



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01.04.2022** Period start date To **31.03.2023** Period end date

Charity name: **The Solihull Childrens Special Needs Association**

Charity registration number: **1164284**

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | To fundraise for and make grants to Green Lane Playgroup (now known as Green Lane Nursery following its transfer to Reynalds Cross School in September 2018).                                                         |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To provide additional funds for the building, its fabric and equipment, and to the children attending the Nursery, together with their families, over and above those funded by the School through the local Council. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | The Trustees have kept in mind the Charity Commission's guidance on public benefit when undertaking the Charity's activities throughout the year.                                                                     |

## Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                                                                                                                      |
|------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      | The Trustees have met with the Headteacher of the School to discuss ways in which the Charity's funds can be used to enhance the facilities and services provided by the Nursery and funded by the School through the local Council. |
| Policy on social investment including program related investment | Para 1.38      | During this year, the Charity funded a safety surface for the outdoor play and learning area which has been an on-going project funded by the Charity from its resources.                                                            |
| Contribution made by volunteers                                  | Para 1.38      | The only volunteers now involved in the Charity are the Trustees themselves who distribute funds held by the Charity. The Charity holds sufficient funds to pay for or                                                               |

|       |  |                                                                                                                                                                                                           |
|-------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | contribute to any requests made the Headteacher. It is therefore not necessary to arrange fund raising events as has happened in the past since the entire service is now provided and funded by the LEA. |
| Other |  |                                                                                                                                                                                                           |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | The Charity was able to enhance the experience of the pre-school children with additional needs who attend the Nursery. This provision was in the form of an all-weather safety surface for the outdoor play and learning area reducing the potential for accidents by covering the ground with a dedicated outdoor safety surface so that it is accessible by all children most, if not all, of whom cannot walk easily or are in wheelchairs. It also enabled the outdoor play area to be used throughout the year. No other requests for funds were received from the school. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |                                                                                                         |
|--------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------|
| Achievements against objectives set                          | Para 1.41 |                                                                                                         |
| Performance of fundraising activities against objectives set | Para 1.41 |                                                                                                         |
| Investment performance against objectives                    | Para 1.41 |                                                                                                         |
| Other                                                        |           | The Nursery was completely upgraded during 2020, following its transfer to local authority control. The |

|  |  |                                                                                                                                         |
|--|--|-----------------------------------------------------------------------------------------------------------------------------------------|
|  |  | Charity will continue to provide further funds to enhance the building and its facilities as requested by the Headteacher and her staff |
|--|--|-----------------------------------------------------------------------------------------------------------------------------------------|

## Financial Review

|                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <p>Full details of the Charity's financial position are given in its annual accounts from which it can be seen that there was a reduction in the available funds this year. This was because the Charity no longer needs to actively fund-raise following the transfer of the Nursery to local authority control which now funds its entire operation. It is envisaged that the Charity will now 'run-down' its funds, making grants to the Nursery over subsequent years.</p> <p>The Charity is in a sound financial position and has more than sufficient funds to allocate to the Nursey in the form of grants. The Charity no longer has financial commitments which have to be funded each year.</p> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | Reserves are held for future provision, most of which will be allocated in subsequent years following completion of the upgrading scheme and the end of Covid-19 restrictions. The use of these reserves will continue to be discussed with the Headteacher                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Amount of reserves held                                                          | Para 1.22 | £160,735                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Reasons for holding zero reserves                                                | Para 1.22 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Details of fund materially in deficit                                            | Para 1.24 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | <p>Sources of funds have included donations, usually through regular standing orders. The Trustees continue to contact any remaining regular donors to encourage them to stop their standing orders as new funds are no longer required. Similarly, fund raising activities previously undertaken by groups and individuals are no longer held. The Nursery no longer requires significant sums following its transfer to the local Council and Reynolds Cross School and the Charity feels it has sufficient resources to cover requests for any additional funds.</p> |
|----------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                 |           |                                                                                                                                                                                            |
|---------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |                                                                                                                                                                                            |
| A description of the principal risks facing the charity                         | Para 1.46 | The Charity no longer employs any staff and has no responsibility for the activities undertaken at the Nursery and there are no plans for any fundraising events to be held in the future. |
| Other                                                                           |           |                                                                                                                                                                                            |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                             |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | Trust deed approved by the Charity Commission                                                                                                                               |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Charity is a charitable incorporated organisation (CIO) with foundation status, run solely by its Trustees and without a voting membership                              |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | There were no new Trustees during this period. Any new Trustees would be known to the existing Trustees, interviewed by them and nominated and approved by all the Trustees |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | Each of the Trustees has a role within the Charity which uses their skills and experience. If any new Trustee were to be appointed, they would receive informal training to ensure that they are familiar with charity law and the Charity's constitution and its aims<br>Any new Trustee would be checked by the DBS, as are all existing Trustees as and when required |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The Charity has a Chair, Secretary, Minute Secretary and Treasurer. Full Minutes of all meetings are kept. The Charity works only with the Headteacher and Governors of Reynalds Cross School and any officer of the local council if deemed necessary                                                                                                                   |
| Relationship with any related parties                                                     | Para 1.51 | As above                                                                                                                                                                                                                                                                                                                                                                 |
| Other                                                                                     |           | N.A.                                                                                                                                                                                                                                                                                                                                                                     |

