

HALCYON TRAINING FOUNDATION

England & Wales · Charity number 1141655

Details

Status Registered

Legal form Other

Registered 2011-05-03

Register [View on the Charity Commission register](#)

Contact

Address Halcyon
Unit 6
Moy Road Industrial Estate
Taffs Well
Cardiff

Phone 07951336117

Email office@halcyon-foundation.org.uk

Website www.halcyon-foundation.org.uk

Activities

Objects: TO ADVANCE THE EDUCATION AND TRAINING OF THE PUBLIC IN MANAGING DIFFICULT, THREATENING OR DISTRESSING SITUATIONS.

Activities: The Charity aims to deliver training in conflict resolution to community groups, families and carers, in particular those who fall outside the reach of education and work place training. The Charity aims to provide educational accredited training and qualifications to enhance life long learning, personal development and to assist in lowering conflict between individuals and communities.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Other Defined Groups

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£88,955	£94,372	-	-
2023-12-31	£75,644	£87,716	-	-
2022-12-31	£49,359	£94,202	-	-
2021-12-31	£7,226	£99,654	-	-
2020-12-31	£142,034	£91,460	-	-

Trustees

Name	Role	Appointed
Julia Ferguson		2019-06-04
PAUL ERIC BENNETT LLB		
Richard Flemming		2017-07-19
STEVE REED		2011-05-03

HALCYON TRAINING FOUNDATION

England & Wales - Charity number 1141655

Accounts

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2024		Day 31st	Month December	Year 2024

Section A Reference and administration details

Charity name

Halcyon Training Foundation

Other names charity is known by

Registered charity number (if any)

1141655

Charity's principal address

Unit 6, Moy Road Business Centre	
Taffs Well	
Cardiff	
Postcode	CF15 7QR

Names of the charity Trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Bennett	Chair of Trustees		
2	Steve Reed	Trustee		
3	Richard Flemming	Trustee		
4	Julia Furguson	Trustee		
5				
6				
7				
8				
9				
10				

Names of the Trustees for the charity, if any, (for example, any custodian Trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	CAF Bank	25 Kings Hill Avenue
		West Malling
		Kent
		ME19 4TA

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trustee Deed
How the charity is constituted (eg. trust, association, company)	By Trustee Deed
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of Trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Halcyon is a small charity with a simple organisational structure.

The charity is run on a full-time basis by the Charity Manager, Paul Murphy, supported by Assistant Manager Dr Jo Caddy, with occasional administrative support if required.

To enhance and compliment the core Parent Support Programme and training the charity employs, on an ad hoc basis, Mark Flagg [an educationalist], an occupational therapist, a play therapist and a specialist educational support teacher as the need arises to provide additional, support to clients.

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risks to which the charity is exposed have been identified and are regularly monitored, with mechanisms in place to mitigate them.

Halcyon Trustees give of their time voluntarily and none have a beneficial interest in the charity or any conflicts of interest.

Halcyon values diversity as an important factor in accountability and public confidence. As a result, to ensure strong governance, we acknowledge the need to appoint Trustees from a variety of backgrounds, to bring an assortment of skills, knowledge and experience to the Board.

Halcyon Trustees meet on average four times a year. These meetings review all aspects of the day-to-day running of the charity, the financial health of the charity and determine the strategic planning for the charity's future. Trustees ensure that the charity's activities remain in line with its core charitable purpose and that all legal requirements and policies are adhered to.

The trustees all have regular informal conversations with Paul Murphy and Dr Jo Caddy to maintain awareness of 'day to day' issues and their welfare.

Recruitment and appointment of new Trustees: when a position becomes vacant any replacement would be considered at Trustees' meetings, as appropriate. Trustees will initially consider approaches from people who have expressed an interest in our work. If we are unable to find a suitable candidate we would then advertise in the appropriate media.

The following procedure is used to select and assess a candidate's suitability for the role:

- Undertake a skills audit to assess current skills and to identify if there are any skills gaps.
- Ensure all trustees are aware of the legal rules in respect of eligibility to serve in the position.
- Follow charity commission guidance on our obligations to check the eligibility of new trustee.

We have processes in place to identify and manage conflicts of interest and ensure new Trustees are aware of these arrangements.

If Trustees require any training, we will make the necessary arrangements for this to be completed.

Trustees are provided with a copy of the charity's governing document, along with Charity Commission publications on trustee's legal duties and responsibilities.

Joe Boyle, one of the original trustees, resigned last year. The trustees and staff feel it is important to recognise the huge commitment, knowledge, enthusiasm and wise counsel he gave throughout his time as a trustee, especially during early years of the charity.

Halcyon has re-registered with the Information Commissioners Office for 2024/25

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Halcyon Training Foundation aims to provide accredited and non-accredited training to community groups, businesses, statutory organisations, families and carers who deal with people presenting challenging and difficult behaviour. There is a specific focus on people living with neurodevelopmental conditions.

Halcyon Training Foundation aims to deliver training in conflict resolution to community groups, families and carers and especially those who fall outside the reach of education and work place training.

The charity aims to provide accredited and non-accredited educational training and qualifications to enhance lifelong learning, aid personal development and assist in lowering conflict between individuals and communities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that Trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity places public benefit at the heart of its activities as it seeks to fulfil its charitable aims, ensuring compliance with the Charity Commission's guidance.

People who have neurodevelopmental conditions deserve the right to enjoy a full and fruitful life. They should have equal access to all the facilities and services as is possible.

To achieve this, it is essential that individuals and the organisations they live, work and interact with, have insight into neurodevelopmental conditions, this will improve outcomes for all and help to reduce possible conflict.

Halcyon's activities are therefore intended to provide individuals with the necessary understanding and skills to prevent conflict from occurring in the first place.

In meeting this public benefit, the main activities of the charity are:

- One-to-one or small group training sessions, supporting families and/or carers who are awaiting a diagnosis, those with existing neurodevelopmental diagnosis or other related conditions.
- Families and/or carers need information and/or training and support in strategies for dealing with challenging behaviour.
- Training sessions with larger groups of business employees, statutory services and charities. The training provides participants with insight into neurodevelopmental conditions, the causes of challenging behaviour and good practice to minimise the likelihood challenging behaviour from occurring in their settings.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

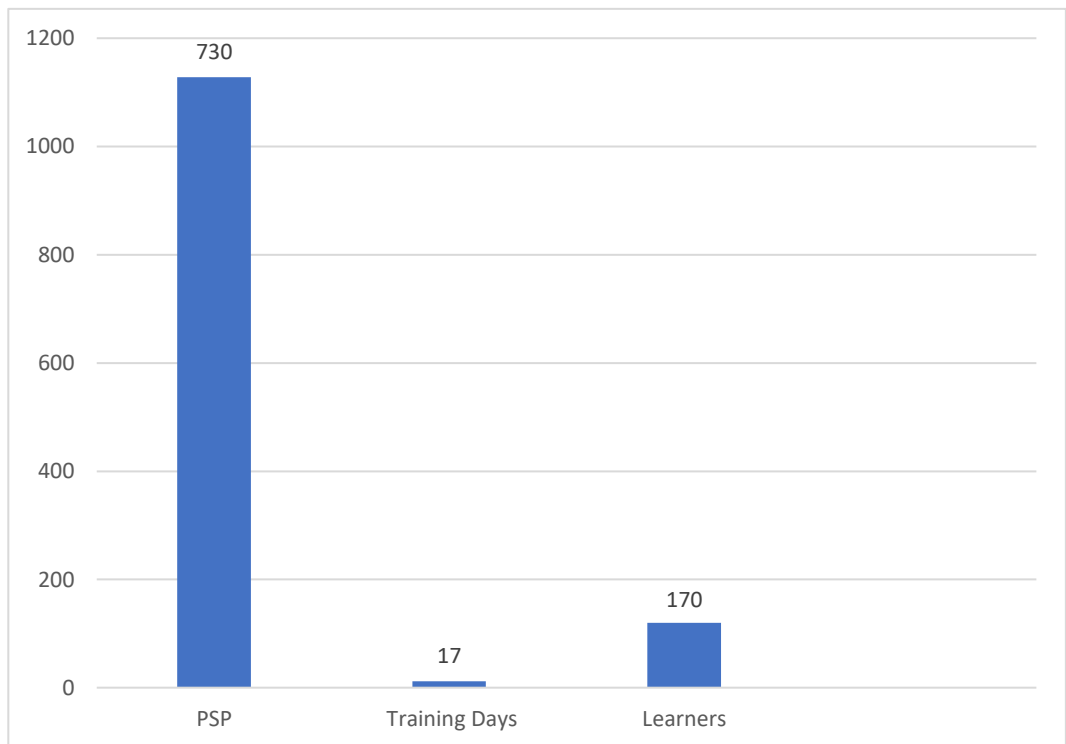
2024 has been yet another busy year for Halcyon with demand for its services at an all-time high. Halcyon’s support for families and professionals continues unabated during a time of unprecedented demand on all statutory services and the third sector.

