

# BUTTERFLIES - HAVEN

England & Wales · Charity number 1168333

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-07-20

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

## Contact

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**Address** Butterflies-Haven  
20 Temple Street  
Keynsham  
Bristol  
BS31 1EH

**Phone** 07595089287

**Email** [callumlee@butterflies-haven.com](mailto:callumlee@butterflies-haven.com)

**Website** [www.butterflies-haven.co.uk](http://www.butterflies-haven.co.uk)

## Activities

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**Objects:** THE RELIEF OF CHILDREN AND YOUNG PERSON'S AFFECTED BY THE COMPLEX AUTISM SPECTRUM (WITH OR WITHOUT DIAGNOSIS) OR WITH A DEVELOPMENT DELAY, BY THE PROVISION OF SUPPORT, FACILITIES AND SERVICES FOR THEM AND THEIR FAMILIES. THIS SERVICE IS PROVIDED TO FAMILIES FROM BATH AND NORTH EAST SOMERSET, BRISTOL, SOUTH GLOUCESTERSHIRE, NORTH SOMERSET, SOMERSET AND WILTSHIRE.

**Activities:** The relief of children and young person's affected by the complex Autism Spectrum (with or without diagnosis) or with a development delay, by the provision of support, facilities and services for them and their families. This service is provided to families from Bath an North East Somerset, Bristol, South Gloucestershire, North Somerset, Somerset and Wiltshire.

## Classification

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- **How:** Provides Services
- **What:** Disability
- **Who:** Children/young People

## Geography

- Bath And North East Somerset
- Bristol City
- Somerset
- South Gloucestershire
- Wiltshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£32,252	£46,548	-	-
2024-03-31	£78,909	£29,489	-	-
2023-03-31	£24,850	£20,839	-	-
2022-03-31	£20,198	£19,954	-	-
2021-03-31	£20,678	£13,777	-	-

## Trustees

Name	Role	Appointed
<b>Callum Lee</b>	Chair	2022-01-01
ADRIAN INKER		2014-09-01
Christine Jorgensen		2023-05-01
Claudia Barton		2023-06-01
Gwenna Ewing		2023-06-01
Marc Purkiss		2023-05-01

**BUTTERFLIES - HAVEN**

England & Wales - Charity number 1168333

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# Accounts

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## Trustees' Annual Report for the period

**From 1 April 2024**  
**Period end date**

**Period start date To 31 March 2025**

**Charity name: Butterflies-Haven**

**Charity registration number: 1168333**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of children and young persons affected by the complex Autism Spectrum (with or without diagnosis) or with a development delay, by the provision of support, facilities and services for them and their families.</p> <p>This service is provided to families from Bath and North-East Somerset, Bristol, South Gloucestershire, North Somerset, Somerset and Wiltshire.</p>
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	<p>The charity's primary objective is to provide inclusive, supportive sessions for families, offering opportunities for interaction, engagement, and community support. In setting these objectives, the trustees have had due regard to the Charity Commission's guidance on public benefit.</p> <p>During the year ending 31 March 2024, the charity delivered its sessions consistently and expanded its activities to meet growing demand. Regular coffee mornings continued, held in conjunction with Bristol Autism Support, to provide support for families.</p> <p>In addition, monthly Sunday sessions were introduced at We the Curious in Bristol. These sessions were extremely well received and enjoyed by all who attended.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Butterflies Haven assists the children and young people to engage in community involvement and social inclusion by accessing facilities enjoyed by other non-Autistic members of the community. Trustees have introduced a fee waiver policy to ensure that financial difficulty is not a barrier to</p>

		membership.
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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>Volunteers continued to play a central role in the delivery of the charity's services. The trustees acknowledge and thank all volunteers for their commitment and enthusiasm, without which the charity would not be able to operate effectively.</p> <p>Volunteer numbers remained steady, reflecting the natural turnover experienced by many charities. Recruitment efforts were successful in attracting several enthusiastic younger volunteers, particularly from local schools and colleges, bringing fresh energy and ideas.</p>
Other		

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>April 2024 to March 2025 was a period of growth for the charity. Session delivery remained strong throughout the year, providing valuable and reliable support to families.</p> <p>The charity strengthened partnerships with local educational organisations including Wellsway School, Oasis Academy, and St Brendan's Sixth Form College, all of which supported the charity through volunteer and student involvement.</p> <p>The relationship with Fosseyway School also deepened, providing important training opportunities for volunteers while enhancing the support available to families.</p> <p>The charity sustained and grew partnerships with Bath and NE Somerset Council, Keynsham Town Council, Community at 67, and St Francis</p>

		<p>Church. A series of sessions delivered at the Keynsham Town Council Youth Centre provided a dedicated and welcoming space to engage directly with young people in the local community.</p> <p>A key development has been the move to a new IT service, which has greatly improved the efficiency of our operations. By streamlining communication, record-keeping, and administrative tasks, this system has enabled us to manage the charity more effectively and freed up valuable time and resources to dedicate to supporting our members. These improvements, combined with the stability of our trustee team, have put us in a strong position to plan for the future with confidence.</p> <p>A major development in January 2025 has been the opening of our new central office. This step marks an important milestone in our growth and stability. Along with a new Session Leader, we employed an administrator to help coordinate the day-to-day running of the charity, ensuring that our operations are well organised and sustainable. This new structure provides a strong foundation for the future.</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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
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:		
Type of governing document (trust deed, royal charter)	Para 1.25	 NEW constitution (2).pdf Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	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	Trustees are appointed in accordance with the charity's governing document. New trustees are recruited as required to ensure the Board maintains an appropriate balance of skills, knowledge and experience. Vacancies are widely advertised and recruitment follows safer recruitment principles.

