



# Isle Access

Charitable Incorporated Organisation  
Charity Number 1178395

## Annual Report and Financial Statements

For the Period  
May 2023 to April 2024





## **Annual Accounts for the period ended 30th April 2024**

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**Isle Access****Administrative & Legal Information for the period Ended 30th April 2024**

Charity Name: Isle Access

Charity Registration Number: 1178395

Registered Address: The Rustlings  
East Hill Road  
Ryde  
Isle of Wight  
PO33 1LU

Trustees:	Moirá Sugden	May 2019 - Ongoing Chair
	Jonathon Gienza-Pipe	April 2018 - Ongoing Secretary
	Steve Gibbs	Aug 2020 – Ongoing Treasurer
	Tony Steyger	April 2022 – October 2023
	Sue Cox	May 2022 – Ongoing
	Graham Steele	September 2023 - Ongoing

Chief Executive Office: Jan Brookes 15/5/18 – Ongoing

Independent Examiner: Donna-Leigh Penberthy MICB  
My Bookkeepers Online  
16 Chatfield Lodge  
Isle of Wight  
PO30 1XR

Independent Bookkeeper: Janette Brookes  
22 Greenway  
Ryde  
Isle of Wight  
PO33 3SD

Bank:	Santander Bank	CAF Bank
	Bridle Road	25 Kings Hill Avenue
	Bootle	West Malling
	L30 4GB	Kent
		ME19 4JQ



## **ISLE ACCESS – CHAMPIONING ACCESS FOR ALL**

The Trustees present their report and the financial statements of the charity for the period 1<sup>st</sup> May 2023 to 30<sup>th</sup> April 2024

### **Objectives and Activities**

1. Equality and Diversity: To relieve disability by providing specialist advice, equipment or access for disabled people, families and carers living in or visiting the Isle of Wight.
2. Carers: To preserve and protect the health of those caring for people with physical, mental, sensory or cognitive impairment within the family or home on the Isle of Wight.
3. Employment: To provide employment, supported work experience and volunteering opportunities for those residents on the Isle of Wight who are excluded from or have difficulty accessing those opportunities by reason of their disability, age or infirmity.
4. Recreation: To promote and provide specialist recreational and exercise facilities for the benefit of the inhabitants of or those visiting the Isle of Wight who have need of such facilities by virtue of their age, disability or infirmity in the interests of social welfare and wellbeing and with the object of improving their conditions of life and those of their families and carers.
5. Work with local businesses, organisations, and tourist venues to help, advise, lobby and encourage to be more accessible to IW residents and visitors and, to embrace and develop the cause of accessibility for all.

The trustees have applied to the Charity Commission to rewrite these Objectives into clearer language.

### **Structure, governance and management**

The charity was established as a Charitable Incorporated Organisation (CIO) on 15<sup>th</sup> May 2018. It is governed by the trustees in accordance with the Constitution. The values behind the Constitution are to be inclusive, collaborative and transparent.

#### **Recruitment and appointment of new trustees**

Trustees are appointed in accordance with the Constitution. Skills are drawn from a mix of personal and professional backgrounds including marketing, public relations, education, health services, mental health and disability. All the trustees are Isle of Wight based and all have been DBS checked.

#### **Organisational structure**

The charity trustees meet at a minimum of four times per year, with trustees on sub-committees meeting a further four times a year. The Chairman, Vice Chairman, Secretary and Treasurer are elected from their number.

#### **Induction and training of new trustees**

All new trustees receive a copy of the Constitution and undertake a DBS check. Charity Commission publications for trustees are made available as appropriate.

#### **Public benefit statement**

In setting the charity's objectives and in establishing the charity and running its activities, trustees have considered the Charity Commission's general guidance on public benefit.

#### **Risk**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operation and finances of the charity, and are satisfied that policies and systems are in place to mitigate any exposure to the major risks associated with seeking and obtaining funds. Budgets are set annually and monitored by the trustees.



## **Isle Access Annual Report 2023-2024** **Chair's Report**



Championing Access for All

### **Isle Access Annual Report 2023-2024** **Chair's Report**

Having been involved with the charity of Isle Access for many years in various capacities and now Chair, it gives me pleasure to write the introduction to this year's Financial Report.

There has been progress made on various of the projects that Isle Access runs this year. There have also been new projects introduced. Led by Jan Brookes CEO the charity has raised awareness around the need for greater accessibility in all areas of life for those both living on and visiting the Island. There has been an increase in importance of the influence of transport and links between the Island and the mainland. These various links are hoped to bring in more interest in and resources to the charity

Adapted cycling with the updated name of Isle Riders which occurs in both indoor and outdoor facilities throughout the year, remains an important aspect of the services available through Isle Access.

Access Audits remain in demand with a variety of business and councils on the island.

