

# READY STEADY GO

England & Wales · Charity number 1183203

## Details

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**Other names** READY STEADY GO ACTIVITY CLUB, RSG CLUB

**Status** Registered

**Legal form** CIO

**Registered** 2019-05-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 19 Acacia Avenue  
Undy  
Caldicot  
NP26 3NQ

**Phone** 07921839402

**Email** [admin@readysteadygoclub.co.uk](mailto:admin@readysteadygoclub.co.uk)

**Website** [www.readysteadygoclub.co.uk](http://www.readysteadygoclub.co.uk)

## Activities

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**Objects:** 3.1 THE OBJECTIVES OF RSG ARE:1. TO RELIEVE THE NEEDS OF CHILDREN WITH AUTISM SPECTRUM DISORDER AND THEIR FAMILIES BY PROVIDING SUPPORT, EDUCATION, PRACTICAL ADVICE, RECREATIONAL AND LEISURE TIME ACTIVITIES DELIVERED IN THE INTEREST OF SOCIAL WELFARE AND, DESIGNED TO IMPROVE THEIR CONDITIONS OF LIFE AND WHICH DEVELOP THEIR SKILLS, CAPACITIES AND CAPABILITIES. 2. TO ADVANCE THE EDUCATION OF THE PUBLIC IN AUTISTIC SPECTRUM CONDITIONS, IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF:A) ADVICE AND SUPPORT TO FAMILIES AFFECTED BY AUTISM SPECTRUM DISORDER TO ELIMINATE THE STIGMA ASSOCIATED WITH AUTISM AND THE REDUCING BARRIERS WITHIN SOCIETY; ANDB) RAISING PUBLIC AWARENESS OF AUTISM BY SHARING KNOWLEDGE AND WORKING WITH THE LOCAL COMMUNITY AND LOCAL ORGANISATIONS SUCH AS SCHOOLS ETC TO EDUCATE AND ENCOURAGE COLLABORATION OF SOCIAL AND RECREATIONAL FACILITIES AND EVENTS INVOLVING THE LOCAL COMMUNITY

**Activities:** Ready Steady Go (RSG) organises Events and activity suitable for children with Autism, amongst which is a once-a-week after-school club and a variety of suitable activity during weekends and school holidays.In addition, RSG organises meetings and peer support for the parents (and Carers) of the children who attend RSG activities.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Disability
- **Who:** Children/young People, People With Disabilities

## Geography

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- Monmouthshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£142,701	£114,081	-	-
2024-03-31	£93,621	£90,862	-	-
2023-03-31	£40,749	£48,741	-	-
2022-03-31	£8,883	£13,238	-	-
2021-03-31	£6,619	£8,750	-	-

## Trustees

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Name	Role	Appointed
<b>Adele Marie Williams</b>	Chair	2023-05-17
Chrystal Durnford		2019-05-01
Elliot McKenzie		2025-09-07
Gill Pipcin		2025-09-07

**READY STEADY GO**

England & Wales - Charity number 1183203

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# Accounts

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## Trustees Annual Report

2024/2025

Charity Registration No: 1183203

Ready Steady Go

### 1. Objectives and Activities

1.1 The objectives of Ready Steady Go (RSG) are defined in the Constitution Document, namely: -

1. To relieve the needs of children with autism spectrum disorder and their families by providing support, education, practical advice, recreational and leisure time activities delivered in the interest of social welfare and, designed to improve their conditions of life and which develop their skills, capacities and capabilities.
2. To advance the education of the public in autistic spectrum conditions, in particular but not exclusively by the provision of:
  - a) advice and support to families affected by autism spectrum disorder to eliminate the stigma associated with autism and the reducing barriers within society; and
  - b) raising public awareness of autism by sharing knowledge and working with the local community and local organisations such as schools etc to educate and encourage collaboration of social and recreational facilities and events involving the local community

1.2 In advancing these objectives and in other decision making, the Trustees ensure cognisance of the Charity Commission's guidance on public benefit.

## 2. Summary of Main Activities

2.1 In order to fulfil objective 1 (above) RSG has provided members with:

- opportunities to meet and to engage in activity that will assist their development.
- opportunities to integrate with local communities and assist in removing isolation.
- opportunities to develop their skills to participate as independent members of society.
- providing guidance, information and raising awareness to assist the public and those who care for children with Autism to deliver the best care possible.

2.2 In order to fulfil objective 2 (above) RSG has raised awareness of Autism by: -

- drawing attention to the difficulty faced by children and their parents of autistic children and offering solution to emerging problems.
- members visit local commercial organisations and other bodies that provides the opportunity to offer information about the difficulties encountered through Autism.
- utilising 'contact' opportunities to educate the local community and advice regarding the practical effects of Autism.
- providing opportunities to persons of all ages to 'volunteer' to take part in Club activities.

2.3 Please see Appendix 'A' for details of achievements and performance undertaken during 2024/2025.

## 3. Structure and Management of RSG

3.1 RSG is a Charitable Incorporated Organisation with voting members, other than its charity Trustees.

3.2 The Structure and Management of RSG is based upon a Constitution 'approved' by the Charity Commission (for registration purposes) which outlines the compliance criteria that RSG needs to follow. (A copy of this document is available on request and is available via the RSG 'private' Facebook page.)

3.3 In accordance with the Constitution, since its inception, RSG has been managed by a

small group of Trustees, assisted by the recently appointed Charity Manager, Project Coordinator & Accounts Assistant under the direction of the RSG Chairperson who works closely with the Charity Manager to address the day to day issues.

3.4 During the Financial Year 2024/2025 a total of 9 support workers have contributed to the events organised by RSG with various numbers assisting at different events. In addition, several volunteers have also given their time to assist and support the RSG children and parents.

3.5 Currently the Charity has 5 appointed Trustees.

3.6 The Trustees also have the services of several senior professional persons from local and national organisations who work in the area in which RSG operates who are willing to provide advice and guidance, when requested.

3.7 For full details of the Trustees and other administrative information please see Appendix 'B'.

3.8 The appointment of current and future Trustees excludes any external body appointing a person to serve on the Board of Trustees. Appointments will be by member votes at the AGM.

3.9 Provision is made for the existing Trustees to co-opt another person(s) onto the Board as a temporary Trustee, until such time as that person's name may be submitted to the AGM for 'full' appointment by the members. Any person appointed as a temporary Trustee has the full voting responsibility like any other member of the Board and there are no special restrictions placed on any temporary Trustee.

3.10 A number of RSG families also have an association with other local charities, whilst RSG may hold joint events with other charities and support them in other non-financial ways, RSG is totally independent of any other charity (or group) and should any conflict arise, foremost will be the interests of RSG members and its wider local community.

#### 4. Financial Aspects

4.1 RSG use the services of Santander UK Ltd for its banking services.

4.2 Attached at Appendix 'C' is a summary of the accounts of RSG for the financial Year 2024 to 2025.

4.3 At this time in the development of RSG no funds have been invested in any source.

4.4 Trustees do not receive any remuneration in respect of any responsibility/activity carried out on behalf of RSG.

4.5 It is the aim of the Trustees to secure enough funds at the end of one financial year to meet our commitments during the next financial year, thus enabling planning and a structured approach, so essential for our members.

