

# ACTIVITY STATION

England & Wales · Charity number 1165502

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-02-10

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 30 Lowther Road  
London  
SW13 9ND

**Phone** 02085632065

**Email** [eaves2@btinternet.com](mailto:eaves2@btinternet.com)

**Website** [www.activitystation.org.uk](http://www.activitystation.org.uk)

## Activities

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**Objects:** THE OBJECTS OF ACTIVITY STATION (CIO) ARE TO RELIEVE THE NEED OF CHILDREN, YOUNG PEOPLE AND ADULTS WITH DISABILITIES, THEIR FAMILIES AND CARERS IN THE LONDON BOROUGH OF RICHMOND UPON THAMES, THE ROYAL BOROUGH OF KINGSTON-UPON-THAMES AND THE SURROUNDING BOROUGHES IN PARTICULAR BUT NOT EXCLUSIVELY, BY ALL OF ANY OF THE FOLLOWING MEANS:1.PROVIDING ACTIVITIES AND SOCIAL EVENTS FOR SUCH CHILDREN, YOUNG PEOPLE AND ADULTS WITH DISABILITIES, THEIR FAMILIES AND CARERS.2.COLLABORATING WITH OTHER SERVICE PROVIDERS AND PUBLIC SERVICES TO FACILITATE AND DELIVER ACTIVITIES AND SOCIAL EVENTS.3.WORKING TO INCREASE THE CHOICE OF ACTIVITIES AVAILABLE TO, AND PROMOTING SOCIAL INCLUSION OF, CHILDREN, YOUNG PEOPLE AND ADULTS WITH DISABILITIES, THEIR FAMILIES AND CARERS.

**Activities:** To provide people with disabilities access to a range of fun and inclusive activities and social events in their local area that they can choose from.We also aim to work with local and national organisations, including charities to ensure that their experience and expertise, of working and helping people with disabilities, is passed on to AS activities and social events wherever possible.

## Classification

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- **How:** Provides Services
- **What:** Disability, Recreation
- **Who:** People With Disabilities

## Geography

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- Throughout London

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£18,710	£18,514	-	-
2024-03-31	£1,246	£14,615	-	-
2023-03-31	£848	£9,911	-	-
2022-03-31	£23,839	£10,529	-	-
2021-03-31	£17,503	£17,972	-	-

## Trustees

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Name	Role	Appointed
<b>CHRISTINE CHITTICK</b>	Chair	2016-01-30
Botagoz Shantemirova		2025-03-30
CLAIRE EAVES		2014-01-31
CORAL ALLEN		2017-05-11
HUMPHREY HAWKSLEY		2020-02-21
Heidi Mansfield		2016-04-21
Hester Larkin		2016-12-12

**ACTIVITY STATION**

England & Wales - Charity number 1165502

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# Accounts

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## Trustees' Annual Report for the period

From 1.4.24 Period start date To 31.3.25 Period end date

Charity name: Activity Station

Charity registration number:1165502

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The objects of Activity Station CIO are to support the needs of children, young people and adults with additional needs, their families and carers in the LBRUT and the surrounding boroughs in particular, but not exclusively, by all or any of the following means – 1. Providing activities and social events for people with additional needs , their families and carers. 2. Collaborating with other service providers and the public services to facilitate and deliver activities and social events. 3. Working to increase the choice of events available to and promoting social inclusion of people with additional needs and their families and carers.</b>
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	
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>We ensure service providers/facilitators make reasonable adjustments to their services so people with additional needs can access them in the same way as other people (panto, sensory screening, music concerts in music venues and all our activities).</p> <p>We enable them to choose what activities they would like to undertake.</p> <p>We promote healthy eating and a choice which also promotes financial budgeting.</p> <p>We offer wellbeing, social, health and fitness activities and encourage them to participate in a safe and stimulating environment.</p>

		<p>We work in partnership with other agencies and providers to improve our service for vulnerable people.</p> <p>The objectives, activities, achievements and performance for the past year addressed throughout this trustee annual report clearly sets out the activities which AS undertakes for the public benefit. The trustees, in setting our aims, objectives and planning our activities have given careful consideration to the Charity Commission general guidance on public benefit.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All AS volunteers are inducted and trained before they start. They are expected to read and understand all aspects of the AS policies i.e. safeguarding, health and safety guidance and risk policies. They contribute significantly to the success of AS by offering additional support and encouragement. With the help of our volunteers it gives families and carers respite. The volunteers know when to support and when to allow the people with additional needs to do a task on their own which encourages independence and confidence to grow. They support with access & registration on arrival of attendees and work with our service providers to ensure activities are well prepared, inclusive to everyone, & also help with support encouraging our users to take part and have fun.
Other		

### Achievements and Performance

	SORP reference	
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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

As our service users are more confident in meeting in person since Covid we increased the number of outings and activities with less on zoom. We have noticed a larger number of newcomers. AS often have sold out events and keep a waiting lists. Qualitative information has shown a positive request for certain activities such as music and cookery which is very popular, keeping the recipes nutritious and healthy. We also run classes to offer fitness and wellbeing.

From completed AS evaluation forms, our service has been described by users, parents and carers as excellent and includes very positive comments and feedback. We have had many people write to us with positive comments and give us positive responses from conversation analysis. We have service users attending that have been referred to us by other parents and carers, local organisations and care homes accessing our service. Existing partners and organisations (which includes, Mencap Richmond and Hammersmith, Crofters Club, RUILS, SEN family support group Richmond and SEN group Chiswick social work & disabled teams, Skylarks, Richmond CVS, RHLT, Achieving For Children, Elysium Healthcare and SeeAbility carehomes) promote our activities and have recommended us to new organisations and parents/carers increasing our network.

Due to increasing the number of activities, more service users attending and maintaining the 2 different age groups has also meant an increase with the support. We are pleased to continue to offer free online activities, although the demand has reduced from the previous year, we continue to offer free live events throughout the year which has made our activities more accessible with an increase of service users from other boroughs. We have been able to continue to offer our service to Ukrainian families in the borough.

#### Fundraising

After receiving our Queens Award for voluntary services in the borough demonstrates what has been achieved due to the support of our funders and volunteers over the last 10 years. Going forward this will help when applying for more funding.

#### Plans for the future

Increase the number of free events at key calendar dates during the year.

