

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	Year 2020		31	March	Year 2021

## Section A Reference and administration details

**Charity name**

Talking Hands Children and Young Peoples Services

**Other names charity is known by**

Talking Hands

**Registered charity number (if any)**

1162130

**Charity's principal address**

c/o The Swansea centre for Deaf People

57a Neath Road

Hafod Swansea

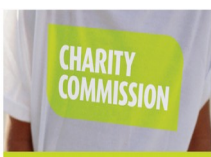
**Postcode SA1 2HW**

### 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	Catherine Robins Talbot	Chairperson		
2	Sara Jenkins	Trustee		
3	Kate Evans	Trustee		
4	Helen Robins Talbot	Treasurer		
5	Shan Sherwood	Trustee		
6	Adam Guichard	Trustee		
7	June Talbot	Secretary		
8	Jane Masters	Trustee		
9	Mel Freeman	Trustee		
10				
11				
12				

**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 management

## Structure, governance and

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

CIO

Trustee selection methods  
(eg. appointed by, elected by)

Elected by Trustees

### 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.

Talking Hands has been operating since November 1999 and become a CIO in 2015. Since becoming a charity, the trustees will have induction training when they join.

Talking Hands constitution is the governance document as well as policies which all trustees are asked to declare their interests outside of Talking Hands at the time of joining the trustees. One of the main policy that Talking Hands has a child protection policy and all volunteers receive training during their time and annually when possible, additionally both trustees and volunteers have DBS check regularly

Talking Hands have sub group with volunteers to manage day to day services of the various groups runs such as pre-school, after school/ youth club and senior youth forum.

Talking Hands are protected and guided by insurance to protect volunteers and the equipment, the organisation are also members of CWVYS and WCVA, therefore as a small group we appreciate the support, and guidance we receive from them.

Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

To support Deaf children, their families and Deaf families that have Deaf / hearing Children.

To have regular activities and groups to enable young people and families to meet up for shared experiences as well as providing information and support.

To encourage all young people to be confident independent young people, respecting how they wish to identify themselves.

To provide information and support when needed

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)

2020- 21 has been the most challenged year for Talking Hands through the pandemic and prevented us to continue with the services and suspended the face to face contacts with trustees, volunteers and members.

During this time, we considered and transferred the trustees meetings, and arrangements to connect virtually online and this hasn't been an easy task for some but was able to resolve and continue the duties and activities where possible with members.

When possible, during the lift of lockdown, some of the funded activities were able to run at outdoor event, with small numbers of groups and in line with the restriction's guidance. Aswell as that, our worker provided virtual activities and resources to families where we share work being done keeping in touch.

Not everyone was able to take part virtually, but we have done to the best of our ability to provide opportunities for all members to be involved and to support families during the difficult year.

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.
- 

The trustees continue by focusing on the aims of the charity by working with funders to provide activities in order to achieve the purpose and objectives of Talking Hands charity.

We have restricted funding to run funded activities and donations with specific request to spend the monies to honour their wishes in line with the objectives of Talking Hands Charity.

Our families and volunteers are actively involved in the day to day running of Talking Hands, with a committee of parents and young people themselves having the opportunity to use their voice and decisions involved as well as some of them are trustees of this charity.

## Section D

### Achievements and performance

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

Talking Hands were able to continue with the activities funded by Children in Needs with amendment of services through this period.

Many of those has been organised as a outdoor on our site and in public places as well as virtual session including home based activities packages sent to all families.

We were lucky to have the supports from funder to adapt and continue the work as to the agreed project with limited contact but also to continue the supports we provide families with information and guidance.

## Section E

### Financial review

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

We do not currently have a policy on reserves as our income and outgoings are slowly increasing we have started to look at setting up a small reserves in 2022 as we will have items we need to cover for example insurance, memberships, possible future funding

#### Details of any funds materially in deficit

NONE

#### 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.

We are lucky to have supporters who help fundraise and organise activities where we involve children and young people to raise funds as well as contributing to the costs of events.

Our fundraising activities try to source funding to support our finances in when applying for projects, many of those still supported by local businesses donating funds and promoting this charity when fundraising and taking part in community activities.