4.6 It is the decision of the Trustees that applications for Grants will only be made to those bone fide organisations and who publicly inform interested parties of the availability of such grants. Such grants will only be used for the purpose for which they were intended (i.e. stated in the grant application) unless agreement is reached with the authority making the grant, for the purpose to be varied.

4.7 Donations will only be accepted from bone fide companies/individuals and which are unencumbered (i.e. free from any condition, lien, or security).

4.8 The Trustees do not plan to make investments on behalf of the member and therefore will not 'own' property, other than the toys and equipment needed to support the children in Club sessions.

4.9 RSG employs 14 staff.

4.10 In September 2022 Ready Steady Go were awarded a National Lottery Community Grant for £99,000.00 which secures 3 years worth of funding for the running costs involved with the running costs of activity club sessions. This was a massive boost for the charity and added financial security. During 2025 the Charity Manager & Funding Officer have prepared a grant application to The National Lottery which is a substantial grant to secure the next 5 years of Ready Steady Go. Tracy Rowland the charity founder, has previously worked in a part time paid position since April 2022, volunteering her time for a further 30 plus hours per week. The grant application includes a salary for 37.5 paid hours per week for our Charity Manager.

4.11 Please see the Summary of Accounts at Appendix 'C' for the Financial Year 2024/2025.

Adele Williams Trustee & Chairperson

Tracy Rowland Charity Manager

## Appendix A - Annual Report 2024/2025

### Achievements and Performance during 2024/2025

Ready Steady Go's 5th year as a registered charity saw Ready Steady Go continue to expand offering a comprehensive and varied schedule of events for more children and their families. Ready Steady Go has provided weekly activity club sessions, supported community trips, specific exclusive external activity sessions and seasonal events and parties.

Ready Steady Go continued to update our South premises, Undy Church & Community Hall. The Sensory room has been developed further and is widely used by the children attending club sessions. The charity successfully fundraised 2024 / 2025 and has been able to acquire a mobile sensory projector which has enhanced our sensory interactive activities. A 2 metre sensory tube has been installed in the Sensory Room and is a popular calming and visual stimulator for our children.

The weekly Activity Club runs after school on a Wednesday & Thursday afternoon at Undy Church and Community Hall. In September 2024, Ready Steady Go moved to an alternative premises in the Abergavenny, which was more central for families. All sessions are now regularly attended by our 42 member children and up to 28 siblings. Each session is supported by our support workers and volunteers, with sessions having weekly themes. Children have fun playing with the extensive range of toys available to them, with many favorite's such as Thomas the Tank Engine, Brio, Lego and Duplo being enjoyed.

Our membership numbers have reached a maximum over the period and the waiting lists are continuing to rise. Plans for expansion in 2025 are underway, so we can support more families. In September 2024, RSG split the Youth Club sessions, held on a Thursday at Undy Hall. This allowed us to increase the number of youth club members to 18, and also allowed us to develop bespoke sessions that suited both groups individually. When children outgrow the activity club they now can move onto the inclusive Youth Club. Parents remain at all our sessions, and gain immensely from the peer support from meeting regularly with other carers.

Each Activity Club session has a different theme with the toys, sensory items and arts & crafts all themed such as the Construction, Music, Space and Seasons. The children have great fun developing their imaginations through play in this supported and comfortable environment.

Youth Club sessions also have varied activities which over the past year have included theme restaurant nights at the hall, Indian Block Printing, Movie Nights, Pumpkin Carving, Toasting Marshmallow & various crafts.

As well as inhouse workshops we also invite external suppliers to our sessions and have enjoyed the following creative and sensory sessions throughout the year, with suppliers often being invited back for several sessions during the year:

Key Create – Sensory music, movement & dance

Circus Skills

Pizza making

We celebrated each season with seasonal activities that included Easter Party, Halloween Pumpkin Carving, Halloween & Christmas Parties. All the children, siblings and parent carers have great fun at these events, and we have been joined by Sarah the face-painter, Tony the Balloon man and Crazy AI – our resident DJ. Lots of fun for all the family and all the children received seasonal goody bags and gifts.

RSG attends exclusive gymnastic sessions monthly at Wye Gymnastics where the children have amazing fun supported by the volunteers from Wye Gymnastics. These sessions are extremely popular with our families.

Members attend monthly exclusive small group horse riding sessions at Severnvale Riding Stables which is extremely popular with the families. Many of our children now attend further riding lessons at the centre as equine therapy works so well for them.

We hold monthly exclusive family swimming sessions held at Caldicot Leisure Centre which helps to develop confidence for our children and allows the whole family to participate together.

We hold monthly exclusive sessions at Wellies working farm. The children are able to pet, feed and learn about all the individual animals in a very relaxed and informal environment. We are introducing forest school sessions this year at Wellies Farm.

School holidays can be particularly challenging for our families and we therefore have developed a well-supported and comprehensive school holiday schedule of events. We visited many places as a group and offered support to families where needed to enable them to go out. Some entry fees were subsidised through grants received.

We subsidised and supported fun and enjoyable trips to various attractions including :

Perrygrove Railway

Raglan Farm Park

Puxton Park

The Wild Place Bristol

Old Down Country Park

Caldicot Castle

Private Double Decker Bus hire and McDonalds

In November 2024, RSG held our 5th Annual Christmas Fayre which was a festive and joyful event and well attended by the local community. The fayre and our annual hamper raffle ticket draw sales raised over £2600 for the charity. The charity held a successful Country and Western themed charity cocktail party which Undy AFC hosted for us. This was widely attended and raised plenty of awareness of the charity, as well as vital funds.

For our 2024 Christmas treat RSG visited Longleat Festival of Lights and many families loved the lanterns and asked to return in 2025 (already booked to return in November 2025)

Ready Steady Go has always and continues to receive incredible support from the local community of Undy, Magor, Caldicot and Chepstow. Without the support of so many friends we would not be able to provide such important support and fun activities for our families.

Ready Steady Go continues to grow each year and is currently supporting 60 autistic children and their families totaling 222 people in total. Most families are based in South Monmouthshire, yet the North Monmouthshire section is expanding due to demand. The charity continues to receive no statutory funding and runs purely on successful grant applications, fundraising and donations.

To the many persons/organisations that made donations to enable RSG to provide the activities for are children and parent carers (too many to name individually) we say a huge "Thank you".

Finally, a big "Thank You" to all the RSG children and their parent carers (past and present) whose enthusiasm, smiles and laughter has made the Trustees work enjoyable and worthwhile.

