

**Trustees**

**Annual**

**Report**

**2024**

**ALDAG**

Always Learning Developing And Growing



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*The Trustees confirm that they have complied with their duty to have regard to the public benefit guidance issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant.*

# Reference and Administration

**Charity Commission number:** 1182187

**Charity's registered office:** Greendene, Glebe Road, Ashted, Surrey KT21 2NT

Trustee name	Office	Dates	Election due	Structure and Governance	
<b>Pamela Walden</b>	Chair	Elected, June 2023	June 2026	Governing document	Constitution
<b>Tony Leach</b>	Vice Chair	Elected, June 2023	June 2026	How the charity is constituted	Charitable Incorporated Organisation (CIO)
<b>John Ashurst</b>	Treasurer	Elected, April 2024	April 2027	Trustee selection methods	Elected by members in line with constitution
<b>Liz Newhouse</b>	Secretary	Elected, June 2023	June 2026		
<b>Hazel Gibson</b>		Elected, June 2023	June 2026	Bankers	Lloyds Bank plc VICTORIA (309897)
<b>Jennie Blackburn</b>		Elected, June 2023	June 2026	Independent Examiners	HM Day BSc (Hons) FCA DChA ICAEW Tudor John Limited, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 IHQ



**Advancing the  
social inclusion  
of people with  
learning  
disabilities.**



**To expect the same  
life experiences and  
chances as any  
other young person.**



**Work experience**

- Gardening
- Retail
- Hospitality



**Nurturing  
independence,  
social  
opportunities  
and the right  
to work.**



**Supporting adults  
with learning  
disabilities to lead  
fulfilling lives  
within their local  
community.**



# Advancing the social inclusion of people with learning disabilities

## Outcome: social inclusion opportunities

### Social events

- Club meetings
- Celebrations
- Small teams



### Small groups

- Meals together
- Panto
- Pub nights



## Outcome: social inclusion in the workplace

### 37 work experience placements

- 13 retail placements
- 18 hospitality placements
- 6 gardening placements



### 2 apprenticeships

- 1 in retail
- 1 in hospitality



### 3 different work experience provisions

- Re-Use It shop
- Cups & Co coffee shop
- Gardening services







HM Government

Celebrating achievement is at the heart of what we do - a growth in self confidence and social communication or maybe a more formal achievement whether ALDAG related or at home.

All our provisions continue to attract new members, often through word of mouth. We have not been able to actively recruit this year as we are oversubscribed in most provisions.

Being an ordinary part of the local community is our vision and 2024 has seen the consolidation of our coffee shop Cups & Co, now in its second year and fast becoming part of Dorking's community along with Re-Use It. A year to celebrate success!



00696508



Institute for Apprenticeships  
& Technical Education

CERTIFICATE OF ACHIEVEMENT AND RECOGNITION

*This is to certify that*  
**Alexander Kemp**

*has passed their apprenticeship*  
**HOSPITALITY TEAM MEMBER  
(FOOD & BEVERAGE SERVICE):  
LEVEL 2**

*Achieved grade*  
**DISTINCTION**

*Awarded on*  
**04 NOVEMBER 2024**



Baroness Ruby McGregor-Smith CB  
CHAIR, THE INSTITU  
FOR APPRENTICESH  
AND TECHN  
EDUCA







‘Love this shop! Packed with goodies and very friendly, welcoming staff. Can always find a little gem in there.’

## Re-Use It 62a West Street Dorking



Over the past year 13 trainees have worked in the shop including our apprentice who finishes at the end of the year. Our trainees have a wide range of abilities including those who are working to gain experience and work skills before applying for paid jobs and others for whom their placement progression initially focuses on a social communication pathway.

‘Interesting mix of things for sale, some nice vintage items, good quality clothes, books etc. I always manage to find something a bit different. Friendly staff, and they allow dogs which is great for me!’



# Re-Use It

Our "Achievement" window display at the Re-Use It shop coincided with the start of the Olympic Games, the last week in July and beginning of August. We flagged up the wonderful things our young people have achieved, with a display of photographs and certificates including food hygiene, health & safety, swimming, dancing, sponsored walks and exam results. Medals and awards won (from paralympic medals to awards for the best onions in the local flower and produce show). All along with photographs of our young people in television shows plus art works, mugs, bird houses, jewellery.





## Target: using initiative

### Manager's comments

J has a very good attitude to work. She is very conscientious in her approach and always makes the most of every moment. She takes pride in the appearance of the shop, making sure everything is in the right place.

## Target: using the Point of Sale

### Manager's comments

J has grown in confidence since the old till died. She responds to the newer, more familiar technology with ease and has dealt with customers completely independently and accurately. She always respectfully looks away when the customer uses their pin number. She still looks for confirmation in selecting the less familiar categories on the iPad, and often when selecting the right amount of change.

### J's comments

I like to look around if the books are nice and neat, and the DVDs are ok. I like the hangers to face the right way. If they are the wrong way they don't look good. I like to check that the donations don't have a big hole in them. Then they go in the bin. If they are good then I hang them, check the sizes and if they need steaming and hang them out.

### J's comments

I enjoy the using the iPad and it's easier to use than the till we had last time. I am now confident to use the till and use the iPad on my own, because when the manager is doing something I don't want to disturb her.

I don't watch when the customer is putting in the pin number and then I'll tell them to take the card out of the machine when they've finished.

It's difficult to give the right change so I need some help with that. Some people give you £20 and you have to give them lots of change. But if it's just £3 then I can do that.



**Target: Use own initiative to have impact on sales and customer experience**

### **Manager's comments**

J is good at questioning why things are as they are, and he is naturally reflective to offer good ideas & suggestions.