The charity relocated its office to a purpose built, modern office development. The new premises and their professional management ensure both predictable expenditure and a greatly enhanced environment for Halcyon’s staff and clients.

Halcyon staff adapted have well to new working practices and new technologies, ensuring that optimal support provided is available to all clients, with online or face to face meetings available according to their needs and preference.

Throughout 2024 Halcyon delivered all its support and training sessions at no cost to families and/or carers regardless of their circumstances, in accordance with its charitable objectives.

Totals 2024



PSP - Parents’ Support Programme
730 contact hours completed (two or more parent carers per hour).

Training Days Delivered organisations:

Calon Foster Care, RCT Foster Care Service, Barnardos, Families First, Tonyrefail Community School Parent/carers group

Testimonial 1

I really don't know where to start.

Halcyon helped us to help ourselves, to understand our child, to unpick situations and allow what must in the moment.

It's ok to simply "be" and being in that moment is actually ok.

We were referred to Paul and Jo at Halcyon in December 2024 by our Paediatrician at Ysbyty Cwm Cynon, 2 days before Christmas to be exact. I didn't expect to hear from anyone so quickly, but just into 2025 Jo called and took a detailed and quite frank overview of our situation and where we found ourselves. She didn't judge, she didn't even seem shocked, she listened..... she paused..... and what followed was total acceptance without judgement and so much compassion and understanding.

Sessions soon started with Paul, who I must say takes everything in his stride, there is not a story he hasn't heard before and not a situation he hasn't personally come across of experienced. When you feel in the depths of despair, distraught at what life had become he was there with a torch and words that you'll hold for a lifetime.

Autism, ADHD, PDA, OCD, Behavioural Issues, any neurodivergence fractures families, it breaks parents after years of wear and tear. Halcyon comes in and helps you see you're not alone, you're not that different and in fact things will be ok, you've just got to go through this little rough patch to get to the good stuff.

He has helped two parents realign, he has helped our family back together, he has helped to calm our home and give us an understanding of our ---- that marries without conflict. Life isn't perfect, it's not meant to be, but we can live in our moments happy.

Halcyon is invaluable.

I thank my lucky stars every day I walked into that hospital appointment with my ----, breaking down, not knowing if I could go on or where to turn for help and our Paediatrician listened, saw and offered Halcyon. Halcyon who I'd never heard of, yet I've been an "autism mum" for 23 years, that one referral, that one click of a button changed all our lives and gave us a hope we had lost.

Testimonial 2

We were referred to Halcyon as we have been struggling to cope as a family.

Paul has helped us to understand our ----- mind and the reasons behind why --- does and says certain things.

At times we can become totally overwhelmed and having someone to talk through these situations helps us to feel less isolated and helps us to understand that we are making the right decisions.

He's helping to direct us in the correct ways to deal with situations which we have battled with for a long time.

Talking to someone who completely understands and relates to how we feel is invaluable. It is a great help to know that Paul has personally gone through almost all of the experiences/challenges that we are experiencing. He's not just another counsellor/coach that has learned his skill from a text book, he's actually lived it.

Each session feels like a safe place where you can open up and share personal challenges. Paul maintains a non-judgemental and respectful attitude throughout.

We would highly recommend Halcyon to other families in the same situation.

Section E Financial review

Brief statement of the charity's policy on reserves

There is a formal policy on reserves and financial management. The charity reserve of £18,000 covers yearly liabilities and closure costs.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity has successfully delivered support and training to a wide range of individuals, organisations and companies. It has met its charitable objectives of delivering Parent Support Programmes, ASD and Neurodevelopmental skills and training.

The Halcyon staff, volunteers and Trustees have worked hard to ensure the budget was targeted at delivering training courses and support. This has allowed us to deliver our training and support at no cost to families.

Section F**Other optional information**

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Section G**Declaration**

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

Signed on behalf of the charity's Trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Halcyon Training Foundation	No (if any) 1141655
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CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2024	To	Period end date 31/12/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	133	-	-	133	174
Training Centre Fees	10,217	-	-	10,217	6,632
Grants/PSP	78,565	-	-	78,565	68,772
Bank Interest	40	-	-	40	66
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	88,955	-	-	88,955	75,644
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	88,955	-	-	88,955	75,644
A3 Payments					
Training Expenses	414	-	-	414	625
OT, Insp Learners etc costs	-	-	-	-	1,580
BT Phone, Mobiles & Broadband	991	-	-	991	2,029
Office Supplies & IT	2,188	-	-	2,188	1,283
Website & Email Hosting	108	-	-	108	388
Insurance	2,525	-	-	2,525	2,350
Bank Charges	103	-	-	103	113
Staff Exp & CPD	907	-	-	907	2,076
Vol Exp	-	-	-	-	408
payroll	310	-	-	310	432
HMRC	15,740	-	-	15,740	13,328
Wages&Pensions	51,072	-	-	51,072	51,010
Rent&Electricity costs	20,014	-	-	20,014	12,094
Sub total	94,372	-	-	94,372	87,716
A4 Asset and investment purchases, (see table)					
x2 computers	332	-	-	-	368
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	94,372	-	-	94,372	87,716
Net of receipts/(payments)	- 5,417	-	-	5,417	- 12,072
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,332	-	-	26,332	38,404
Cash funds this year end	20,915	-	-	20,915	26,332

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	at bank	20,915	-	-
		-	-	-
		-	-	-
	Total cash funds	20,915	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	x2 computers	332	900	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Halcyon Training Foundation

On accounts for the year
ended

31/12/2024

Charity no
(if any)

1141655

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024 DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

M Williamson

Date:

15/8/2025

Name:

Mary Williamson

Relevant professional

AAT

qualification(s) or body
(if any):

--

Address:

7 Ty Draw Road

Cardiff

CF23 5HA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--

HALCYON TRAINING FOUNDATION

England & Wales - Charity number 1141655

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2023		Day 31st	Month December	Year 2024

Section A Reference and administration details

Charity name

Halcyon Training Foundation

Other names charity is known by

Registered charity number (if any)

1141655

Charity's principal address

Unit 6, Moy Road Business Centre

Taffs Well

Cardiff

Postcode

CF15 7QR

Names of the charity Trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Bennett	Chair of Trustees		
2	Joe Boyle	Trustee		
3	Steve Reed	Trustee		
4	Richard Flemming	Trustee		
5	Julia Fergusson	Trustee		
6				
7				
8				
9				
10				

Names of the Trustees for the charity, if any, (for example, any custodian Trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	CAF Bank	25 Kings Hill Avenue
		West Malling
		Kent
		ME19 4TA

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trustee Deed
How the charity is constituted (eg. trust, association, company)	By Trustee Deed
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of Trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Halcyon is a small charity with a simple organisational structure.

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risks to which the charity is exposed have been identified and are regularly monitored, with mechanisms put in place to mitigate these risks.

Halcyon has re-registered with the Information Commissioners Office for 2023/24.

Halcyon Trustees give of their time voluntarily and none have a beneficial interest in the charity or have any conflicts of interest. Halcyon values diversity as an important factor in accountability and public confidence. As a result, in order to ensure strong governance, we acknowledge the need to appoint Trustees from a variety of backgrounds, to bring an assortment of skills and experience to the Board.

Halcyon Trustees meet on average four times a year. These meetings focus on all aspects of the day-to-day running of the charity, the financial health of the charity and strategic planning for the future. Trustees also regularly check that the charity's activities remain in line with its core charitable purpose.

Recruitment and appointment of new Trustees, should a position become vacant, is considered at Trustees' meetings, as appropriate. Trustees will initially consider approaches from contacts who have expressed an interest in our work. If we are unable to find a suitable candidate we will then advertise in the appropriate media.

The following procedure is used to select and assess a candidate's suitability for the role:

- undertake a skills audit to assess current skills and to identify if there are any skills gaps;
- ensure all Trustees are aware of the legal rules in respect of eligibility to serve in the position;
- follow Charity Commission guidance on our obligations to check the eligibility of new Trustees.

We have processes in place to identify and manage conflicts of interest and ensure new Trustees are aware of these arrangements.

If Trustees require any training we will make the necessary arrangements for this to be completed.

Trustees are provided with a copy of the charity's governing document, along with Charity Commission publications on trustee's legal duties and responsibilities.

The charity is run on a full-time basis by the Charity Manager, Paul Murphy, and supported by the Assistant Manager Dr Jo Caddy with occasional administrative support.

In delivering its training and Parent Support Programme, the charity has sub-contracted, at various points throughout the year, the services of Mark Flagg and other professionals to deliver training, mentoring and support. This also includes the commissioning of an occupational therapist, play therapist and specialist educational support teacher.

