

Company registration number 7976080
Charity registration number 1148010

AP Cymru

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

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Charity No. 1148010
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Trustees	Rebecca Louise Lewis Chapman Ashlie Lewis Laura Wiltshire
Principal Office	The Round House Unit 11 Glan Y Llyn Industrial Estate Taffs Well CF15 7JD
Registered Office	The Round House Unit 11 Glan Y Llyn Industrial Estate Taffs Well CF15 7JD
Company Registration Number	7976080
Charity Registration Number	1148010
Bankers	Charities Aid Foundation Bank 25 Kings Hill Avenue Kingshill West Malling Kent ME19 4JQ
Independent Examiner	Llewellyns Chartered Certified Chartered Accountants 1 st Floor Brook House Brook Road Whitchurch Cardiff CF14 1DU

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Trustees' Report

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

The daily management of the Charity is delegated to:

Karen Mills / Charity Founder and CEO

Structure, Governance and Management

Governing Document

The Charity was created by a Memorandum and Articles of Association, incorporated on 5th March 2012. Autism Puzzles name was amended to the working name of AP Cymru in 2021 and is thus referred to as this throughout this document.

Recruitment and Appointment of new trustees

Vacancies are filled by suitable individuals with the skills that are required. These individuals will be deemed to add value to the charity and will have an interest in health and social welfare matters, particularly those related to autism and the support that the families need. They must be approved by the existing trustees. The trustees will be actively seeking to add appropriate and suitably qualified persons to the trustee board over the coming months.

Induction and Training of new trustees

All new trustees are fully informed of the charity's aims and how it operates. They will be, on appointment provided with a copy of the governing document, most recent accounts and provided access to suitable Charity Commission publications relating to the role of a trustee.

Organisational Structure

The day-to-day work of the charity is managed by our CEO Karen Mills. Decision making authority is delegated to her within certain limits. Anything outside of these limits is referred to the trustees, who also take the larger policy decisions. The trustees meet regularly with the Operations Manager, to monitor the charity's activities, discuss progress, set goals, assess outcomes, monitor finance, and discuss any other matters. The chair of the trustees is available to the Manager for discussion by phone, email or face to face discussions between trustee meetings as needed.

Wider Network

AP Cymru is now firmly established as a service provider within the South Wales area and further afield. We run monthly clinics and referrals are received from health authority consultant paediatricians, the Child and Adolescent Mental Health Service (CAMHS), local education authority caseworkers, social services, Mind Cymru, Eye To Eye Counselling and SNAP Cymru.

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Related Parties

AP Cymru is now recognised as a service provider within the sector alongside other local and national autism related service providers.

Risk Management

AP Cymru has a written procedure for the management of risk.

Where appropriate all the services provided by AP Cymru are underpinned by risk assessments and action taken to ensure that all operating risks are of an acceptable and manageable level. Risk Assessments are monitored and reviewed regularly by the Operations Manager on behalf of the Trustees.

Public Benefit

The Charity acknowledges the requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the Charity has achieved these are contained within this report. The trustees can confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the Charity should undertake.

Objectives and Activities

The objectives of the Charity, as laid out in the governing document, are:

- A. AP Cymru are striving to create a neuro- inclusive world for children, young people and their families by providing a toolkit of guidance, knowledge and understanding of neurodiversity through authentic lived-experience.
- B. AP Cymru provide training services enabling and empowering everyone with the necessary tools and knowledge to remove societal barriers that may prevent neurodivergent people from flourishing and reaching their full potential.

As explained below in more detail AP Cymru provide uniquely bespoke projects and services before, during and following diagnosis of neurodiverse conditions. The majority the team are neurodiverse and are parents to neurodiverse children, this insight enables a well-rounded, positive, and understanding of the services available. By pooling together the lived experience of Karen Mills and the team, AP Cymru offers a warm, friendly and nurturing community.

Education Services

AP Cymru Education services are all about sharing knowledge and supporting families and individuals through their journey; pre-diagnosis and beyond. The aim is to build resilience, confidence and skills to empower families to actively participate within the neuro-inclusive community provided by AP Cymru.

