



**North Devon Forum for
Autistic Spectrum
Conditions and ADHD**

www.ndfautism.co.uk

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JOINT OFFICERS REPORT FOR AGM ON 25 NOVEMBER 2023
FROM CHAIR, SECRETARY, TREASURER, RESOURCE,
COFFEE MORNINGS, EVENTS AND FUNDRAISING TRUSTEES

Since our AGM last year, the Forum has slowly been building on its base and getting back to normal. Unfortunately, our numbers at the coffee morning are still low compared to what it used to be. For this reason we have not been bringing the library to the coffee mornings, nor have we been holding the room draw. Also we have had few speakers but those who have attended have brought information much needed by our members. At each coffee morning we have 'newbies' and can offer information to them, and often learn items ourselves, we have therefore booked the 4th Thursday of each month at Roundswell Community Centre for 2024 (not December), so hopefully see you there. We have a core group of trustees who keep the coffee morning on track.

During 2023 Louisa and Keith York both stepped down as trustees due to their many other commitments – something had to give. We thank them for all their input during their time as trustees – carrying the library around was no light weight. Louisa's expertise in organising and logging the library was very much appreciated and gave a good base to the library collection. This also meant that we lost Shirley York's help at the coffee mornings which was very much appreciated. Both Louisa and Keith may return when things quieten down for them, their expertise is very much missed.

We also thank Maria Gavan and Ann Kneller for their time in office who have both also stepped down as Trustees. Maria is continuing as a Volunteer (her skills at selling draw tickets are much appreciated).

As we receive many requests to hold a coffee morning on a non-weekday we recently held a coffee afternoon at Roundswell on 21 November, unfortunately not many attended despite free parking and it being a weekend when there were offers at Sainsburys did not bring many attendees. We also had a donation section for the surplus items in storage, this raised £41, the remainder being passed on to others or disposed of if beyond salvation. It was also the first outing for the library for some time, Penny has now recently taken over as temporary Librarian but works full time so is unable to attend during the week.

We have received a few applications for trustee / volunteer and these are being processed, it is so crucial that the paperwork trail is correct to protect all sides. If anyone wishes to volunteer in either capacity please speak to a Trustee. There is a chance to see what it entails by helping out at any of our activities – most dominant will be on Wednesday 13 December when we will have a stand at Tesco Extra with collecting buckets. We have received funding from many varied organisations as well as by our own efforts. These funds have enabled us to provide activities for our members – if we have funds we will organise. It can be seen from the Treasurers Statement that for a small charity we are holding our own very well.

It is time for existing members to step forward and take on the rolls that the existing trustees have held for a while. Without active Trustees we will cease to function – we need Trustees to cover the activities – which currently looks like 2026 / 27. We appreciate family commitment is needed, which is why the more Trustees and Volunteers we have the more the work load is spread. Lin is stepping down in 2026 – and if no-one steps up to take over the start of the Forum on 1 November 2025 will be the last. Many other Trustees are looking to step down. Without active members in place the Forum will cease which is a shame after all the hard work that has been put in place over the years. The current Trustees do not have time to tackle many issues – one being to update the Introductory Leaflet.

The following funds have been received and have been used to maintain the events and Forum. We are very fortunate that we have a Trustee who is very hands on with IT which has saved us much money as we have been able to keep much inhouse. However, his career is moving forwards and he would like to step down – offering his position to someone else who wished to learn about IT and maintain a system. He would remain to guide through the transition. The current computer system is well maintained and balanced and with Lineal's guidance is working very well. We have introduced Eventbrite this year to save on repetitiveness and seems to be working, but needs more education to the person doing the inputting.

Gabby who has been a trustee for many years and has dealt with the paperwork – Charity Commission, Method Statements, Risk Assessments etc and she will see the Forum through the signing of the policies and then step down at the end of January. Is anyone out there with an ability to keep track of the paperwork? Once again all is in place, just the momentum needed to keep the Forum active.

Other trustees are struggling to juggle their increased family commitments (family members are all becoming adults / aged and need extra time with their caring duties. We would really appreciate new blood to take over and keep the Forum flowing as it has since 1992.

For events that we organise we make a nominal charge - partly to help cover some of the costs but also to act as a commitment from those who book in. We have been fortunate in that most of the grants have not been ring-fenced so we have been flexible on how we have been able to use the funds. We have also introduced Eventbrite which takes over much of the formalities of producing invoices and checking on payments.