Summary of the objects of the charity set out in its governing document

Halcyon Training Foundation aims to provide accredited and non-accredited training to community groups, businesses, statutory organisations, families and carers who deal with people presenting challenging and difficult behaviour. There is a specific focus on people living with neurodevelopmental conditions.

Halcyon Training Foundation aims to deliver training in conflict resolution to community groups, families and carers and, in particular, to those who fall outside the reach of education and work place training.

The charity aims to provide accredited and non-accredited educational training and qualifications to enhance lifelong learning, aid personal development and assist in lowering conflict between individuals and communities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that Trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity places public benefit at the heart of its activities as it seeks to fulfil its charitable aims. It pays close attention to the Charity Commission's guidance on public benefit.

People who have neurodevelopmental conditions deserve the right to enjoy a full and fruitful life, accessing facilities and services to as large an extent as is possible.

For this to happen, it is essential that individuals and the organisations they live, work and interact with, have a full insight into neurodevelopmental conditions, to improve outcomes for all, and reduce conflict as a consequence.

Halcyon's main activities are therefore intended to provide individuals with the necessary understanding and skills to prevent conflict from occurring in the first place.

In meeting this public benefit, the main activities of the charity are:

- The development of mentoring services for adults on the autistic spectrum. This mentoring is provided by other adults on the spectrum who have undergone the training themselves. To meet this objective, the charity has worked closely with an adult on the autistic spectrum who delivers mentoring and autism awareness training to adults on the spectrum. The training includes opportunities to undertake Level 3 & 4 teaching and training qualifications through the Halcyon Training Centre.
- One-to-one or small group training sessions, aimed at families/ carers who are awaiting a diagnosis or face a new or existing neurodevelopmental diagnosis or other related conditions, who want information / training, support on strategies for dealing with challenging behaviour.

- Training sessions with larger groups of business employees, statutory services and charities, aimed at providing them with insight into neurodevelopmental conditions, the causes of challenging behaviour and good practice to assist with avoiding challenging behaviour from occurring in the first place.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

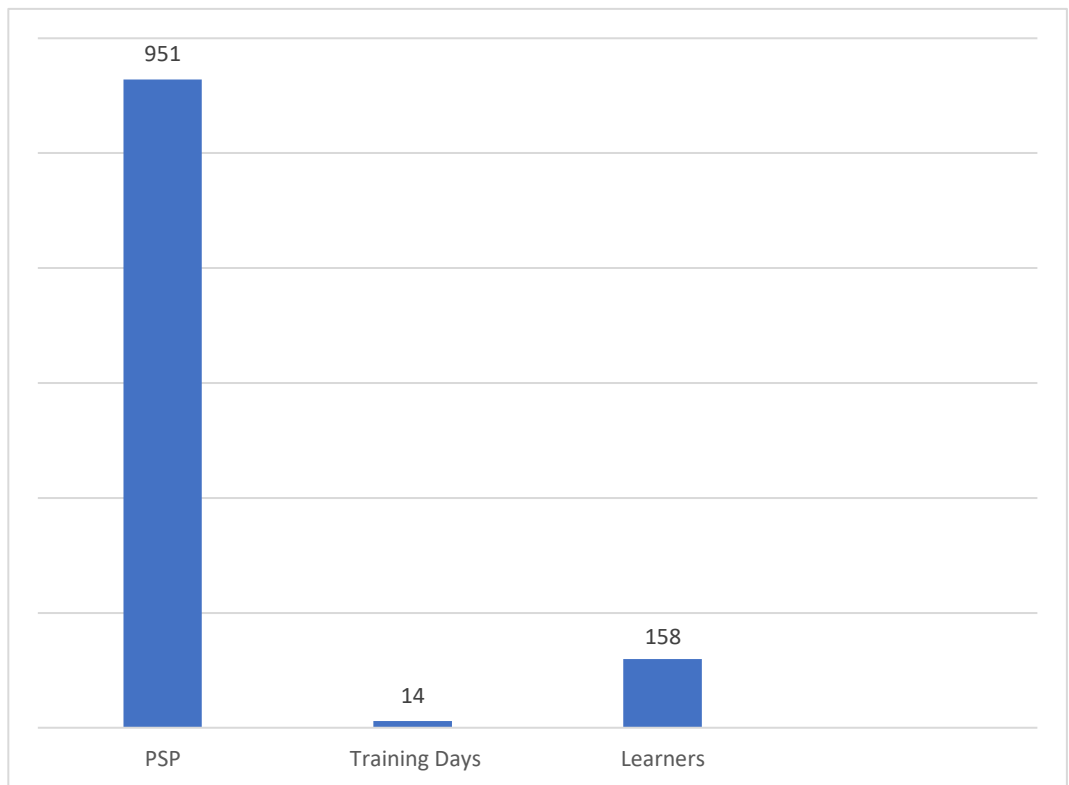
- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

It has been another busy year for Halcyon with demand for its services at an all-time high. Halcyon support for families and professionals has continued during a time of huge demand on all statutory services and the third sector. Halcyon staff have adapted well to different working practices and new technologies to ensure support provided is available to all, whether this be online or by face to face meetings. Halcyon throughout 2023 was able to deliver all support and training sessions at no cost to families and carers and, in so doing, met all Halcyon's charitable objectives.

To supplement the training, we have been able to support families by offering:- Occupational therapy reports and provide a family with respite provision.

Totals 2023



Testimonial 1

At the point of referral my family was in crisis & we were on the verge of a placement breakdown.

For seven years we had struggled to manage our grandson's behaviour with at times, little or no support.

We felt we couldn't go on, with behaviours escalating in the lockdown period, the home situation had become unbearable & dangerous.

Halcyon's intervention has proved invaluable - helping me to understand the way neurodivergent children view themselves & the world around them.

They taught me that 'conventional' parenting simply does not work.

Together with their input & the use of recommended resources, I have changed the way I 'parent', adopting different approaches & this has paid dividends.

At the end of every meeting, I feel empowered to continue, my resolve is strengthened & I have renewed vigour & positivity.

Our family has benefitted greatly from Halcyon's intervention - they are a constant support to me & although it is only myself who gains knowledge from the meetings, other family members have followed my lead resulting in changes to their approaches & management techniques.

We will always be grateful for this service as it provided a lifeline for us when we were at a critical point.

As a result of newfound knowledge & skills, we as a family feel empowered & more prepared to face any future challenges which will no doubt arise.

Testimonial 2

If I could use words to encapsulate what Halcyon's service means to us as a family they would be a "guiding, encouraging and supportive hand through our autism journey".

The support we have received from Halcyon over the last 2 years has been invaluable. A comforting, informative and supportive environment created by such knowledgeable and caring people. The support they provide is always individually tailored, a result of their professional approach and knowledge, always taking a genuine interest in our family's situation and needs. Information provided is always supported by their in depth knowledge of strategies that could possibly support us, involving us fully in the decision process.

Halcyon has managed to create a wonderfully supportive, understanding and encouraging environment. They listen. We always feel heard and supported. The sessions we receive are invaluable and I couldn't be more thankful to the team at Halcyon. They understand that our journey is forever changing and support us fully as we navigate new experiences, providing us with strategies that support us fully, but also can be open to change.

Through Halcyon's tremendous support we have been able to use strategies which have genuinely made such a positive impact on our little one's journey. We know that with their support we can navigate all new experiences with a wonderful toolbox of strategies and confidence.

Thank you really doesn't seem enough.

Brief statement of the charity's policy on reserves

There is no formal policy on reserves but the charity holds cash reserves of £12,000. This covers insurance and fixed yearly expenses.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity has successfully delivered support and training to a wide range of individuals, organisations and companies. It has met its charitable objectives of delivering Parent Support Programmes, ASD and Neurodevelopmental skills and training.

The Halcyon staff, volunteers and Trustees have worked hard to ensure the budget was targeted at delivering training courses and support. This has allowed us to deliver our training and support at no cost to families.