Areas to work on for this target:

- Visual example - menswear display, tie rack
- Practice USPs (unique selling points) - getting familiar with stock for conversations with customers e.g. in certain area of shop like Film/Music or new stock that comes in
- Using knowledge of regular customers' interests to work with USP's before point of sale

J has a lovely approach with customers, asking very politely if they'd like a bag, receipt, if they are paying by cash or card. J can handle busy customer sales really well, staying calm and steady, and asking appropriate questions when needed. The till is accurate with sales at the end of the day even after a busy one.

### **Trainee comments**

I think I'm good at it but see others who I think are better, so it's a scenario I'd like to develop in. I understand 'initiative' as being helpful, communicating with the customers.

# Gardening, Leatherhead Allotments

Spring '24

- In the beginning of the year, we tidied up the allotment. We laid paths with new woodchip and were donated pallets for a new bed. The group demolished the old dilapidated compost bins and Mike our volunteer made us some really smart new ones. We planned what we would like to harvest in the summer and planted lots of seeds - the new greenhouse was a real asset and has meant that we can expand our range of produce.

Summer '24

- We have sold our produce locally - Ashted Village day was a very successful outlet and our Re-Use It shop in Dorking continues to be a regular outlet. This year we have grown tomatoes, lettuce, green beans, turnips, beetroot, onions, potatoes, butter beans, courgettes, pumpkins, cucumber, rhubarb, spring onions, squash, raspberries, cauliflower, broccoli, brussel sprouts, chard, curly kale and herbs. We planted up small flowerpots and they proved a success in the shop.

Autumn '24

- Rhubarb has been popular with customers and also the most productive plant this year, this has encouraged us to grow other fruit. We have planted raspberries, blue berries and 3 fruit trees - we chose apple, plum and pear trees. We finished our autumn season with our usual barbeque which everyone thoroughly enjoyed.

Winter '24

- We spent the Autumn and winter months weeding and sorting out the paths, shed and greenhouse, ready for next year. Mike has been doing woodwork with some members of the group and they have repaired the beds as well as laying out new ones. We had a bonfire in December along with toasted marshmallows and were joined by some of our friends from other plots at the allotment.









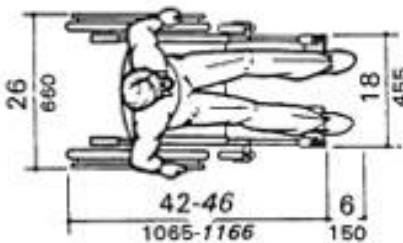
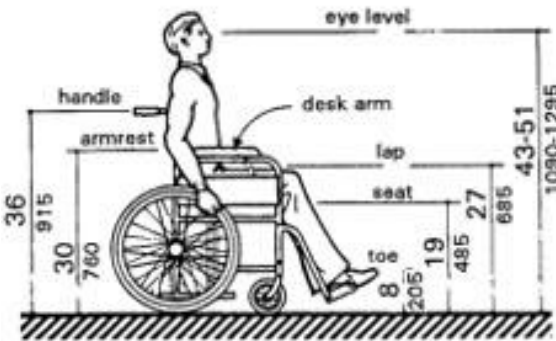
In the afternoons we go to customers houses to work in their gardens. We have 4 regular customers. The group enjoy going out to meet them and tend their gardens. The jobs are very different from those that they do in the allotment.





## Gardening and the local community: next steps

We have joined together with members and other charities at the allotments to raise funds for a large polytunnel, where we and other members of the allotment community can work in the cold or bad weather. Raised beds and better pathways in this area will enable access for people with disabilities, wheelchair users, the elderly and children.



NOTE: Footrest may extend further for tall people

**Research:** A wheelchair-accessible raised garden bed is typically higher than traditional raised beds, with room to roll a wheelchair underneath to make reaching plants easier.

- Benefits of having a wheelchair-accessible raised garden bed include improved accessibility and mobility, increased independence, and access to fresh air, sunshine, and the natural environment. Long-handled and ergonomic gardening tools, watering cans with long spouts, and sturdy plant supports make gardening more accessible with less reach needed.

- Raised garden beds are part of an overall accessible garden space by ensuring level ground, installing ramps, creating wide structural pathways, choosing easy-to-grow and maintain plants, and adding shady places to take breaks.





# Cups & Co, 114 High Street, Dorking



**Aim (1)** Develop opportunities for both paid and voluntary employment for people with a learning disability by opening a coffee shop/café run by a team of young people with a learning disability supported by a paid manager

- Cups & Co has had 18 trainees during 2024, plus 1 intern from NESOT, 2 work experience students from special schools and 1 student from a special school on the Duke of Edinburgh scheme

**How?** Create an employment pathway for our coffee shop assistants, including both generic and catering specific skills.

- One trainee has left to start a placement at a bowling centre.
- One trainee has reduced her days in order to take up a paid job at Nando's.
- First apprentice finished his placement at end of the year and is developing his CV.
- Two trainees started paid shifts in Cups & Co.

**Aim (2)** Provide an inclusive workplace for people with a learning disability where our team can develop self-confidence, social communication and interactive social skills

- All trainees enjoy interacting with customers, it is sometimes necessary to set boundaries about appropriateness.
- Staff get together - a takeaway evening and Bingo at Cups, joined by trainees from Re-Use It.

**How?** Positive reinforcement, positive team relationships, respecting everyone's views, providing time for 1:1s, setting own achievable goals

- Using people's particular skills to form a working team is important; a good communicator on the till, a barista, a 'chef' and a washer upper, with alternation of roles.
- Setting long term goals can be challenging as they need to be realistic.

**Aim (3)** Be an integral part of the local business community as evidenced by a successful coffee shop demonstrating that a learning disability doesn't need to be a barrier to work.