Adele Williams

Miss Tracy Rowland

Trustee and Chairperson

Charity Manager

## Appendix B - RSG Annual Report 2024 - 2025

### Administrative information and details of Trustees

#### Reference and Administration Details

Name of Charity: Ready Steady Go Other

Names used: Ready Steady Go Activity

Club, or

RSG Club

Charity Registration Number: 1183203

#### Registered/Principal Office:

19, Acacia Avenue

Undy

NP26 3NQ

Contact E-mail address: [admin@readysteadygoclub.co.uk](mailto:admin@readysteadygoclub.co.uk)

#### Trustees – 01.04.24 to 31.03.25

Name Position Dates in Office E-mail address

Ms Adele Williams - [adele.264@hotmail.com](mailto:adele.264@hotmail.com) - Full Year

Mrs Chrystal Durnford - [chrystaldurnford@gmail.com](mailto:chrystaldurnford@gmail.com) - Full Year

Mrs Louise Pitman – [loubyp@btinternet.com](mailto:loubyp@btinternet.com) – Full Year (Resigned October 2025)

Mrs Melanie Stirling – [stirling37@hotmail.com](mailto:stirling37@hotmail.com) – Full Year (Resigned May 2025)

Mr Elliot McKenzie – [elliotmckenzie13@hotmail.com](mailto:elliotmckenzie13@hotmail.com) – from September 2025

Mrs Gill Pipcin – [gillpipcin10@gmail.com](mailto:gillpipcin10@gmail.com) – from September 2025

## Ready Steady Go Annual accounts 2024 / 2025

Ready Steady Go Annual accounts 2024/ 2025			
<b>Income</b>			
	800	club fees	8,841.00
	801	donations	26,034.63
	802	grants	86,617.00
	803	fayre stalls	195.00
	804	raffle	2,163.50
	805	room hire	4,150.00
	806	activities contributions	7,802.37
	807	credits, LocalGiving	324.86
	808	square	108.06
	809	tuck shop / food	205.60
	810	refunds	5844.55
	408	petty cash	415.00
<b>Costs</b>			
	100	activities	22,089.69
	101	seasonal events	1,756.49
	102	toys / equipment	12,961.80
	103	occasional / xmas gifts	1,453.38
	104	kitchen supplies	428.14
	105	sessional supplies	5,760.21
	200	stationary	1,087.94
	300	hall rent	5,028.00
	301	cleaning	2,073.15
	302	hall equipment	606.94
	303	utilities	3,748.74
	304	maintenance	1,504.51
	305	garden equipment	1,296.38
	400	payroll	43,088.10
	401	insurance	537.17
	402	workwear	1,276.90
	403	phone / telecoms	789.78
	404	expenses / travel	2,600.25

	staff equipment i.e.		
405	laptop	920.60	
406	training	383.51	
407	volunteer costs	45.60	
408	petty cash	785.00	
500	website	502.54	
501	promotional	760.11	
502	subscriptions	585.02	
600	food	551.77	
601	entertainment	147.84	
602	fundraising costs	1,108.14	
810	refunds	203.73	
		<b>114,081.4</b>	
		<b>3</b>	<b>142,701.57</b>
	<b>Profit / Loss for Year</b>		<b>28,620.14</b>
	Bank Balance opening		0.00
	Less expenses		114,081.43
	Plus income		142,701.57
	<b>Closing Bank Balance</b>		<b>28,620.14</b>



## Trustees Annual Report

2024/2025

Charity Registration No: 1183203

Ready Steady Go

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Adele Williams Trustee & Chairperson

Tracy Rowland Charity Manager

## Appendix A - Annual Report 2024/2025

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Adele Williams

Miss Tracy Rowland

Trustee and Chairperson

Charity Manager

## Appendix B - RSG Annual Report 2024 - 2025

### Administrative information and details of Trustees

#### Reference and Administration Details

Name of Charity: Ready Steady Go Other

Names used: Ready Steady Go Activity

Club, or

RSG Club

Charity Registration Number: 1183203

#### Registered/Principal Office:

19, Acacia Avenue

Undy

NP26 3NQ

Contact E-mail address: [admin@readysteadygoclub.co.uk](mailto:admin@readysteadygoclub.co.uk)

#### Trustees – 01.04.24 to 31.03.25

Name Position Dates in Office E-mail address

Ms Adele Williams - [adele.264@hotmail.com](mailto:adele.264@hotmail.com) - Full Year

Mrs Chrystal Durnford - [chrystaldurnford@gmail.com](mailto:chrystaldurnford@gmail.com) - Full Year

Mrs Louise Pitman – [loubyp@btinternet.com](mailto:loubyp@btinternet.com) – Full Year (Resigned October 2025)

Mrs Melanie Stirling – [stirling37@hotmail.com](mailto:stirling37@hotmail.com) – Full Year (Resigned May 2025)

Mr Elliot McKenzie – [elliotmckenzie13@hotmail.com](mailto:elliotmckenzie13@hotmail.com) – from September 2025

Mrs Gill Pipcin – [gillpipcin10@gmail.com](mailto:gillpipcin10@gmail.com) – from September 2025

## Ready Steady Go Annual accounts 2024 / 2025

Ready Steady Go Annual accounts 2024/ 2025			
<b>Income</b>			
	800	club fees	8,841.00
	801	donations	26,034.63
	802	grants	86,617.00
	803	fayre stalls	195.00
	804	raffle	2,163.50
	805	room hire	4,150.00
	806	activities contributions	7,802.37
	807	credits, LocalGiving	324.86
	808	square	108.06
	809	tuck shop / food	205.60
	810	refunds	5844.55
	408	petty cash	415.00
<b>Costs</b>			
	100	activities	22,089.69
	101	seasonal events	1,756.49
	102	toys / equipment	12,961.80
	103	occasional / xmas gifts	1,453.38
	104	kitchen supplies	428.14
	105	sessional supplies	5,760.21
	200	stationary	1,087.94
	300	hall rent	5,028.00
	301	cleaning	2,073.15
	302	hall equipment	606.94
	303	utilities	3,748.74
	304	maintenance	1,504.51
	305	garden equipment	1,296.38
	400	payroll	43,088.10
	401	insurance	537.17
	402	workwear	1,276.90
	403	phone / telecoms	789.78
	404	expenses / travel	2,600.25

	staff equipment i.e.		
405	laptop	920.60	
406	training	383.51	
407	volunteer costs	45.60	
408	petty cash	785.00	
500	website	502.54	
501	promotional	760.11	
502	subscriptions	585.02	
600	food	551.77	
601	entertainment	147.84	
602	fundraising costs	1,108.14	
810	refunds	203.73	
		<b>114,081.4</b>	
		<b>3</b>	<b>142,701.57</b>
	<b>Profit / Loss for Year</b>		<b>28,620.14</b>
	Bank Balance opening		0.00
	Less expenses		114,081.43
	Plus income		142,701.57
	<b>Closing Bank Balance</b>		<b>28,620.14</b>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Ready Steady Go

On accounts for the year  
ended

31/03/2025

Charity no  
(if any)

118203

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and  
basis of report

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

I report in respect of my examination of the Trust's 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.

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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date: 30/09/2025

Name:

Nathan Pretty ACCA

Relevant professional  
qualification(s) or body  
(if any):

Association of Certified Chartered Accountants (ACCA) – Membership  
number 3213018

Address:

43 Deepwater Drive, Glan Llyn, Newport, NP19 4EQ

Empty rectangular box at the top of the page.