### 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	Butterflies-Haven
Other name the charity uses	none
Registered charity number	1168333
Charity's principal address	20 Temple Street Keynsham Bristol BS31 1EH

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**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	Callum Lee	Chair		
2	Chris Jorgensen	Secretary & Vice Chair		
3	Claudia Barton	Treasurer		
4	Adrian Inker			
5	Gwenna Ewing			
6	Matt Hunt			
7	Marc Purkiss			
8	Keith Burchell		1.4.24 - 30.11.24	
9				
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12				
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15				
16				
17				
18				
19				
20				

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

<b>Director name</b>		
<b>None</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>	
<b>None</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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

n/a
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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)

Callum Lee

Callum Lee	
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Position (eg Secretary,  
Chair, etc)

Chair

Chair	
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Date

26.1.26

26.1.26
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## Receipts and payments accounts

CC16a

For the period  
from

4/1/2024

To

3/31/3025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions	5,635	-	-	5,635	7,167
Grants	7,226	15,781	-	23,007	55,635
Event Income			-	-	528
Donations	3,610		-	3,610	15,579
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>16,471</b>	<b>15,781</b>	<b>-</b>	<b>32,252</b>	<b>78,909</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>16,471</b>	<b>15,781</b>	<b>-</b>	<b>32,252</b>	<b>78,909</b>
<b>A3 Payments</b>					
Payroll/Services	2,431	15,783	-	18,214	18,958
Venue Costs	1,819	2,424	-	4,243	3,665
Session Costs	1,453	951	-	2,404	1,232
Equipment		6,866	-	6,866	-
IT/Phone Costs	2,915	-	-	2,915	2,251
Office Rent	1,875	-	-	1,875	-
Insurance		-	-	-	308
Sundries/Refreshments	326			326	159
Expenses Reimbursement				-	93
Toys				-	-
Training	333			333	-
Professional Fees	7,424			7,424	975
Volunteer/Trustee Expenses	970			970	258
Events & Other Expenditure	979			979	1,589
<b>Sub total</b>	<b>20,525</b>	<b>26,024</b>	<b>-</b>	<b>46,548</b>	<b>29,489</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>20,525</b>	<b>26,024</b>	<b>-</b>	<b>46,548</b>	<b>29,489</b>
<b>Net of receipts/(payments)</b>	<b>- 4,054</b>	<b>- 10,243</b>	<b>-</b>	<b>- 14,297</b>	<b>49,419</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>39,501</b>	<b>30,743</b>	<b>-</b>	<b>70,244</b>	<b>20,824</b>
<b>Cash funds this year end</b>	<b>35,447</b>	<b>20,500</b>	<b>-</b>	<b>55,947</b>	<b>70,243</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>	Working Balance (Metro)	8,641	-	-
	Reserves (Santander)	47,307	-	-
		-	-	-
	<b>Total cash funds</b>	<b>55,947</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	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
	C Barton	29/01/2026



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Butterflies-Haven

On accounts for the year ended

31<sup>st</sup> March 2025

Charity no (if any)

1168333

Set out on pages

(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended **31<sup>st</sup> March 2025**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date

29th January, 2026

**Name:**

John Robert Eke

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

Fellow of the Association of Charity Independent Examiners

**Address:**

Soarview, 4 Stable Court

Malborough

Devon TQ7 3FB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

**BUTTERFLIES - HAVEN**

England & Wales - Charity number 1168333

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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 31	Month 3	Year 2023		Day 31	Month 3	Year 2024

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

20, Temple Street,	
Keynsham	
Bristol	
<b>Postcode</b>	BS31 1EH

### 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	Callum lee		Date of first election to board. 1 <sup>st</sup> January 2022 (Chair since 1 <sup>st</sup> January 2023)	Chair of Trustees
2	Christine Jorgensen		Date of first election to board. 1 <sup>st</sup> January 2023	Vice Chair / Secretary
3	Claudia barton		1st June 2023	Treasurer
4	Adrian inker		1st September 2014	Trustee
5	Matt Hunt		1 <sup>st</sup> September 2022	Trustee
6	Marc Purkiss		1 <sup>st</sup> May 2023	Trustee
7	Gwenna Ewing		1 <sup>st</sup> June 2023	Trustee
8	Keith Burchell		1 <sup>st</sup> February 2019	Trustee

### 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)

NA

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	<p><b>Recruiting New Trustees</b></p> <ul style="list-style-type: none"> <li>• New trustees are chosen to bring fresh skills, ideas, and expertise to the charity.</li> <li>• Trustees can be recruited through public advertisements, personal recommendations, or partnerships with other organizations.</li> <li>• Once selected, new trustees receive an induction to help them understand their role, responsibilities, and the charity's mission. They also undergo DBS checks and Training to help them in there Rolo.</li> </ul>

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Induction and Training of Trustees

In 2023, a key focus for the charity was strengthening our governance framework by expanding the trustee board. We successfully welcomed three new trustees with expertise in education, healthcare and IT. Their skills have enriched our strategic planning processes and enhanced our community outreach efforts.

#### Organisational Structure and Wider Network

Our organisational structure saw steady growth and strengthening connections in 2023. The proactive efforts of our Centre Manager played a pivotal role in building and maintaining partnerships with educational institutions like Wellsway School, Oasis Academy, St Brendan's Sixth Form College, and Fossway School. These collaborations have not only bolstered our volunteer base with enthusiastic students but also created opportunities for volunteer training and direct family support.

#### Relationship with Related Parties

Our strengthened ties with local schools and colleges have brought mutual benefits. By offering students volunteering opportunities and training, we provide real-world experience while enhancing the quality of support available to our members. These partnerships reflect a commitment to fostering meaningful and ethical collaborations with related organisations.

In 2023, Butterflies Haven strengthened its connections with key organisations to enhance support for families affected by autism. Notably,

we established valuable relationships with Bristol Autism Support (BAS) and SENDIAS (Special Educational Needs and Disabilities Information, Advice, and Support services).

### **Collaboration with Bristol Autism Support (BAS)**

- BAS provides critical guidance and a community for families navigating autism.
- By partnering with BAS, Butterflies Haven can now direct families to additional resources, workshops, and peer support groups tailored to their needs.
- This collaboration has expanded the scope of help available to families attending our sessions and has improved the continuity of care for those in need of broader services.

### **Working with SENDIAS**

- SENDIAS offers impartial information, advice, and support for families of children with special educational needs and disabilities.
- Our partnership with SENDIAS has been instrumental in helping families understand their rights and access appropriate educational support for their children.
- Together, we've supported parents and caregivers through the often complex processes of securing educational plans and ensuring their children receive the support they need.

### **Impact on Families**

These partnerships have significantly strengthened Butterflies Haven's ability to offer holistic support. Families now benefit from:

- **Specialist Advice:** Clear guidance on navigating education systems and accessing local services.
- **Emotional Support:** Greater opportunities to connect with others who understand the challenges of autism.
- **Empowerment:** Improved access to information and advocacy, enabling families to feel more confident in securing the best outcomes for their children.

Our work with BAS and SENDIAS reflects Butterflies Haven's commitment to fostering collaboration and building networks that provide meaningful and practical assistance for the autism community.