- Cups & Co has been open for two years and is becoming more well known in Dorking and has a number of regular customers. Customers regularly comment on the lovely atmosphere and how clean it is! The spacing of the tables means that there is plenty of room for customers who use wheelchairs or pushchairs.

**How?** Coffee shop with a distinctive presence and a reputation for providing an excellent service to the community, part of Dorking Town Partnership – special events and promotion of coffee shop

- Number 5 on Trip Advisor for Dorking “Best cafe in Dorking, A nice relaxing coffee shop” “Lots of tasty cakes and coffee tasted amazing. Cakes have their corresponding allergens listed etc low gluten - spoiled for choice.”

### All trainees will:

- |   |                      |
|---|----------------------|
| • arrive on time and work for a full session                  | • Achieved           |
| • try all jobs within the coffee shop                         | • Achieved           |
| • achieve their targets                                       | • Achieved           |
| • follow direction  | • Achieved           |
| • develop customer skills (polite, welcoming and helpful)     | • Achieved           |
| • maintain Health and Safety requirements (clean areas, tidy) | • Achieved           |
| • work with others as part of a team                          | • Achieved           |
| • serve customers   | • Achieved           |
| • make up trays of food for customers                         | • Partially achieved |

### Most trainees will:

- |   |                      |
|---|----------------------|
| • travel independently to the coffee shop       | • 5 trainees         |
| • achieve a Food Hygiene course                 | • 5 trainees         |
| • identify their next steps                     | • Partially achieved |
| • use their initiative to identify tasks        | • Achieved           |
| • use the cash till and card reader confidently | • Achieved           |

### A few trainees will:

- |  |              |
|--|--------------|
| • work on a catering apprenticeship    | • 1 trainee  |
| • work on a supported internship       | • 2 trainees |
| • move onto a paid job in the locality | • 1 trainee  |

## Work skills



### What we have learnt

It takes a year before the young people have enough time to establish their strengths and at that point the manager can more accurately identify individual needs which would help point to possible paid work. Some of our trainees are worried about the thought of moving on. We have far more people applying than we have places. We need to be clear that at the end of the first year the placement will be reviewed and only trainees who want to work in hospitality going forward will be offered a second year.

### Next step

We have decided to put in an interim step between working at Cups & Co and a paid job in hospitality and we will be establishing some work experience placements with local businesses that we can support. Another step is paid shift work at Cups which will support CVs.



## Self- confidence, social communication and interactive social skills

### All trainees will develop:

- |                                      |                      |
|--------------------------------------|----------------------|
| • in self confidence                 | • Achieved           |
| • their self esteem                  | • Achieved           |
| • reduced anxiety that they may feel | • Partially achieved |
| • a sense of accomplishment          | • Achieved           |

### Most trainees will develop:

- |  |            |
|--|------------|
| • communication skills; facial expression, speech, body language | • Achieved |
|--|------------|

### A few trainees will:

- |   |                      |
|---|----------------------|
| • improved memory, concentration and problem-solving skills | • Partially achieved |
|---|----------------------|

### What we have learnt

Our young trainees rise to the expectations that we have for them. We assume that they can do everything and with very few exceptions the trainees are able to do the different tasks in the coffee shop. All trainees have developed their communication skills dealing with customers, for some this is a big step that will support them in whatever they decide to do next. Clear direction from the manager reduces anxiety that individuals may experience. Over time trainees are able to manage their own anxiety, e.g. initially walking away when presented with a queue of customers to methodically working through the orders. Some trainees find a full day when busy very tiring.

### Next step

Establish shorter shifts on the busiest days of the week.

### All trainees will:

- contribute towards a welcoming environment in the coffee shop
- provide a good customer service
- provide good role models
- participate in events promoting the coffee shop

### Most trainees will:

- provide excellent role models
- contribute to planning promotion events

### A few trainees will:

- talk to local businesses as part of developing awareness of the skills and abilities of people with a learning disability
- move onto paid jobs in the wider community

- Achieved
- Achieved
- Achieved
- Achieved
- Achieved
- Achieved

**An integral part of the local business community**

### Reviews

A great cafe with incredible drinks - the best smoothie I've had in ages. We enjoyed sitting in the calm atmosphere and the staff were very friendly.

A planned visit today. My husband had booked a table for lunch. It was quiet when we arrived but within about 15 minutes more people arrived. This didn't affect the service however which was prompt and efficient. The staff were lovely, the food was excellent, we each ordered a different panini and chips, the orders were accurate and delicious. Would definitely recommend this cafe.

Relaxed coffee- no feeling of being rushed! Lots of tasty cakes and coffee tasted amazing. Cakes have their corresponding allergens listed etc low gluten all out on the counter too - spoiled for choice Beautifully decorated interior and I love that this is a charity. 19

# Meet the teams





# Partnerships

The Sunnybank Trust provide social groups in Epsom which are accessible to our trainees, they will follow up concerns and support particular trainees that we work with together. They visited Cups & Co as an opportunity for the two trainees we have in common to explain about working in a coffee shop to their group.

Surrey Choices continue to place young people with us to provide work experience.

Our coffee shop provides work experience and Duke of Edinburgh placements for students from Surrey special schools.

The SEN Dept of a local F.E. college use both shops to provide internships.

Some of our young trainees attend Halow on their life skills courses and come to us for their work placements.



# Community engagement



## Re-Use It shop, 62a West Street

We exclusively sell pre-loved clothes that saves them from landfill and the CO2 that would be used in the manufacture of new clothes - massive amounts of energy, water and other resources are needed to make clothes. From the pesticides poured on cotton fields to the 1 of 3 washes in which denim is dunked, making 1kg of fabric generates 23kg of greenhouse gases on average.