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None.

Large empty rectangular box for providing details of items to disclose.

**READY STEADY GO**

England & Wales - Charity number 1183203

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# Accounts

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## Trustees Annual Report

2023/2024

Charity Registration No: 1183203

Ready Steady Go

### 1.Objectives and Activities

1.1 The objectives of Ready Steady Go (RSG) are defined in the Constitution Document, namely: -

1. To relieve the needs of children with autism spectrum disorder and their families by providing support, education, practical advice, recreational and leisure time activities delivered in the interest of social welfare and, designed to improve their conditions of life and which develop their skills, capacities and capabilities.
2. To advance the education of the public in autistic spectrum conditions, in particular but not exclusively by the provision of:
  - a) advice and support to families affected by autism spectrum disorder to eliminate the stigma associated with autism and the reducing barriers within society; and
  - b) raising public awareness of autism by sharing knowledge and working with the local community and local organisations such as schools etc to educate and encourage collaboration of social and recreational facilities and events involving the local community

1.2 In advancing these objectives and in other decision making, the Trustees ensure cognisance of the Charity Commission's guidance on public benefit.

## 2. Summary of Main Activities

2.1 In order to fulfil objective 1 (above) RSG has provided members with:

- opportunities to meet and to engage in activity that will assist their development.
- opportunities to integrate with local communities and assist in removing isolation.
- opportunities to develop their skills to participate as independent members of society.
- providing guidance, information and raising awareness to assist the public and those who care for children with Autism to deliver the best care possible.

2.2 In order to fulfil objective 2 (above) RSG has raised awareness of Autism by: -

- drawing attention to the difficulty faced by children and their parents of children with

Autism and offering solution to emerging problems.

- members visit local commercial organisations and other bodies that provides the opportunity to offer information about the difficulties encountered through Autism.
- utilising 'contact' opportunities to educate the local community and advice regarding the practical effects of Autism.
- providing opportunities to persons of all ages to 'volunteer' to take part in Club activity.

2.3 Please see Appendix 'A' for details of achievements and performance undertaken during

2023/2024.

### 3. Structure and Management of RSG

3.1 RSG is a Charitable Incorporated Organisation with voting members, other than its charity Trustees.

3.2 The Structure and Management of RSG is based upon a Constitution 'approved' by the

Charity Commission (for registration purposes) which outlines the compliance criteria that

RSG needs to follow. (A copy of this document is available on request and is available

via the RSG 'private' Facebook page.)

3.3 In accordance with the Constitution, since its inception, RSG has been managed by a

small group of Trustees, assisted by the recently appointed Charity Manager & Accounts Assistant under the direction of the RSG Chairperson who works closely with the Charity Manager to address the day to day issues.

3.4 During the Financial Year 2023/2024 a total of 8 support workers have contributed to the events organised by RSG with various numbers assisting at different events. In addition, several volunteers have also given their time to assist and support the RSG children and parents.

3.5 Currently the Charity has 4 appointed Trustees.

3.6 The Trustees also have the services of several senior professional persons from local and national organisations who work in the area in which RSG operates who are willing to provide advice and guidance, when requested.

3.7 For full details of the Trustees and other administrative information please see Appendix

'B'.

3.8 The appointment of current and future Trustees excludes any external body appointing a person to serve on the Board of Trustees.

Appointments will be by member votes at the

AGM.

3.9 Provision is made for the existing Trustees to co-opt another person(s) onto the Board as a temporary Trustee, until such time as that person's name may be submitted to the

AGM for 'full' appointment by the members. Any person appointed as a temporary Trustee has the full voting responsibility like any other member of the Board and there are no special restrictions placed on any temporary Trustee.

3.10 A number of RSG families also have an association with other local charities, whilst RSG may hold joint events with other charities and support them in other non-financial ways, RSG is totally independent of any other charity (or group) and should any conflict arise, foremost will be the interests of RSG members and its wider local community.

#### 4. Financial Aspects

4.1 RSG use the services of Santander UK Ltd for its banking services.

4.2 Attached at Appendix 'C' is a summary of the accounts of RSG for the financial Year 2023 to 2024.

4.3 At this time in the development of RSG no funds have been invested in any source.

4.4 Trustees do not receive any remuneration in respect of any responsibility/activity carried out on behalf of RSG.

4.5 It is the aim of the Trustees to secure enough funds at the end of one financial year to meet our commitments during the next financial year, thus enabling planning and a structured approach, so essential for our members.

4.6 It is the decision of the Trustees that applications for Grants will only be made to those bona fide organisations and who publicly inform interested parties of the availability of such grants. Such grants will only be used for the purpose for which they were intended (i.e. stated in the

grant application) unless agreement is reached with the authority making the grant, for the purpose to be varied.

4.7 Donations will only be accepted from bone fide companies/individuals and which are unencumbered (i.e. free from any condition, lien, or security).

4.8 The Trustees do not plan to make investments on behalf of the member and therefore will not 'own' property, other than the toys and equipment needed to support the children in Club sessions.

4.9 RSG employs 11 staff.

4.10 In September 2022 Ready Steady Go were awarded a National Lottery Community Grant for £99,000.00 which secures 3 years worth of funding for the running costs involved with the running costs of activity club sessions. This was a massive boost for the charity and added financial security. During 2025 the charity will be sourcing another substantial grant to secure the future of Ready Steady Go. The grant included the opportunity to employ the Charity Manager for 11.5 paid hours per week. Tracy Rowland the charity founder accepted this part time paid position in April 2022, and continues to work for the charity, volunteering her time for a further 30 hours per week.

4.11 Please see the Summary of Accounts at Appendix 'C' for the Financial Year 2023/2024.

Adele Williams Trustee & Chairperson

Tracy Rowland Charity Manager

## Appendix A - Annual Report 2023/2024

### Achievements and Performance during 2023/2024

Ready Steady Go's 4th year as a registered charity saw Ready Steady Go continue to expand offering a comprehensive and varied schedule of events for more children and their families. Ready Steady Go has provided weekly activity club sessions, supported community trips, specific exclusive external activity sessions and seasonal events and parties.

Ready Steady Go continued to update and refresh our South premises, Undy Church & Community Hall. With the support from volunteers from our local

community, the hall has been repainted with new curtains added and a comfortable and welcoming entrance area has been created. The Sensory room has been developed and is widely used by the children attending club sessions. The charity is fundraising to acquire a mobile sensory projector which will enhance the facilities in the sensory room, and allow it to be hired out to the local community.

The weekly Activity Club runs after school on a Wednesday & Thursday afternoon at Undy Church and Community Hall. In 2023, Ready Steady Go opened up a session in the North of Monmouthshire, enabling the charity so support families from further across Monmouthshire. These sessions are now regularly attended by our 38 member children and up to 20 siblings. Each session is supported by our support workers and volunteers, with sessions having weekly themes. Children have fun playing with the extensive range of toys available to them, with many favourites such as Thomas the Tank Engine, Brio, Lego and Duplo being enjoyed.

