

Charity registration number: 1151141

Stowmarket ASD Saturday Clubs

Annual Report and Unaudited Financial Statements

for the year ended 31 October 2020

Stowmarket ASD Saturday Clubs

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 10

Stowmarket ASD Saturday Clubs

Reference and Administration Details

Charity name	Stowmarket ASD Saturday Clubs
Charity registration number	1151141
Registered office	5 Combs Green Combs Stowmarket IP14 2NP
Trustees	Russell Langley (Chair) Sophie Myers (Treasurer) Christine Hobart (Secretary) Alison Holloway Caroline Grove Steve Crooks
Accountant	The Laurel Partnership Ltd 16 Broad Street Eye Suffolk IP23 7AF
Independent Examiner	Claire Stephens ACA The Laurel Partnership Ltd 16 Broad Street Eye Suffolk IP23 7AF

Stowmarket ASD Saturday Clubs

Trustees' Annual Report for the year ended 31 October 2020

The Trustees present their report and the unaudited financial statements of the Charity for the period ended 31st October 2020.

Trustees

The Trustees who held office during the year were as follows:

Russell Langley (Chair)
Sophie Myers (Treasurer)
Christine Hobart (Secretary)
Alison Holloway
Helen Kimpton
Caroline Grove
Steve Crooks

Objectives and Activities

The purposes of the charity are:

The relief of children and young people with an autistic spectrum disorder;
Providing relief and respite to the families and carers of the beneficiaries described above.

The main activities of the charity in relation to the purposes described above are:

- Providing social activities for children and young people aged 5-18 years living in Stowmarket and the surrounding areas;
- Encouraging young people to develop friendships and social networks and increase their self-confidence, self-esteem and social skills;
- Encouraging social inclusion and seeking opportunities for the young people to take an active part in the community.

The Trustees are aware of the need to give regard to the Charity Commission's public benefit guidance. The Saturday Clubs are open to any young person in the Stowmarket area who has a diagnosis of Autistic Spectrum Disorder.

Achievements and Performance

2020 was a year that began with so much promise but turned out in a way we could not have imagined. However, through the hard work of all the staff and trustees/committee along with the understanding of our membership and their families I believe the charity has come through this difficult period in as healthy a position as could be hoped.

The year began strongly with the committee holding a special planning meeting with a view to schedule an entire catalogue of events and fundraisers for the year ahead, where we aimed to hold something every month. Although this turned out not to be possible, we still have these event ideas ready for a time when we are able to hold them.

We were very proud when one of our young volunteers was shortlisted for the Suffolk High Sheriff's Awards in recognition of the outstanding work she has been doing with us. I hope this reflects equally on all those wonderful volunteers who give up their spare time to assist in our charity's work and who have a real positive impact on the children who attend the clubs.

We also had the continued roll out of the lending library which was going from strength to strength with some amazing feedback from those who have accessed the new service. I believe this has been a wonderful addition to the services the charity provides.

We began looking into what was required to add an additional afternoon session so that we could hold

Stowmarket ASD Saturday Clubs

Trustees' Annual Report for the year ended 31 October 2020

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another afternoon session for older members every 4 weeks. This we thought would allow us to open up to more potential members, helping more families and hopefully shorten our waiting list. Although the COVID-19 outbreak put a hold on this, it is still something we wish to do in the future.

Due to the virus and the government restrictions that came with it, our host venue had no choice but to close their doors and as such we had to take the sad decision to suspend the club's sessions and lending library. Although we did not want this to happen, the health and wellbeing of all our staff, membership and their families is our number one priority. While we were unable to hold any clubs, Leah and her staff along with the assistance of the committee began planning for a time when we could return and all the policies and procedures we would need in place.

Additional online training was carried out by those who required it and the staff offered remote assistance to members who required help during this period.

We also received further bad news during this time that we had been unsuccessful in our Children in Need grant application. As agreed at the start of the application process, we applied for a continuation grant instead of a new grant as we were not asking for extra funding and Children in Need made us aware of this option. The representative from Children in Need went to lengths to reassure us that there was nothing wrong with our application and could not give us reason for being unsuccessful this time. I hope and believe that this was probably down to the pandemic and the need for them to reserve funds for targeted response to the charities sectors need to support more people as a result. We were incredibly grateful that they chose to nominate us for extra funding from their coronavirus response fund, for which we received a grant for the equivalent of six months of our original application and that this would not hinder our application for a full three-year grant beginning 2021. As of December, this new application had been submitted and I'm incredibly grateful to all those who worked on this process.