		<p>Evaluate user and carer views of our service and identify unmet needs.</p> <p>Increase current programme of days out and the possibility of more respite for families and carers.</p> <p>Apply for further grants from eg The Lottery Fund</p>
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**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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In this financial year we continue to charge a small fee for some activities. We have been fortunate that we have had cash in the bank to fund the activities throughout this year. We will be applying for grants from organisations such as Barnes Fund, the Richmond Voluntary Fund, Global's Make Some Noise and the Lottery. Our overheads have increased in this financial year due to provision of more activities
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We continue to implement our reserve policy. Our activities and social events programme is flexible and can be tailored to run any number of activities at any given time out of an annual 'rolling' planned programme. In the event of uncertainty of future income we can reduce the number of activities and also remove activities which are more expensive to run and introduce new less expensive ones. As a small charity that does not have fixed assets or overheads such as staffing costs, the amount put aside in reserves is considered to be low risk. We seek to maintain a reserves policy of approximately 50% of the total expenditure used. Currently £10000 has been agreed by the trustees to be put aside for reserves. This will allow for at least 6 months to develop new sources of income or to reduce the number of activities we run accordingly.
Amount of reserves held	Para 1.22	
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	
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	
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>Activity Station's governing document is a 'Foundation model constitution' whose only voting members are the charity trustees</b>
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Activity Station is constituted as a Charitable Incorporated Organisation (CIO)</b>
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	<b>Appointed by charity trustees</b>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Activity Station
Other name the charity uses	
Registered charity number	116502
Charity's principal address	30 Lowther Road SW13 9ND



**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christine Chittick	Chair/Financial Manager	30.01.16	Activity Station
2	Sam Hurst	Founder	30.01.16 Resigned Jan 2019	
3	Heidi Mansfield		21.04.16	
4	Hester Larkin		24.02.17	
5	Coral Allen		11.05.17	
6	Humphrey Hawksley		21.02.20	
7	Claire Eaves	Founder	30.01.16	
8	Botagoz Shantemirova		01.11.24	
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Claire Eaves

Claire Eaves	
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Position (eg Secretary,  
Chair, etc)

Founder

Founder	
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Date

8.1.26

8.1.26
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

ACTIVITY STATEMENT	PERIOD
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## Receipts and payments accounts

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For the period from	01/04/2024	To	31/03/2025
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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 £
<b>A1 Receipts</b>					
Donations	210	-	-	210	71
Activities/events	1,500	-	-	1,500	1,175
Grant Barnes Trust	2,000	-	-	2,000	-
Grant Lottery Fund	15,000	-	-	15,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>18,710</b>	<b>-</b>	<b>-</b>	<b>18,710</b>	<b>1,246</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>18,710</b>	<b>-</b>	<b>-</b>	<b>18,710</b>	<b>1,246</b>
<b>A3 Payments</b>					
Event expenditure	11,156	-	-	11,156	6,313
Overheads	7,358	-	-	7,358	8,302
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>18,514</b>	<b>-</b>	<b>-</b>	<b>18,514</b>	<b>14,615</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>18,514</b>	<b>-</b>	<b>-</b>	<b>18,514</b>	<b>14,615</b>
<b>Net of receipts/(payments)</b>	<b>196</b>	<b>-</b>	<b>-</b>	<b>196</b>	<b>- 13,369</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>196</b>	<b>-</b>	<b>-</b>	<b>196</b>	<b>- 13,369</b>

## 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 £
<b>B1 Cash funds</b>	Barclays	27,658	-	-
	Paypal	1,157	-	-
		-	-	-
	<b>Total cash funds</b>	<b>28,815</b>	<b>-</b>	<b>-</b>
	<small>(agree balances with receipts and payments account(s))</small>			


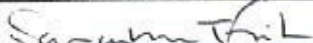
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	CHRISTINE CHURCH	13/5/2025
	Samantha Fritz	13/5/2025

**ACTIVITY STATION**

England & Wales - Charity number 1165502

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# Accounts

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## Trustees' Annual Report for the period

From **1.4.23** Period start date To **31.3.24** Period end date

Charity name:

Charity registration number:**1165502**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The objects of Activity Station CIO are to support the needs of children, young people and adults with additional needs, their families and carers in the LBRUT and the surrounding boroughs in particular, but not exclusively, by all or any of the following means – 1. Providing activities and social events for people with additional needs , their families and carers. 2. Collaborating with other service providers and the public services to facilitate and deliver activities and social events. 3. Working to increase the choice of events available to and promoting social inclusion of people with additional needs and their families and carers.</b>
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	AS provide a choice of activities and social events such as, cookery, music therapy and music concerts, drumming, singing, pottery and creative art workshops, sports events, music & movement, drama, dance classes, days out, sensory cinema screenings, gardening and rambles, free events i.e. specially adapted pantomimes, Christmas singalongs and online activities. The exclusive use of hired venues, all our activities and services promote the public benefit of health and wellbeing, social inclusion, anti-discriminatory environment, advocacy, equality (free events for deprived areas/families & refugees), independence, adult learning; encourages personal responsibility of financial budgeting. For some service users who find interaction with others difficult our volunteers can offer social support to avoid them being socially isolated. By offering a choice of activities and for them to understand the options, planning

		<p>routes and transport to our events and making the choice will promote advocacy. It will also encourage financial budgeting for instance if there is more than one activity to choose from.</p> <p>AS have the exclusive use of their venues they hire for most of their activities.</p> <p>Exclusive use of venues ensures an accessible &amp; safe environment for users, carers and their families. Users can enjoy the space and make full use of the activities free from any interaction with the general public. We provide relaxed sensory cinema screenings, with subtitles, lowering of lights, reduction of loud noises.</p> <p>This improves health and wellbeing of our service users, families and carers and promotes safety by being in a quiet, safe and accessible environment. They will not be rushed when purchasing refreshments at the café, the café staff are all trained and understand to be patient. The families and carers can also relax in the knowledge that the public will not be rushing the service user or reacting to them if any challenging behaviours occur.</p> <p>By having exclusive use of venues and a café area it offers a chance to promote social interaction between service users. We have noticed friendships forming whilst communicating over lunch together. By having private use of the café we are able to promote healthy eating by requesting café staff remove unhealthy food from sight which might be tempting to buy. It also enables our service users, parents and carers to choose to bring their own packed lunch to eat if they have special dietary requirements. We have noticed this helps support those who may choose unhealthy food and perhaps are unable to budget for purchasing any refreshments or have allergies as well. This would not be possible in a public café.</p> <p>AS help people with additional needs, families and carers without access to computers or the internet for registering or enquiring about our events, information and bookings. AS download information for them and communicate with the support workers and homes.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public	Para 1.18	We ensure service providers/facilitators make reasonable adjustments to their services so people with additional needs can access them in the same way as other

benefit		<p>people (panto, sensory screening, music concerts in music venues and all our activities).</p> <p>We enable them to choose what activities they would like to undertake.</p> <p>We promote healthy eating and a choice which also promotes financial budgeting.</p> <p>We offer wellbeing, social, health and fitness activities and encourage them to participate in a safe and stimulating environment.</p> <p>We work in partnership with other agencies and providers to improve our service for vulnerable people.</p> <p>The objectives, activities, achievements and performance for the past year addressed throughout this trustee annual report clearly sets out the activities which AS undertakes for the public benefit. The trustees, in setting our aims, objectives and planning our activities have given careful consideration to the Charity Commission general guidance on public benefit.</p>
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**Additional information (optional)**