### **Major Risks and Risk Management**

In 2023, trustees prioritised risk management to ensure sustainable operations. Recognising challenges like volunteer retention, long-term funding, and safeguarding, we implemented measures to mitigate these risks. For instance:

- Our volunteer recruitment strategy successfully attracted younger volunteers, addressing the potential for turnover and ensuring continuity.
- We engaged a fundraiser to help build financial reserves and secure future funding. This step is part of our broader strategic plan to sustain and expand services over the next three years.

**Looking Ahead**

2023 was a year of rebuilding and growth, with a focus on strengthening governance, expanding our outreach, and securing future stability. Our "Options Plan," developed collaboratively by trustees and staff, provides a clear roadmap for the next three years. Priorities include increasing volunteer training, broadening session offerings, and setting up new groups.

With a stronger foundation, increased community engagement, and a committed team, we are well-positioned for continued success. Thank you to everyone who has contributed to help Butterflies. Together, we are creating brighter futures for the families we support.

## Section C Objectives and activities

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

The relief of children and young persons affected by the complex Autism Spectrum (with or without diagnosis) or with a development delay, by the provision of support, facilities and services for them and their families. This service is provided to families from Bath and North-East Somerset, Bristol, South Gloucestershire, North Somerset, Somerset and Wiltshire

**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)**

Assisting the children and young people to engage in community involvement and social inclusion by accessing facilities enjoyed by other non-Autistic members of the community

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

## Section D

## Achievements and performance

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

Butterflies Has made a great process on Forward planning for the Charity and has managed to expand our Servies to support more families. We have been doing more Extra evens. For example, Coffee Morning, where we are working with other organisations to support families.

## Section E

## Financial review

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

Before the start of each financial year, the Trustees will approve an income and expenditure budget for the following year. The Trustees will consider the level of reserves that is prudent for Butterflies Haven. A comparison of actual income and expenditure against budget will be presented to the trustees every three months.

**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.

**Section F Other optional information**

The year 2023 began with a sense of optimism as we were able to continue face-to-face sessions without the restrictions seen in previous years. Our in-person sessions resumed fully, providing much-needed interaction and support for our families. We also started to run drop in coffee mornings open to the public to help and support families with autism. We also Looked at Butterflies Expansions Plans looking at 3 to 5 years plans to grow the Chairty.

Volunteer numbers remained steady, with a small turnover, reflecting the challenges many organisations face in retaining long-term volunteers. However, our recruitment efforts were more successful than the previous year, with several younger volunteers joining us from local schools and colleges.

At the start of 2023, our Centre Manager continued to develop partnerships with local organisations. Her proactive approach strengthened our connections with Wellsway School, Oasis Academy, and St Brendan's Sixth Form College, which have all contributed volunteers and provided opportunities for student involvement. Additionally, our collaboration with Fossway School expanded, offering valuable training for our volunteers and support for the families attending our sessions.

We also continued our creative workshops with Graffarty. In autumn, they ran a second street art session, building on the success of the previous year. These workshops have proven particularly popular with our teenage members, and we plan to continue offering similar activities throughout 2024.

A key focus this year has been expanding the trustee board to ensure we have the skills and experience necessary to move the charity forward. In early 2023, we welcomed three new trustees, both with backgrounds in education and health care. Their insights have already made a positive impact on our strategic planning and community outreach.

Membership numbers have grown steadily over the year. Our outreach efforts have drawn families from a wider geographical area, with members attending from Bristol, BaNES, and South Gloucestershire.

We are working with a fundraiser to help build butterflies reserves and future funding. Looking ahead, we aim to focus on securing long-term funding to sustain and expand our services. To guide this, the trustees and staff participated in a strategy and have come up with our Options plan. This is helping development of a clear action plan for the next three years. Our priorities include increasing volunteer training, expanding our session offerings, and further developing our partnerships with educational institutions.

2023 has been a year of rebuilding and growth. With a stronger team, increased community connections, and a growing membership base, we are optimistic about the future. Thank you to our staff, volunteers, families, and supporters for their dedication and hard work in making this a successful year.

**Callum Lee (Chair of Trustees)**  
**9th January 2024**

## **Section G Declaration**

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



## Receipts and payments accounts

CC16a

For the period  
from

4/1/2023

To

3/31/3024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions	7,167	-	-	7,167	3,570
Grants	6,227	49,408	-	55,635	18,290
Event Income	528	-	-	528	-
Donations	15,579	-	-	15,579	2,990
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>29,501</b>	<b>49,408</b>	<b>-</b>	<b>78,909</b>	<b>24,850</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>29,501</b>	<b>49,408</b>	<b>-</b>	<b>78,909</b>	<b>24,850</b>
<b>A3 Payments</b>					
Payroll/Services	3,958	15,000	-	18,958	10,525
Venue Costs	-	3,665	-	3,665	3,531
Session Costs	1,232	-	-	1,232	-
Equipment	-	-	-	-	753
IT/Phone Costs	2,251	-	-	2,251	1,296
Consumables	-	-	-	-	613
Insurance	308	-	-	308	308
Sundries/Refreshments	159	-	-	159	219
Expenses Reimbursement	93	-	-	93	-
Toys	-	-	-	-	990
Training	-	-	-	-	99
Professional Fees	975	-	-	975	420
Volunteer/Trustee Expenses	258	-	-	258	-
Events & Other Expenditure	1,589	-	-	1,589	2,085
<b>Sub total</b>	<b>10,824</b>	<b>18,665</b>	<b>-</b>	<b>29,489</b>	<b>20,839</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>10,824</b>	<b>18,665</b>	<b>-</b>	<b>29,489</b>	<b>20,839</b>
<b>Net of receipts/(payments)</b>	<b>18,677</b>	<b>30,743</b>	<b>-</b>	<b>49,419</b>	<b>4,011</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>16,813</b>
<b>Cash funds this year end</b>	<b>18,677</b>	<b>30,743</b>	<b>-</b>	<b>49,419</b>	<b>20,825</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>	Working Balance (Metro)	27,395	-	-
	Reserves (Santander)	42,850	-	-
		-	-	-
	<b>Total cash funds</b>	<b>70,244</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	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
	C Barton	1/24/2025



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Butterflies-Haven

On accounts for the year ended

31<sup>st</sup> March 2024

Charity no (if any)

1168333

Set out on pages

(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended **31<sup>st</sup> March 2024**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date