Section F**Other optional information**


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Section G**Declaration**

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

Signed on behalf of the charity's Trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

	CHARITY COMMISSION FOR ENGLAND AND WALES	Charity Name		No (if any)		CC16a
		Halcyon Training Foundation		1141655		
		Receipts and payments accounts				
		For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023	
Section A Receipts and payments						
		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts						
Donations		174	-	-	174	1,306
Training Centre Fees		6,632	-	-	6,632	8,053
Grants/PSP		68,772	-	-	68,772	39,960
Bank Interest		66	-	-	66	40
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Sub total (Gross income for AR)		75,644	-	-	75,644	49,359
A2 Asset and investment sales, (see table).						
		-	-	-	-	-
		-	-	-	-	-
Sub total		-	-	-	-	-
Total receipts		75,644	-	-	75,644	49,359
A3 Payments						
Training Exp		625	-	-	625	
Playtherapy,OT,insp Learners		1,580	-	-	1,580	1,226
BT Phone,Mobiles & Broadband		2,029	-	-	2,029	1,812
Office Supplies & IT		1,283	-	-	1,283	1,307
Website & email hosting		388	-	-	388	231
Insurance		2,350	-	-	2,350	2,282
Bank Charges		113	-	-	113	125
Staff Expenses & Cpd		2,076	-	-	2,076	2,731
Volunteer Expenses		408	-	-	408	2,243
payroll		432	-	-	432	433
HMRC		13,328	-	-	13,328	15,124
Wages & Pension Payments		51,010	-	-	51,010	53,740
Rent & Electricity costs		12,094	-	-	12,094	12,948
					-	
					-	
					-	
					-	
Sub total		87,716	-	-	87,716	94,202
A4 Asset and investment purchases, (see table)						
x2 computers		368	-	-	368	460
		-	-	-	-	-
Sub total		-	-	-	-	-
Total payments		87,716	-	-	87,716	94,202
Net of receipts/(payments)		- 12,072	-	-	- 12,072	- 44,843
A5 Transfers between funds		-	-	-	-	-
A6 Cash funds last year end		38,404	-	-	38,404	110,686
Cash funds this year end		26,332	-	-	26,332	65,843



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Halcyon Training Foundation

**On accounts for the year
ended**

31/12/2023

**Charity no
(if any)**

1141655

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023 YY.

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

M Williamson

Date:

20/03/2024

Name:

Mary Williamson

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

AAT

Address:

7 Ty Draw Road
Cardiff
CF23 5HA

Section B Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.

HALCYON TRAINING FOUNDATION

England & Wales - Charity number 1141655

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2022		Day 31st	Month December	Year 2022

Section A Reference and administration details

Charity name

Halcyon Training Foundation

Other names charity is known by

Registered charity number (if any)

1141655

Charity's principal address

21 Cardiff Road

Taffs Well

Cardiff

Postcode

CF15 7RB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Bennett	Chair of Trustees		
2	Joe Boyle	Trustee		
3	Steve Reed	Trustee		
4	Richard Flemming	Trustee		
5	Julia Fergusson	Trustee		
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	CAF Bank	25 Kings Hill Avenue
		West Malling
		Kent
		ME19 4TA

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trustee Deed
How the charity is constituted (eg. trust, association, company)	By Trustee Deed
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Halcyon is a small charity with a simple organisational structure.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risks to which the charity is exposed have been identified and are regularly monitored, with mechanisms put in place to mitigate these risks.

Halcyon has re-registered with the Information Commissioners Office for 2022/23.

Halcyon Trustees give of their time voluntarily and none have a beneficial interest in the charity or have any conflicts of interest. Halcyon values diversity as an important factor in accountability and public confidence. As a result, in order to ensure strong governance, we acknowledge the need to appoint Trustees from a variety of backgrounds, to bring an assortment of skills and experience to the Board.

Halcyon Trustee's meet on average four times a year. These meetings focus on all aspects of the day-to-day running of the charity, the financial health of the charity and strategic planning for the future. Trustees also regularly check that the charity's activities remain in line with its core charitable purpose.

Recruitment and appointment of new trustees, should a position become vacant, is considered at trustees meetings, as appropriate. Trustees will initially consider approaches from contacts who have expressed an interest in our work. If we are unable to find a suitable candidate we will then advertise in the appropriate media.

The following procedure is used to select and assess a candidate's suitability for the role:

- undertake a skills audit to assess current skills and to identify if there are any skills gaps;
- ensure all Trustees are aware of the legal rules in respect of eligibility to serve in the position;
- follow Charity Commission guidance on our obligations to check the eligibility of new Trustees.

We have processes in place to identify and manage conflicts of interest and ensure new Trustees are aware of these arrangements.

If Trustees require any training we will make the necessary arrangements for this to be completed.

Trustees are provided with a copy of the charity's governing document, along with Charity Commission publications on trustee's legal duties and responsibilities.

The charity is run on a full-time basis by the Charity Manager, Paul Murphy, and supported by the Assistant Manager Dr Jo Caddy with occasional administrative support.

In delivering its training and Parent Support Programme, the charity has sub-contracted, at various points throughout the year, the services of Jon Hanna and Mark Flagg and other professionals to deliver training, mentoring and support. This also includes the commissioning of an occupational therapist, play therapist and specialist educational support teacher.

Summary of the objects of the charity set out in its governing document

Halcyon Training Foundation aims to provide accredited and non-accredited training to community groups, businesses, statutory organisations, families and carers who deal with people presenting challenging and difficult behaviour. There is a specific focus on people living with neurodevelopmental conditions.

Halcyon Training Foundation aims to deliver training in conflict resolution to community groups, families and carers and, in particular, to those who fall outside the reach of education and work place training.

The charity aims to provide accredited and non-accredited educational training and qualifications to enhance lifelong learning, aid personal development and assist in lowering conflict between individuals and communities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity places public benefit at the heart of its activities as it seeks to fulfil its charitable aims. It pays close attention to the Charity Commission's guidance on public benefit.

People who have Neurodevelopmental conditions deserve the right to enjoy a full and fruitful life, accessing facilities and services to as large an extent as is possible.

For this to happen, it is essential that individuals and the organisations they live, work and interact with, have a full insight into neurodevelopmental conditions, to improve outcomes for all, and reduce conflict as a consequence.

Halcyon's main activities are therefore intended to provide individuals with the necessary understanding and skills to prevent conflict from occurring in the first place.

In meeting this public benefit, the main activities of the charity are:

- The development of mentoring services for adults on the autistic spectrum. This mentoring is provided by other adults on the spectrum who have undergone the training themselves. To meet this objective, the charity has worked closely with an adult on the autistic spectrum who delivers mentoring and autism awareness training to adults on the spectrum and others affected by the condition. The training includes opportunities to undertake Level 3 & 4 teaching and training qualifications through the Halcyon Training Centre.
- One-to-one or small group training sessions, aimed at families carers who face a new or existing neurodevelopmental diagnosis or other related conditions, who want information / training, support on strategies for dealing with challenging behaviour.

- Training sessions with larger groups of business employees, statutory services and charities, aimed at providing them with insight into neurodevelopmental conditions, the causes of challenging behaviour and good practice to assist with avoiding challenging behaviour from occurring in the first place.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

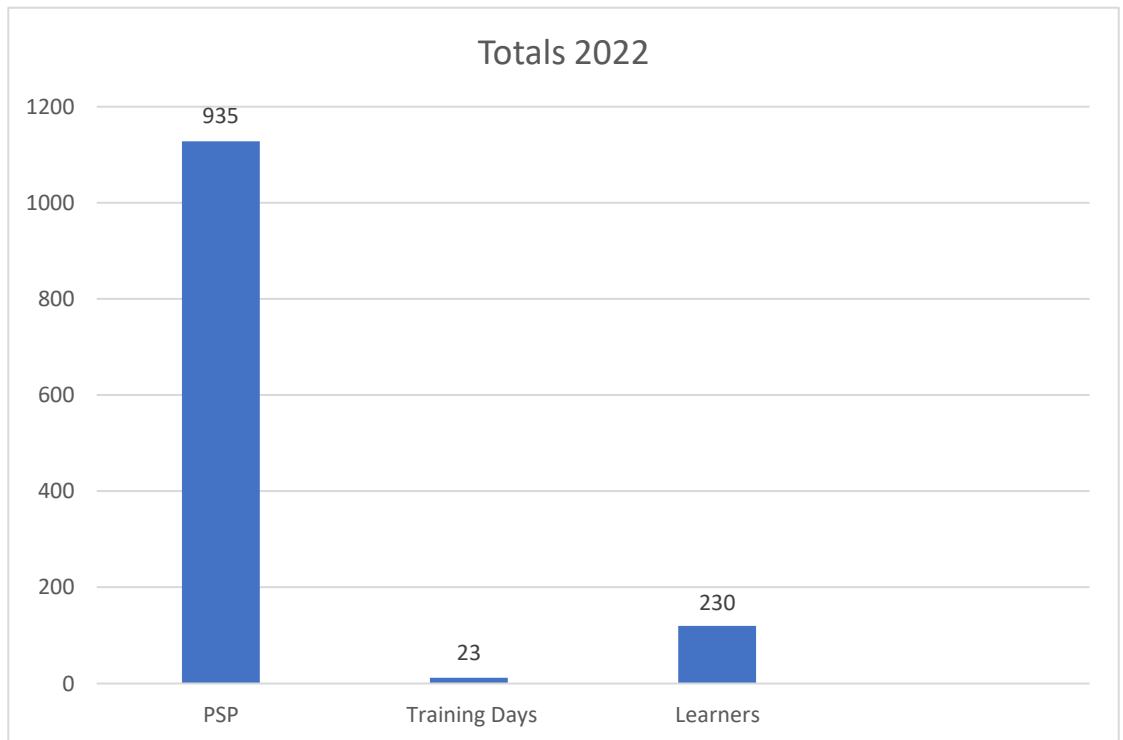
Summary of the main achievements of the charity during the year

It has been Another busy year for Halcyon. The unprecedented situation caused by COVID 19, has placed huge demands on the Charity. However, the support for families, social workers and health professionals has continued. Halcyon staff have adapted well to different working practices and new technologies to ensure a seamless transition to online support. Halcyon throughout 2022 were able to deliver all support and training sessions at no cost to families and carers, in so doing meeting Halcyon charitable objectives.