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	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p>All AS volunteers are inducted and trained before they start. They are expected to read and understand all aspects of the AS policies i.e. safeguarding, health and safety guidance and risk policies. They contribute significantly to the success of AS by offering additional support and encouragement. With the help of our volunteers it gives families and carers respite. The volunteers know when to support and when to allow the people with additional needs to do a task on their own which encourages independence and confidence to grow. They support with access &amp; registration on arrival of attendees and work with our service providers to ensure activities are well prepared, inclusive to everyone, &amp; also help with support encouraging our users to take part and have fun.</p>

Other		
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## 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	<p>In May we offered our service users a concert to hear several music artists play their set in a music venue. The artists had offered their time at a reduced rate and took requests from the audience. AS ran 37 activities, 1 session day was cancelled due to traffic issues due to boat race. reaching 419 people and not including their families or carers. Quantitative results have shown from our data that due to returning to live sessions, after covid, While more users are attending sessions from last year, we are still offering online events for those that still find it difficult to attend in person. We have noticed a larger number of newcomers. AS often have sold out events and keep a waiting list. Qualitative information has shown a positive request for certain activities such as music and cookery which is very popular, keeping the recipes nutritious and healthy. We also run classes to offer fitness and wellbeing. From completed AS evaluation forms, our service has been described by users, parents and carers as excellent and includes very positive comments and feedback. We have had many people write to us with positive comments and give us positive responses from conversation analysis. We have service users attending that have been referred to us by other parents and carers, local organisations and care homes accessing our service. Existing partners and organisations (which includes, Mencap Richmond and Hammersmith, Crofters Club, RUILS, SEN family support group Richmond and SEN group Chiswick social work &amp; disabled teams, Skylarks, Richmond CVS, RHLT, Achieving For Children, Elysium Healthcare and SeeAbility carehomes) promote our activities and have recommended us to new organisations and parents/carers increasing our network.</p> <p>Due to increasing the number of activities, more service users attending and maintaining the 2 different age groups has also meant an increase with the support. We are pleased to continue to offer free online activities and some free live events throughout the year which has made our</p>

		<p>activities more accessible with an increase of service users from other boroughs. We have been able to continue to offer our service to Ukrainian families in the borough.</p> <p><b>Fundraising</b> After receiving our Queens Award for voluntary services in the borough demonstrates what has been achieved due to the support of our funders and volunteers over the last 10 years. Going forward this will help when applying for more funding.</p> <p><b>Plans for the future</b> Increase the number of free events at key calendar dates during the year. Evaluate user and carer views of our service and identify unmet needs. Increase current programme of days out and the possibility of more respite for families and carers.</p>
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**Additional information (optional)**

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Achievements against objectives set	Para 1.41	
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Investment performance against objectives	Para 1.41	
Other		

## Financial Review

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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We continue to implement our reserve policy. Our activities and social events programme is flexible and can be tailored to run any number of activities at any given time out of an annual 'rolling' planned programme. In the event of uncertainty of future income we can reduce the number of activities and also remove activities which are more expensive to run and introduce new less expensive ones. As a small charity that does not have fixed assets or overheads such as staffing costs, the amount put aside in reserves is considered to be low risk.  We seek to maintain a reserves policy of approximately 50% of the total expenditure used. Currently £10000 has been agreed by the trustees to be put aside for reserves. This will allow for at least 6 months to develop new sources of income or to reduce the number of activities we run accordingly.
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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	
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>Activity Station's governing document is a 'Foundation model constitution' whose only voting members are the charity trustees</b>
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Activity Station is constituted as a Charitable Incorporated Organisation (CIO)</b>
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	<b>Appointed by charity trustees</b>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Activity Station
Other name the charity uses	
Registered charity number	1165502
Charity's principal address	



**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christine Chittick	Chair/Financial Manager	30.01.16	Activity Station
2	Sam Hurst	Founder	30.01.16 Resigned Jan 2019	
3	Heidi Mansfield		21.04.16	
4	Hester Larkin		24.02.17	
5	Coral Allen		11.05.17	
6	Humphrey Hawksley		21.02.20	
7	Claire Eaves	Founder	30.01.16	
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Claire Eaves

Full name(s)

Position (eg Secretary,  
Chair, etc)

Founder

Date

9.10.24



CHARITY COMMISSION  
FOR ENGLAND AND WALES

ACTIVITY STATION

CC16a

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

To

31/03/24

### 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	71	-	-	71	635
Activities/Events	1,175	-	-	1,175	46
Other	-	-	-	-	167
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,246</b>	<b>-</b>	<b>-</b>	<b>1,246</b>	<b>848</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,246</b>	<b>-</b>	<b>-</b>	<b>1,246</b>	<b>848</b>
<b>A3 Payments</b>					
Event Expenditure	6,313	-	-	6,313	6,161
Overheads	8,302	-	-	8,302	3,750
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>14,615</b>	<b>-</b>	<b>-</b>	<b>14,615</b>	<b>9,911</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>14,615</b>	<b>-</b>	<b>-</b>	<b>14,615</b>	<b>9,911</b>
<b>Net of receipts/(payments)</b>	<b>- 13,369</b>	<b>-</b>	<b>-</b>	<b>- 13,369</b>	<b>- 9,063</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>- 13,369</b>	<b>-</b>	<b>-</b>	<b>- 13,369</b>	<b>- 9,063</b>

## 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 £
<b>B1 Cash funds</b>	Barclays	27,463	-	-
	Paypal	152	-	-
		-	-	-
	<b>Total cash funds</b>	<b>27,615</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))				


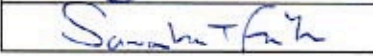
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	CHRISTINE CHRISTEN	4/6/24
	SAMANTHA FRITZ	4/6/24

**ACTIVITY STATION**

England & Wales - Charity number 1165502

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# Accounts

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## Trustees' Annual Report for the period