We sell fruit, vegetables and plants all grown locally on our allotment reducing travel pollution and no nasty pesticides



## Cups & Co, 114 High Street

We use CUPkind cups for takeaways. These cups use a clever water-based aqueous barrier coating that's leak-proof and kind to our planet. It breaks down harmlessly with no specialist treatments required. That's what makes these cups recyclable as well as compostable! Many other disposable cups have a PE/PLA plastic lining to make them leak-proof, which makes them harder to recycle. Our cups can be recycled or composted, to aid home composting we advise tearing the cup into pieces and mixing into your compost heap!



# Supporting the community

## What role do coffee shops play in reducing loneliness and social isolation?

The pandemic highlighted the importance of social interaction.

“....isolation is not only a primary cause of loneliness, but it also impacts our physical as well as our mental health. According to this study, isolation and the resulting loneliness are associated with a greater risk of cardiovascular disease, dementia, stroke, depression, anxiety, and premature death.”



# Supporting the community



For me, going to coffee shops is a baseline. A beginning. A way to get out of the house at least once a day.

# Supporting the community

## Creating Social Spaces:

Coffee shops, by their nature, are public gathering places, offering a setting where people can easily interact with others, whether it's the barista, other customers, or through designated tables for conversation.



# Supporting the community

## **Third Spaces:**

Coffee shops, as "third spaces" (between home and work), offer a neutral ground for social interaction, allowing people to connect with others in a comfortable and accessible environment.

## **Sense of Community:**

The busy, yet relaxed atmosphere of a coffee shop can foster a sense of belonging and community, making people feel less isolated.

Why not just invite people to come to your home? Because meeting in a coffee shop is like stepping into neutral, everybody equal territory.



# Supporting the community

## Accessibility:

Coffee shops such as Cups & Co are often located in walkable areas, making them easily accessible for people to visit and socialise. Our coffee shop is central to the main High Street with a range of car parks and on direct bus routes to and from nearby villages.



The political scientist Robert Putnam talks about two kinds of social capital: bonding social capital and bridging social capital.

Bonding social capital is the connection we have with people who are just like us. Bridging social capital is connecting with people who are different from you.

Going to a coffee shop with family and friends generally builds bonding social capital. That's easy.

That bridging social capital thing is harder. Think of it as the next big giant step in working through isolation and in rebuilding community.

Our isolated lives have created some very tense and complicated social and political divisions in our society. That We vs Them thing is the biggest and scariest elephant in the room these days



# Conquerors, The Dell, Ashtead

We are very fortunate to have a team of volunteers who together ensure that everyone has a great time on club evenings.

Conquerors meets twice a month on the first and third evenings for everyone to have a chat and some fun with friends very often only seen on a club night. The guys talk over a game of pool or Jenga and our female members chat whilst enjoying some craftwork.

We have an attractive outside area that we can use for sports or other outside activities which we usually do as a group, this might be a BBQ (cheesy chips included) or just toasting marshmallows over a fire pit.

Our regular non cooking activity in the Dell Centre's kitchen is always popular and we aim to focus on healthy eating.

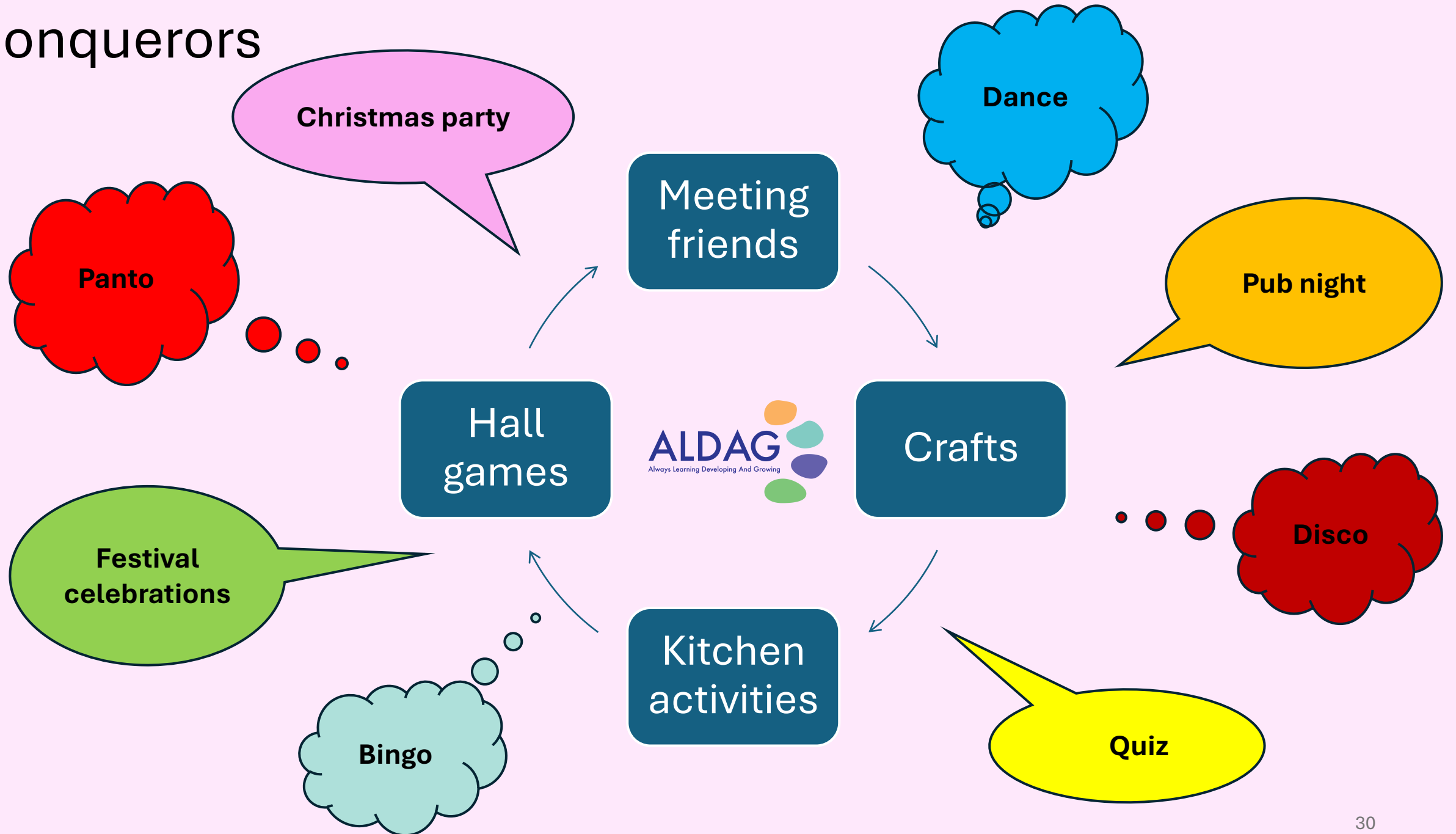
Making the most of celebrations is also a focus of our evenings ranging from Chinese New Year (wearing red and eating with chopsticks!) and Valentine's night at the beginning of the year, to Pizza & Beer evening and Christmas (including a panto) at the end of 2024.