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Lending Library

Providing access to a range of quality resources. A catalogue of books and physical resources available to the AP Cymru family.

Clinics and Workshops

Focusing on the needs of our members, we bring the professionals to you via clinics and workshops. Examples of subjects include, communication, occupational therapy, toileting and more.

Experts and Guest Speakers

AP Cymru sources from across the UK Neurodiverse Community, motivational and inspirational experts and guest speakers that share their knowledge and lived experience to support a family's journey.

Empowering Parents Program

Using the lived experience of the founder, Karen Mills and the AP Cymru team, using the framework of ongoing workshops for information sharing and support.

Parent Support and Wellbeing

Projects and Services

AP Cymru provide a variety of wellbeing sessions, in person and virtual, designed to give parents and guardians the opportunity to meet other families within a safe, supported environment.

Support Guidance and Signposting

Sharing gained knowledge and experience of the network of organisations built up over many years.

1-2-1 Parent Support Sessions

AP Cymru parent practitioners help to support and source solutions, signpost or simply be that ear that allows the parent/guardian to offload via scheduled in-person, telephone or video calls.

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Private Parent Forum

This group harnesses the opportunity for parents to learn from parents, to share information, ask burning questions and gain new friends in a nurturing online environment.

Family Activity and Wellbeing

AP Cymru provides a direct support service to neurodiverse children, young people, and their families before, during and after diagnosis. The support includes a range of services, such as parent support and well-being check ins, family activities and parent/carer well-being sessions, and neurodiversity training. Campaigning for more inclusive education and awareness of neurodiversity is a priority.

Additional Information

AP Cymru provides engagement and awareness sessions in schools, educational settings, corporations and other not for profit organisations to help expand the understanding and knowledge of neurodiversity and to encourage employers to reach out to AP Cymru to gain an understanding of how to improve their customer service.

Achievement and Performance

Review of the year

On the back of a two-year period affected by COVID in 2021/22 we took the positive learning's from this and continued operating the charity in ways that were effective to keep moving forward and allow us to grow the charity further. Yet delivering on our objectives ensuring we continue to provide to our growing number of families.

One of our core objectives remains the provision of the necessary outreach and support to our families. One of the more positive parts of the charity to return in full operation has been our outreach family programmes. Being able to deliver full Easter, Summer and Christmas programmes in collaboration with some local businesses has been a true positive in 22/23. Alongside this welcoming families back into the charity has also been positive, being able to deliver training and development sessions, key speaker sessions and family 1:1's has been worthwhile and has allowed us to not only grow our families but to also train and develop key members of our internal team to support our families further. Our four week Summer Programme continues to be mainly funded through grants and large fundraising opportunities and grows year on year.

Focusing on our internal team has been integral this year in streamlining procedures, roles, and responsibilities. This year saw the charity lose an integral member of the team but was an

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opportunity to reassign roles and responsibilities and concentrate on developing the team within to take more of a proactive and crucial role in other areas of the charity. Continuing to grow the team has been key to enabling the founder to concentrate on broader strategic direction of the charity. Also, developing a wider range of training and consultancy services to create a more sustainable income stream. Diversification into training and developing training packages for large corporations and public sector businesses has continued and remains a focal point and key strategy for the charity moving forward. Growing corporate client base is key to raising the profile of the charity in this sector.

Driving income through large fundraising bids and continuing to develop this area has been a continued focus and still a challenge given the impact of COVID and the cost-of-living crisis. With much more stability in this area towards the latter part of the year it has allowed us to begin to focus more on larger fundraising bids and collating the required information to create a winning bid.

Working with our families and continuing to support in all ways possible has remained a focal point of the charity throughout the year. We have spent a considerable amount of time and resources in streamlining our processes when welcoming new families on board to ensure we are able to continue to deliver exceptional service to all. Continuing to build the AP Cymru community remains a focus and strategy over the next year to ensure all internal roles and responsibilities are covered and we can deliver in all areas.