Our membership numbers have doubled over the period and are continuing to rise. In 2023, RSG opened the weekly Youth Club session, held on a Thursday at Undy Hall. This session now supports 15 young persons aged 12 - 19. When children outgrow the activity club they now can move onto the inclusive Youth Club and also we gained many new members who benefit from the sessions. Parents remain at all our sessions, and gain immensely from the peer support from meeting regularly with other carers.

Each Activity Club session has a different theme with the toys, sensory items and arts & crafts all themed such as the Artic Ocean, Farmyard and Dinosaurs. The children have great fun developing their imaginations through play in this supported and comfortable environment.

Youth Club sessions also have varied activities which over the past year have included theme restaurant nights at the hall, circus skills workshops, african drumming session, visits by local police to build relations between our young persons with the local officers.

As well as inhouse workshops we also invite external suppliers to our sessions and have enjoyed the following creative and sensory sessions throughout the year, with suppliers often being invited back for several sessions during the year:

Key Create - Sensory music, movement & dance

Sunshine Movement sensory music

Circus Skills

Ice Cream Sundae making

Pizza making

We celebrated each season with seasonal activities that included Easter Party, Halloween Pumpkin Carving, Halloween & Christmas Parties. All the children, siblings and parent carers have great fun at these events, and we have been joined by Sarah the face-painter, Tony the Balloonman and Crazy AI - our resident DJ. Lots of fun for all the family and all the children received seasonal goody bags and gifts.

RSG attends exclusive gymnastic sessions monthly at Wye Gymnastics where the children have amazing fun supported by the volunteers from Wye Gymnastics. These sessions are extremely popular with our families.

Members attend monthly exclusive small group horse riding sessions at Severnvale Riding Stables which is extremely popular with the families. Many of our children now attend further riding lessons at the centre as equine therapy works so well for them.

We held monthly exclusive family swimming sessions held at Caldicot Leisure Centre successful grant which helps to develop confidence for our children and allows the whole family to participate together.

We hold monthly exclusive sessions at Wellies working farm. The children are able to pet, feed and learn about all the individual animals in a very relaxed and informal environment.

School holidays can be particularly challenging for our families and we therefore have developed a well-supported and comprehensive school holiday schedule of events. We visited many places as a group and offered support to families where needed to enable them to go out. Some entry fees were subsidised through grants received.

We subsidised and supported fun and enjoyable trips to:

Perrygrove Railway

The Wild Place Bristol

Old Down Country Park

Private Double Decker Bus hire and McDonalds

In November 2023, RSG held our 4th Annual Christmas Fayre which was a festive and joyful event and well attended by the local community. The fayre and raffle ticket sales raised over £1800 for the charity.

For our 2023 Christmas treat RSG again enjoyed it when we hired 2 carriages on the Dean Forest Railway Santa Special Train. All our families attended the event and was very festive.

Ready Steady Go has always and continues to receive incredible support from the local community of Undy, Magor, Caldicot and Chepstow. Without the support of so many friends we would not be able to provide such important support and fun activities for our families.

Ready Steady Go continues to grow each year and is currently supporting 53 autistic children and their families totaling 213 people in total. The majority of families are based in South Monmouthshire, yet the North Monmouthshire section is expanding due to demand. The charity continues to receive no statutory funding and runs purely on successful grant applications, fundraising and donations.

To the many persons/organisations that made donations to enable RSG to provide the activities for are children and parent carers (too many to name individually) we say a huge "Thank you".

Finally, a big "Thank You" to all the RSG children and their parent carers (past and present) whose enthusiasm, smiles and laughter has made the Trustees work enjoyable and worthwhile.

Adele Williams

Trustee and Chairperson

Miss Tracy Rowland

Charity Manager

## Appendix B - RSG Annual Report 2023 - 2024

### Administrative information and details of Trustees

#### Reference and Administration Details

Name of Charity: Ready Steady

Go Other Names used: Ready

Steady Go Activity Club, or

RSG Club

Charity Registration Number: 1183203

Registered/Principal Office:

19, Acacia Avenue

Undy

NP26 3NQ

Contact E-mail address: [admin@readysteadygoclub.co.uk](mailto:admin@readysteadygoclub.co.uk)

Trustees - 01.04.23 to 31.03.24

Name Position Dates in Office E-mail address

Ms Adele Williams - [adele.264@hotmail.com](mailto:adele.264@hotmail.com) - Full Year

Mrs Chrystal Durnford - [chrystaldurnford@gmail.com](mailto:chrystaldurnford@gmail.com) - Full Year

Mrs Melanie Stirling - [melstirling37@hotmail.com](mailto:melstirling37@hotmail.com) - Full Year

Mrs Louise Pitman - [loubyp@btinternet.com](mailto:loubyp@btinternet.com) - From July 2023

## Ready Steady Go Annual accounts 2023/ 2024

club fees		6,488.04
donations		10,732.50
grants		60,713.70
fayre stalls		330.00
raffle		2,053.05
room hire		2,700.00
activities contributions		7,578.97
miscellaneous (i.e. Local giving)		965.67
Misc. credit (unallocated)		460.65
Refunds		1,598.51
activities	16,777.33	
seasonal events	3,208.56	
toys / equipment	2,818.23	
occasional / Christmas gifts	1,799.91	
kitchen supplies	221.20	
sessional supplies	4,664.56	
stationary	776.86	
hall rent	4,581.00	
cleaning	984.14	
hall equipment	1,208.76	
utilities	4,566.59	
maintenance	1,189.53	
garden equipment	4,475.15	

payroll	34,773.45
insurance	351.59
workwear	832.80
phone / telecoms	424.24
expenses / travel	961.23
staff equipment i.e. laptop	810.25
training	1,259.45
website	963.32
promotional	771.46
food	305.84
entertainment	209.05
miscellaneous	475.13
Unallocated	1,062.58
Costs associated with fundraising etc	390.21

**(90,862.42)      93,621.09**

**2,758.**  
**67**

<b>Profit / Loss for Year</b>	
Bank Balance opening	7,132.08
Less expenses	(90,862.42)
Plus income	93,621.09
<b>Closing Bank Balance</b>	<b>9,890.75</b>

**Signed:**

**Position:**

**Date:**





**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name  
Ready Steady Go

**On accounts for the year ended**

31 March 2024

**Charity no (if any)**

1183203

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's 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.

**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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

**Signed:**

**Date:** 18/09/2024

**Name:**

Nathan Pretty ACCA

**Relevant professional qualification(s) or body (if any):**

Association of Certified Chartered Accountants (ACCA) – Membership number 3213018

**Address:**

2 Pankhurst Drive, Undy, NP26 3FW

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

N/A

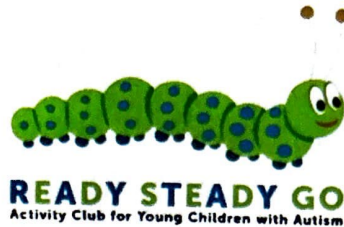
**READY STEADY GO**

England & Wales - Charity number 1183203

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# Accounts

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## Trustees Annual Report

2022/2023

Charity Registration No: 1183203

Ready Steady Go

### 1. Objectives and Activities

1.1 The objectives of Ready Steady Go (RSG) are defined in the Constitution Document, namely: -

1. To relieve the needs of children with autism spectrum disorder and their families by providing support, education, practical advice, recreational and leisure time activities delivered in the interest of social welfare and, designed to improve their conditions of life and which develop their skills, capacities and capabilities.