24<sup>th</sup> January, 2025

**Name:**

John Robert Eke

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

Fellow of the Association of Charity Independent Examiners

**Address:**

Soarview, 4 Stable Court

Malborough

Devon TQ7 3FB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

**BUTTERFLIES - HAVEN**

England & Wales - Charity number 1168333

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# Accounts

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**Report of the Trustees**  
**Butterflies-Haven Charity Number 1168333**  
**Year Ending March 2023**

**Reference and Administrative Details**

**Chairman.       Adrian Inker October 2022**  
**Callum lee October 2022 till Present**

**Trustees.**

**Chris O'Hara**  
**Keith Burchell**  
**Callum Lee**  
**Adrian Inker**  
**Matt Hunt**

**Charity Name. Butterflies-Haven**

**Charity Number. 1168333**

**Address. St Francis Church**  
**Warwick Road**  
**Keynsham**  
**BS31 2PW**

**Report of the Trustees for the year end in March 2023**

The Trustees present their report and financial statements of the charity for the year ending 31st March 2023. The trustees have adopted the receipts and payments basis of preparing the accounts available to charities in line with the charities act 2011.

**Objectives and Activities**

Objectives and Aims

The charitable objectives of the CIO are :-

The relief of children and young person's effected by the complex Autism Spectrum (with or with out diagnosis) or with a development delay, by the provision of support, facilities and services for them and their families.

The service is provided to families from Bath and North East Somerset, Bristol, South Gloucestershire, North Somerset and Wiltshire.

Significant Activities.

The main activities the CIO engages in are:

To provide support and training sessions in a safe and stimulating environment aimed at the beneficiaries and their families to help develop life skills.

To provide off-site experiences aimed at supporting the development and training gained in the other sessions.

### Public Benefit

The trustees are satisfied that the activities listed above are for the benefit of the beneficiaries detailed in the Objectives and Aims.

## **Achievement and Performance**

### Charitable Activities

Details of the activities and challenges during the period can be found in the Chairmans Report.

## **Financial Review**

### Financial position

At the end of the year the charity held and banked funds totaling £20825. including reserves of £7,000.00. This represents six months running costs.

## **Structure, Governance and Management**

### Governing Document

The charity is controlled by it over in, CIO Foundation and constitutes a Charitable Incorporated Organisation ( CIO )

### Recruitment and appointment of new Trustees

New Trustees are recruited from local volunteers and are appointed, by consensus, by existing trustees.

Approved by the order of the board of Trustees on, and signed on their behalf by:

Callum Lee ( Chair of Trustees)  
19<sup>th</sup> January 2024

## **Chairmans Report for the year ending 31st March 2023**

Overall, the year has been very successful, the addition of a Centre Manager to our team has been very positive and has contributed greatly to a positive year. Our numbers have increased steadily, and our volunteer base has grown and become more stable. More detail is contained in Alison's report. we saw the resignation of three of our trustees, George resigned in October due to family commitments, followed in November by Grace and Joan due to a combination of health and work commitments. Callum joined the Trustees in January. Callum has been involved with Butterflies-Haven for many years, having been a volunteer and session manager before moving on to become a Trustee. Matt Hunt joined the Trustees in September. Matt has a business background and has

experience of strategic planning and business development which will prove very useful to the Charity going forward. At present we have four Trustees, our constitution allows for nine, therefore we are looking to recruit more Trustees that will bring the skills to fill identified gaps.

The Trustees have been giving a lot of thought to the sustainability of the Charity and held an away day to discuss possible options. One of the options to come out of the day, was a merger with another organisation. Therefore, in the Summer we opened discussions with Mencap Keynsham around a possible merger. After several meetings with their Chair and Treasurer it was felt that the proposal from Mencap would not be in the best interest of Butterflies-Haven, and it was decided not to proceed at this time.

Following our talks with Mencap, it was agreed that we needed to identify other like-minded organisations that we could work constructively with and draw up a clear vision and development plan to take the charity forward. A small working group has been formed to put together a 3-year Strategic development plan.

Since the Summer we have been forging closer links with Bristol Autism Support. They work to support parents and carers; this compliments the support we offer. We have jointly run several coffee mornings in Keynsham and intend to continue this in the new year. We are looking to identify other organisation that we can work with and possibly share back-office services.

To sum up, I feel the past year has been very successful, the charity has grown and is now moving forward in a positive way. We now have a new Development plan in place. The challenges identified for the coming year are: - To secure funding for the future, To increase our Trustee numbers to add diversity and addition skills, To deliver on our Strategic plan and to build on our network of like organisations.

Having been Chair of Trustee for the last eight years, I feel that the time is now right for me to take a step back and support Callum in taking Butterflies-Haven into the next phase of its life.

As we enter into our final year of Lottery funding I would like to say a big 'thank you' to the National Lottery for all the support you have given to Butterflies-Haven in the past three years.

Adrian Inker/Callum lee (Chair of Trustees)

19th January 2024



## Receipts and payments accounts

CC16a

For the period from	Apr-22	To	Mar-23
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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>					
Subscriptions	3,570	-	-	3,570	1,365
Grants	18,290	-	-	18,290	18,743
Donations	2,990	-	-	2,990	90
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>24,850</b>	<b>-</b>	<b>-</b>	<b>24,850</b>	<b>20,198</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>24,850</b>	<b>-</b>	<b>-</b>	<b>24,850</b>	<b>20,198</b>
<b>A3 Payments</b>					
Payroll	10,525	-	-	10,525	7,632
Rent	3,531	-	-	3,531	3,601
Equipment	753	-	-	753	
Office Costs	1,296	-	-	1,296	2,792
Consumables	613	-	-	613	425
Insurance	308	-	-	308	302
Refreshments	219	-	-	219	128
Toys	990	-	-	990	496
Training	99	-	-	99	
Professional Fees	420	-	-	420	
Sessions	-	-	-	-	780
Events & Other Expenditure	2,085	-	-	2,085	3,798
<b>Sub total</b>	<b>20,839</b>	<b>-</b>	<b>-</b>	<b>20,839</b>	<b>19,954</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>20,839</b>	<b>-</b>	<b>-</b>	<b>20,839</b>	<b>19,954</b>
<b>Net of receipts/(payments)</b>	<b>4,011</b>	<b>-</b>	<b>-</b>	<b>4,011</b>	<b>244</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,813	-	-	16,813	16,570
<b>Cash funds this year end</b>	<b>20,825</b>	<b>-</b>	<b>-</b>	<b>20,825</b>	<b>16,813</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>	Working Balance	9,739	-	-
	Reserves	7,074	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,813</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	C.lee	Callum Lee	19/01/2024	