Stability in our trustee board has been key over the past 12 -18 months and has assisted in ensuring decisions are able to be made quickly and efficiently but effectively. With the trustee board having a common goal and clear focus this has supported the AP team well in being able to develop and grow the community further. With 3 trustees on board of varying expertise this is proving valuable in ensuring the fundamentals are in existence in the charity day to day running and the support network is strong. Work to grow the trustee board has begun in the latter part of the year with an additional trustee recruited. The focus remains on hand-picking individuals with clear skills that can assist in growing the charity further.

Whilst we have ultimately traded in three very difficult years, this has given the charity the opportunity to reassess priorities, realign roles and utilise the team from within to grow further and become a very tight knit award-winning neurodiverse charity. Winning the Volunteer Group of The Year Award at the Cardiff Volunteer Awards was a very proud moment for the charity this year, working alongside wonderful volunteers not only this year but for the last 14 years has enabled the charity to grow year on year.

Focusing on the training strategy, continued realignment of roles and attraction of talent is key to move the charity forward in 2024.

Future developments and activities

We will recruit skilled individuals to help drive all areas of the charity forward.

We will continue to develop our partnerships with our professional colleagues in the health, education sectors and beyond.

We are continuing to seek larger funding bids and opportunities to deliver our training and consultancy services into large organisations across Wales.

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Coming out of a pandemic and now into a cost-of-living crisis remains difficult for trading and in particular a struggle in obtaining large funding bids. But, we continue to remain focused in doing so to support the charity and drive it further. Every year, the team's reliability, focus and determination remain faultless, and they continue to work at an impeccable standard to continue being the best at what they do. Streamlining processes and setting clear, transparent goals for the team has been key to develop the charity further and to set us up for another successful year.

Financial Review

Reserves Policy

As per the previous year we are continuing to develop our financial systems and reporting. Our financial reserves are reviewed monthly, and the level of cash reserves reviewed to ensure any long-term liabilities are covered as the charity continues to grow.

In the coming year and beyond AP Cymru will continue to shape service provision according to need and within its charitable objectives. AP Cymru is on a firm footing and well positioned to develop the range of its service provision further through a 3-year strategic review.

Small company provisions

This report has been prepared in accordance with the small companies' regime under the Companies Act 2006.

ON BEHALF OF THE BOARD:

Laura Wiltshire

Date: 6th February 2024

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Statement of Financial Activities for the Year Ended 31 March 2023
(Including Income and Expenditure Account And Statement of Total Recognised Gains and Losses)

	Note	Unrestricted Funds	Restricted Funds	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	3	94,466	-	94,466	56,493
Other trading activities	4	-	-	-	-
Total Income		<u>94,466</u>	<u>-</u>	<u>94,466</u>	<u>56,493</u>
Expenditure on:					
Charitable Activities	5	(115,424)	-	(115,424)	(121,864)
Governance Costs		(5,202)	-	(5,202)	(3,094)
Total Expenditure		<u>(120,626)</u>	<u>-</u>	<u>(120,626)</u>	<u>(124,958)</u>
Net (expenditure) / income		<u>(26,160)</u>	<u>-</u>	<u>(26,160)</u>	<u>(68,465)</u>
Net movement in funds		<u>(26,160)</u>	<u>-</u>	<u>(26,160)</u>	<u>(68,465)</u>
Reconciliation of funds					
Total funds brought forward		96,051	-	96,051	164,516
Total fund carried forward	11	<u>69,891</u>	<u>-</u>	<u>69,891</u>	<u>96,051</u>

All of the charity's activities derive from continuing operations during the above two periods. The funds breakdown for 2023 is shown in note 11.

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Balance sheet as at 31 March 2023

	Note	2023 £	2022 £
Current Assets			
Cash at bank and in hand		68,725	97,023
Other Debtors		1,900	
Creditors: Amounts due within one year	9	(734)	(972)
		69,891	96,051
		69,891	96,051
Funds of the charity			
Unrestricted income funds			
Unrestricted funds		5,903	32,063
Restricted Funds		63,988	63,988
		69,891	96,051
		69,891	96,051

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages x to x were approved by the trustees, and authorised for issue on 30th December 2021 and signed on their behalf by:

.....

