



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Jan	2022		31	Dec	2022

Section A Reference and administration details

Charity name

Cornwall Accessible Activities Program

Other names charity is known by

CAAP

Registered charity number (if any)

1169565

Charity's principal address

PO Box 538

Newquay

Postcode

TR7 9DR

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	Marie Whitehurst	Chair		
2	Mandy Sperling	Secretary		
3	Theresa Hughes	Vice Chair	April 13 th 2022	
4	Marie Hewitt	Fundraising Trustee		
5	Mark Exell		Feb 25 th 2022	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Sandy Lawrence - Director

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)

CIO

Trustee selection methods
(eg. appointed by, elected by)

Appointed through nomination at the AGM or subsequent Trustee meeting having due regard to skills needed or missing on the current board

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.

All trustees are DBS checked and will undertake mandatory Safeguarding training as soon as practicably possible after appointment and then on a regular basis thereon in.

A further 8 people volunteer on the committee which meets prior to each school holiday period to review the program and assign additional support for the staff to manage each activity.

The charity worked very closely with the leading pan disability organisation in Cornwall and the Director of CAAP represents disabled children and young people on the Disability Alliance offering a voice on strategic developments for people with disabilities in the county/
We used funding from the alliance to strengthen our policies and procedures and increase capacity in our team

Section C Objectives and activities

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

TO SUPPORT FAMILIES LIVING IN CORNWALL TO ACCESS ACTIVITIES DURING SCHOOL HOLIDAYS WHICH ARE ACCESSIBLE TO DISABLED CHILDREN AND THEIR SIBLINGS

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)

Provision of inclusive holiday activities for families with disabled children who live in Cornwall. Time2shine project to enable some of our older members to become job ready and provision of social activities for disabled young people to make and maintain friendships.

We continue to face challenges of funding post pandemic and are mindful of the risks with regard to Covid and the vulnerabilities within our families

We continue to deliver activities and food under the Time2Move program and families in receipt of free school meals appreciate the opportunities for their children to have an activity and a healthy mid day meal

We delivered these in the Easter Summer and Christmas Holidays.

The trustees have had regard to the guidance issued by the charity commission on public benefit

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.

CAAP does not make grants to individuals or other groups nor do we have an investment program.

We have a small team of volunteers who contribute to the smooth running of the activities and are very important to fundraising and profile raising of disabled children and young people in the county.

Our volunteers support the staff and trustees in managing both the strategic direction of the charity and the day to day running .

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

We supported a significant number of families to access grants from other groups such as the Household support grant, BBC children in need emergency essentials grant and food bank vouchers along with free activities for those on free school meals

In 2022 our shiners developed some training to be delivered to health care professionals on accessing healthcare with a learning disability and the young people deliver this around the country

We registered as a referrer under the BBC Children in need Emergency essentials fund

We delivered over 6000 activity places over 124 activities and now have a membership of over 1000 disabled children and approximately 3000 siblings of disabled children.

We continue to support our families to support one another through our social media channels and during activities.

Section E

Financial review

Brief statement of the charity's policy on reserves

CAAP holds reserves equivalent to 3 months salary costs. We do not hold reserves for activities

Details of any funds materially in deficit

None

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.

CAAP does not have any investments and does not have a policy on investments.

Principal sources of fundraising are grants and we have fundraising opportunities such as online raffles.

We negotiate good rates for our activities and generally subsidise all activities by at least 50%. Therefore, our income reflects payments by our families for the activities they attend.

Expenditure supports our key objectives in the commissioning of activities from trusted suppliers.

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

Signature(s)



Full name(s)

Mark Exell

Position (eg Secretary, Chair, etc)

Trustee

Date

14th October 2023

CORNWALL ACCESSIBLE ACTIVITIES PROGRAMME
ACCOUNTS FOR JANUARY 2022 to DECEMBER 2022

Charity Number: 1169565

<i>All numbers shown to the nearest £</i>	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	2021 £
Section A Payments and Receipts					
A1 - Receipts					
Parent Contributions	55,337			55,337	22,685
Grants	62,359	-	-	62,359	22,340
Fundraising	20,276	-	-	20,276	2,741
Other sundry income	94	-	-	94	1,933
Sub Total	138,066	-	-	138,066	49,699
A2 - Asset & Investment Sales					
	-	-	-	-	-
Total Receipts	138,066	-	-	138,066	49,699
A3 - Payments					
Salary	-38,779		-	-38,779	-24,007
Staff Training	-236			-236	-300
IT Support	-598			-598	-835
Equipment Hire	-1,933			-1,933	-1,420
Equipment Purchase	-1,206			-1,206	-410
Insurance	-304			-304	-296
Donations	-			-	-
Activities	-68,851			-68,851	-42,835
Sessional Workers	-			-	-
Minor Expenses	-6,599			-6,599	-986
Sub Total	-118,505	-	-	-118,505	-71,089
A4 - Asset & Investment Purchases					
	-	-	-	-	-
Total Payments	-118,505	-	-	-118,505	-71,089
NET TOTAL FOR THE YEAR	19,561	-	-	19,561	-21,390
A5 - Transfer between funds					
A6 - Cash funds last year end	15,045			15,045	
Cash Funds this Year End	34,606	-	-	34,606	

Section B Statement of Assets & Liabilities at the end of the period

B1 - Cash Funds					
Grant	3,000			3,000	
Unrestricted funds	31,606			31,606	
Total Cash Funds	34,606	-	-	34,606	
B2 - Other Monetary Assets					
B3 - Investment Assets					
B4 - Assets retained for the Charities own use					
B5 - Liabilities					

Signed on behalf of all Trustees:

- 1.
- 2.

Audited By:

SIGNATURE


 Emma Brown ACMA
 SIGNATURE

Independent Examiners Report

Cornwall Accessible Activities Program

Accounting Period 1st January 2022 – 31st December 2022

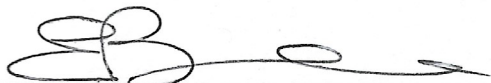
STATEMENT

I have completed an independent examination of the accounts of the CIO and confirm no matters have come to my attention giving me concern that:

1. The accounting records have not been kept in accordance with the act.
2. The accounts do not accord with that record

The accounts accurately reflect the balances in the bank account of the CIO and the reserves held more than adequately reflect the reserves policy.

Signed



Name

Emma Brown ACMA

Date

12/6/2023.