We always include the children and young people in at least one fundraising activity a year, we feel it is important they realise the work that goes into fundraising.

Due to the pandemic we are in our extended and last year of Children in Need grant to help develop our provision, this funding has been invaluable in helping us to grow our provision further than we would have been able to do on our own and helped us reach more families across South Wales.

Section G

Declaration

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

Signed on behalf of the charity’s trustees

Signature(s)

Cathie Robins- Talbot  
S Jenkins

Full name(s)

Cathie Robins- Talbot  
Sara Jenkins

Chair  
Trustee

**Position (eg Secretary, Chair, etc)**

15<sup>h</sup> January 2022

**Date**



## Receipts and payments account

For the period from	01/04/2020	To
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds
	to the nearest £	to the nearest £	to the nearest £

#### A1 Receipts

Donations	423	-	-
Track 2000		21,065	-
Fundraising	2,023	-	-
Income from youth clubs	410	-	-
RCIN	-	5,000	-
Sports Grant	-		-
MHFA	-		-
Trips, ent etc	264	-	-
<b>Sub total</b> (Gross income for AR)	<b>3,120</b>	<b>26,065</b>	<b>-</b>

#### A2 Asset and investment sales, (see table).

	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total receipts</b>	<b>3,120</b>	<b>26,065</b>	<b>-</b>
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#### A3 Payments

R&R, equip, craft, hire, Tuck shop supplies (Misc)	1,344	-	-
BSL		-	-
Entertainment activities	67		
Stationery			
Training	100		
Insurance & membership	531		
CIN wages, transport, activities	-	2,979	-
MHFA	-		-
Paddle Boards	-	214	-
	-	-	-
<b>Sub total</b>	<b>2,042</b>	<b>3,193</b>	<b>-</b>

#### A4 Asset and investment purchases, (see table)

	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	2,042	3,193	-
<b>Net of receipts/(payments)</b>	1,078	22,872	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	-	-	-
<b>Cash funds this year end</b>	1,078	22,872	-

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

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds		
		-
		-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	-
		Agreement Error
		Unrestricted funds to nearest £
B2 Other monetary assets		
		-
		-
		-
		-
		-
B3 Investment assets		
B4 Assets retained for the charity's own use	Play/sports equip, cameras, printer, laptop, ipads, craft equip, food/drink stock, paddleboards	Fund to which asset belongs general




**B5 Liabilities**

Details	Fund to which liability relates

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

Signature	Print Name

162130	CC16a
<b>ounts</b>	
31/03/2021	



**Total funds**

**Last year**

to the nearest £

to the nearest £

423	5,649
21,065	
2,023	853
410	1,014
5,000	10,000
-	1,494
-	10,000
264	1,207
29,185	30,217

-	
-	-
-	-

29,185	30,217
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1,344	1,482
-	920
67	3063
-	457
100	4228
531	765
2,979	8,860
-	5,000
214	1,280
-	-
5,235	26,055

-	
-	
-	-

5,235	26,055
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23,950	4,162
-	-
-	-
23,950	4,162

period	
Restricted funds to nearest £	Endowment funds to nearest £
	-
-	-
-	-
-	-
Agreement Error	OK

Restricted funds to nearest £	Endowment funds to nearest £
	-
	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
7,000	-
-	-
-	-
-	-

-	-
-	-
-	-
-	-
-	-

Amount due  
(optional)

-	
-	
-	
-	
-	

When due  
(optional)

lame	Date of approval



Section A

Independent Examiner's Report

Report to the  
trustees/ members  
of

Charity Name

Talking Hands Deaf Children and Young People

On accounts for the  
year ended

31/03/2021

Charity  
no (if  
any)

1162130

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity (~~“the Trust”~~) for the year ended 31/03/2021 **DD / MM / YYYY**.

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”~~).

Independent  
examiner's  
statement

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.

I have completed my examination. I confirm that no material matters have come to my attention 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: Barbara E Thomas

Date: 03/09/2021

Name: Barbara E Thomas

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

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**Address:**

8 Crawford Road, Baglan, Port Talbot SA12 8ND


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