To supplement the training, we have been able to support families by offering:

- 8 Occupational Therapy Support sessions
- 1 Occupational Therapy Report
- 10 Specialist teaching support sessions
- Provided 1 item of specialist equipment

Totals 2022



Testimonial 1

We started seeing Jo Caddy from Halcyon in October 2021. Our child was diagnosed with ASD and significant sensory issues in April 2021. *** was going through a protracted period of school refusal and *** behaviour had become extremely challenging. We were going through a tough time as parents but *** was going through a much tougher time.

The sessions we've had with Jo have been absolutely invaluable.

She has taught us how to truly understand our child, the way *** brain works and how *** experiences the world. It has enabled us to understand why default neurotypical parenting is often not suitable for ***. Her advice and guidance has enabled us to deal with challenging behaviour much more effectively and more importantly how to prevent it in the first place.

Another thing that's been priceless is how she's helped us to become more resilient as parents and has reassured us that we're doing the right things even when those closest to us didn't agree. And during tough times she has kept our chins up with reassuring words when we've really needed them.

Fast forward 12 months and **** is now back in school and the happiest we've ever seen ****.

As well as us being able to support more effectively, *** is now much more able to support **** self.

Jo's help and support was absolutely key in getting us to this point. We simply could not have done it without her and we will be forever grateful.

Thank you so much Jo!

Testimonial 2

Halcyon have helped us enormously. Before we were at a loss on how to manage what we thought was our child's behaviour.

After consistently using the strategies they recommended and taught us, we are all in a much better place. ***** is well regulated the majority of the time and although we inevitably still have bad days, the good days are much more frequent.

Our child recently said 'its just a bad day not a bad life' which sums it nicely. The bad days are now the exception rather than an everyday occurrence. We've enjoyed many family days out this summer which we've never been able to do successfully before.

Halcyon have honestly changed our lives for the better.

Brief statement of the charity's policy on reserves

There is no formal policy on reserves but the charity holds cash reserves of £30,000. This covers insurance and fixed yearly expenses.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity has successfully delivered support and training to a wide range of individuals, organisations and companies. It has met its charitable objectives of delivering Parent Support Programmes, ASD and Neurodevelopmental , skills and mentoring training.

The Halcyon Staff, volunteers and trustees have worked hard to ensure the budget was targeted at delivering training courses and support. This has allowed us to deliver our training and support at no cost to families.

Halcyon completed a number of fund raising events in 2022. Hadrian's Wall challenge and the Cardiff Half Marathon, and plans to build on this success in 2023.

Section F**Other optional information**

--

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



Receipts and payments accounts

For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
---------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	1,306	-	-	1,306	2,281
Training Centre Fees	8,053	-	-	8,053	4,945
Grants/PSP	39,960	-	-	39,960	
Bank Interest	40	-	-	40	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	49,359	-	-	49,359	7,226
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,359	-	-	49,359	7,226
A3 Payments					
Training Exp		-	-	-	479
Playtherapy,OT,insp Learners	1,226	-	-	1,226	11,500
BT Phone,Mobiles & Broadband	1,812	-	-	1,812	1,795
International Treks Expenses	-	-	-	-	-
Fundraising Tshirts,Logo design etc		-	-	-	53
Fundraising Expenses	-	-	-	-	
Office Supplies & IT	1,307	-	-	1,307	2,036
Website & email hosting	231			231	120
Insurance	2,282			2,282	2,281
Bank Charges	125			125	137
Staff Expenses & Cpd	2,731			2,731	2,834
Volunteer Expenses	2,243			2,243	610
payroll	433			433	378
HMRC	15,124			15,124	13,693
Wages & Pension Payments	53,740			53,740	50,930
Trustee Meeting & Expenses	-			-	
Rent & Electricity costs	12,948	-	-	12,948	12,808
Sub total	94,202	-	-	94,202	99,654
A4 Asset and investment purchases, (see table)					
x2 Computers	460	-	-	460	574
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	94,202	-	-	94,202	99,654
Net of receipts/(payments)	- 44,843	-	-	- 44,843	- 92,428
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	83,247	-	-	83,247	-
Cash funds this year end	38,404	-	-	38,404	92,428

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		38,404	-	-
		-	-	-
		-	-	-
	Total cash funds	38,404	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
HALCYON TRAINING FOUNDATION

**On accounts for the year
ended**

31/12/2022

**Charity no
(if any)**

1141655

Set out on pages

3-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 19/05/2023

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:

M Williamson

Date:

19/05/2023

Name:

MARY WILLIAMSON

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

MAAT

Address:

7 TY DRAW ROAD

ROATH

CARDIFF CF23 5HA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

HALCYON TRAINING FOUNDATION

England & Wales - Charity number 1141655

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2020		Day 31st	Month December	Year 2020

Section A Reference and administration details

Charity name

Halcyon Training Foundation

Other names charity is known by

Registered charity number (if any)

1141655

Charity's principal address

21 Cardiff Road

Taffs Well

Cardiff

Postcode

CF15 7RB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Bennett	Chair of Trustees		
2	Joe Boyle	Trustee		
3	Steve Reed	Trustee		
4	Richard Flemming	Trustee		
5	Julia Furguson	Trustee		
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	CAF Bank	25 Kings Hill Avenue
		West Malling
		Kent
		ME19 4TA

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trustee Deed
How the charity is constituted (eg. trust, association, company)	By Trustee Deed
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Halcyon is a small charity with a simple organisational structure.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risks to which the charity is exposed have been identified and are regularly monitored, with mechanisms put in place to mitigate these risks.

The Trustees have recently completed a review of the Safeguarding and COVID 19 policies and procedures and re registered with the Information Commissioners Office for 2020/21.

Halcyon Trustees give of their time voluntarily and none have a beneficial interest in the charity or have any conflicts of interest. Halcyon values diversity as an important factor in accountability and public confidence. As a result, in order to ensure strong governance, we acknowledge the need to appoint Trustees from a variety of backgrounds, to bring an assortment of skills and experience to the Board.

Halcyon Trustee's meet on average four times a year. These meetings focus on all aspects of the day-to-day running of the charity, the financial health of the charity and strategic planning for the future. Trustees also regularly check that the charity's activities remain in line with its core charitable purpose.

Recruitment and appointment of new trustees, should a position become vacant, is considered at trustees meetings, as appropriate. Trustees will initially consider approaches from contacts who have expressed an interest in our work. If we are unable to find a suitable candidate we will then advertise in the appropriate media.

The following procedure is used to select and assess a candidate's suitability for the role:

- undertake a skills audit to assess current skills and to identify if there are any skills gaps;
- ensure all Trustees are aware of the legal rules in respect of eligibility to serve in the position;
- follow Charity Commission guidance on our obligations to check the eligibility of new Trustees.

We have processes in place to identify and manage conflicts of interest and ensure new Trustees are aware of these arrangements.

If Trustees require any training we will make the necessary arrangements for this to be completed.

Trustees are provided with a copy of the charity's governing document, along with Charity Commission publications on trustee's legal duties and responsibilities.

The charity is run on a full-time basis by the Charity Manager, Paul Murphy, and supported by the Assistant Manager Dr Jo Caddy with occasional administrative support.

In delivering its training and Parent Support Programme, the charity has sub-contracted, at various points throughout the year, the services of Jon Hanna and Mark Flagg and other professionals to deliver training, mentoring and support. This also includes the commissioning of an occupational therapist, play therapist and specialist educational support teacher.

Summary of the objects of the charity set out in its governing document

Halcyon Training Foundation aims to provide accredited and non-accredited training to community groups, businesses, statutory organisations, families and carers who deal with people presenting challenging and difficult behaviour. There is a specific focus on people living with neurodevelopmental conditions.

Halcyon Training Foundation aims to deliver training in conflict resolution to community groups, families and carers and, in particular, to those who fall outside the reach of education and work place training.

The charity aims to provide accredited and non-accredited educational training and qualifications to enhance lifelong learning, aid personal development and assist in lowering conflict between individuals and communities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity places public benefit at the heart of its activities as it seeks to fulfil its charitable aims. It pays close attention to the Charity Commission's guidance on public benefit.