Laura Wiltshire
Trustee

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Notes to the Financial Statements for the Year Ended 31st March 2023

1 Charity status

The charity is limited by share capital

The address of its registered office is:

The Round House

Unit 11 Glan Y Llyn Industrial Estate

Taffs Well

CF15 7JD

The principal place of business is:

The Round House

Unit 11 Glan Y Llyn Industrial Estate

Taffs Well

CF15 7JD

These financial statements were authorised for issue by the trustees on

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Autism Puzzles Ltd 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 notes.

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Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks(see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

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Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

3 Income from donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Donations and legacies:				
Donations from individuals	65,468	-	65,468	38,763
Grants including capital grants				
Government grants	-	-	-	-
Other grants	28,998	-	28,998	17,731
	<u>94,466</u>	<u>-</u>	<u>94,466</u>	<u>56,494</u>

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5 Expenditure on charitable activities

	Unrestricted Funds £	Total 2023 £	Total 2022 £
Employment, Volunteer & Consultancy Costs	67,016	67,016	75,788
Establishment costs	20,304	20,304	12,972
Repairs and maintenance	-	-	87
Office expenses	6,664	6,664	4,918
Printing, postage and stationery	2,148	2,148	1,978
Subscriptions and donations	404	404	1,744
Sundry and other costs	293	293	676
Travel and subsistence	-	-	-
Advertising and promotion	-	-	180
Events	18,593	18,593	23,521
	115,422	115,422	121,864

6 Analysis of governance and support costs

Governance costs

	Unrestricted Funds £	Total 2023 £	Total 2022 £
Independent Examiners Remuneration	548	548	492
Legal Fees	4,654	4,654	2,602
	5,202	5,202	3,094

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

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9 Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals	734	972
	<u>734</u>	<u>972</u>

10 Funds

	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2023
	£	£	£	£
Unrestricted Funds	32,063	94,466	(120,626)	5,903
Restricted Funds	63,988	-	-	63,988
	<u>96,051</u>	<u>94,466</u>	<u>(120,626)</u>	<u>69,891</u>

Included in incoming resources above are the following specific grants:

Co-operative	1,005
Community	
Lottery	10,000
South Wales	
Police	5,414
Waterloo	
Foundation	4,580
MADL	3,000
HAU	3,000
Albert Hunt	2,000

Coop - Support programme which allows families to get out, have fun, connect with one another, and try things that may not be possible outside of our supportive setting.

Lottery - Development of Family Support Helpline and supporting technology, to allow for more effective management of calls and support services, management of family/individual needs. Safeguarding support through technology and effective tracking of incoming calls.

South Wales Police - 3 year programme of intervention using the Neurobears support programme for 8 to 14 year olds. Due to end March 2025.

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Waterloo Foundation - Development of the Time For Me project, that focuses on support for the parents, given them that much needed respite and the opportunity to spend time with other adult/parent carers. Focusing on their own needs and their mental health & wellbeing through a range of craft, creative activities, experiences and social events.

MADL - Neurodiverse Community Activity & Experience event to celebrate the Kings Coronation, bringing together members of the Neurodiverse community, breaking down barriers that increase feelings of isolation, loneliness and exclusion for the whole family unit.

HAU - Pilot programme offering an offer innovative and preventive support to children and young people themselves, focusing on early intervention and a positive attempt to give them skills to understand themselves more and hopefully reduce the additional mental health challenges, neurodivergent young people experience.

Albert Hunt - continuation of key services including Family Activity/Experience Programme.

11 Analysis of net assets between funds

	Unrestricted funds General	Restricted Funds	Total Funds
	£	£	£
Current assets	6,637	63,988	70,625
Current Liabilities	(734)	-	(734)
Total Net Assets	5,903	63,988	69,891



Section A

Independent Examiner's Report

Report to the trustees

A P Cymru – Creating Opportunities & Celebrating Difference Ltd (Known as A P Cymru)

On accounts for the year
ended

30 March 2023

Charity no
(if any)

1148010

Set out on pages

1-2

(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 **30 March 2023**.

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:

Date:

22/03/2024

Name:

Annabel Lambert

Relevant professional
qualification(s) or body

FCCA

(if any):

Address:

Llewellyns Chartered Certified Accountants
Brook House, Brool Road, Whitchurch, Cardiff CF14 1DU

Section B	Disclosure
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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.

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