Music is provided throughout our evenings by Alex who provides a great playlist. Dance sessions range from ballroom dancing demonstrated by Mandy and her dancing partner before we all join in – to Funky Moves focusing on pop music and routines.

Our quiz masters Nicola and Alastair provide an enjoyable and sometimes challenging quiz often based around Disney characters and films – prizes for the winners and all the runner ups.




# Conquerors











**Dick Whittington** LIVE BAND

Christopher Pym · Robert Squire · Danny Rogers · Kelly Wines · Claire Russell · John Conway

Wed 16 - Thurs 24 Dec 2015

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# What our trainees think....

It's challenging when it's busy. We have a lot of people coming in especially in the holidays.

I've learnt a lot about different coffees and how to make smoothies, milkshakes and sandwiches.

My favourite job is working in the kitchen making food. My favourites are making jacket potatoes + fillings, ham & cheese toasties and different soups.

I like working with my colleagues. Teamwork is important.

I like the shop, sorting new donations and getting them out for sale, I like doing that.

I really enjoy working here 'cos I get to learn skills that I wouldn't otherwise, like dressing a mannequin! It's fun to figure out how to do these requests for customers. I enjoy chatting with customers and getting to know more about them.

I read the recipe and remember what to do.

I have learnt money skills using the till. It has helped my maths, recognising the different coins to give change to customers.

I enjoy working on the till, it gives me experience I can use for other jobs.

# What our partners and parents think....

I also wanted to thank you for setting J up in the shop Reuse. I went to visit him the other day. He loves it and is flourishing in there! The staff are great with him and Meg has a wonderful relationship with J. Everyone has commented on how more confident he is and has an overall calmness about him.

She has learnt so much. We will be forever grateful that she has had this brilliant opportunity.

ALDAG has been amazing for K, his confidence is growing, he really enjoys helping in the coffee shop and charity shop, the staff are so supportive of him and I am so grateful he has been given the opportunity to volunteer!

Working in the Re-Use It shop and Cups & Co has given C the opportunity to learn many useful, practical skills and gain confidence using them in a workplace setting under careful, patient guidance and supervision. ALDAG is a fantastic charity, helping youngsters with learning disabilities that would otherwise struggle to find the equivalent suitable, in nurturing environments that may ultimately lead to paid employment.

Thank you for offering H work experience with you, she's really enjoying it. We wanted to check whether this is an ongoing opportunity for her to volunteer with you? We also wondered whether there might be a possibility of her doing another day with you in the future?

# What our volunteers think....

Volunteering with ALDAG brings me much pleasure because it encompasses two of my passions. I enjoy working alongside young adults with learning difficulties in a fun, supportive environment whilst also caring for the planet by recycling. The added bonus is our lovely customers, of whom many become regulars.

Volunteering enables me to see the members enjoying themselves and seeing their friendships blossom.

I thoroughly enjoy being a volunteer for ALDAG and getting to know the young people. It is so rewarding to see them develop their self confidence as well as their work skills and all in a real context.

It's a really worthwhile cause – local and small (not vast & corporate). Relies on donations – no bought in goods – the locals and visitors appreciate that.

I love volunteering at the charity shop – its rewarding and meaningful.

I have been a volunteer with ALDAG for almost five years. I support young people with learning difficulties. It's very rewarding to watch their progress as they grow more confident in being with other people in a working environment. Its fantastic when someone who would never give me eye contact actually looks straight at me and holds a conversation. My aim is to create a happy environment where the young people feel happy and confident when they come to work.





**Thank you to  
all our  
volunteers  
for a massive  
2,400 hours  
of support  
over 2024**



# Fundraising

Thank you



The Gatwick  
Foundation Fund



Soundbytes concert



John Ede Trust



Ashted Village Day



As you can see, the two intrepid “barrow men”, Joseph and Mark were ably supported by Louise. They were mightily successful, completing the course from John O’Groats to Land’s End, unaided. Despite the overnight rain, which made parts of the walk tricky, they pushed on, tackling 12 questions and many more puddles along the four-mile route. Joseph was so ecstatic that he was keen to do a second lap! Also, he was magnanimous. Although determined to push the wheelbarrow the four miles on his own, Joseph appreciated that sharing was a great thing to do and enabled Mark to contribute too. Congratulations to Dorking Rotary and Liz for organising a wonderful day for us and other local charities.

