



## Andover Twenty1 Trustee Annual Report May 2020 - April 2021

### Aims & Purposes

Andover Twenty1 is a parent-led Charity. Our purpose is to provide support to people with Down's Syndrome and their families, from birth and through school. We want our members to reach their potential, both socially and academically. We do not want to limit the charity to only providing for children, but the charity is currently only supporting children and their families.

We support children with Down's Syndrome, and their schools, to ensure the best possible educational experience and outcome. We encourage them to be fully included within their local community and recognised as a friend, not as someone different or misunderstood. We know that children with Down's Syndrome can succeed when given the opportunity and with the right support.

Andover is at the heart of our charity and part of its name because that is where we started. It is also the centre point of the area we aim to support. We support children and their families who live within a 25 mile radius of Andover including Newbury, Winchester and Salisbury as well as smaller towns and villages.

### Objectives & Activities

#### Our Support Group

Andover Twenty1 is a friendly group run by volunteers. We have a monthly support group where parents of children with Down's Syndrome can meet to share fun and friendship but also practical and emotional support.

Parents can meet on the first Thursday of every month at Rainbow Corner, a respite facility in Andover. People of all ages are welcome, and the location is ideal for the younger children to play safely, while the parents can relax, chat and enjoy the refreshments provided.



Due to the CoronaVirus Pandemic the monthly Support Group was suspended in March 2020 until May 2021 and the intention at this time is to restart the groups on June 10th 2021 in accordance with the government guidelines for charity events.

## Early Development Groups

For our babies and preschool age children Andover Twenty1 hosts monthly Early Development Groups facilitated by LETS Go! UK. These sessions teach the children a wide range of skills to help them meet their development milestones and provide a firm foundation for further learning.

Due to the CoronaVirus pandemic Andover Twenty1 worked closely with their provider LETSGo! UK to provide a remote service for the Early Development Groups via zoom. These began in April 2020 and were maintained until September 2020 when Face to Face groups resumed. When lockdown happened in December 2020, remote services were offered, then from April 2021 Face to Face groups resumed once again. The new groups were planned and conducted in accordance with government guidelines for the time.

## School Advisory Service

Every Andover Twenty1 member of school age in a mainstream school is eligible to apply for inclusion in the School Advisory Service (SAS). Participation is fully funded by Andover Twenty1 and approval is required by the child's school.

The purpose of the SAS is to provide a qualified bridge between students with Down's Syndrome, their families and the school they attend. The service recognises that not all mainstream schools have experience of, and expertise in, teaching children with Down's Syndrome.

The specialist advisor, provided by LETS Go! UK, visited children participating in the scheme for half a day every term. During each visit the child is observed within the classroom and LetsGo!UK listens to any specific educational or behavioural concerns the teaching staff may have. They will also perform individual one-to-one assessments considering the current level of development and progress. They will then discuss and develop targets with teaching staff and family.

Due to the CoronaVirus Pandemic Andover Twenty1 worked closely with their provider LETS Go! UK to provide a remote service for the schools or parents, depending on whether the child was being educated at home or at school. These remote sessions were provided from April 2020. Face to Face sessions started again from September 2020 in accordance with government guidelines, these were offered for parents and schools who were comfortable with the Face to face service. Remote sessions continued for those who were not able to participate in the face to face sessions. It is anticipated that all sessions in September 2021 will be face to face.

## Training

Andover Twenty1 provides training for parents, preschools and schools, both mainstream and specialist schools. Training occurs at Portway Infant School in Andover. The purpose of

the training is to highlight the learning profile of children with Down's Syndrome. Training covers successful interventions and learning techniques specific to Down's Syndrome. As there are recognised learning strengths and challenges.

The training available covers a wide range of topics including:

- Inclusion
- Differentiation
- Communication, speech and language
- Literacy
- Memory
- Number
- Play, cognition and social skills
- Independence
- Managing behaviour

Due to the CoronaVirus Pandemic the training sessions in April and June 2020 were cancelled. Andover Twenty1 then worked closely with LETSGo!UK to provide extensive on-line training in February 2021 on the topic of Positive Behaviour. This training was the equivalent of 3 training sessions provided in video form and then included a question and answer session by zoom with all parties. The format allowed 30 attendees and the sessions were oversubscribed. It was very well received.

