to reach out to our beneficiaries and run these sessions.

Support Kent Parents and Carers Together (Kent PACT): Space 2 Be Me worked closely with Kent PACT's steering group to support its journey to independence as a charity in early April 2021. We helped the forum create a structure, secure funding, register with various bodies and recruit staff. Throughout the pandemic, Kent PACT continued to engage with parents via Zoom, email and social media, gathering parent views and experiences during the pandemic to feedback to local partners and helping to distribute important information and support. It strengthened and developed its focus groups, hosting a number of "meet the professional" events and held training sessions for parents. During 2020-21, its final year under the umbrella of Space 2 Be Me, Kent PACT's social media reach doubled, it produced two newsletters, attended 100 virtual strategic meetings and worked on a number of co-production projects.

Broadening the Funding Base: During 2020-21 we continued to apply to grant making trusts and had some success early in the year from a number of bids that were in the pipeline. This included the three-year funding from the National Lottery for the Family Support Partnership, securing three-year continuation funding for our Maidstone clubs from Children in Need, support from Comic Relief towards the cost of running SAMs in Maidstone and Tonbridge, the award of two Early Help grants – one in Maidstone for Cygnet and parent workshops and one for reaching and growing our teenage club offering in Tonbridge. We gratefully received support for core costs for the second year of a three-year term from the Masonic Charitable Foundation. Our strategic grant from KCC was extended for another year to March 2022. We received a number of emergency grants including support from Covid-19 emergency funding, including the Kent Community Foundation Coronavirus Emergency Fund, the Coronavirus Community Support Fund (via the National Lottery) and Tesco Bags of Help COVID-19 Communities Fund. We also secured an Everyday Active Small Grant and a Tackling Inequalities Grant from Kent Sport (and Sport England) for Dance Stars.

We were due to benefit from a couple of large-scale community fundraising events – notably charity football match organised by a team of dedicated employee volunteers from Waitrose RDC in Aylesford and also as the nominated main charity to benefit from the Bearstead and Thurnham Fair. Both events had been postponed to 2021 and now again to 2022 and we are hopeful that these will now be able to go ahead in the summer 2022.

During 2020-21 we increased our digital fundraising and set up text donations. We received several donations from organisations, some of which were adhoc and some the result of previous Charity of the Year nominations; we also received a donation from the Mayor of Maidstone. Our regular donors grew during the year but our income from activities was reduced to almost nothing and membership renewals (£5 per family per year) were also much less than previously years. We continue to focus on growing diverse revenue streams and towards the end of the year we increased our staff capacity to enable development of community and other fundraising streams.

Adapting and developing marketing and back office processes: In the last few years, the name change, rebranding and enhancement of Space 2 Be Me's presence online has been significant, including the development of our website. Work continued during 2020-21 as we became more dependent than ever to reach our beneficiaries online. The whole team at Space 2 Be Me has learnt a lot around technology. We already worked at home from time to time, so we were in a good position, but we needed new laptops to replace very old ones, and this was made possible through the Coronavirus Community Support Fund (via the National Lottery). We created dedicated Facebook and WhatsApp groups for members accessing certain services,

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Trustees' Report
For the year ended 31 March 2021

we used Zoom and Teams to communicate with parents and children, as well as liaising with partners. Adapting all our services and activities was a challenge and we had to trial different things, learning along the way.

We continued to work hard on developing our use of Facebook, which remains very popular - our reach has grown significantly during the year, reaching 1,433 likes in March compared to 1,274 in March 2020. Facebook continues to be an important way to reach our members during the COVID-19 pandemic. We published a page with useful information and resources for people on our website for resources and information available during the pandemic about which we received positive feedback. Our Marketing and Communications Coordinator joined us in March 2021 and has been working on raising awareness, managing communications with members, publicising our events and exploring community fundraising opportunities. Alongside our new FSO role in Tunbridge Wells we have significantly extended our reach in Tunbridge Wells during the year.

We continued to develop our monitoring and impact analysis finance systems, detailed financial forecast and scenario planning. In early 2021-22 we were awarded a grant from the KCC Strategic Recovery Fund and we are engaged in a thorough organisation review, fundraising audit and strategy work which will enable us to create a clear and robust way forward.

Financial review

The Statement of Financial Position "SOFA" shows the Charity's total incoming resources for the year was £144,469 (2020: £97,226). Total resources expended amounted to £107,199 (2019: £103,925). The SOFA therefore reveals net income of £37,270 (2020: net expenditure £6,699).