As we moved into the summer months and the restrictions began to rescind, we were able to start our planned procedure to restart the sessions. We had to wait for the host venue to reopen and for them to be happy for us to return. Once they had reviewed our plans and risk assessments, they gave us a potential start date. After a consultation with all staff and then the membership, we were able to begin a tentative return. This began with a trial session with a few of our older members to ensure our procedures were strong enough and whether there was anything that needed adapting, after this we were then able to open the sessions up to the wider membership. Although these have not been the same sessions as before, I believe these bubble sessions have been a great success to those who felt able to access them while sticking to the government guidelines and protecting everyone's health.

We continued to offer those sessions up until Christmas and although we are currently going through a review process due to the latest lockdown, we hope to return to these as soon as possible.

As we entered Winter, we saw two members of staff begin maternity leave and who have both had baby girls and we wish them all the best for their new families and look forward to welcoming them back when they are ready to return. We finished the year interviewing for new potential staff members and were incredibly lucky with the calibre of candidates and look forward to working with the new members of staff in the coming year.

I would like to finish this statement with a huge thank you to everyone who has assisted the charity through this incredibly difficult year. The staff have been amazing as always and have put a lot of effort in to supporting our members in these unusual circumstances, the membership and their families have been incredibly understanding to the issues this year has brought to the club. Finally, the committee, who have been so supportive this year and dealt with everything put their way by 2020, they all volunteer their time to ensure the club can continue to operate. I am incredibly grateful to each and every one of you and hope for good things to come from 2021.

Stowmarket ASD Saturday Clubs

Trustees' Annual Report for the year ended 31 October 2020

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Financial Review

The surplus for the year is £10.4k and at the end of the year total funds were £39.3k. The amount remaining in restricted funds is £4.0k.

We reviewed our reserves policy this year and raised the reserves to £12k which will give a one-year protective buffer should we ever find ourselves without any income.

Structure, Governance and Management

The charity is an unincorporated association, governed by model constitution as adopted on 27th June 2012 and amended 8th December 2012.

The charity is managed by the officers and other trustees, who are elected by the charity in general meeting. Each trustee is required to retire with effect from the conclusion of the annual general meeting next after his or her appointment but is eligible for re-election at that annual general meeting.


The trustees who served during the year are as follows:

Trustee Name:	Office (if any)	Dates acted if not for whole year
Russell Langley	Chair	
Sophie Myers	Treasurer	
Christine Hobart	Secretary	
Alison Holloway		
Helen Kimpton		Resigned September 2020
Caroline Grove	Community Liaison	
Steve Crooks		

Declaration:

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

Signed on their behalf by:

Signature:  _____

Full name: Russell Langley (Aug 12, 2021, 7:38pm)
Russell Langley

Position: Chair

Date: 12 Aug 2021 _____

 _____

Sophie Myers (Aug 13, 2021, 6:22pm)
Sophie Myers

Treasurer

13 Aug 2021 _____

Stowmarket ASD Saturday Clubs

Independent Examiner's Report for the year ended 31 October 2020

I report on the accounts of the Trust for the year ended 31 October 2020, which are set out on pages 5 to 10 of the financial statements.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Claire B Stephens

Claire Stephens (Aug 18, 2021, 12:33pm)

Claire Stephens FCA
The Laurel Partnership Ltd

10 August 2021

16 Broad Street
Eye
Suffolk
IP23 7AF

Stowmarket ASD Saturday Clubs

Statement of Financial Activities for the year ended 31 October 2020

	Note	Restricted Funds £	Unrestricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Incoming resources:					
Donations and legacies	2	2,950	2,328	5,278	3,056
Charitable Activities	3	-	7,451	7,451	11,257
Children in Need grant		27,232	-	27,232	27,231
Fundraising	4	-	3,577	3,577	633
Total incoming resources		30,182	13,356	43,538	42,177
Resources expended on:					
Charitable Activities	5	24,610	4,878	29,488	35,551
Fundraising Costs		-	-	-	-
Administrative Expenses	6	1,544	2,133	3,677	5,369
Total resources expended		26,154	7,011	33,165	40,920
Transfers between funds		(13)	13	-	-
Net income/movement in funds		4,015	6,358	10,373	1,257
Reconciliation of funds					
Total funds brought forward		-	28,923	28,923	27,666
Net movement		4,015	6,358	10,373	1,257
Total funds carried forward		4,015	35,281	39,296	28,923