**BUTTERFLIES - HAVEN**

England & Wales - Charity number 1168333

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# Accounts

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**Report of the Trustees**  
Butterflies-Haven Charity Number 1168333  
Year Ending March 2022

**Reference and Administrative Details**

**Chairman.       Adrian Inker**

**Trustees.       Chris O'Hara**

**Keith Burchell**

**Joan Liley**

**George Pittaway**

**Grace O'Hara**

**Callum Lee**

**Charity Name.  Butterflies-Haven**

**Charity Number. 1168333**

**Address.  St Francis Church  
Warwick Road  
Keynsham  
BS31 2PW**

**Report of the Trustees for the year end in March 2022**

The Trustees present their report and financial statements of the charity for the year ending 31st March 2022. The trustees have adopted the receipts and payments basis of preparing the accounts available to charities in line with the charities act 2011

**Objectives and Activities**

Objectives and Aims

The charitable objectives of the CIO are :-

The relief of children and young person's effected by the complex Autism Spectrum (with or with out diagnosis) or with a development delay, by the provision of support, facilities and services for them and their families.

The service is provided to families from Bath and North East Somerset, Bristol, South Gloucestershire, North Somerset and Wiltshire.

## Significant Activities.

The main activities the CIO engages in are:

To provide support and training sessions in a safe and stimulating environment aimed at the beneficiaries and their families to help develop life skills.

To provide off-site experiences aimed at supporting the development and training gained in the other sessions.

## Public Benefit

The trustees are satisfied that the activities listed above are for the benefit of the beneficiaries detailed in the Objectives and Aims.

## **Achievement and Performance**

### Charitable Activities

Details of the activities and challenges during the period can be found in the Chairmans Report.

## **Financial Review**

### Financial position

At the end of the year the charity held and banked funds totalling £16,800.00. including reserves of £7,000.00. This represents six months running costs.

## **Structure, Governance and Management**

### Governing Document

The charity is controlled by it over in, CIO Foundation and constitutes a Charitable Incorporated Organisation ( CIO )

### Recruitment and appointment of new Trustees

New Trustees are recruited from local volunteers and are appointed, by consensus, by existing trustees.

Approved by the order of the board of Trustees on, and signed on their behalf by:

Adrian Inker ( Chair of Trustees)

9th January 2022

## **Chairmans Report for the year ending 31st March 2022**

January 2021 saw us back in lock down. This meant that we had to close and could not deliver face to face sessions. We continued to deliver on-line sessions via Zoom, offering

a range of quizzes and activities. We re-opened in April after the Easter holidays. Since re-opening we have managed to run regular sessions although we did have to cancel a couple of sessions due to Covid and isolation. Our volunteer numbers have held up but the stop start nature of the last year has meant a big turnover in personnel. Our membership numbers were low initially but slowly recovered to pre-December levels.

In the first few months of 2021 our Monday and Friday session leaders moved to full time careers in the Prison Service and the NHS respectively. We advertised the posts and managed to replace one of the positions, only for that person to leave after just two months in post following a job promotion. We immediately looked for replacements, advertising the vacancies in the local free newspaper, regional paper and social media. Unfortunately we had no response which was very disappointing. With the support of our volunteers and Session Manager we managed to keep our sessions running and supporting our families.

Obviously this situation could not continue, we needed to understand why we could not recruit new session leaders and how we move forward. The Trustees and Session Manager met to look at options and it was agreed that due to work commitments and family situation Callum Lee would step down from his role as Session Manager and join the board of Trustees. We would then appoint a Centre Manager to work 15 hours/week who would be able to move the charity forward. At this point, I would like to say a big Thank You to Callum for the time, commitment and expertise he has given in supporting the charity over many years.

Over the summer break we advertised the new role and had a very good response. We shortlisted and interviewed three people and offered Alison Smith the post from October 2021. Callum agreed to stay in his paid role until January 2022 to support Alison during a handover period.

We continue to have links with BaNES and Keynsham Town Council, Community at 67 and St Francis Church. We continue to work with Bath University and their post graduate students on their Practice Track project and also with their undergraduate students on a similar project. As last year this has been mostly using Zoom and social media.

Following the appointment of Alison in October we have formed links with a number of other organisations. Alison has had very positive meetings with Wellsway School Keynsham, Oasis Academy in Brislington and St Brendan's six form college. This could be a source of volunteers as well as offering opportunities to their students. We have also formed links with Fossway School who can offer training to our volunteers and support to our parents and carers.

We continue to offer a safe and friendly environment for our families and always seek to offer new and exciting opportunities to our children and young people. This year we worked with Bristolian productions who brought Father Christmas to Butterflies-Haven. We have formed a partnership with them and in the Spring they are booked to do a "Silly Science" show and around Christmas time a 75 Minute Pantomime, which we hope to offer to the wider community.

We have also started to work with a company called Graffarty. In the Autumn they came and with our older members produced some street art.. This was very popular and we hope to hold further sessions during the year.

2021 has been a very challenging year. Lockdown for the first three months and then losing our paid staff did not get us off to a very positive start. During this difficult time everyone pulled together to keep the charity running as smoothly as possible. Alison has now settled into her role and pulled things together, reaching out to schools and colleges, engaging with parents and carers and pushing to increase membership.

We have had a number of successes this year. One of members/volunteer has gone on to be successful in obtaining a place at Liverpool University and starts in the Summer 2021. Another of our young members/volunteers has been elected onto Keynsham Town Council this year. They both joined the Butterflies-Haven Young Voice group at a young age. We wish them every success in the future.

As mentioned above, Callum joined the Trustees in January. His appointment will bring a young voice and lots of experience of working with children to the trustee group. We are looking to increase of trustee numbers and to bring more skills an experiences to the board. We really want to start looking to the future. Hopefully the coming year will be more settled, Covid has shown us that we cannot be too complacent and that the situation can quickly change. The situation this year has meant us not moving forward as planned and, hopefully, that will change this year. To start the new year off, we are planning an away day with a independent facilitator to help us put together a vision for the future and an action plan to achieve our priority outcomes.

Our Numbers are now back to last years level and we have had lots of interest from potential volunteers. Seven students from Oasis Academy came along for a taster session.

Because we are unique in what we offer, we have members attending from Bristol, Banes and South Glos. One family travelling in from Bradley Stoke.

