

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	01	April	2020		31st	March

Section A Reference and administration details

Charity name	Brightstars	
Other names charity is known by		
Registered charity number (if any)	1164295	
	West Stow Lodge	
	West Stow	
	Bury St Edmunds, Suffolk	
Postcode	IP28 6ET	

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	Steven Turpie	Chair of Trustees		Existing Trustees
2	Paula Turpie	Charity Administrator		Existing Trustees
3	Steven Dunn			Existing Trustees
4	Rakesh Raja			Existing Trustees
5	John Friel	Trustee for Whistleblowing		Existing Trustees
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Accountant	Gabrielle Hammond	Highbury Ash, Burthorpe Green, Barrow, Bury St Edmunds, Suffolk, IP29 5DA

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)	CIO Governing Document (Charity Commission Template)
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by Existing 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.

Brightstars has a Management Committee that reports to the Board of Trustees and is made up of the Charity Administrator (Chair), at least one other Trustee and the Play Leader. This committee is responsible for the day to day running of the Brightstars Club. Brightstars is OFSTED registered and follows a set of policies that ensure compliance with OFSTED regulations including our management of Risk.

Section C Objectives and activities

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

The Objective of the Charity is, for the public benefit, to relieve the needs of people with a disability in particular by the provision of help and support for them and for their families, dependants and carers by such charitable means as the charity Trustees determine, including but not limited to:

- 1/ Providing respite care
- 2/ Providing information and advice
- 3/ Providing support services to the families, dependants and carers if people with a disability.

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)

Brightstars currently runs a respite service for children and young people with a disability. This includes a Saturday Club that runs every other Saturday as follows:

9.30am to 12.30am – 5 to 11 year olds
13:30 to 16:30 12 to 19 year olds.

The club operates at a ratio of one member of staff to every 2 children in addition to our play leader and volunteers. Each session provides fun activities for the children which is self-directed and includes physical play, arts and craft, cooking and games.

In planning the activities for the year the Trustees take note of the Charity Commission guidance on public benefit which has been reviewed accordingly.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We are very proud of our accomplishments as recognised by our Parents.

It has been a difficult year with the COVID pandemic and we had to close for most of the year, Furloughing our staff. This mean that no services were available tp parents, who desperately need respite care for their children.

Fortunately, we managed to retain all of our staff and re-opened, after lockdown, in line with Government guidance and with updated policies to account of the pandemic. Unfortunately, we did lose most of our volunteers and as we enter 2022, we have managed to recruit a new set of volunteers as we approach pre-pandemic levels of activity, which our staff, parents and carers are very pleased about.

We continue to maintain the mandatory training requirements (First Aid, Safeguarding, Food Safety) and over the next 12 months will again be investing in Advanced Behaviour Management Training and Enhanced Risk Management.

Staff and volunteer induction has a strong focus on safety and we are designed to provide a fun but above all **safe and secure group**.

Section E Financial review

Brief statement of the charity's policy on reserves

Brightstars does not have a reserve policy.

Details of any funds materially in deficit

We have no funds in deficit.

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.

The Charities principal source of funds comes from

- 1/ Local Authority Grant
- 2/ Child attendance fees
- 3/ Charitable donations

We have been successful in securing material donations that have supported us in buying specialist equipment, paying for staff training and helping fund future training and recruitment for both staff and volunteers.

Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Steven Turpie	Paula Turpie
Full name(s)	Steven Turpie	Paula Turpie
Position (eg Secretary, Chair, etc)	Chair	Charity Administrator
Date	10 th December 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Brightstars

No (if any)
1164295

Receipts and payments accounts

CC16a

For the period from	Period start date 1st April 2020	To	Period end date 31st March 2021
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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 £
A1 Receipts					
Fees for Charitable Service	635		-	635	11,475
Donations - Unrestricted	13,099		-	13,099	8,353
Donations - Restricted	-	22,000	-	22,000	22,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,734	22,000	-	35,734	41,828
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,734	22,000	-	35,734	41,828
A3 Payments					
Staff Training	330	-	-	330	1,282
Staff Salaries	154	12,967	-	13,121	25,259
DBS Checks	52	-	-	52	60
Insurance	362	-	-	362	347
Equipment			-	-	1,231
Clothing and Marketing Materials		-	-	-	444
Admin Overheads			-	-	114
Consumable Materials	295		-	295	3,358
Room Hire		1,008	-	1,008	2,652
Sub total	1,193	13,975	-	15,168	34,747
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,193	13,975	-	15,168	34,747
Net of receipts/(payments)	12,541	8,025	-	20,566	7,081
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	12,541	8,025	-	20,566	7,081

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				
	Current Account	63,752		-
CCXX R1 accounts (SS)	1	-	-	12/12/2021 -

	-	-	-
Total cash funds	63,752	-	-
(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			
Details			
	-		-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			
Details			
Staff Salaries		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	S Turpie	S Turpie	10/012/2021
	P Turpie	P Turpie	10/12/2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Brightstars

On accounts for the year
ended

31st March 2021

Charity no
(if any)

1164295

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**.

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 £25,000 and I am qualified to undertake the examination by being a qualified member of ACCA

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:

x

Date:

10th December
2021

Name:

Gabrielle Hammond

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

FCCA

Address:

Highbury Ash, Burthorpe Green, Barrow, Bury St Edmunds, Suffolk, IP29
5DA

Section B

Disclosure

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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