Training has been undertaken in collaboration with Toucan Diversity CIC in Portsmouth for understanding the practical aspects of accessibility. More sessions are planned.

An accessible beach has been planned for set up during the summer, working with Ryde Council to include boardwalks, accessible beach and sea chairs and a Changing places toilet. This accessible beach will be a first for the Isle of Wight.

Using a grant from the Isle of Wight Council a film was produced about young people's mental health working with 6 young people with learning differences, which has been well received by those involved and those who viewed the film.

A Warm Space accessible to all has been set up for weekly meetings and activities with a donation from Morrisons. This has been well received.

The charity continues to be based at the Island Riding Centre, a more central, larger accommodation is being considered for accessibility.

Many fundraising activities are being undertaken to assist in the development of the organisation.

All the above takes work and dedication mainly from the CEO, volunteers and also Trustees. The vision of Isle Access to promote inclusivity is ever important with the addition of cost of living crisis and competing demands. There is also a commitment to have more input from service users into strategy decisions as a cornerstone of the charity's mission.

Moira Sugden  
1.6.24

## CEO Report 2023-24

We have made progress on various projects this year, and have introduced new ones:

### 1. Cycling (Isle Riders)

Our monthly cycling events continue using an outdoor space in the summer, and an indoor sports centre during the winter. Having the indoor facility allows us to continue to provide this much needed activity. Many other activities for people with more complex disabilities cease during the winter months. Our event is one of the few still available.

We have continued to support the Pathways Department at the local college by taking the bikes to them. Efforts are being made to find more outdoor accessible and safe cycling venues.



### 2. Access Audits

There is still a demand for access audits and we continue to support businesses with this service.

### 3. Training

Teaming up with a CIC in Portsmouth, Toucan Diversity, we have been able to offer 2 training courses for businesses to improve their understanding of accessibility and inclusion. Plans are in place to offer more training opportunities.



#### 4. Accessible Beach

Isle Access is part of a working party to make Ryde beach accessible. This will include boardwalks, beach and aqua wheelchairs, and a Changing Places toilet. It will be the first accessible beach on the Isle of Wight and is due to be in use from June 2024

#### 5. Film

Isle of Wight Council provided us with a grant of £5,000 to produce a film about young people's mental health. The film was made over 4 days and involved 6 young people; all had a learning difference. They chose to explore the subject of loneliness from their perspective, and it was quite a thought-provoking film. All the participants were grateful for the experience. The film can be viewed here [Our Stories FINAL2 – YouTube](#)



#### 6. Warm Space

Thanks to a generous donation from Morrisons we have been able to operate an accessible and inclusive warm space in the centre of Newport. We have people of all ages attending who have a disability, long term health condition or poor mental wellbeing. Some attendees are lonely or living in poverty. Free refreshments, a chat or an activity are on offer.





## 7. **Volunteers and Trustees**

All our work has been made possible with the continued work of our volunteers and trustees. We are very grateful for their support.

Signed Jan Brookes

Date 01/06/2024



**Independent examiner's report to the trustees of Isle Access Charity 1178395**

I report to the trustees on my examination of the accounts of Isle Access (the Charity) for the period ending 30<sup>th</sup> April 2024.

**Responsibilities and basis of report**

As the Charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charities trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

I report in respect of my examination of the Charities 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. (See doc IEOC T1)

**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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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:

D L Penberthy MICB

16 Chatfield Lodge

Newport

Isle of Wight

PO30 1XR

23/09/2024

## Independent examination of Charity Accounts by D L Penberthy

Isle Access Charity Number 1178395

### **Direction 1:**

Check whether the charity is eligible to have an independent examination.

The Charity is eligible for an independent examination of their accounts and do not require a full audit. The gross income is below the current threshold of £250,000 and is not an incorporated company. The governing document does not stipulate that the charity must complete an annual audit.

### **Direction 2:**

Check for any conflict of interest that prevents the examiner from carrying out their independent examination.

The Examiner Donna-Leigh Penberthy has no close personal relationships with the trustees that compromise independence. They have no day-to-day involvement in the administration of the charity.

### **Direction 3:**

Recording the independent examination.

All documentation regarding the appointment, review and conclusion of the examination are available for inspecting. A copy of the approved accounts and trustees report is also available. Document IECO T1 documents the process and valuation of the independent examination, supporting documents such as annual accounts, trustee and CEO reports, charity governance was used during the examination.

### **Direction 4:**

Planning the independent examination.

Preparation and planning of the examination has been conducted by reviewing previous independent reports, financial status, and annual trustee reports.

The receipts and payments accounting method was available with the detailed trial balance, nominal data reporting and balance sheet.

The Charity Commission's details held and filed have also been used whilst planning the examination.

### **Direction 5:**

Check that accounting records are kept to the required standard.