Financial position

The Charity held fund balances at 31 March 2021 of £73,197. These funds included restricted funds of £42,361 and unrestricted funds of £30,836.

As detailed in note 16, funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes total £5,311. The separate fixed asset fund represents the fixed assets of the charity and total £5,525, matching the net book value of fixed assets in the balance sheet.

The designated fund of £20,000 is a contingency fund to cover expected employment related costs upon any decision to wind up the Charity.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Trustees are seeking a strategy of diversifying income streams, reviewing costs and endeavouring to undertake regular assessments of the financial stability of the charity which is currently largely dependent on fundraising and grants for its income. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Principal risks and uncertainties

The Trustees conduct regular assessments of the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that appropriate controls are in place to mitigate our exposure to major risks. These include a Financial Controls Policy which is being reviewed in December 2021, and a designated financial reserve which is reviewed annually and monitored at regular board meetings.

Space 2 Be Me has undertaken a thorough assessment of risks due to COVID-19 and to date staff continue to work remotely on the whole and deliver virtual activities alongside face-to-face delivery for clubs, training, workshops and support. We are undertaking a strategic review currently, supported by the KCC Strategic Recovery Fund, and part of that is completing a detailed organisational risk assessment.

Trustees' Report
For the year ended 31 March 2021

Financial Risk Management Objectives and Policies

The main financial risks arising from the charity's activities are credit, liquidity, fraud and price risk.

- ***Price Risk***

The charitable company is not subject to any price risk.

- ***Credit Risk***

The charitable company does not hold any material balance sheet positions with regards to donations receivable and so does not consider credit risk a material risk.

- ***Liquidity Risk***

The charitable company does not hold any material day to day liabilities on its balance sheet and always tries to settle any amounts owed to its creditors within the period of credit given of 30 days.

- ***Cash Flow Risk***

The charitable company prepares monthly management accounts and reports to its Trustees on a bi-monthly basis. The Board of Trustees approves the management accounts and signs off the year end accounts. In addition, the Treasurer regularly visits the office to review financial transactions and offer support to staff. While this has not been possible during the various lockdowns he has been kept fully informed of significant expenditure. The charitable company understands its cash flow requirements and its policy is to maintain sufficient funds in a liquid form at all times to ensure that the charitable company can meet its liabilities as they fall due. The charitable company is reliant on grants and donations. These have been consistent in prior years and does not lead to any immediate concern on the level of donations received.

Reserves policy

The Directors have agreed to designate funds to cover staff costs in case the charity needs to be closed. Based on average staff expenditure over the last financial year this means that £20,000 was designated as a contingency fund. The Reserves Policy will be reviewed in 2021-22.

Principal funding

There are a number of principal sources of funding for the organisation, most notably a KCC Disabled Children's services grant which is in place and has been extended to March 2022 which is received as unrestricted income.

We had some success early in the year from a number of bids that were in the pipeline. This included the three-year funding from the National Lottery for the Family Support Partnership, securing three-year continuation funding for our Maidstone clubs from Children in Need, support from Comic Relief towards the cost of running SAMs in Maidstone and Tonbridge, the award of two Early Help grants – one in Maidstone for Cygnet and parent workshops and one for reaching and growing our teenage club offering in Tonbridge. We secured an Everyday Active Small Grant and a Tackling Inequalities Grant from Kent Sport (and Sport England) for Dance Stars.

We received support for core costs for the second year of a three-year term from the Masonic Charitable Foundation. We received Covid-19 emergency funding, including the Kent Community Foundation Coronavirus Emergency Fund, the Coronavirus Community Support Fund (via the National Lottery), Tesco Bags of Help COVID-19 Communities Fund and the Government's JRS scheme.

Space 2 Be Me held grant income for Kent PACT during 2020-21. The balance of funds was transferred to Kent PACT as it gained independent status in April 2021.

Space 2 Be Me had several significant donations from organisations including Bearstead Golf Club, Albion Foods, AcuiT, Staplehurst Parish Council and GO Ape and also a donation from the Mayor of Maidstone. We had a number of donations from individuals on an adhoc and regular basis. Space 2 Be Me is immensely grateful for this support.

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Trustees' Report
For the year ended 31 March 2021

Structure, Governance and Management

Introduction

Space 2 Be Me Ltd is registered as a charity with the Charity Commission in England and Wales (Charity Registration No. 1140764) and as a company limited by guarantee (Company Registration No. 07324545) and is governed by its Memorandum and Articles of Association.