## Achievements and Performance

This year's achievements have been curtailed due to the Coronavirus restrictions. We are pleased that LETS Go! UK managed to keep core services running throughout lockdown: The Early Development Groups were both on-line meetings with the parents and later became face to face. The School Advisory Service was either face to face or on line as required by Government guidance and depending on the vulnerability of members. We are continuing to adjust our ongoing services accordingly as and when new guidance is issued.

### Membership

This year Andover Twenty1's membership has increased from 20 families to 25 families  
This year Andover Twenty1 has provided services for 20 Children.

### Early Development Groups

During the last year Andover Twenty1 provided Early Development Groups for the following numbers of children:

During the period - May- September 2020	7 children
During the period - September 2020- May 2021	9 children



## School Advisory Service

During the last year Andover Twenty1 provided the School Advisory Service for the following numbers of children:

During the period - May- September 2020	10 children
During the period - September 2020- May 2021	11 children

## Training

We hosted 1 extensive training session this year, focusing on the topic on Positive Behaviour.

The session was offered to 32 people and was fully booked. They received 3, hour long videos to watch in their own time, with activities to complete. Participants were then invited to a live online session for a Q&A and to discuss the activities. We invited parents, nursery staff and school staff to this training.

## Monthly Stay & Play

All the stay and play sessions were cancelled this year due to the CoronaVirus Pandemic as it was not felt safe to hold them. We plan to restart these sessions in June 2021.

## Speech Therapy

In November 2020 Andover Twenty1 began a Speech Therapy project. It has become an ongoing battle for all members to obtain Speech And Language Therapy from the local Authority for the children and it is essential for the children with Down Syndrome in order that they can achieve their potential to be able to communicate. Andover Twenty won a Grant from the National Lottery Community Fund to pay for individual speech therapy. The sessions were offered to 10 of our members, with 7 parents agreeing. (Some parents already had private speech therapists or were being provided for by their schools). One additional member joined the sessions later on in the year. This has been an enormous success as these are children who had been discharged from the NHS provision but still needed the service. Speech therapy took place at the children's schools and staff were able to continue daily practise with the children. Parents and Staff have commented on the success of the project. There will be a full review of the project when it ends in July 2021.

## Resource Library

In March 2021 Andover Twenty1 launched their Resource Library. A fantastic resource for its members. The Library holds a huge variety of useful things for parents to borrow. From books on education and physiotherapy equipment to sensory toys and Speech and Language aids. All of which are expensive for our members to purchase themselves. These can be booked out and borrowed for free by Andover Twenty1 Members.

## Member Events

Face to Face Member Events have not happened in the same way as previously 2020-2021 due to the Coronavirus Pandemic but virtual events to raise awareness and funds are listed below.

## Fundraising & Awareness

Andover Twenty1 is entirely dependent on grants and donations to provide services to its members. Even though the Coronavirus Pandemic depleted our opportunities for fundraising we have been able to do the following events.

### Virtual Hike

11 Andover Twenty1 members participated in a virtual hike from Lands End to John-O'-Groats. They started their hike in August 2020 and arrived at their destination in December 2020. The team managed to fundraise a fantastic £3000 for Andover Twenty1. Progress was published on social media regularly throughout the hike and raised fantastic public awareness for the charity's cause.

### National Lottery Community Fund

Andover Twenty1 successfully won a grant from the The National Lottery Community Fund for £9000 to fund a special Speech and Language Therapy project. Speaking Space Therapists provided 7 (8) children individual Speech and Language Therapy on a monthly basis from November 2020 to April 2021. With the remaining funds the charity were able to purchase valuable Speech aids for the resource library, which all members of Andover Twenty1 can borrow.

### Andover Twenty1 Christmas Cards

Before Christmas 2020 Andover Twenty1 joined forces with local artist Art Willow Soul. Andover Twenty1 children created their own stars or snowmen, which were then incorporated into beautiful christmas cards for Andover Twenty1. These were quickly sold out raising fantastic awareness and £125 for the charity.



## 21 March 2021 World Down's Syndrome Day (WDSD)

We always support World Down's Syndrome Day on 21st March and are very grateful to the many local schools and businesses that encourage their staff and students to wear 'Lots of Socks' for the day and raise money for Andover Twenty1. This year WDSD occurred in lockdown. Nevertheless schools and businesses still took part and we were able to raise awareness and funds.

Andover Twenty1 joined with Love Andover and Canto Gelato Ice Cream to hold a 'Window Wanderland' Competition. All over Andover people filled their windows with Colorful socks to mark World Down Syndrome Day. The winners of the best window received a voucher to spend in the favourite ice cream cafe in Andover Town Centre. This was all advertised in social media and raised great local awareness of our charity and the Down Syndrome Community.