People who have neurodevelopmental conditions deserve the right to enjoy a full and fruitful life, accessing facilities and services to as large an extent as is possible.

For this to happen, it is essential that individuals and the organisations they live, work and interact with, have a full insight into autism and related conditions, to improve outcomes for all, and reduce conflict as a consequence.

Halcyon's main activities are therefore intended to provide individuals with the necessary understanding and skills to prevent conflict from occurring in the first place.

In meeting this public benefit, the main activities of the charity are:

- The development of mentoring services for adults on the autistic spectrum. This mentoring is provided by other adults on the spectrum who have undergone the training themselves. To meet this objective, the charity has worked closely with an adult on the autistic spectrum who delivers mentoring and autism awareness training to adults on the spectrum and others affected by the condition. The training includes opportunities to undertake Level 3 & 4 teaching and training qualifications through the Halcyon Training Centre.
- One-to-one or small group training sessions, aimed at families who face a new diagnosis of autism or other related conditions and who want information / training on strategies for dealing with challenging behaviour. This priority has gained new prominence with the charity's work with the Social Services and Health Care teams in Rhondda Cynon Taf and Bridgend.

- Training sessions with larger groups of business employees, statutory services and charities, aimed at providing them with insight into the nature of autistic spectrum conditions and other neurodevelopmental conditions, the causes of challenging behaviour and good practice to assist with avoiding challenging behaviour from occurring in the first place.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

It has been an exceptionally busy year for Halcyon. The unprecedented situation caused by COVID 19 has placed huge demands on the Charity. However, the support for families, social workers and health professionals continued without interruption during the lockdowns and restrictions imposed by the UK Government and Welsh Assembly. Halcyon staff had to adapt 'over-night' to different working practices and new technologies to ensure a seamless transition to online support. Halcyon throughout 2020 were able to deliver all support and training sessions at no cost to families and carers, in so doing meeting Halcyon charitable objectives.

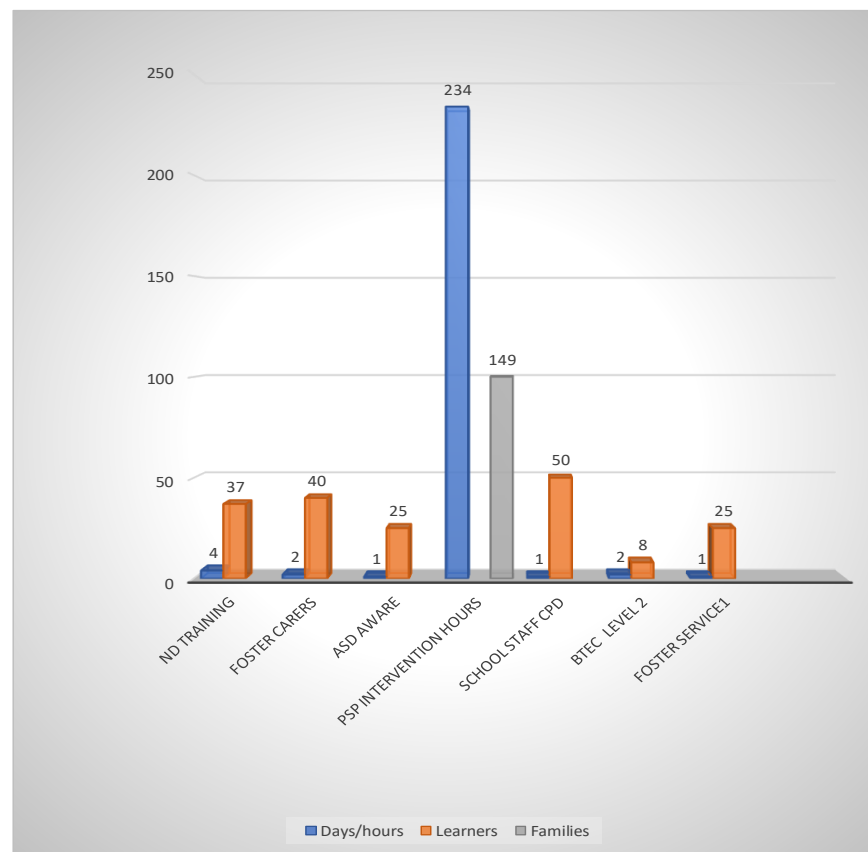
To supplement the training, we have been able to support families by offering:

- 50 Occupational Therapy Support sessions (reports where necessary)
- 32 Play Therapy sessions
- 123 Specialist teaching support sessions
- 2 items of specialist equipment

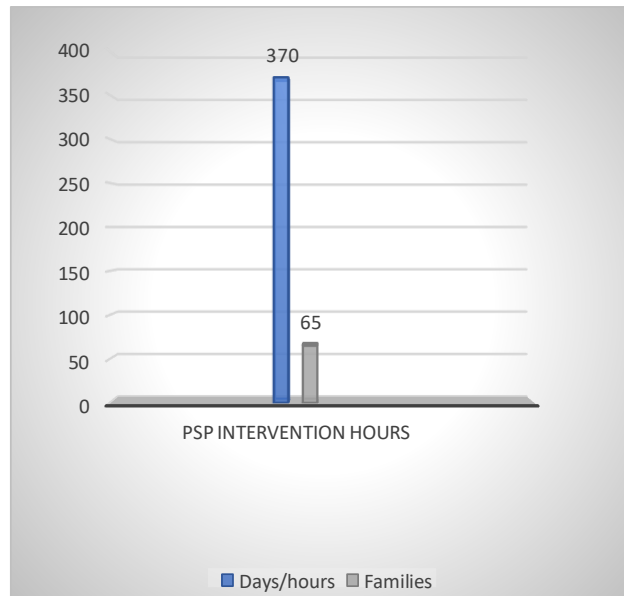
This report documents the outcomes for three different periods:

1. Work completed prior 18th March 2020
2. Work completed 18th March - 17th July 2020 (Lockdown 1, Halcyon Staff working from home)
3. Work completed 17th July - 31st December 2020 (Lockdown 2, reopening of Halcyon office and remote working continuing)