Space 2 Be Me Ltd was incorporated as a company limited by guarantee on 23 July 2010 and was registered as a charity on 10 March 2011. It is a parent driven members organisation that recognises that the experiences and knowledge parents bring should be valued and used as the building block for service development and provision for disabled children and their families in Maidstone.

The Trustees

The Trustees who served the charity during the year were as follows:

Michelle Tatton (appointed as Chair 29 March 2018)
Amanda Jane Franklin
Martin Laurence Pember (Treasurer)
Kevin Webb

All Trustees give of their time freely and no trustee remuneration was paid in the year.

Appointment of Trustees

The Board of Trustees must comprise between at least 50% and 70% of parents of disabled children and young people. However, the charitable company recognises that a range of skills is required within the Board if the charity is to develop and two non-parent trustees with professional business and finance backgrounds continue to bring an active and positive contribution to the organisation.

Trustees are nominated and selected by Directors at the Annual General Meeting. A third of the Trustees retire in rotation at the Annual General Meeting but can stand for re-election. The AGM of the charitable company was on 23rd January 2020. The articles of Association require a minimum of 3 Trustees and a maximum of 12.

Structure and Decisions

Staff in the charity report to the Manager who is responsible for the day-to-day operation of the organisation. The Board meet typically bimonthly with individual Trustees in addition to the appointed officer positions of Chair and Treasurer leading on specific areas of work. These include having a named Safeguarding Lead for children and vulnerable adults. Existing Policies and Procedures of the charity are reviewed regularly and amended to reflect current best practice with additional policies added as required to reflect the growing operations of the charity.

At the end of March 2021, Space 2 Be Me employed a Manager (30 hours a week), an Admin and Finance Worker (15 hours a week), Marketing and Communications Coordinator (16 hours a week), a Children and Young People Club Coordinator who also worked on Kent PACT part time (34 hours a week); and three Family Support Officers - Maidstone (15 hours), Tonbridge & Malling (15 hours) and Tunbridge Wells (15 hours). In May 2021, we restructured our clubs team and, as at December 2021, we have two Children and Young People Coordinators for Maidstone and in Tonbridge (10 hours per week each), one Children and Young People Coordinator for SAMs club (6 hours per week) and one Children and Young People Coordinator Dance Stars (4 hours per week in term time). In addition to these salaried staff, a team of sessional staff and volunteers help to run clubs and events for children and young people, support parents and help in the office.

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Trustees' Report

For the year ended 31 March 2021

Plans for future periods

Space 2 Be Me is currently undergoing a strategic review as a result of many things changing during 2020-21 and also in order to identify priorities and create a business plan for the next 3 years. The broad strategy for 2020-21 was to adapt our offering in order to continue to support our beneficiaries in whatever way we could and keeping the charity stable in financial terms. Moving forward into 2021-22 our key areas of focus are as follows:

- Space 2 Be Me aim to continue to deliver all our established activities including clubs, family support work, family events and training for parents, planning flexible delivery and reviewing risk assessments regularly. We aim to embrace a hybrid delivery and remain agile enough to respond to changing scenarios while listening closely to feedback from our beneficiaries.
- Space 2 Be Me will restructure its workforce and recruit new staff, particularly for its club team. We aim to build a solid team across our area focusing on particular activities, age groups or geographies, who will work together to deliver Space 2 Be Me Times during school holidays and support family events.
- To continue to work on the Family Support Partnership with a view to offering consistency across 9 districts in Kent including signposting, running drop ins, dealing with quick enquiries and offering an in-depth one-to-one programme of support for parents and carers. Space 2 Be Me has created a family support team with one part time family support officer focusing on each district in which we operate; we will work hard to reach parents in each district.
- To continue to empower parents through Cygnet training courses including core, sibling and puberty autism courses alongside parent workshops, both virtually and in person.
- To continue to explore widely partnership opportunities with other charities and community groups, including our Totius Partners, exploring opportunities which are consistent with mutual objectives.
- We will endeavour to seek feedback from parents and children on our work to ensure we are delivering the most relevant activities to them.
- To continue to develop a framework within which we can measure our impact.
- To improve our profile, particularly in West Kent, exploring opportunities to expand clubs and other activities in Tunbridge Wells in particular.
- To develop and enhance our volunteer strategy in all areas of our activities and in relation to specific projects.
- To maintain financial stability, review the fundraising landscape, seek new funding opportunities and refresh our fundraising strategy. We continue to seek medium to long term trust funding, explore alternative avenues of opportunity such as digital or virtual fundraising and to enhance our community fundraising engagement.
- To continue to review and adapt back office and reporting functions within the charity with an agile hybrid working structure for staff and delivery for projects where possible.

