

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 and 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 £
A1 Receipts				
Subscriptions	£1,365.00	-	-	1,365
Grants	£18,743.00	-	-	18,743
Donations	£90.00	-	-	90
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
Sub total (Gross income for AR)	20,198	-	-	20,198
A2 Asset and investment sales, (see table).				
	£0.00	£0.00	£0.00	-
	£0.00	£0.00	£0.00	-
Sub total	£0.00	- 0	- 0	-
Total receipts	20,198	- 0	- 0	20,198
A3 Payments				
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 Expenditure	£3,798.30	-	-	3,798
Sub total	19,954	-	-	19,954
A4 Asset and investment purchases, (see table)				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
Sub total	- 0	- 0	- 0	-
Total payments	19,954	- 0	- 0	19,954
Net of receipts/(payments)	244	-	-	244
A5 Transfers between funds	- 0	-	-	-
A6 Cash funds last year end	£16,569.82	-	-	16,570
Cash funds this year end	16,813	-	-	16,813

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

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

	Total cash funds	16,813	-
	(agree balances with receipts and payments account(s))	OK	OK
		Unrestricted funds	Restricted funds
	Details	to nearest £	to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-
	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
	A.W. Inker	Adrian Inker	

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