Date banked	Organisation	Amount	Conditions of Grant/Donation
1 Nov 2022 to 31 Oct 2023			
15.11.2022	Amazon	65.48	General Funds
22.11.2022	Eventbrite	31.00	
25.11.2022	DYS Space	1,000.00	Coach trip to Babbacombe
13.12.2022	Eventbrite	1.00	
22.12.2022	Room Draw	16.50	
23.01.2023	Cinema – Avatar	69.00	
27.01.2023	DTS Space	372.00	Cinema events
31.01.2023	Amazon	65.44	
20.02.2023	Collection Boxes	48.29	
27.02.2022	Cinema – Puss in Boots	93.00	

09.03.2023	Facebook	130.00	
05.04.2023	Sale of Easter Eggs	13.50	
24.04.2023	Bideford Town Council	1,000.00	Local Activities
24.04.2023	Amazon	27.90	
23.03.2023	Don't Just Bin it	869.75	Computer costs
27.03.2023	Coffee Morning	62.20	
27.03.2023	Cinema – What's Love Got to do with it	30.00	
10.05.2023	Pay Pal	9.41	
19.05.2023	Amazon	118.19	
12.06.2023	Donation – Chloe's Sponsorship	10.00	
15.06.2023	Craft Group	13.50	
16.06.2023	Library Takings	34.29	
June 2023	MXB Woolsey Shop donations	81.22	
25.07.2023	Donation – Football, Jay Photography	300.00	
07.08.2023	North Devon Show Collection	70.66	
07.08.2023	Collection – A J Brown	24.20	
09.08.2023	PayPal Giving Fund – Chloe's Sponsorship	452.74	
14.08.2023	Coffee Morning	40.00	
01.09.2023	Barnstaple Town Council – Mayors Charity	1,620.67	
03.09.2023	Tickled Pink at Affinity (Donations)	70.15	
16.09.2023	Legacy from Anne Mary Taylor	1,000.00	
21.09.2023	Facebook	130.28	
	Bideford Bridge Trust	2,000.00	

During the year we have continued with the coffee morning on the 4th Thursday of the month, and are gradually building up confidence for members (and none members) to attend. We have booked the first Saturday of the month for swimming at Torridge Pool, this is 2.45 to 3.45 and is open to all members – we fund up to 49 swimmers at a time, if this is reached the Trustees will look at the number of lifeguards to cover the swimming, but immediately if numbers reach 49 non-ASC swimmers will be asked to leave to allow ASC's to continue swimming. Maybe instigate a rota – just warning members in case we have to implement a change.

We have held less events this year, but managed 3 visits to Kingsley Theatre at the start of the year – these are for our members to experience a visit to the cinema as we are able to ask for the lights to be slightly up and if the sound is too loud turn it down. We visited in January to see Avatar, February was Puss in Boots and March (for the older person) What's love Got to do with it. We had hoped for another film but there was a small uptake so cancelled it – to save everyone's time. We know bookings are made at the last minute which is understandable but we need to know it is possible.

In April our Gazebo was used to 'advertise' our group at the event at Branton Rec –at which it was frightening to hear how many people on the Spectrum did not know of our group.

In July we finally had the coach trip to Babbacombe model village – and anyone wishing to make their own way met us there. As the weather was very debatable we also booked Kents Cavern in the afternoon – as it turned out the day was lovely and sunny, North Devon remained in cloud!

Also in July we visited Combe Martin it was wet – thank you to all brave soles who endured the day, which actually was not too bad later in the day, younger ones used up pent-up energy and enjoyed the day. The animals showing off very well in the cool of the day, if it had been too hot they would not have been so visible.

At the beginning of August the Gazebo again came out and was used at the North Devon Show. Again we made contact with many who did not know we existed. We survived the mud, and thank everyone who supported us either on the stand or visited us.

In September we visited Exmoor Zoo. This is a neutral event as it does not matter on your age to attend, and the Zoo is very supportive of our group and make it so easy for our event – they charge per head regardless of ability or age which is so easy to organise. They also support our draws by providing draw prizes.

Later in August we held a social evening for the older members at Pannier Pantry, organizing a buffet which encourages our members to meet and mingle. We also held a quiz which was answered in groups – thank you Julia for producing the questions. Some were held back for a future social evening at the Pannier Pantry, one was organised for October but did not take place. Suggestions of other events are always welcome.

In October at the beginning of half term week we visited Watermouth Castle and the weather treated us well so everyone was able to enjoy the day. This was a make your own way event so people could come and go as they wished, the Forum Stickers were issued to act as an introduction between our members.