By continuing to deliver in these priority areas the Board of Trustees is confident that Space 2 Be Me Ltd will continue to provide high quality services for families of disabled children and young people that offer public benefit and meet our charitable objectives and vision.

Trustees' Responsibilities Statement

The Trustees (who are also directors of Space 2 Be Me Ltd for the purposes of Company Law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust at the year end and of the incoming resources and application of resources of the Trust for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities Statement of Recommended Practice ("SORP");
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

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Trustees' Report
For the year ended 31 March 2021

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees and signed on their behalf by:



M Tatton
Chair of Trustees



M L Pember
Treasurer

Date: 25/1/2022

Space 2 Be Me Limited
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Independent Examiner's Report
For the year ended 31 March 2021

Independent Examiner's Report to the Trustees of Space 2 Be Me Limited ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 25 January 2022

A. Hickie BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent
ME10 4BJ

Space 2 Be Me Limited
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	10,192	-	10,192	9,567
Charitable activities	4	24,717	109,107	133,824	76,603
Other trading activities	5	451	-	451	11,050
Investments	6	2	-	2	6
Total income		35,362	109,107	144,469	97,226
Expenditure on:					
Raising funds	7	559	696	1,255	3,493
Charitable activities	8	31,094	74,850	105,944	100,432
Total expenditure		31,653	75,546	107,199	103,925
Net income/(expenditure)		3,709	33,561	37,270	(6,699)
Transfers between funds	16	6,181	(6,181)	-	-
Net movement in funds		9,890	27,380	37,270	(6,699)
Reconciliation of funds:					
Total funds brought forward		20,946	14,981	35,927	42,626
Total funds carried forward	16	30,836	42,361	73,197	35,927

The notes on pages 14 to 25 form part of these financial statements.

Space 2 Be Me Limited
(A company limited by guarantee)
Registered number: 07324545

Balance sheet
As at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	5,525	360
Current assets			
Debtors	14	-	246
Cash at bank and in hand		72,136	37,658
		<u>72,136</u>	<u>37,904</u>
Creditors: amounts falling due within one year	15	(4,464)	(2,337)
Net current assets		<u>67,672</u>	<u>35,567</u>
Total net assets		<u><u>73,197</u></u>	<u><u>35,927</u></u>
Charity funds			
Restricted funds	16	42,361	14,981
Unrestricted funds	16	30,836	20,946
Total funds		<u><u>73,197</u></u>	<u><u>35,927</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



M. Tatton
 (Chair of Trustees)



M. L. Pember

Date: 25/1/2022

The notes on pages 14 to 25 form part of these financial statements.

Space 2 Be Me Limited
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 March 2021

1. General information

The charitable company is a private company limited by guarantee without share capital, incorporated in England and Wales, registration number 07324545. Its registered office is Howard De Walden Youth Centre, Bluett Street, Maidstone, Kent, ME14 2UG.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Space 2 Be Me Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

There has been an impact on the charity's operations due to the COVID-19 pandemic. Operations were restricted to virtual delivery during the year with limited face to face activities in line with government guidance. National lockdowns meant that in person delivery of services was temporarily suspended until government guidance allowed.

Whilst acknowledging the uncertainties that remain the trustees are confident that the charity is considered to have adequate resources to get through the crisis and a period of reduced operations. Care is an important area of the charity sector and it has become even more crucial during the pandemic. As a result, the government have provided resources to support the sector so that it can continue to deliver these services.

In conclusion of the above, the trustees have carefully considered whether the charity remains to be a going concern and have concluded that there is sufficient evidence for them to remain a going concern.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Notes to the financial statements
For the year ended 31 March 2021

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

The estimated useful lives are as follows:

Office equipment	- 10 years
Computer equipment	- 3 years

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

2.7 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

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Notes to the financial statements
For the year ended 31 March 2021

2. Accounting policies (continued)

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	5,920	-	5,920	9,567
Government grants	4,272	-	4,272	-
	<u>10,192</u>	<u>-</u>	<u>10,192</u>	<u>9,567</u>
<i>Analysis of 2020 total by fund</i>	<u>8,262</u>	<u>1,305</u>	<u>9,567</u>	

Other than utilising the UK Government Job Retention Scheme, the charity received no other government grants.