From **1.4.22** Period start date To **31.3.23** Period end date

**Charity name: Activity Station**

**Charity registration number: 1165502**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of AS CIO are to support the needs of children, young people and adults with learning disabilities, their families and carers in the LBRUT and the surrounding boroughs in particular, but not exclusively, by all or any of the following means:- 1. Providing activities and social events for people with learning disabilities (PWLD), their families and carers. 2. Collaborating with other service providers and public services to facilitate and deliver activities and social events. 3. Working to increase the choice of activities available to and promoting social inclusion of PWLD and their families and carers.
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	AS provide a choice of activities and social events for PWLD such as, sports events, music therapy and music concerts, drumming, singing, cooking, pottery and creative arts, dance and drama, discos, days out, sensory cinema screenings, gardening and rambles, free events i.e. specially adapted pantomimes, Christmas singalongs and online activities. The exclusive use of hired venues, all our activities and services promote the public benefit of health and wellbeing, social inclusion, anti-discriminatory environment, advocacy, equality (free events for deprived areas/families), independence, adult learning; encourages personal responsibility of financial budgeting. For some service users who find interaction with others difficult our volunteers can offer social support to avoid them being socially isolated. By offering a choice of activities and for the PWLD to understand the options, planning routes and transport to our events and

		<p>making the choice will promote advocacy. It will also encourage financial budgeting for instance if there is more than one activity to choose from.</p> <p>AS have the exclusive use of their venues they hire for most of their activities. Exclusive use of venues ensures an accessible &amp; safe environment for users, carers and their families. Users can enjoy the space and make full use of the activities free from any interaction with the general public. We provide relaxed sensory cinema screenings, with subtitles, lowering of lights, reduction of loud noises.</p> <p>This improves health and wellbeing of the PWLD, families and carers and promotes safety by being in a quiet, safe and accessible environment. They will not be rushed when purchasing refreshments at the café, the café staff are all trained and understand to be patient. The families and carers can also relax in the knowledge that the public will not be rushing the service user or reacting to them if any challenging behaviours occur.</p> <p>By having exclusive use of venues and a café area it offers a chance to promote social interaction between service users. We have noticed friendships forming whilst communicating over lunch together. By having private use of the café we are able to promote healthy eating by requesting café staff remove unhealthy food from sight which might be tempting to buy. It also enables PWLD, parents and carers to bring their own packed lunch to eat. We have noticed this helps support those who have a special diet or may choose unhealthy food and perhaps are unable to budget for purchasing any refreshments as well. This would not be possible in a public café.</p> <p>AS help PWLD, families and carers without computers or the internet e.g. registering people for activities. AS download information for them and communicate with the support workers and care homes.</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>We ensure service providers/facilitators make reasonable adjustments to their services so PWLD can access them in the same way as other people (sensory screening, panto and all our activities). We enable them to choose what activities they would like to undertake.</p> <p>We promote healthy eating and a choice which also promotes financial budgeting. We offer wellbeing, social, health and fitness activities and encourage them to</p>

		<p>participate in a safe and stimulating environment. We work in partnership with other agencies and providers to improve our service for vulnerable people.</p> <p>The objectives, activities, achievements and performance for the past year addressed throughout this trustee annual report clearly sets out the activities which AS undertakes for the public benefit. The trustees, in setting our aims, objectives and planning our activities have given careful consideration to the Charity Commission general guidance on public benefit.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p>All AS volunteers are inducted and trained before they start. They are expected to read and understand all aspects of the AS policies i.e. safeguarding, health and safety guidance and risk policies. They contribute significantly to the success of AS by offering additional support and encouragement. With the help of our volunteers it gives families and carers respite. The volunteers know when to support and when to allow the PWLD to do a task on their own which encourages independence and confidence to grow. They support with access &amp; registration on arrival of attendees and work with our service providers to ensure activities are well prepared, inclusive to everyone, &amp; also help with support encouraging our users to take part and have fun.</p>
Other		

### Achievements and Performance

	SORP reference	
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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

In April AS were nominated for the Queens Award which is for voluntary organisations. We were very pleased to receive the award in June and celebrate all the wonderful support we have had from the many volunteers over the last 10 years and continue to run our voluntary organisation and offer our service for PWLD. We offered our service free to Ukrainian families and have introduced a new environmental and educational workshop which is gardening and woodcraft run by a local Barnes environment charity. AS ran 29 activity sessions (2 sessional days were cancelled due to covid and traffic issues due to boat race) reaching 386 people and not including their families. Quantitative results have shown from our data that due to returning to live sessions, after covid, we are not reaching as many participants as we were when exclusively online as we deliberately keep attendee numbers small for our live sessions to allow for positive and safe experiences by all of our service users. We have noticed a larger number of newcomers. AS often have sold out events and keep a waiting list. Qualitative information has shown a positive request for certain activities such as music and cookery which is very popular, keeping the recipes nutritious and healthy. We also run classes to offer fitness and wellbeing. From completed AS evaluation forms, our service has been described by users, parents and carers as excellent and includes very positive comments and feedback. We have had many people give us positive responses from conversation analysis. We have service users attending that have been referred to us by other parents and carers, and local care homes accessing our service. Existing partners and organisations (which includes, Mencap Richmond and Hammersmith, Crofters Club, RUILS, SEN family support group Richmond and SEN group Chiswick social work & disabled teams, Skylarks, Richmond CVS, RHLT, Achieving For Children, Elysium Healthcare and SeeAbility carehomes) promote our activities and have recommended us to new organisations and parents/carers increasing our network. Since covid an increase in the number of activities for PWLD of different ages whilst offering an online service and the introduction of free events throughout the year has made our activities more accessible with an increase of service users from other boroughs. We have been

		<p>able to offer our service to Ukrainian families in the borough.</p> <p><b>Fundraising</b>  We are starting to research ideas since having to stop due to covid. After receiving a nomination for the Queens Award for voluntary services in the borough we were pleased to receive the award and demonstrates what has been achieved due to the support of our funders all our volunteers over the last 10 years. Going forward this will help when applying for more funding.</p> <p><b>Plans for the future</b>  Increase the number of free events at key calendar dates during the year.  Evaluate user and carer views of our service and identify unmet needs.  Increase current programme of days out and the possibility of more respite for families and carers.</p>
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**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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>In this financial year we have received a number of private donations from individuals and we will be applying for grants from organisations such as Barnes Fund, the Richmond Voluntary Fund and the Lottery.</p> <p>Expenditure has supported our key objectives of providing activities and social events to people with learning disabilities with the majority of payments being made to events (60%) and the remainder on overheads (40%).</p> <p>Fundraising events on hold due to covid 19 restrictions.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We continue to implement our reserve policy. Our activities and social events programme is flexible and can be tailored to run any number of activities at any given time out of an annual 'rolling' planned programme. In the event of uncertainty of future income we can reduce the number of activities and also remove activities which are more expensive to run and introduce new less expensive ones. As a small charity that does not have fixed assets or overheads such as staffing costs, the amount put aside in reserves is considered to be low risk.</p> <p>We seek to maintain a reserves policy of approximately 50% of the total expenditure used. Currently £10000 has been agreed by the trustees to be put aside for reserves. This will allow for at least 6 months to develop new sources of income or to reduce the number of activities we run accordingly.</p>
Amount of reserves held	Para 1.22	
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	