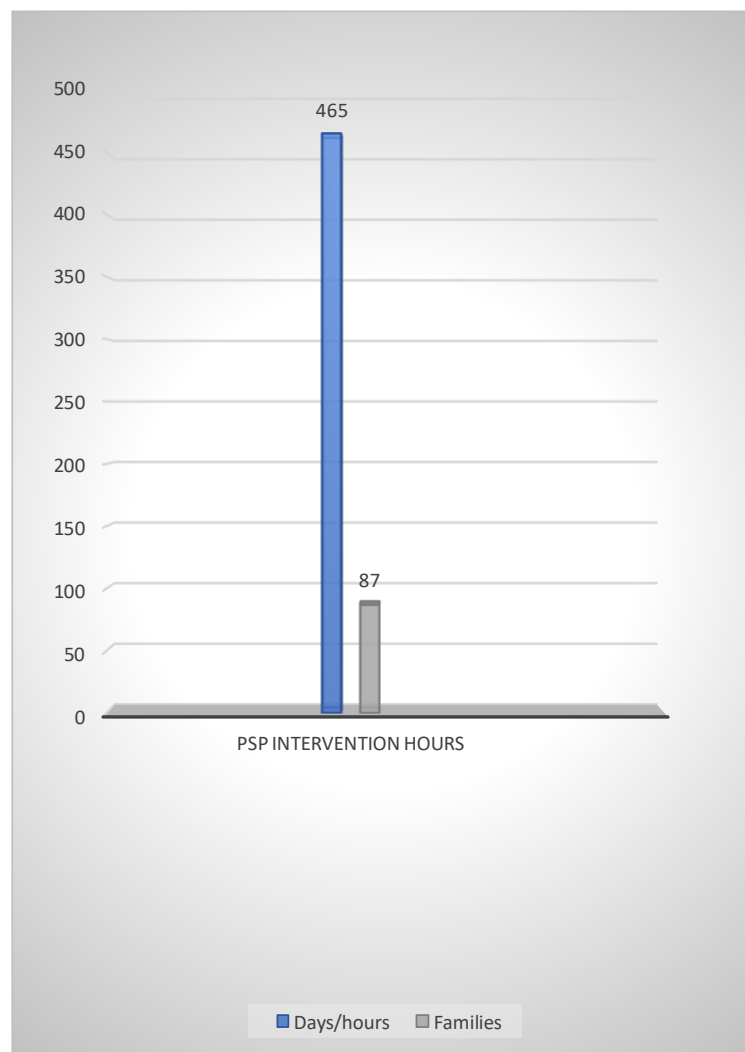
Graph 1: Outcomes up to 17th March 2020



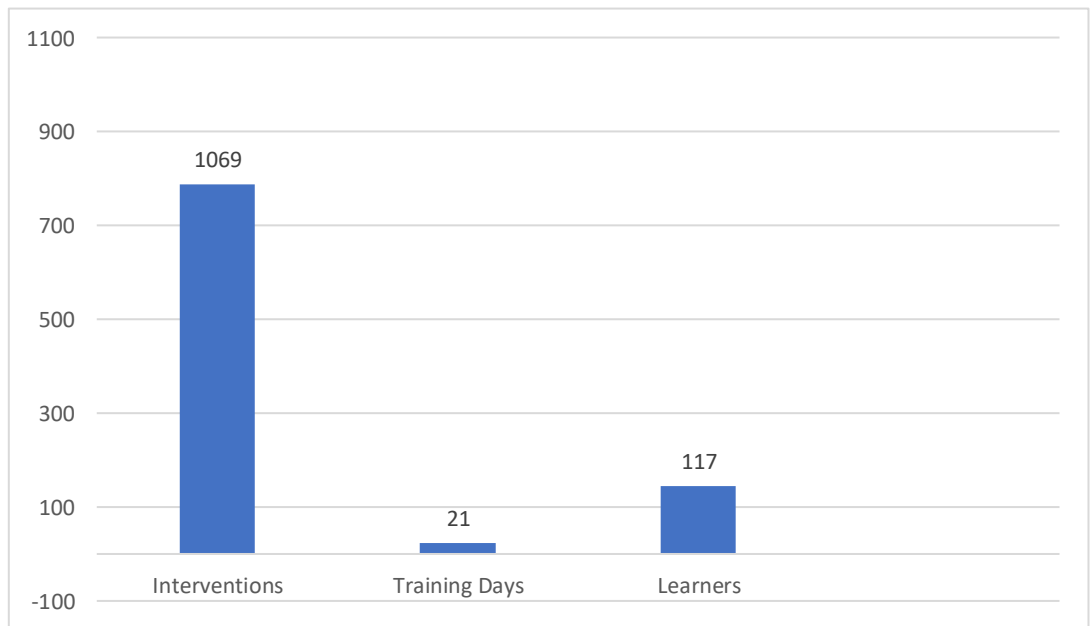
Graph 2:
18th March – 17th July 2020



Graph 3:
18th July- 31st December 2020



Totals 2020:



Accredited Centre

During 2020, Halcyon maintained the following accreditations:

- Direct Claim status with Highfield Awarding Body
- National Federation Personal Safety (in conjunction with Contact Training Nth Ireland)

Staff CPD

- Jonathan Hanna gained his Counselling and Psychology degree at Trinity St. Davids University.
- Emma Swales attained Level 2 Counselling Skills.
- Jo Caddy attained Introduction Sensory Integration & attachment and Trauma CPD certificate

Testimonial 1

We were initially referred to Halcyon during an appointment with our consultant who spoke very highly of. Our () was diagnosed at the age of four with Asperger's / ASD.

We were at a point where our () had become very depressed and anxious. () was becoming much more aware of the wider world around (). It was an extremely difficult time for our family, we were struggling with how best to support () through some of his darkest days and we felt very alone; this was until our first appointment with Halcyon. After just a few appointments Halcyon helped us feel empowered to support and understand our () in a way we had not before. Halcyon has been able to offer guidance to us which has impacted how we manage our () and has allowed us to feel confident in judgements we make concerning our (). We, as parents of a child with a diagnosis of ASD feel that we now have a better understanding of our () needs. Halcyon support has been unparalleled to anything we have ever experienced, and this is because of the dedication and empathy they show towards the families they works with. We would not want to imagine where we would be without Halcyon and there care, compassion and words of advice- for this we will be eternally grateful.

Testimonial 2

During lockdown, the first time, we did have great concerns for our () mental health and schooling. () had totally disengaged with () learning, was extremely anxious about COVID and wasn't venturing out of the house. () sleep had deteriorated and become an issue once more. Halcyon introduced us to 'Hayley' from Inspired Learners. The first sessions were conducted online and the very first one with just my husband and myself. We were totally happy to go forth with her sessions supporting our (). () was really anxious to start with and () tried to avoid the first session. Having met Hayley () soon began to open up and willingly take part in the sessions. She completed some online assessments e.g. the Motion test and found some valuable information and insight which provided more understanding of () processes. These provided insight which no one had given before. Hayley has worked amazingly with () and eventually () agreed to go into her centre in Barry for face to face sessions. This is when () really began to open up. Over the summer we observed a wonderful change in our (). Hayley had begun to work on a CV with () and got () thinking about () future, () options and () strengths. () self esteem had begun to improve, for the first time. Hayley also worked closely with () school and provided them with more insight and information from her sessions and testing. This information was shared with () teachers. She has helped () academically, pastorally in school and also helped () self-esteem and confidence. In the Autumn term she has worked on () option choices and transition. Without Hayley's advice our () would be leaving school and going to a college to study something that was really beneath his academic abilities. Instead () has now opted to stay on in school for sixth form and study and..... Our () would not have ever have believed () could do this for () She has had such a dramatic and positive effect on (), () beliefs about () and () future. She has supported () through mock preparation and revision, through lockdowns and coping strategies and given really practical tips for organisation skills and other functioning skills.

We can honestly say that as a family we were lost, at breaking point and helpless with no where to go, so we thought. The combination of the parental support, guidance and strategies from Halcyon and the work with () from Hayley, the double layer of support, has changed our family dynamics, experiences and approaches. We can honestly say that we have 'our () back'. We are so very proud of () journey and the determination () shows. Paul and Hayley continue to provide us with the amazing support to ensure that as a family we don't 'dip' back down as there are still future 'bumps in the road' with his GCSE year this summer, transition into Sixth Form and the current lockdown and impact on () again. We would not have the family unit we have today if it wasn't for these two! Thank you soooooo much, we are indebted to you both.

Testimonial 3

My husband and I have been receiving help and support from Halcyon for over a year.

Both Jo and Paul have been extremely knowledgeable and supportive in allowing us to express our feelings and in guiding us through very difficult times .

Their wealth of experience has proved so beneficial in many ways. They have answered some very difficult questions, referred us to websites and particular books alongside drawing on their own skills in assisting us to think about what could happen next when referring to different types of behaviours exhibited by our child.

Their explanations about why behaviours happen according to many different scenarios has been explained clearly and therefore has given us a better understanding of ways in which we can support and deal with them whilst keeping clear boundaries in place.

We cannot thank them enough for their patience and understanding. They have been a fantastic source of help and inspiration.

Brief statement of the charity's policy on reserves

There is no formal policy on reserves but the charity holds cash reserves of £30,000. This covers insurance and fixed yearly expenses.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity has successfully delivered support and training to a wide range of individuals, organisations and companies. It has met its charitable objectives of delivering Parent Support Programmes, ASD and Neurodevelopmental, skills and mentoring training.

The Halcyon Staff, volunteers and trustees have worked hard to ensure the budget was targeted at delivering training courses and support. This has allowed us to deliver our training and support at no cost to families.

Restrictions imposed by COVID 19 have cancelled all fund raising events for 2020. A review of future such events will be completed in 2021.

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Section F Other optional information

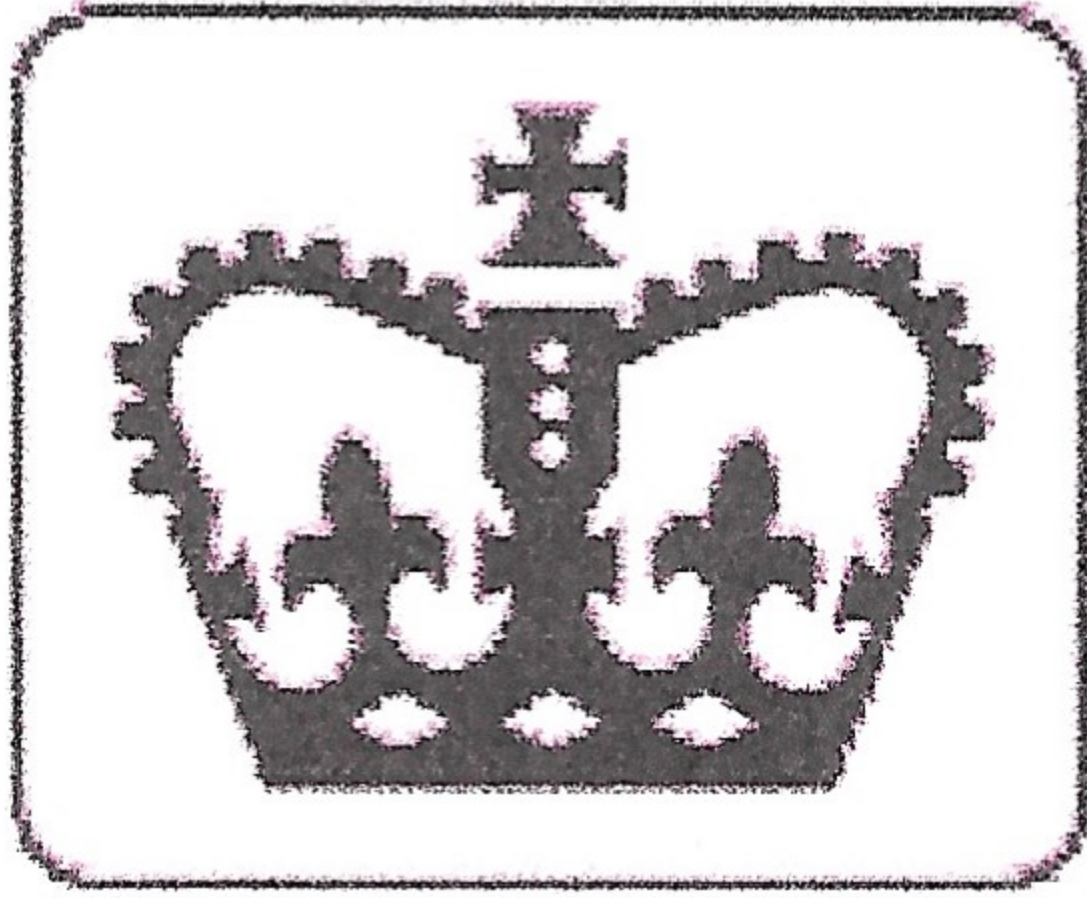
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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