## Please join our Sponsored Walk

Sunday 28<sup>th</sup> April 2024, Holmwood Common

Postcode RH5 4JH Grid reference TQ 169 468

ALDAG is taking part in Rotawalk’24, which is being organised by Dorking Rotary Club. The walk is along a four mile all-weather hard-core path, through woodland and is suitable for buggies, wheelchairs etc. Groups may start any time between 10am and 2pm. Email [info@aldag.org.uk](mailto:info@aldag.org.uk) for further details and to let ALDAG know that you would like to take part.

To sponsor participants please go to ALDAG’s JustGiving page via the QR code below or by following this link <https://www.justgiving.com/crowdfunding/ALDAGwalk>.





# Fundraising

Thank you



And a special thank you to all the individual people who donate regularly or raise funds for us – and that includes some anonymous supporters too. ALDAG relies on donations and grants to keep funding all our activities – THANK YOU from everyone in ALDAG.



# Financial Review



This is the fifth full year of the Charitable Incorporated Organisation ALDAG (Always Learning Developing And Growing).

## **Statement of Risks and Safeguarding**

The Trustees regularly review their safeguarding policies and procedures to ensure that 'protecting people and safeguarding responsibilities is a governance priority...and all reasonable steps are taken to protect people who come into contact with the charity from harm' (Charity Commission October 2018). All volunteers and trustees are subject to a DBS check and a code of conduct is included in induction. All trustees report on the risks associated with their remit to the full Trustee Board.

## **Statement of Responsibilities**

Trustees of the Association are required to prepare Financial Statements for each financial period that provide a true and fair view of the state of affairs of ALDAG and of its incoming resources and the application of the resources for that period. In preparing these Financial Statements the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements

Trustees of the CIO are responsible for keeping proper accounting records which disclose at any time the financial position of ALDAG and to enable them to ensure that the Financial Statements are correctly prepared. They are also responsible for safeguarding the assets of ALDAG and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Reserves Policy**

Charity law requires any income received by a charity to be spent within a reasonable period of receipt. Trustees should be able to justify the holding of income as reserves. The trustees have decided that 12 months funding should be held in reserves to manage unforeseen financial difficulties, i.e. £66,000 to meet 2025's legal liabilities for one year.

### **Independent examiner's report to the trustees of ALDAG (Always, Learning, Developing And Growing)**

I report to the charity trustees on my examination of the accounts of ALDAG for the year ended 31 December 2024.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