### Reference and Administrative details

|                             |                                                          |
|-----------------------------|----------------------------------------------------------|
| Charity name                | The Solihull Childrens Special Needs Association (SCSNA) |
| Other name the charity uses | -                                                        |
| Registered charity number   | 1164284                                                  |

|                             |                                                                      |
|-----------------------------|----------------------------------------------------------------------|
| Charity's principal address | Arden Wych<br>Vicarage Hill<br>Tanworth-in-Arden<br>Solihull B94 5EA |
|                             |                                                                      |

### 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  | Mrs Jo Brown             | Chair            |                                   |                                                               |
| 2  | Mrs Dawne Clayton-Wright |                  |                                   |                                                               |
| 3  | Mrs Alison Elkin         |                  |                                   |                                                               |
| 4  | Mrs Helen Ellis          | Treasurer        |                                   |                                                               |
| 5  | Mrs Beryl Glanfield      | Secretary        | Up to 03.03.23                    | NA                                                            |
| 6  | Mr David Glanfield       |                  |                                   |                                                               |
| 7  | Mrs Jan Mason            | Minute Secretary |                                   |                                                               |
| 8  |                          |                  |                                   |                                                               |
| 9  |                          |                  |                                   |                                                               |
| 10 |                          |                  |                                   |                                                               |
| 11 |                          |                  |                                   |                                                               |
| 12 |                          |                  |                                   |                                                               |
| 13 |                          |                  |                                   |                                                               |
| 14 |                          |                  |                                   |                                                               |
| 15 |                          |                  |                                   |                                                               |
| 16 |                          |                  |                                   |                                                               |
| 17 |                          |                  |                                   |                                                               |
| 18 |                          |                  |                                   |                                                               |
| 19 |                          |                  |                                   |                                                               |
| 20 |                          |                  |                                   |                                                               |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|                                                                                                                               |  |
|-------------------------------------------------------------------------------------------------------------------------------|--|
| Description of the assets held in this capacity                                                                               |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

|  |
|--|
|  |
|--|

## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)**

Mrs Jo Brown

Mrs Helen Ellis

**Full name(s)**

Mrs Joanne Brown

Mrs Helen Ellis

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

Chair

Treasurer

**Date**

27.01.24



CHARITY COMMISSION  
FOR ENGLAND AND WALES

|                                                  |             |
|--------------------------------------------------|-------------|
| Charity Name                                     | No (if any) |
| The Solihull Childrens Special Needs Association |             |

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## Receipts and payments accounts

|                     |                   |    |                 |
|---------------------|-------------------|----|-----------------|
| For the period from | Period start date | To | Period end date |
|                     | 01.04.22          |    | 31.03.23        |

### 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 £ |
| <b>A1 Receipts</b>                                    |                    |                  |                  |                  |                  |
| Subscriptions & Donations                             | 1,035              | -                | -                | 1,035            | 295              |
| Gift-aided donations                                  | -                  | -                | -                | -                | -                |
| Sundry income - interest                              | 132                | -                | -                | 132              | 93               |
| Fund-raising events                                   | -                  | -                | -                | -                | -                |
| Miscellaneous                                         | -                  | -                | -                | -                | 3,000            |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b> (Gross income for AR)                | 1,167              | -                | -                | 1,167            | 3,388            |
| <b>A2 Asset and investment sales, (see table).</b>    |                    |                  |                  |                  |                  |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                      | -                  | -                | -                | -                | -                |
| <b>Total receipts</b>                                 | 1,167              | -                | -                | 1,167            | 3,388            |
| <b>A3 Payments</b>                                    |                    |                  |                  |                  |                  |
| Donations to Green Lane                               | 7,859              | -                | -                | 7,859            | 3,878            |
|                                                       | -                  | -                | -                | -                | -                |
| Miscellaneous                                         | 100                | -                | -                | 100              | 100              |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                      | 7,959              | -                | -                | 7,959            | 3,978            |
| <b>A4 Asset and investment purchases, (see table)</b> |                    |                  |                  |                  |                  |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                      | -                  | -                | -                | -                | -                |
| <b>Total payments</b>                                 | 7,959              | -                | -                | 7,959            | 3,978            |
| <b>Net of receipts/(payments)</b>                     | - 6,792            | -                | -                | - 6,792          | - 590            |
| <b>A5 Transfers between funds</b>                     | -                  | -                | -                | -                | -                |
| <b>A6 Cash funds last year end</b>                    | 167,527            | -                | -                | 167,527          | 168,116          |
| <b>Cash funds this year end</b>                       | 160,735            | -                | -                | 160,735          | 160,735          |

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

| Categories                                                  | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | Barclays Bank                                          | 129,645                            | -                                | -                               |
|                                                             | Nationwide                                             | 31,090                             | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             | <b>Total cash funds</b>                                | <b>160,735</b>                     | <b>-</b>                         | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
| <b>B2 Other monetary assets</b>                             | Details                                                | to nearest £                       | to nearest £                     | to nearest £                    |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | 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                 |                                 |
|                                                             |                                                        | Joanne Brown                       | 27.01.24                         |                                 |
|                                                             |                                                        | Helen Ellis                        | 27.01.24                         |                                 |