The notes on pages 8 to 10 form an integral part of these financial statements

Stowmarket ASD Saturday Clubs

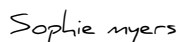
Balance Sheet as at 31 October 2020

	Note	Restricted Funds £	Unrestricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fixed assets					
Tangible Assets	7	-	-	-	-
Total Fixed Assets		-	-	-	-
Current assets					
Debtors	8	126	-	126	526
Cash at bank and in hand		5,337	36,457	41,794	29,274
Total Current Assets		5,463	36,457	41,920	29,800
Current Liabilities					
Creditors	9	1,448	1,176	2,624	877
Total Creditors		1,448	1,176	2,624	877
Total Net Assets		4,015	35,281	39,296	28,923
Accumulated Funds:					
Balance brought forward		-	28,923	28,923	27,666
Net movement		4,015	6,358	10,373	1,257
Total Accumulated Funds		4,015	35,281	39,296	28,923



Russell Langley (Aug 12, 2021, 7:38pm)

Russell Langley
Chair



Sophie Myers (Aug 13, 2021, 6:22pm)

Sophie Myers
Treasurer

The notes on pages 8 to 10 form an integral part of these financial statements

Stowmarket ASD Saturday Clubs

Notes to the Financial Statements for the year ended 31 October 2020

1 Accounting policies

Accounting Conventions: These financial statements have been prepared under the historical cost convention and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and the Charities Act 2011.

Fund Accounting: General funds are unrestricted funds which are available for use at the discretion of the Trustees. Restricted funds are applied in accordance with the wishes of the donor.

Income Recognition: Income is credited to the Statement of Financial Activities where the Charity is legally entitled to the income and the amount can be qualified with accuracy.

Expenditure: is charged to the Statement of Financial Activities on an accruals basis and is inclusive of irrecoverable VAT. Depreciation is provided at an annual rate of 25% straight line on equipment capitalised in the accounts.

2 Donations & Legacies	Restricted	Unrestricted	2020	2019
	£	£	£	£
Mid-Suffolk	1,400	-	1,400	-
Stowmarket Town Council	800	-	800	710
Lions	-	750	750	500
Freemasons	750	450	1,200	-
Barnes Group	-	308	308	1,152
Target Club	-	500	500	-
Other	-	320	320	694
	<u>2,950</u>	<u>2,328</u>	<u>5,278</u>	<u>3,056</u>

3 Income from Charitable Activities	Restricted	Unrestricted	2020	2019
	£	£	£	£
Saturday Club	-	3,325	3,325	5,000
Plus Club	-	1,206	1,206	2,818
Youth Club	-	2,835	2,835	2,679
Residential Trip	-	85	85	760
	<u>-</u>	<u>7,451</u>	<u>7,451</u>	<u>11,257</u>

Stowmarket ASD Saturday Clubs

Notes to the Financial Statements for the year ended 31 October 2020

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4 Fundraising Income	Restricted	Unrestricted	2020	2019
	£	£	£	£
Lions' Santa's Sleigh	-	250	250	-
Christmas Lights	-	72	72	-
PayPal	-	3,023	3,023	-
Miscellaneous	-	232	232	633
	-	3,577	3,577	633

5 Expenditure on Charitable Activities	Restricted	Unrestricted	2020	2019
	£	£	£	£
Staff costs	21,517	141	21,658	21,462
Rent	1,680	-	1,680	5,085
Saturday Club	-	1,801	1,801	1,761
Plus Club	-	625	625	3,366
Youth Club	-	217	217	476
Sensory Library	1,413	-	1,413	1,032
Equipment	-	1,575	1,575	450
Christmas Party	-	519	519	400
Residential Trip	-	-	-	1,204
Vegetable Garden	-	-	-	315
	24,610	4,878	29,488	35,551