Registered Charity No. 1182187



I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

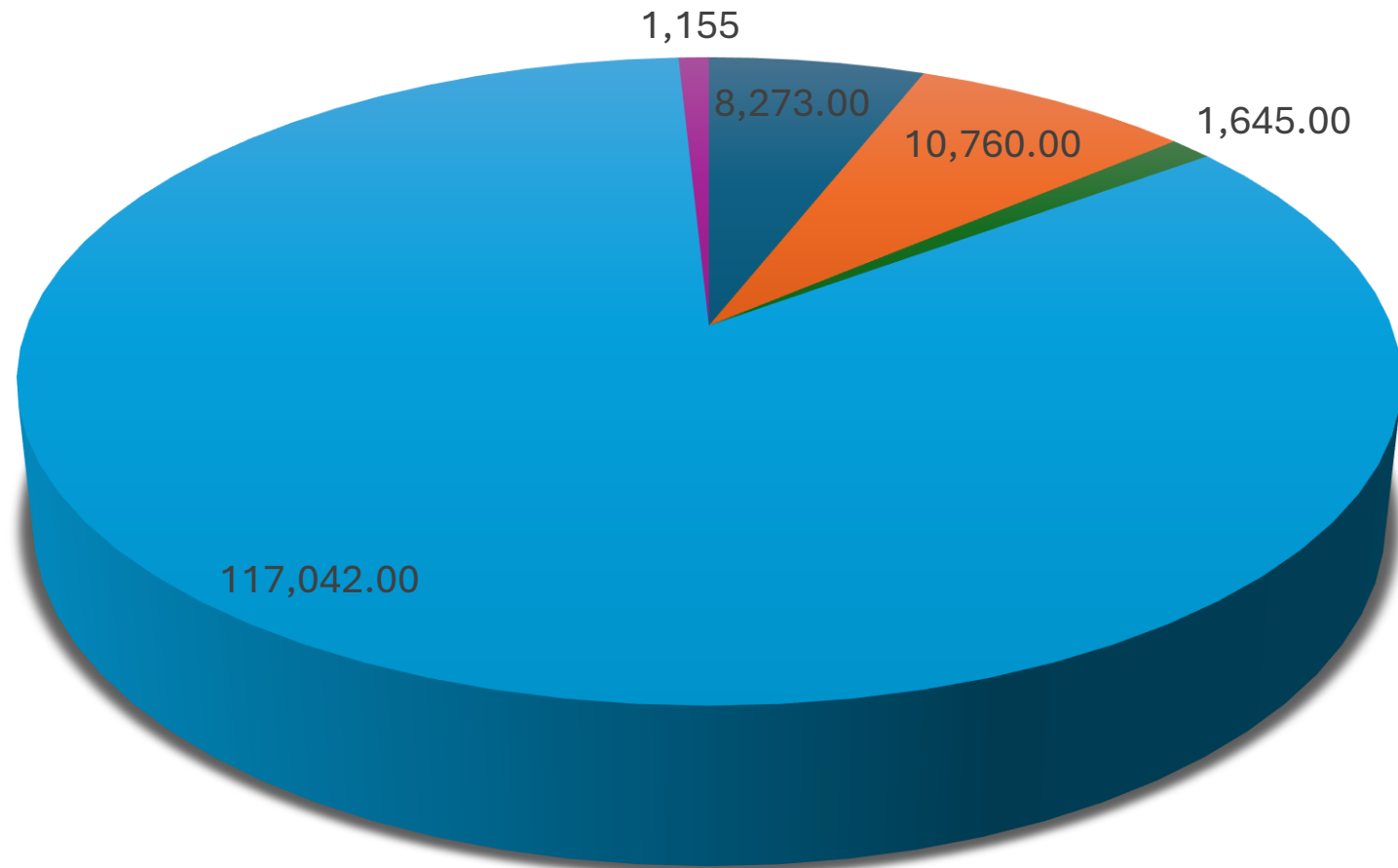


HM Day BSc (Hons) FCA DChA

Xeinadin, Nightingale House, 46-48 East Street, Epsom, Surrey KT17 1HQ

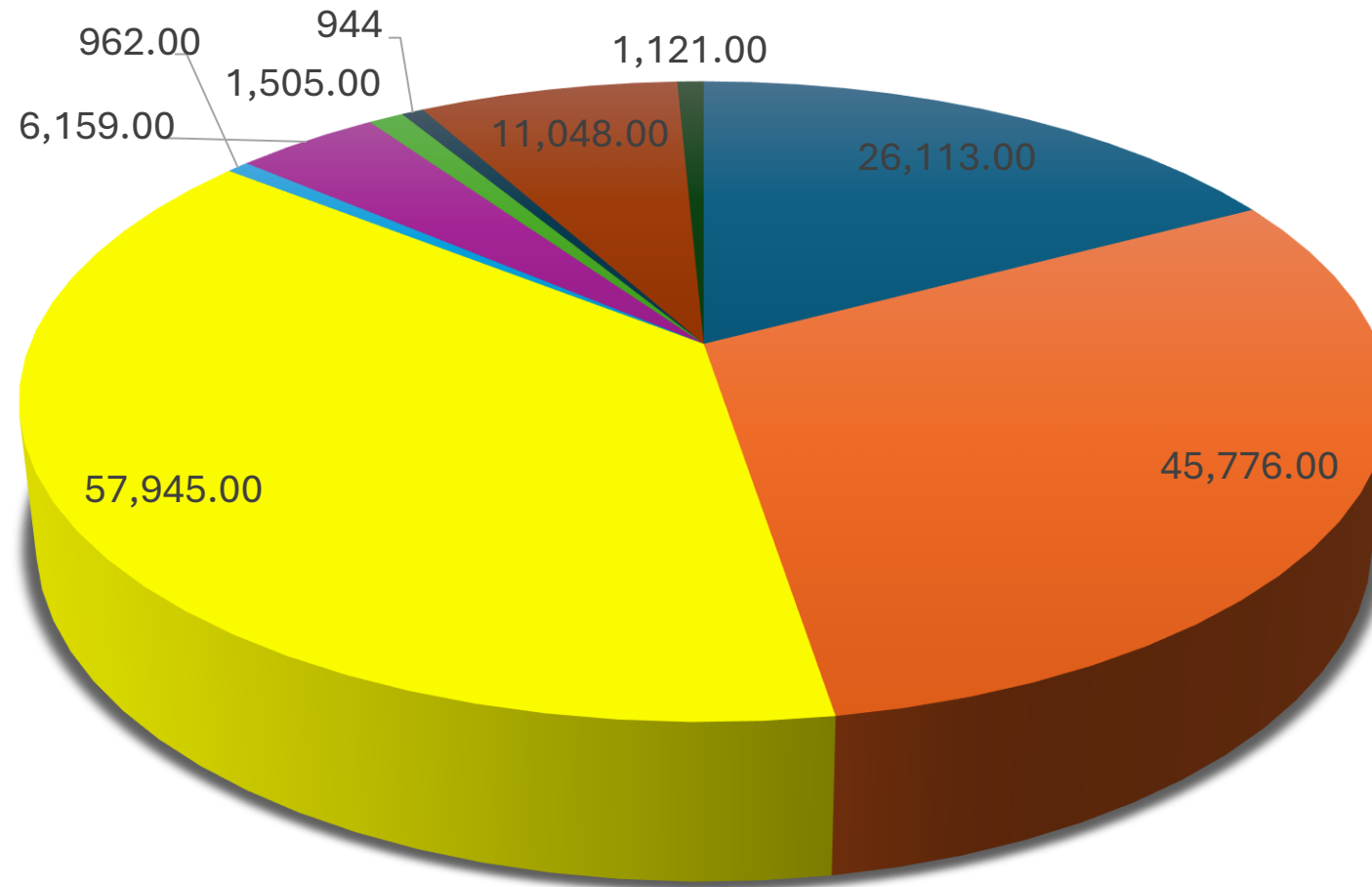
Date: 28.03.25

Total receipts for 2024    £138,875



■ donations      ■ grants      ■ fundraising  
■ sales & services      ■ subscriptions

## Total payments for 2024 £151,573



- central
- salaries
- rent & rates
- running costs
- utilities
- maintenance
- insurance
- C&C supplies
- internet



## Transactions & Financial Position

The accompanying Financial Statements have been prepared in accordance with The Charities Statement of Recommended Practice published in October 2019, applicable Accounting Standards and the Charities Act 2011 and are presented on a Receipts and Payments basis. As stated in the introduction to this report, the Trustees consider the financial performance by the charity during the year to be satisfactory.

