



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	August	2021		31	July	2022

Section A Reference and administration details

Charity name

The Ark Baby & Toddler Group

Other names charity is known by

The Ark

Registered charity number (if any)

1178356

Charity's principal address

Aldreth Village Centre

High Street

Aldreth

Postcode

CB6 3PQ

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	David Greene	Chair		
2	Susan Greene	Group Leader		
3	Lindsay Frost	Treasurer		
4	Victoria Leeks		09/06/2022 – 31/07/2022	
5	Margaret Duffield	Craft Co-ordinator		
6	Maureen Hague		01/08/2021 – 19/04/2022	
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19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted on 06/12/2017
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed for a period of three years at the Annual General Meeting held in April by the existing trustees.

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.

- Trustees are appointed for a term of three years. The initial appointments have been given staggered terms so that not all trustees come up for re-election in the same year.
- There is a child protection policy in place. All Trustees & other volunteers helping run the group(s) have been DBS checked and are given copies of current policies.
- At induction all volunteers are given a safety briefing and description of their role and are required to sign that they have understood it and will comply with the charities safety policy.
- All trustees and volunteer helpers give their time voluntary and receive no remuneration or other benefits.

Section C Objectives and activities

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

The objects of the CIO are to promote development, education and socialisation of children aged 0 to 3 and to provide support to their parents or carers by:

- providing a regular group, or groups, where they can meet in the community and build relationships with others
- ensuring that such groups offer equal opportunities to all families with appropriate aged children, regardless of race, culture, religion or means

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)

<ul style="list-style-type: none"> • providing activities for 0 to 3 year olds that stimulate, challenge and develop them both cognitively and physically • providing information and raising awareness on matters relating to health and general wellbeing of 0 to 3 year olds by the provision of suitable books, signposting other organisations and training. • introducing the Christian Faith and its values in an age appropriate way through storytelling, songs and craft activities.
<p>The trustees have kept in mind the Charity Commission’s guidance on public benefit when planning events and activities for the year.</p> <p>The Ark now run two groups each week in term time; on Mondays we have a group for Under Ones only and we are continuing with our Wednesday group for under 4s. In addition, we run a bi-monthly Saturday morning group for dads with under 4s.</p> <p>The main aim of these groups is to provide a safe and welcoming environment where the children can explore and discover new life skills, physical skills or educational skills in a fun and safe manner and their carers can relax, share concerns and experiences with each other or voice questions and be directed to agencies that will offer them further support.</p> <p>The Ark is a Christian based group, run mostly by Christians who attend various churches in the area.</p> <p>Our Wednesday group is offering families and carers of children aged three and under (plus siblings) a structured session based round themes including, crafts, sensory play, small world, construction, role play, exploration, snacks and music session. For the parents we provide a place to be able to meet with other parents and carers.</p> <p>Numbers wanting to attend the Wednesday group have increased exponentially in the last year and we have had to introduce a booking system to manage the spaces for the 28 families that we can safely accommodate in our building.</p> <p>The Monday group for Under Ones is a quieter session with opportunities to relax, chat and share experiences with other parents while their children explore various sensory and active play opportunities.</p> <p>Parents/Carers are encouraged to interact with their children in all the different activities and can therefore share activities that they may not wish to do or be able to do, at home. This is an important part of building child – parent relationships.</p> <p>As a Christian group we build some of the sessions around Biblical themes introducing values such as ‘Caring for others’, ‘Forgiveness’ and Sharing.</p>

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.

This work is only possible because of the huge commitment of our member volunteers and Trustees. We are extremely grateful for the many hours volunteers have spent setting up, moving boxes of toys, serving food and drink, sweeping floors and being available to chat, support and encourage all our families, not to mention the many hours of work that go into preparation and planning each term. None of this would be possible without them.

We are very grateful, too, for the massive ongoing support we have received in running this group. We have continued to receive donations of money from supporters, both regular and one-off, for which we are very grateful.

We have also had many donations of toys, clothes & equipment that we have been able to distribute to families in need during this year; thank you to all of you for your support.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Highlights and Developments of 2021

- We presented 26 Moving On books to the children who were leaving us and moving up.
- We continued through the summer holidays with the Under Ones group meeting each week, as we felt this group needed the continued support and we held two Wednesday sessions to which we allowed older siblings to attend as well.
- We started our regular meetings again in September 2021 but with a limit of 25 families per session (later increased to 28) and a booking system but we re-introduced a seated snack time for the children.
- In September we re-started the Who Let the Dads Out groups bi-monthly on a Saturday.
- On the 22nd Sept. we joined in with the MacMillan Cancer Support's 'World's Biggest Coffee Morning'. With a cake stall, Bring and Buy stall and donations, we raised £165 for MacMillan
- We have been able to purchase a new shed for the storage of the large outside toys and equipment.
- At Christmas we gave out story books to the older children and mini maracas to the under ones at our Nativity Play session.