Adrian Inker (Chair of Trustees)

9th January 2022

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Butterflies-Haven

**On accounts for the year  
ended**

March 2022

**Charity no  
(if any)**

116833

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and  
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:**

24/01/2023

**Name:**

Emma Martin

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

ACMA

**Address:**

INNI, Innivation House, Trim Street, Bath, BA1 1HB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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



Charity Name	No (if any)
Butterflies-Haven	116833

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	Apr-21		Mar-22

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>				
Subscriptions	£1,365.00	-	-	1,365
Grants	£18,743.00	-	-	18,743
Donations	£90.00	-	-	90
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>20,198</b>	<b>-</b>	<b>-</b>	<b>20,198</b>
<b>A2 Asset and investment sales, (see table).</b>				
	£0.00	£0.00	£0.00	-
	£0.00	£0.00	£0.00	-
<b>Sub total</b>	<b>£0.00</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>
<b>Total receipts</b>	<b>20,198</b>	<b>- 0</b>	<b>- 0</b>	<b>20,198</b>
<b>A3 Payments</b>				
Payroll	£7,631.70	-	-	7,632
Rent	£3,600.75	-	-	3,601
Office Costs	£2,792.25	-	-	2,792
Consumables	£425.37	-	-	425
Insurance	£302.18	-	-	302
Refreshments	£127.85	-	-	128
Toys	£495.99	-	-	496
Sessions	£780.00	-	-	780
Events & Other Expendature	£3,798.30	-	-	3,798
<b>Sub total</b>	<b>19,954</b>	<b>-</b>	<b>-</b>	<b>19,954</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
<b>Sub total</b>	<b>- 0</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>
<b>Total payments</b>	<b>19,954</b>	<b>- 0</b>	<b>- 0</b>	<b>19,954</b>
<b>Net of receipts/(payments)</b>	<b>244</b>	<b>-</b>	<b>-</b>	<b>244</b>
<b>A5 Transfers between funds</b>	<b>- 0</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>£16,569.82</b>	<b>-</b>	<b>-</b>	<b>16,570</b>
<b>Cash funds this year end</b>	<b>16,813</b>	<b>-</b>	<b>-</b>	<b>16,813</b>

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

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
<b>B1 Cash funds</b>	Working Balance	11,119	-
	Reserves	5,694	-
		-	-



**CC16a**

**Last year**

to the nearest £

1,050
17,648
1,980
-
-
-
-
-
20,678

£0.00
£0.00
£0.00

20,678

9,813
1,560
1,053
273
336
32
531
29
150
13,777

- 0

13,777

6,901
-
9,669
16,570

**Endowment funds**

to nearest £

-
-
-

-
OK
<b>Endowment funds</b>
to nearest £
-
-
-
-
-
-
-
<b>Current value (optional)</b>
-
-
-
-
-
<b>Current value (optional)</b>
-
-
-
-
-
-
-
-
-
<b>When due (optional)</b>
<b>Date of approval</b>
1/4/23

**BUTTERFLIES - HAVEN**

England & Wales - Charity number 1168333

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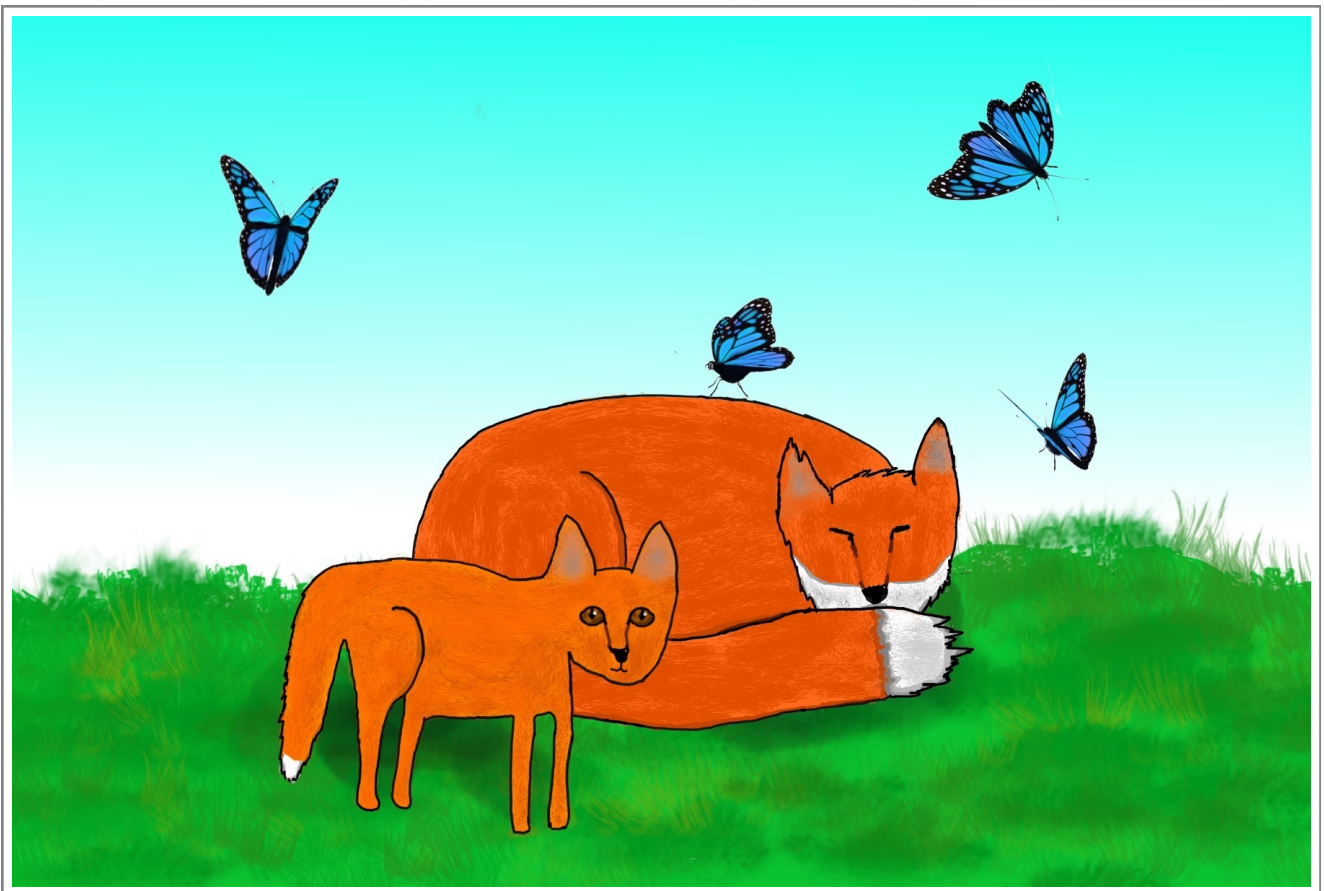
# Accounts