In addition Andover Twenty1 sold branded hoodies to raise funds and awareness and schools participated in a 'Lots of Socks' colouring competition. The overall winners received donated prizes and all school winners received Andover Twenty1 badges.

## MUJV

MUJV provides 24hour emergency callout services for armed service utilities. In January 2020 we were chosen to be their charity for the year. Unfortunately the Coronavirus restriction again reduced opportunities for fundraising. Consequently MUJV continued to fundraise for Andover Twenty1 into 2021 and raised a total of £2500 this financial year.

## Andover Carnival

In February 2020 Andover Twenty1 were chosen to be one of 2 charities supported at the Andover Carnival in July 2020. Unfortunately the Carnival was postponed until July 2021 but in the meantime the Carnival team have continued to raise awareness of Andover Twenty1 in the local community. Andover Twenty1 will still be the one of the chosen charities to benefit from any proceeds when the carnival is able to go ahead.

# Trustee Financial Report

Total receipts on unrestricted funds were £14,170 which is a decrease of 43% from last year. This is in part due to a (pre pandemic) decision to not repeat the extremely successful auction event annually to prevent event fatigue. Then of course the impact of the Coronavirus pandemic on fundraising opportunities has been extreme.

The 2019 Gift Aid amount collected after last financial year's end totalled £239. Once again this year's gift aid claim will be submitted after year end. This year Andover Twenty1 signed up to use Virgin Money Giving as a fundraising platform, one of the perks of this platform is automatic gift aid collection on our behalf. This means we will receive gift aid throughout the year on eligible donations instead of one lump sum when submitted to HMRC. This method also alleviates admin work required to submit the claim.

The charity has also been accepted for a Non-Profit Paypal account. This means donations can be accepted easily, the Paypal Giving Fund can automatically donate to us and in the future a physical POS device can be used at events. We've received £460 via the Paypal Giving Fund (donations via Facebook). Amazon Smile donations totalled £128 this year which is a massive increase from last year's £16. More and more people have chosen Andover Twenty1 to be their Amazon Smile beneficiary.

Expansion of services has once again meant an increase in costs. The charity is now offering services to 20 children. However due to the service adaptations in response to the Coronavirus pandemic the costs do not reflect what we would have spent this year if Covid had not happened. We spent £8,037 on all services this year, although pre pandemic costs were estimated at £12,000. This year's increase is due to doubling EDG for Toddler and Preschool groups, something that the charity feels greatly boosts member's development. This change positively impacted 4 members aged 2-4, next year this will positively impact 6 members aged 2-4.

Unfortunately we have seen some impact on fundraising due to Covid-19. However, we have been pleasantly surprised by different opportunities and support. In August 2020 we raised over £3000 via our virtual walk to John O'Groats, WDSD 2021 raised £622 even though the charity was focused on raising awareness instead of funds this year. We also had some generous donations from businesses and organisations this year, MUJV, UK Power Networks, Midland Sandblast Trust, Border Lodge Freemasons, HSBC Andover, JosephJoseph and the Andover CO-OP Distribution Centre.

## Reserves Policy

It is Andover Twenty1's policy to maintain a balance on unrestricted funds (if possible), which equates to at least 2 academic years of core service payments, currently equivalent to £25,000. (Sept 2021 & Sept 2022)



#### **\*COVID-19 AMENDMENT\***

Due to the current financial uncertainty and inability to fundraise using traditional methods, we have amended the reserves policy to now include 3 academic years of core service payments, currently equivalent to £37,500. (Sept 2021, Sept 2022 & Sept 2023)  
This will ensure continuity of service for our current service users.

At the time of reporting Andover Twenty1 has an unrestricted fund balance in excess of £38,000, so we are at this target. We will review the Covid-19 amendment at the end of the next financial year (April 2022).

## **Structure, Governance & Management**

### **Administrative Information**

Andover Twenty 1 operates in Andover, Hampshire and up to a 25 mile radius of Andover. The correspondence address is currently 79 Peake Way, Charlton, Andover, SP10 4FA. Andover Twenty 1 is a Foundation CIO in which it's only voting members are the trustees. A committee composed of all the trustees and some non-trustees manage the day to day running of the charity. Andover Twenty 1 is a registered charity in England & Wales No. 1183166.