Highlights and Developments of 2022

- To celebrate Valentine's Day, we gave the mums chocolate hearts and the children sweets.
- In March we celebrated Mother's Day and gave the mothers all a bunch of daffodils.
- At Easter the children enjoyed an Easter Egg Hunt and we gave all the families a book on the Easter story.
- On May 4th we had a Pyjama Day to raise funds for the Addenbrooke's Charitable Trust to build a new children's hospital. We raised £85.
- On May 25th we had our outing to Church Farm and 101 of us enjoyed a great day out together. It was so lovely to be able to do this again after three years of being prevented by COVID restrictions!
- We introduced some craft activities for the parents at the Under Ones, such as making hand print cards, sensory bottles and ribbon rings.

Community Involvement

As well as the fund raising already mentioned for other charities, our families gathered donations of items to send off to help refugees from the Ukraine war. We were also able to raise money for the purchase of a new bunk bed to help a local Ukrainian family taking in their relatives escaping from the conflict. In December Waitrose gave us £250 under their Give a Little Love scheme and we used it to make five gifts of £50 to families in need of a little extra help.

We do try to support our families in various ways as and when needed and we have been able to meet some families with particular needs through our affiliation to a Christian charity Acts 435. We are building a strong community in the group, where friendships are made and nurtured and children feel relaxed and secure.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our Reserves Policy requires us to hold sufficient cash reserves in the current account to ensure that our core activities could continue during any period of unforeseen difficulty or period of lower income and that we would be able to meet any unexpected costs that may arise. To this end we aim to keep one month's typical expenditure available.

Details of any funds materially in deficit

We have cleared the interest free loan for the General Fund and have not needed any further loans.

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.

Our current bank account balance is £2309, of which £112 is reserved for offsetting the cost of running the Who Lets the Dads Out? group. All of the remainder is unrestricted funds.

Our principal source of funding is from the small attendance charge we make for the group and donations from supporters. All of the money raised goes towards running costs, new equipment and engaging with our families. We have no paid staff.

Section F

Other optional information

Future Plans


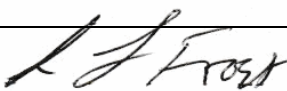
We hope in the coming year to be able to develop what we offer families at both the Wednesday Group and the Under Ones sessions.

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)	David Greene	Lindsay Frost
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	04/05/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name The Ark Baby and Toddler Group	No (if any) 1178356
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Receipts and payments accounts

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For the period from	Period start date 01/08/2021	To	Period end date 31/07/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Admission fees	3,135	-	-	3,135	1,502
Donations	1,344	-	-	1,344	3,964
Fundraising	341	-	-	341	59
Gift Aid	298	-	-	298	656
Other Incomes	1,147	-	-	1,147	389
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	6,265	-	-	6,265	6,570
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,265	-	-	6,265	6,570
A3 Payments					
Equipment & Craft Materials	2,472	-	-	2,472	1,290
Fundrasing for other Charities	1,236	-	-	1,236	389
Hire of hall	1,970	-	-	1,970	885
Insurance & PAT	218	-	-	218	90
Outings & Snack	1,298	-	-	1,298	444
Miscellaneous expenses	576	-	-	576	608
Stationery & Printing	61	-	-	61	49
Debt Clearance	-	-	-	-	-
Governance	-	-	-	-	-
Sub total	7,831	-	-	7,831	3,755
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,831	-	-	7,831	3,755
Net of receipts/(payments)	- 1,566	-	-	- 1,566	2,815
A5 Transfers between funds	83	83	-	-	43
A6 Cash funds last year end	3,705	195	-	3,900	847
Cash funds this year end	2,222	112	-	2,334	3,705

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 £
B1 Cash funds	Current Account	2,197	-	-
	Cash	25	-	-
	PayPal Account - Restricted Fund		112	-
	Total cash funds	2,222	112	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

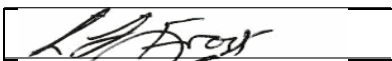

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Lindsay Frost	04/05/2023
	David Greene	04/05/2023