2. To advance the education of the public in autistic spectrum conditions, in particular but not exclusively by the provision of:

a) advice and support to families affected by autism spectrum disorder to eliminate the stigma associated with autism and the reducing barriers within society; and

b) raising public awareness of autism by sharing knowledge and working with the local community and local organisations such as schools etc to educate and encourage collaboration of social and recreational facilities and events involving the local community

1.2 In advancing these objectives and in other decision making, the Trustees ensure cognisance of the Charity Commission's guidance on public benefit.

## **2. Summary of Main Activities**

**2.1 In order to fulfil objective 1 (above) RSG has provided members with:**

- opportunities to meet and to engage in activity that will assist their development.
- opportunities to integrate with local communities and assist in removing isolation.
- opportunities to develop their skills to participate as independent members of society.
- providing guidance, information and raising awareness to assist the public and those who care for children with Autism to deliver the best care possible.

**2.2 In order to fulfil objective 2 (above) RSG has raised awareness of Autism by: -**

- drawing attention to the difficulty faced by children and their parents of children with Autism and offering solution to emerging problems.
- members visit local commercial organisations and other bodies that provides the opportunity to offer information about the difficulties encountered through Autism.
- utilising 'contact' opportunities to educate the local community and advice regarding the practical effects of Autism.
- providing opportunities to persons of all ages to 'volunteer' to take part in Club activity.

**2.3 Please see Appendix 'A' for details of achievements and performance undertaken during 2022/2023.**

## **3. Structure and Management of RSG**

**3.1 RSG is a Charitable Incorporated Organisation with voting members, other than its charity Trustees.**

**3.2 The Structure and Management of RSG is based upon a Constitution 'approved' by the Charity Commission (for registration purposes) which outlines the compliance criteria that RSG needs to follow. (A copy of this document is available on request and is available**

via the RSG 'private' Facebook page.)

3.3 In accordance with the Constitution, since its inception, RSG has been managed by a small group of Trustees, assisted by the recently appointed Charity Manager & Accounts Assistant under the direction of the RSG Chairperson who works closely with the Charity Manager to address the day to day issues.

3.4 During the Financial Year 2022/2023 a total of 6 support workers have contributed to the events organised by RSG with various numbers assisting at different events. In addition, several volunteers have also given their time to assist and support the RSG children and parents.

3.5 Currently the Charity has 4 appointed Trustees.

3.6 The Trustees also have the services of several senior professional persons from local and national organisations who work in the area in which RSG operates who are willing to provide advice and guidance, when requested.

3.7 For full details of the Trustees and other administrative information please see Appendix 'B'.

3.8 The appointment of current and future Trustees excludes any external body appointing a person to serve on the Board of Trustees. Appointments will be by member votes at the AGM.

3.9 Provision is made for the existing Trustees to co-opt another person(s) onto the Board as a temporary Trustee, until such time as that person's name may be submitted to the AGM for 'full' appointment by the members. Any person appointed as a temporary Trustee has the full voting responsibility like any other member of the Board and there are no special restrictions placed on any temporary Trustee.

3.10 A number of RSG families also have an association with other local charities, whilst RSG may hold joint events with other charities and support them in other non-financial ways, RSG is totally independent of any other charity (or group) and should any conflict arise, foremost will be the interests of RSG members and its wider local community.

#### 4. Financial Aspects

4.1 RSG use the services of Santander UK Ltd for its banking services.

4.2 Attached at Appendix 'C' is a summary of the accounts of RSG for the financial Year 2022 to 2023.

4.3 At this time in the development of RSG no funds have been invested in any source.

4.4 Trustees do not receive any remuneration in respect of any responsibility/activity carried out on behalf of RSG.

4.5 It is the aim of the Trustees to secure enough funds at the end of one financial year to meet our commitments during the next financial year, thus enabling planning and a structured approach, so essential for our members.

4.6 It is the decision of the Trustees that applications for Grants will only be made to those bone fide organisations and who publicly inform interested parties of the availability of such grants. Such grants will only be used for the purpose for which they were intended (i.e. stated in the grant application) unless agreement is reached with the authority making the grant, for the purpose to be varied.

4.7 Donations will only be accepted from bone fide companies/individuals and which are unencumbered (i.e. free from any condition, lien, or security).

4.8 The Trustees do not plan to make investments on behalf of the member and therefore will not 'own' property, other than the toys and equipment needed to support the children in Club sessions.

4.9 RSG employs 8 staff.

4.10 In September 2022 Ready Steady Go were awarded a National Lottery Community Grant for £99,000.00 which secures 3 years worth of funding for the running costs involved with the running costs of activity club sessions. This is a massive boost for the charity and adds financial security. The grant included the opportunity to employ the Charity Manager for 11.5 paid hours per week. Tracy Rowland the charity founder accepted this part time paid position in April 2022, and continues to work for the charity, volunteering further hours weekly.

4.11 Please see the Summary of Accounts at Appendix 'C' for the Financial Year 2022/2023.

Adele Williams Trustee & Chairperson

Tracy Rowland Charity Manager

## Appendix A - Annual Report 2022/2023

### **Achievements and Performance during 2022/2023**

Ready Steady Go's 3rd year as a registered charity saw Activity Club sessions return after closure due to Covid. RSG offered a comprehensive and varied schedule of events for the children and their families. Ready Steady Go has provided weekly activity club sessions, supported community trips, specific exclusive external activity sessions and seasonal events and parties.

Ready Steady Go acquired the lease to Undy Church & Community hall for a period of 2 years (with intention to increase years) in December 2021. This meant that the management of hall became the responsibility of the Charity. The previous committee passed on the equipment and fixtures currently at the hall, so Ready Steady Go did not need to invest in new.

The weekly Activity Club runs after school on a Wednesday & Thursday afternoon at Undy Church and Community Hall. These sessions are regularly attended by our 22 member children and up to 12 siblings. Each session is supported by our support workers and volunteers, with sessions having weekly themes. Children have fun playing with the extensive range of toys available to them, with many favourites such as Thomas the Tank Engine, Brio, Lego and Duplo being enjoyed.

Each Activity Club session has a different theme with the toys, sensory items and arts & crafts all themed such as the Artic Ocean, Farmyard and Dinosaurs. The children have great fun developing their imaginations through play in this supported and comfortable environment.