The final event of 2023 (which was the first in the Forum's year in December 2022) is two evenings at the Big Sheep. This was organised through Eventbrite and quickly filled up, so we manually added members now totaling 134 for Friday evening and 114 for the Saturday. We wish to say thank you to Asda for donating 2 prizes for the Bring and Prize to win a prize event; to all 3 Tesco's for their contribution of selection packs, and to Morrisons for their continued support. The Forum purchased others to make up numbers – always a guessing game.

During the years members have been added to our membership, Helen having standardized the applications and following them through. We now stand at 352 members (Full 288: Pathway 21 : Professionals 43), who receive emails of all newsletters and the event information from other groups. All we ask is that if members move – especially out of the area – they advise us of the change of email, or if they have an update on their pathway/ diagnosis they let us know for amendment. Members sign up as a family unit and must list all the family members who are involved with the care of the ASC person so that they can benefit from our subsidised events.

Thank you to everybody who has attended any of our events, we hope you gain strength from the knowledge that you are not alone, that there are others in very similar positions trying to work their way through the fog of Autism.

Thank you to everyone who has donated funds to the Forum, these can take the form of a bequest in a will; donations of prizes; sponsored runs – thank you Chloe for initiating your sponsorship run and raising the grand sum of £452.74 plus £10 showing on the list above; thank you all who have raised funds for events; funds into our donation bucket and valuable support at events where our stand has been on display.

Debbie also thanked Tom for his financial support in keeping the books in order; Lin for obtaining grants to fund events which she also arranges; Claire and Annie for the coffee mornings and all they do behind the scenes – Claire covering the Safety Officer and process of Trustees/Volunteers which needs to be carried out to ensure the safety of all; Annie is concentrating on Supported Living Information and Supported Employment Information and is filling in on Advisory Information for Post 18 year olds; A J for her charity events and involvement with Braunton Wheels and Braunton Rec; Helen is keeping pace with membership applications and is processing the applications and following up any queries and to make sure the Pathway members are updated regularly. We ask that all members remember to update their information and advise if they move out of area. Gabby was thanked for all her Charity Commission work and legal updates and for keeping the minutes of the Trustees' meeting – once she has overseen the adoption of the policies (which are available should anyone wish to see them) and will be greatly missed when she steps down after this has taken place. Thank you to for the hard work by Denver in IT for initiating Eventbrite which will make future events flow smoothly. Finally thank you to Debbie for keeping us all in order and answering many difficult emails. Thank you too to anyone else who had helped in any way during the year, we need to continue working together.

Thank you to all the Trustees past and present, without a unified group working together there will be a shortage of support and no moving forward, and our group will no longer exist.

Thank you for attending the AGM,

From	Debbie – Chair
	Tom – Treasurer
	Lin – Events and Funding
	Clare – Coffee Mornings
	Helen - Membership
	Julia – PDA
	Penny – Resources & Library

North Devon Forum for Autistic Spectrum Conditions and ADHD
Registered Charity no. 1172597

Treasurer's Statement for Annual General Meeting
Saturday 25th November 2023

INCOME

Amazon Cash Back	£277.01
Cash from Activities	£843.15
Cash from Collection Boxes	£285.17
Contributions towards activities including money from Craft Group and Library	£394.69
Donation: Chloe's Fundraising	£10.00
Donation: Lisa	£5.00
Donation via Paypal:	£9.41
Donations via Facebook/Flow	£260.28
Income from Eventbrite	£1374.25
Grant: Barnstaple Council ATF	£1,620.67
Grant: Bideford Town Council	£1,000.00
Grant: Don't Just Bin It	£869.75
Grant:DYS Space	£1,372.00
Legacy from Anne Mary Taylor	£1000.00
Party Draw	£16.50
Paypal Giving - (Chloe's fundraiser)	£452.74
Raffle (500154)	£77.00

EXPENDITURE

Activities	-£7,905.74
Cheques 641, 642	-£150.00
Cargo Self Storage	-£1120.08
Cheque 640 (John Cox Auditor)	-£75.00
DBS Check	-£49.50
Insurance renewal	-£866.00
IT (Lineal, Microsoft, etc.)	-£909.73
LIBIB Membership	-£50.40
NON-GBD Trans Fee	-£4.39
North Devon Show	-£332.00
Office/Admin/Supplies	-£63.00
Room Hire & Roundswell	-£253.00
Trustees Expenses	-£413.89
TTVS	-£10.00
Webflow.Com	-£159.89

SUMMARY

01.11.2022	Bank Balance	£16,902.54
2022-2023	Total Income	£9,867.62
	Total Expenditure	£12,362.62
31.10.2023	Balance per Bank Statement	£14.407.54

Tom Bayliss, Treasurer