### Financial Statements      Receipts and Payments Account for the year ending 31<sup>st</sup> December 2024

	Total	Unrestricted Funds	Restricted Funds
Receipts	£	£	£
Donations	8,273	6,950	1,323
Grants	10,760.00	-	10,760.00
Fundraising	1,645	611	1,034
Sale of goods & services	117,042	117,042	-
Subscriptions	1,155	345	810
<b>Total Receipts</b>	<b>138,875</b>	<b>124,948</b>	<b>13,927</b>

## Receipts and Payments Account for the year ending 31<sup>st</sup> December 2024 continued



	Total	Unrestricted Funds	Restricted Funds
Payments	£	£	£
Central	26,113	25,113	1,000
Salaries	45,776	33,909	11,867
Rent & rates	57,945	57,945	
Running costs	962	534	428
Utilities	6,159	6,159	-
Security & maintenance	1,505	1,505	-
Building insurances	944	944	-
Cups & Co supplies	11,048	11,048	-
Internet	1,121	1,121	-
<b>Total Payments</b>	<b>151,573</b>	<b>138,278</b>	<b>13,295</b>

## Receipts and Payments Account for the year ending 31<sup>st</sup> December 2024 continued



CENTRAL Payments			CENTRAL Receipts			CENTRAL movement
Advertising & Marketing	524		CIO Membership Fees	345		
AGM Costs	97		Donations from APCC	2,596		
Audit & Accountancy fees	480		Donations: Charities/Groups – Non-Gift Aided	3,912		
Bank Fees	437		One Off Donations from Individuals – Non-Gift Aided	205		
DBS Checks	62		Donations from Individuals - Gift Aided	150		
Insurance	1,380		Regular Donations from Individuals – Non-Gift Aided	87		
Payroll Charge	840					
Subscriptions	259					
Workshop payment	71					
Training for trainees	21,383		HIT EHCP restricted	1,000		
Fundraising Costs	137		Village Day Fundraising Income	611		
Xero subscription	443					
<b>TOTAL PAYMENTS</b>	<b>£26,113</b>		<b>TOTAL INCOME</b>	<b>£8,906</b>		<b>MOVEMENT (17,207)</b>



## Receipts and Payments Account for the year ending 31<sup>st</sup> December 2024 continued



CONQUERORS Payments			CONQUERORS Receipts			CONQUERORS movement
Salary	0		Subscriptions (restricted)	810		
Running costs	328		Donation	149		
<b>TOTAL PAYMENTS</b>	<b>£328</b>		<b>TOTAL INCOME</b>	<b>£959</b>		<b>MOVEMENT £631</b>

GARDENING Payments			GARDENING Receipts			GARDENING movement
Manager 1 salary	3,551		Gardening Services	637		
Running cost	634		Fundraising	649		
			Donation	100		
<b>TOTAL PAYMENTS</b>	<b>£4,185</b>		<b>TOTAL INCOME</b>	<b>£1,386</b>		<b>MOVEMENT (£2,799)</b>

RE-USE IT Payments			REUSE IT Receipts			REUSE IT movement
Building insurance	707		Total sales	57,761		
Utilities	2,228		Donations (restricted)	524		
Salaries	25,245					
Rent, rates & BID levy	23,503					
Security & maintenance	310					
Internet	568					
<b>TOTAL PAYMENTS</b>	<b>£52,561</b>		<b>TOTAL INCOME</b>	<b>£58,285</b>		<b>MOVEMENT £5,724</b>

CUPS & CO Payments			CUPS & CO Receipts			CUPS & CO movement
Building insurance	237		Total sales	58,644		
Utilities	3,931					
Food & beverages	11,048		Fundraising (restricted)	385		
Salaries	16,980		Grants (restricted)	9,760		
Running costs – heating install	1,195		Donations	550		
Rent, rates & BID levy	34,442					
Internet	553					
<b>TOTAL PAYMENTS</b>	<b>£68,386</b>		<b>TOTAL INCOME</b>	<b>£69,339</b>		<b>MOVEMENT £953</b>

## Receipts and Payments Account for the year ending 31<sup>st</sup> December 2024 continued

		Total	Unrestricted Funds	Restricted Funds
Receipts minus payments		£	£	£
	Receipts	138,875	124,948	13,927
	Payments	151,573	138,278	13,295
<b>Surplus/(Deficit)</b>		<b>(12,698)</b>	<b>(13,330)</b>	<b>632</b>

		Total	Unrestricted Funds	Restricted Funds
Net movement in funds		£	£	£
	Retained funds b/fwd	85,561	85,436	125
	Current year deficit	<b>(12,698)</b>	<b>(13,330)</b>	<b>632</b>
<b>Treasurer's account</b>		<b>72,863</b>	<b>72,106</b>	<b>757</b>



## Balance sheet for the year ending 31<sup>st</sup> December 2024

	Total	Unrestricted Funds	Restricted Funds
<b>Assets</b>	<b>£</b>	<b>£</b>	<b>£</b>
Lloyds Business Current Account	59,112	58,355	757
Cups & Co Rent Deposit	13,750	13,750	-
<b>Total Assets</b>	<b>72,862</b>	<b>72,105</b>	<b>757</b>

	Total	Unrestricted Funds	Restricted Funds
<b>Reserves</b>	<b>£</b>	<b>£</b>	<b>£</b>
Retained Funds b/fwd	85,561	85,436	125
Current Year Funds	(12,699)	(13,331)	632
<b>Total Reserves</b>	<b>72,862</b>	<b>72,105</b>	<b>757</b>

Restricted subscriptions of £810 were received in the year from members of the social group Conquerors, contributing towards running costs. £632 of this amount was remaining at the year end, and to be carried forward to 2025.

	Total	Rent	Building maintenance
Liabilities per annum	<b>66,000</b>	58,000	8,000

The above Statement of Assets and Liabilities and associated Receipts and Payments Account were approved by the Board of Trustees on 10.04.25, approved by the Members on 26.04.25 and are signed on their behalf by:

*Pamela Walden*

Pamela Walden (Chair of trustees)

*John Ashurst*

John Ashurst (Treasurer)