Accounting records are kept in a digital format on accounting software, the CEO has knowledge on the system and is supported by the treasurer on interpreting the data. The trustees have carried out a review of the annual accounts and the trustees will need to carry out and review the annual accounts documented their findings in the annual trustee's report

**Direction 6:**

Check that the accounts are consistent with the accounting records.

A thorough check of the following financial statements and records have been completed.

Check General ledger to:

- Purchase invoices paid – no discrepancies found
- Income received – no discrepancies found
- Payroll declarations – no discrepancies found
- Creditors and debtors – no discrepancies found
- Journals to accounting programme – no discrepancies found
- Bank statements – no discrepancies found
- Fund type recorded accurately – no major discrepancies found, ensure all records are recorded with a fund type (restricted / un-restricted)

Check Trial balance to:

- Bank statements – balance totals agree
- Liabilities – no outstanding liabilities
- Assets – No assets were recorded this year; the straight-line depreciation method was used for all assets of the Charity dated 30/04/2024

Restricted and unrestricted funds are recorded and used in accordance with the charities governing document.

**Direction 7:**

Accruals basis

Not applicable to cash and payments.

**Direction 8:**

Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of funds held and in the preparation of the accounts.

The accounts are a factual report of cash transactions in the reporting period, reasonable judgment has been made for restricted and unrestricted funds. Separate charity funds have been correctly accounted for.

**Direction 9:**

Consider the financial circumstances of the Charity at the end of the reporting period.

There are minimal liabilities coming due for the period ending 30 04 2024. These have been cleared in the early part of 2024/2025 accounts.

**Direction 10:**

Check the form and content of the accounts.

The charity can lawfully prepare the accounts on the cash & payments basis, this should be identified in the governing document.



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IEOC T1

**Direction 11**

Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence.

During the course of the examination, no items were found in need of further explanation, there are no significant changes from the previous reporting period which requires further investigation. Grant income reduced significantly therefore spending reduced to reflect this. No major assets were purchased by the charity in the period 2023/2024

Advised a separate grant and restricted documentation held for future accounting reporting.

**Direction 12:**

Compare the trustees report with the annual accounts

Report to be issued.

Direction 13:

Independent examination report.

Please see accompanying document IEOC T2



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Isle Access

1178395

### Receipts and payments accounts

CC16a

For the period  
from

01/05/2023

To

30/04/2024

### 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>					
Fundraising and donations	5,768	13,738	-	19,506	3,141
Grants	-	5,700	-	5,700	5,000
Standard Earned Income	2,539	4,077	-	6,616	22,125
Investment Income	52	-	-	52	12
Sponsorship	-	3,450	-	3,450	3,865
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,358</b>	<b>26,965</b>	<b>-</b>	<b>35,323</b>	<b>34,143</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>8,358</b>	<b>26,965</b>	<b>-</b>	<b>35,323</b>	<b>34,143</b>
<b>A3 Payments</b>					
Charitable Activities	-	-	-	-	-
Project expenditure - Direct Costs	1,576	9,596	-	11,172	7,200
Fundraising event costs	1,067	1,695	-	2,762	280
Grant expenditure	2,481	12,181	-	14,662	14,045
General	1,836	2,354	-	4,190	21,488
Governance	1,466	161	-	1,627	1,483
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>8,426</b>	<b>25,987</b>	<b>-</b>	<b>34,413</b>	<b>44,496</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Cycles	-	-	-	-	400
Office Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400</b>
<b>Total payments</b>	<b>8,426</b>	<b>25,987</b>	<b>-</b>	<b>34,413</b>	<b>44,896</b>
<b>Net of receipts/(payments)</b>	<b>- 68</b>	<b>978</b>	<b>-</b>	<b>910</b>	<b>- 10,753</b>
<b>A5 Transfers between funds</b>	<b>609</b>	<b>609</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,591</b>	<b>7,364</b>	<b>-</b>	<b>8,955</b>	<b>19,708</b>
<b>Cash funds this year end</b>	<b>2,132</b>	<b>7,733</b>	<b>-</b>	<b>9,865</b>	<b>8,955</b>

M. Piro Sugden  
23/09/2024  
15-11-24

**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>	Santander Current ac	2,053		-
	Santander Savings & CAF ac		7,733	-
	petty cash & Paypal	79		-
	<b>Total cash funds</b>	<b>2,132</b>	<b>7,733</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Donation / Sponsorship	-	-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
<b>B4 Assets retained for the charity's own use</b>				
	Cycle Assets	Restricted	21,277	19,273
	Container	Restricted	2,299	2,299
	IT Equipment	Unrestricted	2,150	1,967
	Van	Restricted	14,000	12,810
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
	PAYE / Net Wages	unrestricted	250	22 June 2024
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Maria Snopce 15.11.24



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