



Trustee's Annual Report for the period						
From	Period start date			To	Period end date	
	06	April	2021		05	April

## Section A

## Reference and administration details

**Charity name** Seafood Down's Syndrome and Special Needs Support Group

**Other names charity is known by**

**Registered charity number (if any)** 1158693

**Charity's principal address** 47 Fullwood Avenue

Newhaven

East Sussex

**Postcode**

**BN9 9SW**

### 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	David Brown	Co-Chair		Membership
2	Alison Woodman	Co-Chair		Membership
4	Colin Morrison	Treasurer/Secretary		Membership
5	Michelle Evans	Trustee		Membership
6	Lisa Prior	Trustee		Membership
7	Michael Buroni	Trustee		Membership
8	Kevin Tant	Trustee		Membership
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

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

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Elected by members and co-opted by trustees as per constitution

**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;

Trustees are inducted by adopting our constitution.

Disclosure and Barring Service checks are carried out prior to the commencement of employment or trusteeship. These checks are renewed every 3 years.

All trustees give their time voluntarily and receive no remuneration or other benefits.

We risk assess all activities, to minimise the risk of injury.

- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C Objectives and activities

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

Provide resources and services for persons affected by Down's Syndrome and/or other additional needs to include the advancement of education and the medical professions.

### 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)

At our planning meetings, we keep in mind the Charity Commission's guidance on public benefit.

Our main activities normally include:-

#### Swimming Classes

Children are helped to engage in specially tailored swimming sessions, some with parents and/or siblings in the pool to promote confidence and the more advanced children partake on their own. These sessions run multiple times over each weekend. Where required and appropriate, children not progressing through regular sessions are given fully funded private sessions.

#### Music Classes

Our music classes have been scaled back but take place occasionally at our monthly Drop in

#### Drop-in Sessions

We host a monthly family oriented drop-in with activities for all of the family.

#### Advice/Education

We offer warm, positive advice to parents, especially those who have children who are newly diagnosed with extra needs.

#### Speech Therapy

We offer Speech Therapy with a local authority approved therapist monthly to supplement a local hiatus. Currently 10 children benefit from this activity.

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### 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;
- A contribution made by volunteers.

We have a number of extremely helpful volunteers who help to provide support in various ways such as admin, play work and fundraising.

## Section D Achievements and performance

**Summary of the main achievements of the charity during the year**

Unfortunately due to the Covid19 Pandemic almost all of the activities of the Charity were put on hold in March 2020. We did manage to continue with Speech Therapy but these sessions were held over the telephone

Overall, we support just over 100 member families. Our Drop Ins restarted in October 2021 and our swimming sessions resumed in March 2022,

## Section E Financial review

**Brief statement of the charity's policy on reserves**

We do not have a policy on reserves.

**Details of any funds materially in deficit**

none

### Further financial review details (Optional Information)

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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.

Sources of funds are:

- Grant from BBC's Children in Need continued to support our popular swimming sessions and although this expired in 2021 CIN have agreed that we can continue to use the funds received to meet the ongoing swimming costs. We are currently exploring additional funding from CIN
- We continued with our fundraising efforts albeit these were somewhat curtailed. Various individual and group fundraising initiatives were undertaken most notably from Cycle Newhaven who raised £2,121 from their Dr Bike sessions.
- Total income therefore was £4,486 (down from £27,829 the previous year reflecting the position with Covid and the lack of CIN funding) against expenditure of £8,910 compared with £4,541. Costs were generally for Speech at £7,403 and room hire at £1,200 Our cash position has decreased slightly from £103,305 to £98,881. Whilst looking comfortable this only covers c4 years expenses should we not continue to receive CIN grants and we continually seek to raise funds from other areas.

## Section F

## Other optional Information



Our figures to April 2022 reflect our lack of activities due to Covid but we are hopeful that we can return to some form of normal situation in the 2022/2023 period.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	David Paul Brown	Colin Morrison
<b>Position (eg Secretary, Chair, etc.)</b>	Co-Chair	Secretary & Treasurer

<b>Date</b>	November 2022
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## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	6 Apr 2021		5 Apr 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 £
<b>A1 Receipts</b>					
Donations	3,905	-	-	3,905	1,947
Fundraising	582	-	-	582	3,417
Grants	-	-	-	-	23,365
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	4,487	-	-	4,487	28,729
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	4,487	-	-	4,487	28,729
<b>A3 Payments</b>					
Swimming	-	173	-	173	-
Music	-	-	-	-	344
Room Hire	1,200	-	-	1,200	280
Equipment	-	-	-	-	-
Speech	8	7,403	-	7,411	3,465
General	117	-	-	117	396
Training	-	-	-	-	-
Telephone	-	-	-	-	-
Stationery and Postage	10	-	-	10	-
	-	-	-	-	-
<b>Sub total</b>	1,335	7,576	-	8,911	4,485
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	56
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	56
<b>Total payments</b>	1,335	7,576	-	8,911	4,541
<b>Net of receipts/(payments)</b>	3,152	7,576	-	4,424	24,188
<b>A5 Transfers between funds</b>	-	-	-	-	-

A6 Cash funds last year end	78,552	24,753	-	103,305	79,117
Cash funds this year end	81,704	17,177	-	98,881	103,305

## 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	Bank	81,704	17,177	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>81,704</b>	<b>17,177</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
			-	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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
	David Brown	