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	
Other		

## Structure, Governance and Management

Description of charity's trusts:		Activity Station's governing document is a 'Foundation model constitution Whose only voting members are the charity trustees
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Activity Station is constituted as a Charitable Incorporated Organisation (CIO)
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	Appointed by charity 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	
Charity's principal address	



**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christine Chittick	Chair/Financial Manager	30.01.16	Activity Station
2	Sam Hurst	Founder	30.01.16 Resigned Jan 2019	
3	Heidi Mansfield		21.04.16	
4	Hester Larkin		24.02.17	
5	Coral Allen		11.05.17	
6	Humphrey Hawksley		21.2.20	
7	Claire Eaves	Founder	30.01.16	
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## 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)

--	--

Full name(s)

--	--

Position (eg Secretary,  
Chair, etc)

--	--

Date

11.1.24

11.1.24
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>ACTIVITY STATION</b>	UK (if any) 116832
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CC16a


## Receipts and payments accounts

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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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 £
<b>A1 Receipts</b>					
Donations	635	-	-	635	13,065
Activities/Events	46	-	-	46	-
RPL Grant	-	-	-	-	10,000
CAF Donation	-	-	-	-	500
Other	167	-	-	167	274
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>848</b>	<b>-</b>	<b>-</b>	<b>848</b>	<b>23,839</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>848</b>	<b>-</b>	<b>-</b>	<b>848</b>	<b>23,839</b>
<b>A3 Payments</b>					
Event Expenditure	6,161	-	-	6,161	6,518
Overheads	3,750	-	-	3,750	4,011
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>9,911</b>	<b>-</b>	<b>-</b>	<b>9,911</b>	<b>10,529</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>9,911</b>	<b>-</b>	<b>-</b>	<b>9,911</b>	<b>10,529</b>
<b>Net of receipts/(payments)</b>	<b>- 9,063</b>	<b>-</b>	<b>-</b>	<b>- 9,063</b>	<b>13,310</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>- 9,063</b>	<b>-</b>	<b>-</b>	<b>- 9,063</b>	<b>13,310</b>

## 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 £
<b>B1 Cash funds</b>	Barclays	40,831	-	-
	Paypal	258	-	-
		-	-	-
	<b>Total cash funds</b>	<b>41,089</b>	<b>-</b>	<b>-</b>
	<small>(agree balances with receipts and payments account(s))</small>			
<b>B2 Other monetary assets</b>	<small>Details</small>	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<small>Details</small>	<small>Fund to which asset belongs</small>	<small>Cost (optional)</small>	<small>Current value (optional)</small>
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<small>Details</small>	<small>Fund to which asset belongs</small>	<small>Cost (optional)</small>	<small>Current value (optional)</small>
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<small>Details</small>	<small>Fund to which liability relates</small>	<small>Amount due (optional)</small>	<small>When due (optional)</small>
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	<small>Signature</small>	<small>Print Name</small>	<small>Date of approval</small>	
	 Sarah T. Hill	CHAIR SARAH T. HILL	2/6/23 2/6/23	

**ACTIVITY STATION**

England & Wales - Charity number 1165502

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# Accounts

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## Trustees' Annual Report for the period

From **Period start date 01.04.21 To**  
**Period end date 31.03.22**

**Charity name: Activity Station**

**Charity registration number: 1165502**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Activity Station provide a choice of activities and social events for PWLD such as, sports events, music therapy and music concerts, drumming, singing, cooking, pottery and creative arts, dance and drama, discos, days out, sensory cinema screenings, sports camp, gardening and rambles, free events i.e. specially adapted pantomimes, Christmas singalongs. The exclusive use of hired venues, all our activities and services promote the public benefit of health and wellbeing, social inclusion, anti-discriminatory environment, advocacy, equality (free events for deprived areas/families), independence, adult learning; encourages personal responsibility of financial budgeting. For some service users who find interaction with others difficult our volunteers can offer social support to avoid them being socially isolated.
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	By offering a choice of activities and for the PWLD to understand the options, planning routes and transport to our events and making the choice will promote advocacy. It will also encourage financial budgeting for instance if there is more than one activity to choose from. AS have the exclusive use of their venues they hire for most of their activities. Exclusive use of venues ensures an

		<p>accessible &amp; safe environment for users, carers and their families. Users can enjoy the space and make full use of the activities free from any interaction with the general public. We provide relaxed sensory cinema screenings, with subtitles, lowering of lights, reduction of loud noises</p> <p>During lockdown we had to adapt our service for our service users (please see Section D).</p> <p>This improves health and wellbeing of the PWLD, families and carers and promotes safety by being in a quiet, safe and accessible environment. They will not be rushed when purchasing refreshments at the café, the café staff are all trained and understand to be patient. The families and carers can also relax in the knowledge that the public will not be rushing the service user or reacting to them if any challenging behaviours occur.</p> <p>By having exclusive use of venues and a café area it offers a chance to promote social interaction between service users. We have noticed friendships forming whilst communicating over lunch together. By having private use of the café we are able to promote healthy eating by requesting café staff remove unhealthy food from sight which might be tempting to buy. It also enables PWLD, parents and carers to bring their own packed lunch to eat. We have noticed this helps support those who have a special diet or may choose unhealthy food and perhaps are unable to budget for purchasing any refreshments as well. This would not be possible in a public café.</p> <p>AS help PWLD, families and carers without computers or the internet e.g. registering people for activities. AS download information for them and communicate with the support workers and care homes.</p>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Activity Station trustees receive the latest Charity Commission guidance and adapts the service accordingly. This included the latest Covid 19 guidance.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All AS volunteers are inducted and trained before they start. They are expected to read and understand all aspects of the AS policies i.e. safeguarding, health and safety guidance and risk policies. They contribute significantly to the success of AS by offering additional support and encouragement. With the help of our volunteers it gives families and carers respite. The volunteers know when to support and when to allow the PWLD to do a task on their own which encourages independence and confidence to grow. They support with access & registration on arrival of attendees and work with our service providers to ensure activities are well prepared, inclusive to everyone, & also help with support encouraging our users to take part and have fun.
Other		

### **Achievements and Performance**

	SORP reference	
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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

We have continued to adapt our service and depending on restrictions we have been able to offer online for the majority of this year.