6 Administrative Expenses	Restricted	Unrestricted	2020	2019
	£	£	£	£
Training	445	-	445	1,971
Office and admin costs	308	1,239	1,547	1,960
Insurance	467	-	467	431
Telephone	324	-	324	527
Accountancy and Payroll	-	894	894	480
	1,544	2,133	3,677	5,369

Stowmarket ASD Saturday Clubs

Notes to the Financial Statements for the year ended 31 October 2020

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7 Fixed Assets - Equipment	Restricted	Unrestricted	2020	2019
	£	£	£	£
Cost				
Brought forward	-	2,161	2,161	2,161
Additions	-	-	-	-
Carried forward	-	2,161	2,161	2,161
Depreciation				
Brought forward	-	2,161	2,161	2,161
Charge in the year	-	-	-	-
Carried forward	-	2,161	2,161	2,161
Net Book Value	-	-	-	-

8 Debtors	Restricted	Unrestricted	2020	2019
	£	£	£	£
Taxation and social security	-	-	-	404
Prepayments	126	-	126	122
	126	-	126	526

9 Creditors	Restricted	Unrestricted	2020	2019
			£	£
Net wages	1,371	-	1,371	-
Taxation and social security	77	-	77	-
Accruals	-	1,176	1,176	877
	1,448	1,176	2,624	877

10 Reconciliation of Funds

	Brought forward	Income	Expenditure	Transfers	Carried forward
	£	£	£	£	£
BBC Children in Need	-	27,232	(24,433)	-	2,799
Sensory Library	-	2,150	(1,413)	(321)	416
COVID PPE	-	-	(308)	308	-
Town Council	-	800	-	-	800
	-	30,182	(26,154)	(13)	4,015

STOWMARKET ASD SATURDAY CLUB**Charity Number 1151141****Statement of Financial Activities****Year Ended 31 October 2020**

		2020		2020	2019
		£	£	£	£
	NOTES	Restricted	Unrestricted	Total This Year	Total Last Year
INCOMING RESOURCES					
Donations		2,950	2,328	5,278	3,056
Charitable Activities		-	7,451	7,451	11,257
Children in Need		27,232	-	27,232	27,231
Fundraising		-	3,577	3,577	633
Total Incoming Resources		30,182	13,356	43,538	42,177
RESOURCES EXPENDED ON:					
Charitable Activities		24,610	4,878	29,488	35,551
Fundraising Costs		-	-	-	-
Administrative Expenses		1,544	2,133	3,677	5,369
Total Resources Expended		26,154	7,011	33,165	40,920
Transfers between funds		(13)	13	-	-
Net Surplus for the Year		4,015	6,358	10,373	1,257
Brought forward		-	28,923	28,923	27,666
Carried forward		4,015	35,281	39,296	28,923

STOWMARKET ASD SATURDAY CLUB**Charity Number 1151141****Balance Sheet****As at 31 October 2020**

		2020		2020	2019
		£	£	£	£
	NOTES	Restricted	Unrestricted	Total This Year	Total Last Year
FIXED ASSETS					
Equipment		-	-	-	-
Total Fixed Assets		-	-	-	-
CURRENT ASSETS					
Debtors		126	-	126	526
Cash at bank and in hand		5,337	36,457	41,794	29,274
Total Current Assets		5,463	36,457	41,920	29,800
CURRENT LIABILITIES					
Other creditors		1,448	-	1,448	-
Accruals		-	1,176	1,176	877
				-	-
Total Creditors	9	1,448	1,176	2,624	877
Total Net ASSETS		4,015	35,281	39,296	28,923
ACCUMULATED FUNDS					
Balance Brought Forward		-	28,923	28,923	27,666
Net Surplus for the Year		4,015	6,358	10,373	1,257
Total Accumulated Funds		4,015	35,281	39,296	28,923

Chair

Treasurer

Independent Examiner



 Russell Langley (Aug 12, 2021, 7:38pm)
 Russell Langley



 Sophie Myers (Aug 13, 2021, 6:22pm)
 Sophie Myers



 Claire Stephens (Aug 18, 2021, 12:33pm)
 Claire Stephens ACA



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Parties involved with this document

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Wed, 18th Aug 2021 12:33:24 BST	Claire Stephens - Signer (073f423e3ee5f7c335e716746005c8b2)

Audit history log

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