As well as inhouse workshops we also invite external suppliers to our sessions and have enjoyed the following creative and sensory sessions throughout the year, with suppliers often being invited back for several sessions during the year:

Key Create – Sensory music, movement & dance

Make a Bear Workshop

Paper plate crafts

Animals with Animal Interactive

Ice Cream Sundae making

Biscuit and cake decorating

We celebrated each season with seasonal activities that included Pancake decorating, Easter Party, Halloween Pumpkin Carving, Halloween & Christmas Parties. All the children, siblings and parent carers have great fun at these events, and we have been joined by Irene the face-painter, Tony the Balloonman and Crazy AI – our resident DJ. Lots of fun for all the family and all the children received seasonal goody bags and gifts.

RSG attends exclusive gymnastic sessions twice monthly at Wye Gymnastics where the children have

amazing fun supported by the volunteers from Wye Gymnastics. These sessions are extremely popular with our families.

Members attend monthly exclusive small group horse riding sessions at Severnvale Riding Stables which is extremely popular with the families. Many of our children now attend further riding lessons at the centre as equine therapy works so well for them.

We held monthly exclusive family swimming sessions held at Caldicot Leisure Centre (having made a successful grant application) which helps to develop confidence for our children and allows the whole family to participate together.

We have started fortnightly visits to Wellies working farm. The children are able to pet, feed and learn about all the individual animals in a very relaxed and informal environment.

We held 3 subsidised exclusive Whirlkidz indoor softplay sessions which are always well attended, busy and playful sessions.

School holidays can be particularly challenging for our families and we therefore have developed a well-supported and comprehensive school holiday schedule of events. We visited many places as a group and offered support to families where needed to enable them to go out. Some entry fees were subsidised through grants received.

We subsidised and supported fun and enjoyable trips to:

Perrygrove Railway

The Wild Place Bristol

Old Down Country Park

Newport Wetlands

Afternoon tea party at Donnies Coffee Shop, Magor

In November 2022, RSG held our 3rd Annual Christmas Fayre which was a festive and joyful event and well attended by the local community. The fayre and raffle ticket sales raised over £1300 for the charity.

For our 2022 Christmas treat RSG again enjoyed it when we hired a carriage on the Dean Forest Railway Santa Special Train. All our families attended the event and was very festive.

During early 2023 preparations were under way for the opening of Youth Club for 12 - 19 year olds.

Ready Steady Go has always and continues to receive incredible support from the local community of Undy, Magor, Caldicot and Chepstow. Without the support of so many friends we would not be able to provide such important support and fun activities for our families.

To the many persons/organisations that made donations to enable RSG to provide the activities for are

children and parent carers (too many to name individually) we say a huge "Thank you".

Finally, a big "Thank You" to all the RSG children and their parent carers (past and present) whose enthusiasm, smiles and laughter has made the Trustees work enjoyable and worthwhile.

Adele Williams

Miss Tracy Rowland

Trustee and Chairperson

Charity Manager

**Appendix B - RSG Annual Report 2022 - 2023**

**Administrative information and details of Trustees**

**Reference and Administration Details**

**Name of Charity: Ready Steady Go**

**Other Names used: Ready Steady**

**Go Activity Club, or**

**RSG Club**

**Charity Registration Number: 1183203**

**Registered/Principal Office:**

**19, Acacia Avenue**

**Undy**

**NP26 3NQ**

**Contact E-mail address: admin@readysteadygoclub.co.uk**

**Trustees – 01.04.22 to 31.03.23**

**Name Position Dates in Office E-mail address**

**Ms Adele Williams - adele.264@hotmail.com - Full Year**

**Mrs Chrystal Durnford - chrystaldurnford@gmail.com - Full Year**

**Mrs Melanie Stirling - melstirling37@hotmail.com - From November 2022**

**Cathryn Duke - ceriduke@gmail.com Chair Person Full Year**

**Tracy Rowland - tracyrowland67@gmail.com 01.04.22 - March 2023 (resigned)**

## Income &amp; Expenses 2022/2023

DR

CR

## INCOME

Donations		5171.32
Club Fees		5342.74
Grant		23650.28
Fayre Stalls		105
Raffle		1001
Room Hire		1672.4
Activities Contributions		3805.97
Misc.		
		40748.71

## EXPENSES

Activities	9491.5
Stationary	911.06
Hall Rent	3504
Seasonal Events	647.74
Cleaning	241.6
Payroll	20720.16
Insurance	383.68
Xmas Gifts / Occasional Gifts	653.4
Website	905.58
Workwear	57.48
Toys / Equipment	812.28
Promotional	435.11
Food for Kitchen	82.78
Entertainment	18.08
Misc	371.51
Kitchen supplies	166.23
Sessional Supplies	2419.88
Hall Equipment	1784.53
Utilities	3082.16
Maintenance	1187.2
Training	86.4
Expenses / Travel	300.65
Miscellaneous Fees	478.25
	48741.26

Profit / loss for year

-7992.55

Bank balance opening

15124.63

Less Expenses

48741.26

Plus Income

40748.71

Closing Bank Balance 31/3/2023

Total

7132.08

**Asset Overview**

**Subject Item Value**

**Fixed Assets £00.00**

**Intangible Assets 0.00**

**Tangible Assets 0.00**

**Heritage Assets 0.00**

**Investments 0.00**

**Total 0.00**

**Current Assets**

**Stocks 0.00**

**Debtors 0.00**

**Investments 0.00**

**Cash at Bank & In-hand £7132.08**

**Liabilities**

**Creditors**

**Total Assets and Liabilities**

**Funds of the Charity**

**Endowment Funds 0.00**

**Restricted Income Funds 3425.77**

**Unrestricted funds 3706.31**

**Revaluation Reserve 0.00**

**Pension Reserve 0.00**

**Total Funds available 7132.08**



Section A

Independent Examiner's Report

Report to the trustees

Charity Name: READY STEADY GO

On accounts for the year ended

31<sup>ST</sup> MARCH 2023

Charity no (if any)

118 320 3

Set out on pages

3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's 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.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Jo Williams

Date:

31/08/2023

Name:

Joel WILLIAMS

Relevant professional qualification(s) or body

Msc Financial Services Management.

(if any):

Address:

10 DINCH HILL LANE  
UNDY, MONMOUTHSHIRE.  
NP26 3EQ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

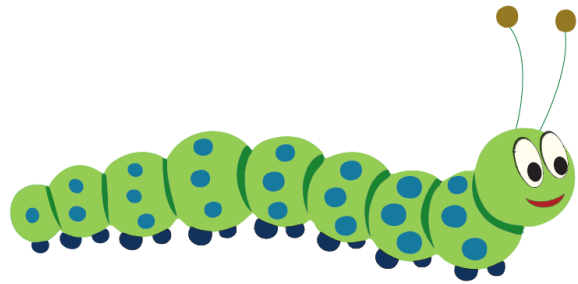
**READY STEADY GO**

England & Wales - Charity number 1183203

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# Accounts

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**READY STEADY GO**  
Activity Club Supporting Young Children with Autism

# Trustees Annual Report

**2019/2020**

Charity Registration No: 1183203

## Ready Steady Go

### 1. Objectives and Activities

1.1 The objectives of Ready Steady Go (RSG) are defined in the Constitution Document, namely: -

1. To relieve the needs of children with autism spectrum disorder and their families by providing support, education, practical advice, recreational and leisure time activities delivered in the interest of social welfare and, designed to improve their conditions of life and which develop their skills, capacities and capabilities.
2. To advance the education of the public in autistic spectrum conditions, in particular but not exclusively by the provision of:
  - a) advice and support to families affected by autism spectrum disorder to eliminate the stigma associated with autism and the reducing barriers within society; and
  - b) raising public awareness of autism by sharing knowledge and working with the local community and local organisations such as schools etc to educate and encourage collaboration of social and recreational facilities and events involving the local community

1.2 In advancing these objectives and in other decision making, the Trustees ensure cognisance of the Charity Commission's guidance on public benefit.