4. Analysis of income from charitable activities by type of income

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Contract income	3,852	-	3,852	4,195
Grant income	20,250	109,107	129,357	67,652
Membership income	510	-	510	981
Club income	-	-	-	3,457
Other income	105	-	105	318
	<u>24,717</u>	<u>109,107</u>	<u>133,824</u>	<u>76,603</u>
<i>Analysis of 2020 total by fund</i>	<u>34,249</u>	<u>42,354</u>	<u>76,603</u>	

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Notes to the financial statements
For the year ended 31 March 2021

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Community fundraising	451	451	11,050
<i>Analysis of 2020 total by fund</i>	11,050	11,050	

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Bank interest	2	2	6
<i>Analysis of 2020 total by fund</i>	6	6	

7. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Community fundraising	559	696	1,255	3,493
<i>Analysis of 2020 total by fund</i>	1,769	1,724	3,493	

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Notes to the financial statements
For the year ended 31 March 2021

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Provision of services for disabled children and their families in Maidstone	31,094	74,850	105,944	100,432
<i>Analysis of 2020 total by fund</i>	39,513	60,919	100,432	

Summary by expenditure type

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total funds 2021 £	Total funds 2020 £
Provision of services for disabled children and their families in Maidstone	75,089	979	29,876	105,944	100,432
<i>Analysis of 2020 total</i>	70,208	42	30,182	100,432	

9. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Provision of services for disabled children and their families in Maidstone	77,036	28,908	105,944	100,432
<i>Analysis of 2020 total</i>	79,950	20,482	100,432	

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Notes to the financial statements
For the year ended 31 March 2021

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2021 £	Total funds 2020 £
Staff costs	75,089	70,208
Staff and agency costs	580	4,185
Club costs	62	894
Other direct costs	1,265	817
Rent and rates	40	3,846
	77,036	79,950

Analysis of support costs

	Total funds 2021 £	Total funds 2020 £
Depreciation	979	42
Rent and rates	5,824	7,425
Cleaning	-	497
Insurance	1,163	484
Technology costs	1,832	1,825
Advertising	108	-
Accountancy and payroll	-	714
Legal and professional	730	1,990
Governance costs	1,644	1,320
Other support costs	16,628	6,185
	28,908	20,482

10. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	1,644	1,320

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11. Staff costs

	2021	<i>2020</i>
	£	£
Wages and salaries	72,066	67,597
Contribution to defined contribution pension schemes	3,023	2,611
	<u>75,089</u>	<u>70,208</u>

The average number of persons employed by the Charity during the year was as follows:

	2021	<i>2020</i>
	No.	No.
Employees	<u>10</u>	<u>13</u>

No employee received benefits (excluding employer national insurance and pension costs) amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (*2020 - £NIL*).

During the year ended 31 March 2021, no Trustee expenses have been incurred (*2020 - £NIL*).

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13. Tangible fixed assets

	Office equipment £	Computer equipment £	Total £
Cost			
At 1 April 2020	402	-	402
Additions	-	6,144	6,144
At 31 March 2021	402	6,144	6,546
Depreciation			
At 1 April 2020	42	-	42
Charge for the year	40	939	979
At 31 March 2021	82	939	1,021
Net book value			
At 31 March 2021	320	5,205	5,525
At 31 March 2020	360	-	360

14. Debtors

	2021 £	2020 £
Due within one year		
Accrued income	-	246

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	1,096	547
Other creditors	587	-
Accruals	2,781	1,790
	4,464	2,337

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Notes to the financial statements
For the year ended 31 March 2021