#### **Trustees:**

Ami Turner - Trustee responsible for Safeguarding  
Anna Fauvelle - Trustee responsible for Finance and Chair  
Libby Matthews  
Rowen Gower  
Clare Brisbane (retired Oct 2020)  
Louise Benning

#### **Non-trustee committee members:**

Jennifer Ogg                      Treasurer  
Kerry Mackenzie

In the 2020 Financial year the committee met three times. Trustees were invited to attend on one occasion but met independently once in the year. Now restrictions have eased, Committee meetings have resumed monthly and Trustees Quarterly.



# Receipts & Payments Account

	Unrestricted funds £	Restricted funds £	Endowment Funds £	Total Funds £	Total Last Year £
<b>Receipts</b>					
Donations - introduced on registration					14948
General Donations	9083	-	-	9083	13615
Fundraising Events	5087		-	5087	19149
National Lottery Community Fund		9000		9000	
<b>Total receipts</b>	<b>14170</b>	<b>9000</b>	<b>-</b>	<b>23170</b>	<b>47712</b>
<b>Payments</b>					
Activities (Inc Travel Costs)	8037	-	-	8037	7057
Venue Hire	-	-	-	-	641
Fundraising Costs	728	-	-	728	5087
Processing Fees	510	-	-	510	127
Speech Therapy (NLCF)		7604		7604	-
Insurance / Overheads	751	-	-	751	151
<b>Total payments</b>	<b>10026</b>	<b>7604</b>	<b>-</b>	<b>17630</b>	<b>13063</b>
Net of Receipts/(payments)	<b>4144</b>	<b>1396</b>	<b>-</b>	<b>5540</b>	<b>34649</b>
Cash funds last year end	34649			34649	

## Statements of Assets & Liabilities

	Unrestricted funds £	Restricted funds £	Endowment Funds £
<b>Cash funds</b>			
HSBC Current Account	38047	1396	-
Paypal Account	745		
<b>Total cash funds</b>	<b>38792</b>	<b>1396</b>	

## Trustee Sign Off

Anna Fauvelle

Anna Fauvelle (Chair)

22.06.21

Date

Louise Benning

Louise Benning

05 Aug 21

Date

Rowen Gower

Rowen Gower

19 August 2021

Date

Elizabeth Matthews

Elizabeth Matthews

23.08.2021.

Date

A. Turner

Ami Jayne Turner

24.09.2021

Date

Jennifer Ogg

Jennifer Ogg

22.06.21

Date





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Andover Twenty1

No (if any)  
1183166

## Receipts and payments accounts

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For the period from	Period start date	To	Period end date
	01/05/2020		30/04/2021

### 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 £
<b>A1 Receipts</b>					
Donations - Introduced on registration	-	-	-	-	14,948
General Donations	9,083	-	-	9,083	13,615
Fundraising Events	5,087	-	-	5,087	19,149
National Lottery Community Fund	-	9,000	-	9,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>14,170</b>	<b>9,000</b>	<b>-</b>	<b>23,170</b>	<b>47,712</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>14,170</b>	<b>9,000</b>	<b>-</b>	<b>23,170</b>	<b>47,712</b>
<b>A3 Payments</b>					
Services	8,037	-	-	8,037	6,353
Venue Hire	-	-	-	-	641
Fundraising Costs	728	-	-	728	5,087
Processing Fees	510	-	-	510	127
Speech Fees (NLCF)	-	7,604	-	7,604	-
Insurance / Overheads	751	-	-	751	151
Travel Costs	-	-	-	-	704
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>10,026</b>	<b>7,604</b>	<b>-</b>	<b>17,630</b>	<b>13,063</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>10,026</b>	<b>7,604</b>	<b>-</b>	<b>17,630</b>	<b>13,063</b>
<b>Net of receipts/(payments)</b>	<b>4,144</b>	<b>1,396</b>	<b>-</b>	<b>5,540</b>	<b>34,649</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,649</b>	<b>-</b>	<b>-</b>	<b>34,649</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>38,793</b>	<b>1,396</b>	<b>-</b>	<b>40,189</b>	<b>34,649</b>



## 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>	HSBC Current Account	38,048	1,396	-
	Paypal Account	745	-	-
		-	-	-
	<b>Total cash funds</b>	<b>38,793</b>	<b>1,396</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

Anna Fauvette  
Benji

ANNA FAUVEU  
Louise Benning

22.06.21  
05 Aug-21