Offering music, singing, drumming, art, drama, pottery, dancing, cookery movement and exercise classes and the Christmas panto. We developed a new online safeguarding policy and trained all our volunteers and trustees to be able to host and safeguard all the sessions. We also ran a delivery service to homes where people were unable to get out. Our clients were suffering from social isolation and this was a safe way to offer a service with familiar teachers and staff providing them structure to their day which all carers and parents found essential.

We were delighted to be able to reach so many people during Covid. The feedback from users, parents, carers and care homes was so positive and highlighted the importance of providing our service. Quantitative results have shown from our data that there has been an increase in attendance in the last year, some being our regular attendees returning, but also includes a larger number of newcomers. Qualitative information has shown from surveys sent out what activities PWLD they would like and their needs, which has enabled us to introduce two different ways of delivering our music sessions for example. We deliberately keep attendee numbers small to allow for positive and safe experiences by all of our service users. This is especially important for our online sessions. It enables our facilitators to provide more individual teaching which makes the service users feel valued and involved. This can so often be lost in a busier environment or mainstream activity. From completed AS evaluation forms, our service has been described by users,

		<p>parents and carers as excellent and includes very positive comments and feedback. We have had many people give us positive responses from conversation analysis. We have service users attending that have been referred to us by other parents and carers. Existing partners and organisations which includes, Mencap, Crofters Club, RUILS, SEN family support group, social work &amp; disabled teams, Skylarks, Richmond CVS, RHLT &amp; Achieving For Children promote our activities and have recommended us to new organisations and parents/carers increasing our network.</p> <p>By adapting our service and going online with our sessions and for PWLD of different ages, has made our activities more accessible with an increase of service users from other boroughs.</p> <p>Plans for the future</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Continue to adapt to ever changing Covid restrictions and to continue when possible 'face to face' activities.</li> <li><input type="checkbox"/> Introduce a respite service for SLD service users to help provide respite to families with severe/complex needs.</li> <li><input type="checkbox"/> Increase the number of free events at key calendar dates during the year.</li> <li><input type="checkbox"/> Update our website and research social media</li> <li><input type="checkbox"/> Evaluate user and carer views of our service and identify unmet needs.</li> <li><input type="checkbox"/> Increase our fitness and wellbeing activities.</li> <li><input type="checkbox"/> Increase current programme of days out during school/college holidays.</li> </ul> <p>Statement of Public Benefit</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> We ensure service providers/facilitators make reasonable adjustments to their services so PWLD can access them in the same way as other people (sensory screening, panto and all our activities and having exclusive use of venues)</li> <li><input type="checkbox"/> We enable them to choose what activities they would like to</li> </ul>
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		<p>undertake.</p> <ul style="list-style-type: none"> <li>□ We promote healthy eating and a choice which also promotes financial budgeting.</li> <li>□ We offer wellbeing, social, health and fitness activities and encourage them to participate in a safe and stimulating environment.</li> <li>□ We work in partnership with other agencies and providers to improve our service for vulnerable people.</li> </ul> <p>The objectives, activities, achievements and performance for the past year addressed throughout this trustee annual report clearly sets out the activities which AS undertakes for the public benefit. The trustees, in setting our aims, objectives and planning our activities have given careful consideration to the Charity Commission general guidance on public benefit. We were delighted that Activity Station received the Queen’s Award for Voluntary Service.</p>
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**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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We continue to implement our reserve policy. Our activities and social events programme is flexible and can be tailored to run any number of activities at any given time out of an annual 'rolling' planned programme. In the event of uncertainty of future income we can reduce the number of activities and also remove activities which are more expensive to run and introduce new less expensive ones. As a small charity that does not have fixed assets or overheads such as staffing costs, the amount put aside in reserves is considered to be low risk.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We seek to maintain a reserves policy of approximately 50% of the total expenditure used. Currently £10000 has been agreed by the trustees to be put aside for reserves. This will allow for at least 6 months to develop new sources of income or to reduce the number of activities we run accordingly. Details of
Amount of reserves held	Para 1.22	<b>£10000</b>
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	Fundraising We made the decision at the beginning of lockdown to provide our online service for free. We have received generous donations from users and were successful with grants from RPLC Grant and Just Giving Donations which enabled us to do this. Fundraising events on hold due to covid 19 restrictions.
Investment policy and objectives including any	Para 1.46	

social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	We are in a fortunate position our funds are currently in a strong position.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Activity Station's governing document is a 'Foundation model constitution Whose only voting members are the charity trustees
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Activity Station is constituted as a Charitable Incorporated Organisation (CIO)
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	Appointed by charity 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	Activity Station (AS) recruit trustees and volunteers who will benefit the charity with their personal knowledge and experience and further the purposes of the CIO. All trustees and volunteers are inducted and receive training before they start. All trustees & volunteers (age appropriate) are DBS cleared before they commence with the charity. All volunteers under the age of 18yrs are vetted with school references. They are given an induction pack to read and understand before their induction and training day. This includes, a volunteer policy, safeguarding policy, health & safety guidelines, risk management awareness and health declaration forms to complete.
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<p>The charity's organisational structure and any wider network with which the charity works</p>	<p>Para 1.51</p>	<p>The trustees receive a copy of the charity's governing document and related material including the CC publication about being a trustee - CC3 "The Essential Trustee: What you need to know." All Trustees are Safeguarding trained relevant trustees First Aid trained.</p> <p>Trustees meetings are held quarterly, minutes are taken and decisions and actions are noted. The Chair has been appointed by the charity trustees. The Finance Manager/ Trustee is present at meetings and reports quarterly to the trustees about the financial position of the charity.</p>
<p>Relationship with any related parties</p>	<p>Para 1.51</p>	<p>The trustees collaborate with many service providers who deliver existing services to people with learning disabilities (e.g. Mencap &amp; AFC) to ensure their expertise is passed on to Activity Station activities and social events. All trustees review and consider risks regularly. A risk management plan and procedures are in place to ensure maximum safety. A risk register of individual risks for each event is also maintained.</p>
<p>Other</p>		<p>The objects of AS CIO are to support the needs of children, young people and adults with learning disabilities, their families and carers in the LBRUT and the surrounding boroughs in particular, but not exclusively, by all or any of the following means:-</p> <ol style="list-style-type: none"> <li>1. Providing activities and social events for people with learning disabilities (PWLD), their families and carers.</li> <li>2. Collaborating with other service providers and public services to facilitate and deliver activities and social events.</li> <li>3. Working to increase the choice of activities available to and promoting social inclusion of PWLD and their families and carers.</li> </ol>

## Reference and Administrative details

Charity name	Activity Station
Other name the charity uses	
Registered charity number	1165502
Charity's principal address	30 Lowther Road SW13 9ND