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Designated fund	20,000	-	-	-	20,000
General funds					
Unrestricted funds	586	35,362	(30,674)	37	5,311
Fixed assets	360	-	(979)	6,144	5,525
	946	35,362	(31,653)	6,181	10,836
Total Unrestricted funds	20,946	35,362	(31,653)	6,181	30,836
Restricted funds					
Comic relief	-	2,000	(1,999)	-	1
Covid 19 Emergency Fund	-	9,930	(3,786)	(6,144)	-
Children In Need	1,093	9,979	(6,941)	-	4,131
Henry Smith	1,540	-	(1,540)	-	-
EH Maid FSW & Ton Cosmic	-	17,718	(6,380)	-	11,338
Involve	-	210	(60)	-	150
Kent PACT	4,876	32,595	(25,558)	-	11,913
KCF Emergency	-	5,000	(5,000)	-	-
KCF Hardship fund	-	820	(806)	-	14
Cobtree	2,408	-	(2,381)	(27)	-
KCF Lawson / Polebrook	2,197	-	(2,187)	(10)	-
Kent Sport Everyday Active fund	-	462	(462)	-	-
Kent Sport Tackling Inequalities Fund	-	3,791	(1,758)	-	2,033
KCC CMG Starships	163	-	(40)	-	123
KCF Vanquis / Pettridge	2,585	-	(2,585)	-	-
Whitehouse Monckton	119	-	(119)	-	-
National Lottery	-	26,102	(13,444)	-	12,658
Tesco/Groundwork	-	500	(500)	-	-
	14,981	109,107	(75,546)	(6,181)	42,361
Total of funds	35,927	144,469	(107,199)	-	73,197

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Notes to the financial statements
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16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds					
Designated funds					
Designated fund	20,000	-	-	-	20,000
General funds					
Unrestricted funds	(11,514)	53,567	(41,240)	(227)	586
Fixed assets	-	-	(42)	402	360
	(11,514)	53,567	(41,282)	175	946
Total Unrestricted funds	8,486	53,567	(41,282)	175	20,946
Restricted funds					
Comic relief	4,500	-	(4,500)	-	-
Covid 19 Emergency Fund	209	-	(209)	-	-
Children In Need	2,180	10,000	(11,087)	-	1,093
Henry Smith	7,544	-	(6,004)	-	1,540
DfE via Contact (Kent PACT)	6,029	-	(5,627)	(402)	-
EH Maid FSW & Ton Cosmic	4,455	-	(4,455)	-	-
Involve	587	-	(587)	-	-
Kent PACT	7,962	9,598	(12,664)	(20)	4,876
KCF Emergency	674	-	(674)	-	-
KCF Hardship fund	-	500	(500)	-	-
Cobtree	-	3,000	(592)	-	2,408
KCF Lawson / Polebrook	-	4,976	(2,779)	-	2,197
Kent Sport Everyday Active fund	-	4,288	(4,288)	-	-
Kent Sport Tackling Inequalities Fund	-	800	(800)	-	-
KCC CMG Starships	-	500	(337)	-	163
KCF Vanquis / Pettridge	-	6,286	(3,701)	-	2,585
Whitehouse Monckton	-	1,000	(881)	-	119
Tesco/Groundwork	-	2,711	(2,958)	247	-
	34,140	43,659	(62,643)	(175)	14,981

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Notes to the financial statements
For the year ended 31 March 2021

16. Statement of funds (continued)

Total of funds	<u>42,626</u>	<u>97,226</u>	<u>(103,925)</u>	<u>-</u>	<u>35,927</u>
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The restricted and designated funds are explained below:

Designated funds:

Contingency fund:- Funds designated to cover expected employment related costs upon winding up.

Restricted funds:

Activity grants:

Received for the Charity's work, including youth groups, events and holiday activities, family support work, workshops, training and miscellaneous support for parents and children.

Significant funders included the National Lottery, KCC Early Help Preventative grants for projects in Maidstone and Tonbridge & Malling districts, Comic Relief via Groundwork, Children in Need, Henry Smith, Involve, the Cobtree Charity Trust, Kent Sport and Sport England, KCC Combined Members Grant, Whitehead Monckton; various funders via Kent Community Foundation including the Lawson Endowment for Kent, Polebrook Fund, Vanquis Social Impact Fund, the Pettridge Fund and individual funding for specific support purposes via the KCF individual funding stream. The Charity also held funding for Kent PACT from the DfE via Contact and KCC.

Grants toward core costs:

Received towards specific administrative functions and overheads at the Charity including Covid-19 related funding from the KCF Coronavirus Emergency Fund, the Coronavirus Community Support Fund via National Lottery and the Job Retention Scheme.

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Notes to the financial statements
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17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	5,525	-	5,525
Current assets	29,775	42,361	72,136
Creditors due within one year	(4,464)	-	(4,464)
Total	30,836	42,361	73,197

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	360	-	360
Current assets	22,453	15,451	37,904
Creditors due within one year	(1,867)	(470)	(2,337)
Total	20,946	14,981	35,927

18. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and £587 (2020: £nil) were payable to the fund at the balance sheet date and are included in other creditors.

19. Members' liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

20. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2021.