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# Report of the Trustee

**Butterflies-Haven Charity Number 1168333**

**Year Ending March 2021**



## **Reference and Administrative Details**

**For the year end March 2021**

**Chairman:            Adrian Inker**

**Trustees:            Chris O'Hara  
                          Keith Burchell  
                          Joan Liley  
                          George Pittaway  
                          Grace O'Hara**

**Charity Name:    Butterflies-Haven**

**Charity Number:  116833**

**Address:            St Francis Church  
                          Warwick Road  
                          Keynsham  
                          BS31 2PW**

**Report of the Trustees for the year ending March 2021**

The trustees present their report and financial statements of the charity for the year ending 31st March 2021. The trustees have adopted the receipts and payments basis of preparing the accounts, available to charities in line with the charities act 2011

## **Objectives and Activities**

### Objectives and Aims.

The charitable objectives of the CIO are:

The relief of children and young person's effected by the complex autism spectrum ( with or without diagnosis ) or with a development delay, by the provision support, facilities and services for them and their families.

This service is provided to families from Bath and North East Somerset, Bristol, South Gloucestershire, North Somerset and Wiltshire.

### Significant Activities.

The main activities the CIO engages in are:

To provide support and training sessions in a safe and stimulating environment aimed at the beneficiaries and their families to help develop life skills.

To provide off-site experiences aimed at supporting the development and training gained in the other sessions.

### Public Benefit

The trustees are satisfied that the significant activities listed above are for the benefit of the beneficiaries detailed in Objectives and Aims. The Trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the Trusts aims and objectives.

## **Achievement and Performance**

### Charitable Activities

Details of the activities and challenges during the period can be found in the Chairman's report.

## **Financial review**

### Financial position

At the end of the year the charity held cash and banked funds totalling £16,569.82 including reserves of £5,694.26. This represents five month running costs.

## **Structure, Governance and Management**

### Governing Document.

The charity is controlled by its governing, a CIO Foundation and constitutes a Charitable Incorporated Organisation (CIO)

### Recruitment and appointment of new Trustees

New Trustees are recruited from local volunteers and are appointed by consensus by the existing Trustees

Approved by the order of the board of trustees on and signed on 16th February 2021 and signed on behalf by:

Adrian Inker ( Chair of Trustees )

**Chairman's Report**  
**For the year ending 31st March 2021**

# Butterflies-Haven End of year report

## How the year has been for Butterflies-Haven

This has been a difficult year for all Charities and its been no different for Butterflies-Haven. The Covid situation has meant that we have had to close down for much of the year.

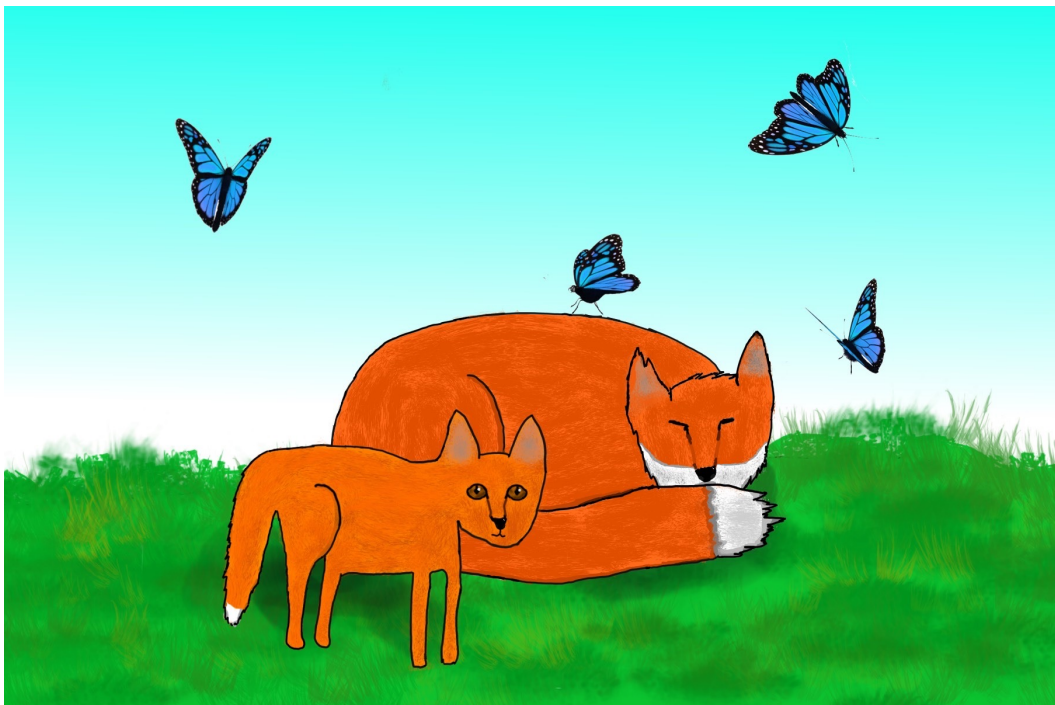
In January we bought the ipads for the Tapestry monitoring project. The License was purchased and volunteers were trained. profiles were put together for our Young Voice members. Unfortunately we had to close our sessions in March so we have not yet seen the benefit and full potential of the scheme. We did do a trial run with some of our Parent/ Carers and the feedback we received was very encouraging.

Because of the pandemic, 2020 has been very stop/start and fragmented. We closed in March and opened again on the 16th October only to have to closed for the second lockdown in November. We reopened for two weeks in December prior to the Christmas break. Trustees were debating the possibly of resuming sessions at the start of the spring term when the decision was made to lock down again. At present we are not running sessions.

During the first lockdown our session managers posted regular activities using our Butterflies members facebook page. The November lockdown saw us running one session per week using Zoom and we are continuing this at present. During the lockdown we have continued to engage with our members and volunteers through our face book page and via email. We have gauged their views when reopening. During the lockdown we also opened up our phone line to give support and advice to any member of the community dealing with Autism, particularly having to provide 24/7 care and maybe feeling a degree of isolation.