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christine Chittick	Chair	30.01.16	Activity Station (AS)
2	Sam Hurst	Founder	30.01.16 Resigned Jan 2019	
3	Heidi Mansfield		21.04.16	
4	Hester Larkin		24.02.17	
5	Coral Allen		11.05.17	
6	Humphrey Hawksley		21.2.20	
7	Claire Eaves	Founder	30.01.16	
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Corporate trustees - names of the directors at the date the report was approved

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for</b>	



## 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)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Christine Chittick	
--------------------	--

Position (eg  
Secretary, Chair, etc)

Chair	
-------	--

Date

11.1.23
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**ACTIVITY STATION**

No (if any)  
118502

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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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 £
<b>A1 Receipts</b>					
Donations	13,065	-	-	13,065	2,083
Activities/Events	-	-	-	-	470
RPL Grant	10,000	-	-	10,000	-
Barnes Trust Grant	-	-	-	-	5,000
CAF donation	500	-	-	500	-
Other	274	-	-	274	-
National Lottery	-	-	-	-	9,950
<b>Sub total (Gross income for AR)</b>	<b>23,839</b>	<b>-</b>	<b>-</b>	<b>23,839</b>	<b>17,503</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>23,839</b>	<b>-</b>	<b>-</b>	<b>23,839</b>	<b>17,503</b>
<b>A3 Payments</b>					
Event Expenditure	6,518	-	-	6,518	16,902
Overheads	4,011	-	-	4,011	1,070
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>10,529</b>	<b>-</b>	<b>-</b>	<b>10,529</b>	<b>17,972</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>10,529</b>	<b>-</b>	<b>-</b>	<b>10,529</b>	<b>17,972</b>
<b>Net of receipts/(payments)</b>	<b>13,310</b>	<b>-</b>	<b>-</b>	<b>13,310</b>	<b>- 469</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>13,310</b>	<b>-</b>	<b>-</b>	<b>13,310</b>	<b>- 469</b>

## 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 £
<b>B1 Cash funds</b>	Barclays	49,895	-	-
	Paypal	56	-	-
		-	-	-
	<b>Total cash funds</b>	<b>49,951</b>	-	-

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

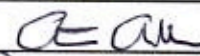
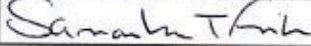
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	CHRISTINE CHILD	1/6/2022
	SAMANTHA FRITZ	1/6/2022

**ACTIVITY STATION**

England & Wales - Charity number 1165502

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	04	2020		31	03	2021

## Section A Reference and administration details

<b>Charity name</b>	Activity Station		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	1165502		
<b>Charity's principal address</b>	30 Lowther Road		
	<b>Postcode</b>	<b>SW13 9ND</b>	

### 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	Christine Chittick	Chair	30.01.16	Activity Station (AS)
2	Sam Hurst	Founder	30.01.16 Resigned Jan 2019	
3	Heidi Mansfield		21.04.16	
4	Hester Larkin		24.02.17	
5	Coral Allen		11.05.17	
6	Humphrey Hawksley		21.2.20	
7	Claire Eaves	Founder	30.01.16	
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### 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)	Activity Station’s governing document is a ‘Foundation model constitution Whose only voting members are the charity trustees
How the charity is constituted (eg. trust, association, company)	Activity Station is constituted as a Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by charity trustees

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> policies and procedures adopted for the induction and training of trustees;</li> <li><input type="checkbox"/> the charity’s organisational structure and any wider network with which the charity works;</li> <li><input type="checkbox"/> relationship with any related parties;</li> <li><input type="checkbox"/> trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Activity Station (AS) recruit trustees and volunteers who will benefit the charity with their personal knowledge and experience and further the purposes of the CIO. All trustees and volunteers are inducted and receive training before they start. All trustees &amp; volunteers (age appropriate) are DBS cleared before they commence with the charity. All volunteers under the age of 18yrs are vetted with school references. They are given an induction pack to read and understand before their induction and training day. This includes, a volunteer policy, safeguarding policy, health &amp; safety guidelines, risk management awareness and health declaration forms to complete. The trustees receive a copy of the charity’s governing document and related material including the CC publication about being a trustee - CC3 “The Essential Trustee: What you need to know.” All Trustees are Safeguarding trained relevant trustees First Aid trained.</p> <p>Trustees meetings are held quarterly, minutes are taken and decisions and actions are noted. The Chair has been appointed by the charity trustees. The Finance Manager/ Trustee is present at meetings and reports quarterly to the trustees about the financial position of the charity. The trustees collaborate with</p>
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many service providers who deliver existing services to people with learning disabilities (e.g.Mencap & AFC) to ensure their expertise is passed on to Activity Station activities and social events. All trustees review and consider risks regularly. A risk management plan and procedures are in place to ensure maximum safety. A risk register of individual risks for each event is also maintained.

## **Section C**

## **Objectives and activities**

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

The objects of AS CIO are to support the needs of children, young people and adults with learning disabilities, their families and carers in the LBRUT and the surrounding boroughs in particular, but not exclusively, by all or any of the following means:- 1. Providing activities and social events for people with learning disabilities (PWLD), their families and carers. 2. Collaborating with other service providers and public services to facilitate and deliver activities and social events. 3. Working to increase the choice of activities available to and promoting social inclusion of PWLD and their families and carers.

**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)**

AS provide a choice of activities and social events for PWLD such as, sports events, music therapy and music concerts, drumming, singing, cooking, pottery and creative arts, dance and drama, discos, days out, sensory cinema screenings, gardening and rambles, free events i.e. specially adapted pantomimes, Christmas singalongs. The exclusive use of hired venues, all our activities and services promote the public benefit of health and wellbeing, social inclusion, anti-discriminatory environment, advocacy, equality (free events for deprived areas/families), independence, adult learning; encourages personal responsibility of financial budgeting. For some service users who find interaction with others difficult our volunteers can offer social support to avoid them being socially isolated.

By offering a choice of activities and for the PWLD to understand the options, planning routes and transport to our events and making the choice will promote advocacy. It will also encourage financial budgeting for instance if there is more than one activity to choose from.

AS have the exclusive use of their venues they hire for most of their activities. Exclusive use of venues ensures an accessible & safe environment for users, carers and their families. Users can enjoy the space and make full use of the activities free from any interaction with the general public. We provide relaxed sensory cinema screenings, with subtitles, lowering of lights, reduction of loud noises. During lockdown we had to adapt our service for our service users (please see Section D).

This improves health and wellbeing of the PWLD, families and carers and promotes safety by being in a quiet, safe and accessible environment. They will not be rushed when purchasing refreshments at the café, the café staff are all trained and understand to be patient. The families and carers can also relax in the knowledge that the public will not be rushing the service user or reacting to them if any challenging behaviours occur.