HALCLOW TRAINING FOUNDATION

**On accounts for the year
ended**

31/12/2020

**Charity no
(if any)**

1141655

Set out on pages

3-4

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

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:

[Signature]

Date:

14/5/21

Name:

PAUL BURNER

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

Associate of Chartered Management Institute

Address:

69 VEINOLE ROAD

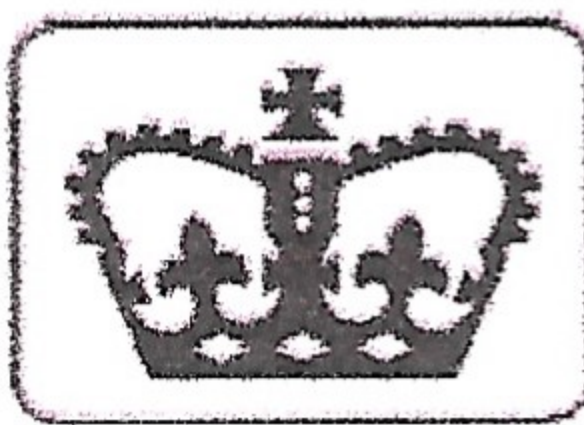
WHITCHURCH

CARDIFF CP14 2TF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]



Receipts and payments accounts

CC16a

For the period from	01/01/2020	To	31/12/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	1,297	-	-	1,297	28,102
Training Centre Fees	3,237	-	-	3,237	4,239
Grants/PSP	137,500	-	-	137,500	81,405
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	142,034	-	-	142,034	113,746
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	142,034	-	-	142,034	113,746
A3 Payments					
Training Exp	1,457	-	-	1,457	1,201
Playtherapy,OT,insp Learners	11,911	-	-	11,911	18,485
BT Phone,Mobiles & Broadband	1,743	-	-	1,743	1,621
International Treks Expenses	-	-	-	-	19,699
Fundraising Tshirts,Logo design etc	178	-	-	178	1,018
Fundraising Expenses	210	-	-	210	225
Office Supplies & IT	4,483	-	-	4,483	3,833
Website & email hosting	253	-	-	253	150
Insurance	2,382	-	-	2,382	2,382
Bank Charges	60	-	-	60	80
Staff Expenses & Cpd	3,343	-	-	3,343	1,816
Volunteer Expenses	719	-	-	719	645
payroll	243	-	-	243	243
HMRC	9,664	-	-	9,664	8,276
Wages & Pension Payments	41,937	-	-	41,937	30,987
Trustee Meeting & Expenses	94	-	-	94	383
Rent & Electricity costs	12,783	-	-	12,783	8,287
Sub total	91,460	-	-	91,460	99,331
A4 Asset and investment purchases, (see table)					
	-	-	-	-	900
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	91,460	-	-	91,460	99,331
Net of receipts/(payments)	50,574	-	-	50,574	14,415
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	125,101	-	-	125,101	110,686
Cash funds this year end	175,675	-	-	175,675	125,101

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		175,675	-	-
		-	-	-
		-	-	-
	Total cash funds	175,675	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

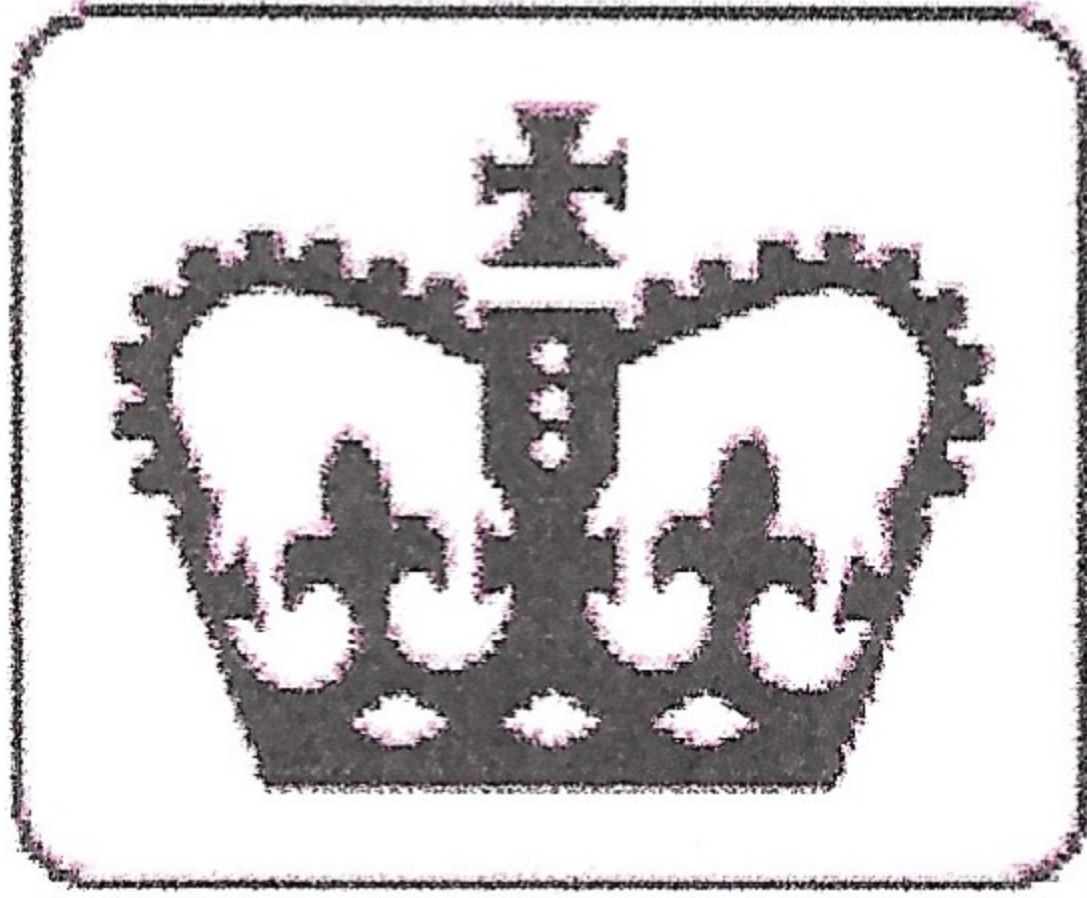
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	x2 Computers	720	900	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

HALCLOW TRAINING FOUNDATION

**On accounts for the year
ended**

31/12/2020

**Charity no
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Date:

14/5/21

Name:

PAUL BURNER

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

Associate of Chartered Management Institute

Address:

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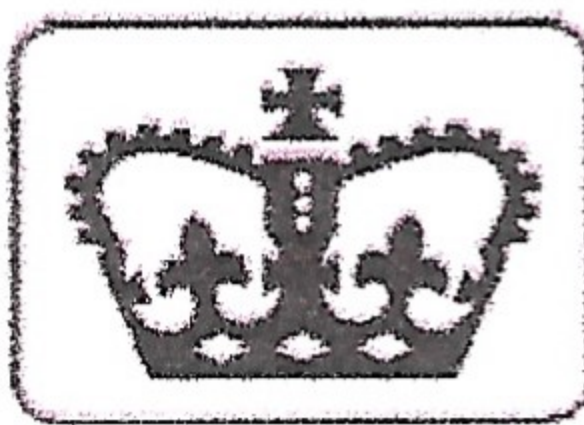
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		-	-	-
		-	-	-
		-	-	-

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

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
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			-	
			-	

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Signature	Print Name	Date of approval