The safety of our members, volunteers and staff has always been forefront in our minds. Before reopening we did a detailed risk assessment and met with St Francis Church to make sure their risk assessment and ours complement each other. We purchased Face Masks, visors and thermometers and replaced all our soft play equipment with a more easy to clean alternative.

Prior to March, our numbers were holding up well and we had a waiting list. Sadly the small number of session we have been able to run this year has had a reduced attendance, particularly with our youngest age group. Our Step up group (11 - 18 ) has seen 10 to 12 turning up which is quite good. Our Young Voice (4 - 11) has only had 3 to 4 attending. This reflects concerns of transmission etc. similar to the concerns now being expressed with schools.



Card designed by one of our young voice members

Our volunteer numbers have held up and they were really keen to get back to working with our young people, meaning we could continue to offer a safe, secure and welcoming environment.

We continue to have links with BaNES and Keynsham Town Councils, Community at 67 and St Francis church. For many years now we have worked with Bath University and their Post Graduate students on their Practice Track Action Project. Teams of Students work with a Charity to promote the charity, raise funds and promote an understanding of Autism. This summer we worked with two groups and in the autumn the scheme was rolled out to Bath University undergraduates, again we took part in the scheme and worked with two groups. This year was a real challenge as everything had to be done using Zoom and social media.

The four year lottery funding is really welcome and we are very grateful for the support. Although we do make a small charge for our sessions, this does not meet our outgoing and we need to continually fund raise to make ends meet. The core funding has reduced the pressure in this area, whilst at the same time still being able to offer an extended range of interesting and enjoyable experiences to our members. As trustees, we can now put our energies into rebuilding and increasing our membership. We can now look toward the future with the aims of putting the charity on a more secure footing, and extending our services to more Children and families affected by Autism.

This year has seen us having to spend on PPE and new equipment. We have three paid members of staff and we have continued to pay them through lockdown so they can provide the online service and also admin work. We have made savings on the venue costs so overall we are in a very healthy situation financially. During the year we have received a number of small donations. These were from our link with the Bath Students, a local Methodist Wives group and donations from individuals. Some of our members pay their fees via standing order. They have continued these payments during lockdown and we are very grateful for their continued support and belief in Butterflies-Haven.

This has been a very challenging and, in a lot of ways, frustrating year. We have not been able to provide the level of service we normally pride ourselves at being able to offer and meant a lot of our sessions and meetings has been via Zoom and social media. This has some pluses but also some negative parts to it. There is some learning in the greater use of the web and social media going forward, particularly in cutting down travel for meeting etc. But it will never replace the benefit of face to face sessions.

Hopefully 2021 will be a much better year for everyone. The vaccine on the horizon brings hope and the possibility of getting back to something like normal very soon. Personally, I am feeling excited about the coming year. The chance to look forward and build and expand Butterflies-Haven, with the support of the lottery fund, is the priority for the Trustees. We hope to hold a facilitated away day to really focus on achieving this objective. At present we have six trustees and can go up to nine. We have a good gender mix but I would like to bring a bit more diversity onto the trustee board particularly a person with Autism.

The trustees continue to work together for the benefit of the charity and the people it supports. The Trustees have reviewed the charity's aims and objectives referring to the charity commission general guidance on public benefits. the trustees have also reviewed the session charges and agreed to leave them at the present level.

I would like to say a big thank you to all our Staff and Volunteers, St Francis Church and the Lottery fund.

Adrian Inker (Chair of Trustees)

31 March 2021

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Butterflies-Haven

On accounts for the year  
ended

March 2021

Charity no  
(if any)

116833

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

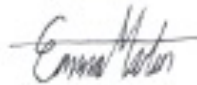
Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 28/01/2022

Name:

Emma Martin

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

ACMA

Address:

INNI, Innivation House, Trim Street, Bath, BA1 1HB



## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	April 2020		March 2021

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>				
Subscriptions	1,050	-	-	1,050
Grants	17,648	-	-	17,648
Donations	1,980	-	-	1,980
	-	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>20,678</b>	<b>-</b>	<b>-</b>	<b>20,678</b>
<b>A2 Asset and investment sales, (see table).</b>				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
<b>Sub total</b>	<b>- 0</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>
<b>Total receipts</b>	<b>20,678</b>	<b>- 0</b>	<b>- 0</b>	<b>20,678</b>
<b>A3 Payments</b>				
Payroll	9,813	-	-	9,813
Rent	1,560	-	-	1,560
Office Costs	1,053	-	-	1,053
Consumables	273	-	-	273
Insurance	336	-	-	336
Refreshments	32	-	-	32
Toys	531	-	-	531
Sessions	29	-	-	29
P.P.E.	150	-	-	150
<b>Sub total</b>	<b>13,777</b>	<b>-</b>	<b>-</b>	<b>13,777</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
<b>Sub total</b>	<b>- 0</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>
<b>Total payments</b>	<b>13,777</b>	<b>- 0</b>	<b>- 0</b>	<b>13,777</b>
<b>Net of receipts/(payments)</b>	<b>6,901</b>	<b>-</b>	<b>-</b>	<b>6,901</b>
<b>A5 Transfers between funds</b>	<b>- 0</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>9,669</b>	<b>-</b>	<b>-</b>	<b>9,669</b>
<b>Cash funds this year end</b>	<b>16,570</b>	<b>-</b>	<b>-</b>	<b>16,570</b>

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

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
<b>B1 Cash funds</b>	Working Balance	10,876	-
	Reserves	5,694	-
		-	-

	<b>Total cash funds</b>	<b>16,570</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>
	<b>Details</b>	<b>to nearest £</b>	<b>to nearest £</b>
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>
<b>B3 Investment assets</b>			-
			-
			-
			-
			-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>
<b>B5 Liabilities</b>			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
	Adrian Inker	Adrian Inker	

<b>CC16a</b>
<b>Last year</b>
to the nearest £
944
10,934
5,244
-
-
-
-
17,122
- 0
- 0
17,122
8,519
6,124
412
50
336
128
-
-
-
15,569
- 0
15,569
1,553
-
4,655
6,208
<b>Endowment funds</b>
to nearest £
-
-
-

-
OK
<b>Endowment funds</b>
to nearest £
-
-
-
-
-
-
-
<b>Current value (optional)</b>
-
-
-
-
-
<b>Current value (optional)</b>
-
-
-
-
-
-
-
-
-
<b>When due (optional)</b>
<b>Date of approval</b>
22/1/22