By having exclusive use of venues and a café area it offers a chance to promote social interaction between service users. We have noticed friendships forming whilst communicating over lunch together. By having private use of the café we are able to promote healthy eating by requesting café staff remove unhealthy food from sight which might be tempting to buy. It also enables PWLD, parents and carers to bring their own packed lunch to eat. We have noticed this helps support those who have a special diet or may choose unhealthy food and perhaps are unable to budget for purchasing any refreshments as well. This would not be possible in a public café.

AS help PWLD, families and carers without computers or the internet e.g. registering people for activities. AS download information for them and communicate with the support workers and care homes.

## 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.

All AS volunteers are inducted and trained before they start. They are expected to read and understand all aspects of the AS policies i.e. safeguarding, health and safety guidance and risk policies. They contribute significantly to the success of AS by offering additional support and encouragement. With the help of our volunteers it gives families and carers respite. The volunteers know when to support and when to allow the PWLD to do a task on their own which encourages independence and confidence to grow. They support with access & registration on arrival of attendees and work with our service providers to ensure activities are well prepared, inclusive to everyone, & also help with support encouraging our users to take part and have fun.

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

Overnight we adapted our service to offer online sessions to our vulnerable service users during Covid '19. We were running 10 online sessions per week for the majority of this year offering music, singing, drumming, art, drama, pottery, dancing, cookery movement and exercise classes and the Christmas panto. We developed a new online safeguarding policy and trained all our volunteers and trustees to be able to host and safeguard all the sessions. We also ran a delivery service to homes where people were unable to get out. Our clients were suffering from social isolation and this was a safe way to offer a service with familiar teachers and staff providing them structure to their day which all carers and parents found essential. On average we had 10 users attending each session plus carers and care homes.

We were delighted to be able to reach so many people during Covid the increase in reach and numbers was outstanding. The feedback from users, parents, carers and care homes was so positive and highlighted the importance of providing our service.

Quantitative results have shown from our data that there has been an increase in attendance in the last year, some being our regular attendees returning, but also includes a larger number of newcomers. Qualitative information has shown from surveys sent out what activities PWLD they would like and their needs, which has enabled us to introduce two different ways of delivering our music sessions for example. We deliberately keep attendee numbers small to allow for positive and safe experiences by all of our service users. This is especially important for our online sessions. It enables our facilitators to provide more individual teaching which makes the service users feel valued and involved. This can so often be lost in a busier environment or mainstream activity. From completed AS evaluation forms, our service has been described by users, parents and carers as excellent and includes very positive comments and feedback. We have had many people give us positive responses from conversation analysis. We have service users attending that have been referred to us by other parents and carers. Existing partners and organisations (which includes, Mencap, Crofters Club, RUILS, SEN family support group, social work & disabled teams, Skylarks, Richmond CVS, RHLT & Achieving For Children) promote our activities and have recommended us to new organisations and parents/carers increasing our network.

By adapting our service and going online with our sessions and increasing the number of online activities for PWLD of different ages, has made our activities more accessible with an increase of service users from other boroughs.

#### Plans for the future

- Continue to adapt to ever changing Covid restrictions and to return to 'in person' activities as soon as it is safe to do so.
- Introduce a respite service for SLD service users to help

provide respite to families with severe/complex needs.

- Increase the number of free events at key calendar dates during the year.
- Update our website and research social media
- Evaluate user and carer views of our service and identify unmet needs.
- Increase our fitness and wellbeing activities.
- Increase current programme of days out during school/college

holidays.

-

#### Statement of Public Benefit

- We ensure service providers/facilitators make reasonable adjustments to their services so PWLD can access them in the same way as other people (sensory screening, panto and all our activities).
- We enable them to choose what activities they would like to undertake.
- We promote healthy eating and a choice which also promotes financial budgeting.
- We offer wellbeing, social, health and fitness activities and encourage them to participate in a safe and stimulating environment.
- We work in partnership with other agencies and providers to improve our service for vulnerable people.

The objectives, activities, achievements and performance for the past year addressed throughout this trustee annual report clearly sets out the activities which AS undertakes for the public benefit. The trustees, in setting our aims, objectives and planning our activities have given careful consideration to the Charity Commission general guidance on public benefit.

## Section E

## Financial review

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

We continue to implement our reserve policy. Our activities and social events programme is flexible and can be tailored to run any number of activities at any given time out of an annual 'rolling' planned programme. In the event of uncertainty of future income we can reduce the number of activities and also remove activities which are more expensive to run and introduce new less expensive ones. As a small charity that does not have fixed assets or overheads such as staffing costs, the amount put aside in reserves is considered to be low risk.

We seek to maintain a reserves policy of approximately 50% of the total expenditure used. Currently £10000 has been agreed by the trustees to be put aside for reserves. This will allow for at least 6 months to develop new sources of income or to reduce the number of activities we run accordingly.

### Details of any funds materially 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.

#### Fundraising

We made the decision at the beginning of lockdown to provide our online service for free. We have received generous donations from users and were successful with grants from the National Lottery and Barnes Fund which enabled us to do this.

Fundraising events on hold due to covid 19 restrictions.

## Section F

## Other optional information

## 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>		
<b>Position (eg Secretary, Chair, etc)</b>		
<b>Date</b>	16.12.21	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**ACTIVITY STATION**

UK (SC 052)  
1165502

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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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 £
<b>A1 Receipts</b>					
Donations	2,083	-	-	2,083	75
Activities/Events	470	-	-	470	3,785
Grant Barnes Trust	5,000	-	-	5,000	-
National Lottery	9,950	-	-	9,950	-
Grant RPLC	-	-	-	-	17,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>17,503</b>	<b>-</b>	<b>-</b>	<b>17,503</b>	<b>20,860</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>17,503</b>	<b>-</b>	<b>-</b>	<b>17,503</b>	<b>20,860</b>
<b>A3 Payments</b>					
Event Expenditure	16,902	-	-	16,902	7,100
Overheads	1,070	-	-	1,070	5,469
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>17,972</b>	<b>-</b>	<b>-</b>	<b>17,972</b>	<b>12,569</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,972</b>	<b>-</b>	<b>-</b>	<b>17,972</b>	<b>12,569</b>
<b>Net of receipts/(payments)</b>	<b>- 469</b>	<b>-</b>	<b>-</b>	<b>- 469</b>	<b>8,291</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 469</b>	<b>-</b>	<b>-</b>	<b>- 469</b>	<b>8,291</b>

## 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 £
<b>B1 Cash funds</b>	Barclays	36,585	-	-
	Paypal	168	-	-
		-	-	-
	<b>Total cash funds</b>	<b>36,753</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))				



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Samantha Fritz	26/4/21
	CHRISTINE CHITTIK	26/4/21