### 2. Summary of Main Activities

2.1 In order to fulfil objective 1 (above) RSG has provided members with:

- opportunities to meet and to engage in activity that will assist their development.
- opportunities to integrate with local communities and assist in removing isolation.
- opportunities to develop their skills to participate as independent members of society.
- providing guidance, information and raising awareness to assist the public and those who care for children with Autism to deliver the best care possible.

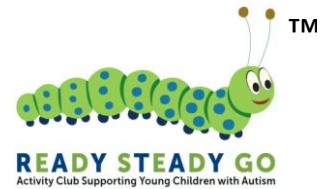
2.2 In order to fulfil objective 2 (above) RSG has raised awareness of Autism by: -

- drawing attention to the difficulty faced by children and their parents of children with Autism and offering solution to emerging problems.
- members visit local commercial organisations and other bodies that provides the opportunity to offer information about the difficulties encountered through Autism.
- utilising 'contact 'opportunities to educate the local community and advice regarding the practical effects of Autism.
- providing opportunities to persons of all ages to 'volunteer' to take part in Club activity.

2.3 Please see Appendix 'A' for details of achievements and performance undertaken during 2019/2020.

### 3. Structure and Management of RSG

- 3.1 RSG is a Charitable Incorporated Organisation with voting members, other than its charity Trustees.
- 3.2 The Structure and Management of RSG is based upon a Constitution 'approved' by the Charity Commission (for registration purposes) which outlines the compliance criteria that RSG needs to follow. (A copy of this document is available on request and is available via the RSG 'private' Facebook page.)
- 3.3 In accordance with the Constitution, since its inception, RSG has been managed by a small group of Trustees, assisted by a group of parents and professional support workers, under the direction of the RSG Chairperson who address the day to day issues.
- 3.4 During the Financial Year 2019/2020 a total of 7 support workers have contributed to the events organised by RSG with various numbers assisting at different events. In addition, several volunteers have also given their time to assist and support the RSG children and parents.
- 3.5 During the first year of operation, before securing Charity Commission registration, the founder of the group secured the services of four persons to become Trustees of RSG and to accept responsibility for its management. A fifth person was co-opted onto the Trustees Board to provide practical professional advice; each of these five persons are submitting themselves for re-election at the first RSG Annual General Meeting.
- 3.6 The Trustees also have the services of several senior professional persons from local and national organisations who work in the area in which RSG operates who are willing to provide advice and guidance, when requested.
- 3.7 For full details of the Trustees and other administrative information please see Appendix 'B'.
- 3.8 The appointment of current and future Trustees excludes any external body appointing a person to serve on the Board of Trustees. Appointments will be by member votes at the AGM.
- 3.9 Provision is made for the existing Trustees to co-opt another person(s) onto the Board as a temporary Trustee, until such time as that person's name may be submitted to the AGM for 'full' appointment by the members. Any person appointed as a temporary Trustee has the full voting responsibly like any other member of the Board and there are no special restrictions placed on any temporary Trustee.
- 3.10 A number of RSG families also have an association with other local charities, whilst RSG may hold joint events with other charities and support them in other non-financial ways, RSG is totally independent of any other charity (or group) and should any conflict arise, foremost will be the interests of RSG members and its wider local community.



#### 4. Financial Aspects

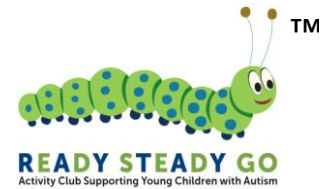
- 4.1 RSG use the services of Santander UK Ltd for its banking services.
- 4.2 Attached at Appendix 'C' is a summary of the accounts of RSG for the financial Year 2019 to 2020.
- 4.3 At this time in the development of RSG no funds have been invested in any source.
- 4.4 Trustees do not receive any remuneration in respect of any responsibility/activity carried out on behalf of RSG.
- 4.5 It is the aim of the Trustees to secure enough funds at the end of one financial year to meet our commitments during the next financial year, thus enabling planning and a structured approach, so essential for our members.
- 4.6 It is the decision of the Trustees that applications for Grants will only be made to those bone fide organisations and who publicly inform interested parties of the availability of such grants. Such grants will only be used for the purpose for which they were intended (i.e. stated in the grant application) unless agreement is reached with the authority making the grant, for the purpose to be varied.
- 4.7 Donations will only be accepted from bone fide companies/individuals and which are unencumbered (i.e. free from any condition, lien, or security).
- 4.8 The Trustees do not plan to make investments on behalf of the member and therefore will not 'own' property, other than the toys and equipment needed to support the children in Club sessions.
- 4.9 RSG does not employ any staff. The professional Support Workers RSG use, and for which an hourly remuneration is paid, are self-employed or procured from another local charitable organisation, for which an hourly payment is made.
- 4.10 Please see the Summary of Accounts at Appendix 'C' for the Financial Year 2019/2020.

John Stafford  
Trustee and Secretary



## Appendix A

### Achievements and Performance during 2019/2020



## **Achievements and Performance during 2019/2020**

Ready Steady Go's first year as a registered charity has been a busy and fun-filled year with a comprehensive and varied schedule of events for the children and their families. Ready Steady Go has provided weekly activity club sessions, supported community trips, specific exclusive external activity sessions and seasonal events and parties.

The weekly Activity Club runs after school on a Friday at Undy Church and Community Hall. These sessions are regularly attended by our 15 member children and up to 10 siblings. Each session is supported by our support workers and volunteers, with sessions having weekly themes. Children have fun playing with the extensive range of toys available to them, with many favourites such as Thomas the Tank Engine, Brio, Lego and Duplo being enjoyed.

Each Activity Club session has a different theme with the toys, sensory items and arts & crafts all themed such as the Artic Ocean, Farmyard and Dinosaurs. The children have great fun developing their imaginations through play in this supported and comfortable environment.

As well as inhouse workshops we also invite external suppliers to our sessions and have enjoyed the following creative and sensory sessions throughout the year, with suppliers often be invited back for several sessions during the year:

- Lego / Concrete workshop with Natasha
- Chocolate Workshop with Kokoblas – creating handmade chocolate Lollypops
- Key Create – Sensory music, movement & dance
- Make a Bear Workshop
- Wooden spoon craft
- Paper plate crafts
- Fluffy animals with Animal Interactive
- Ice Cream Sundae making
- Biscuit and cake decorating

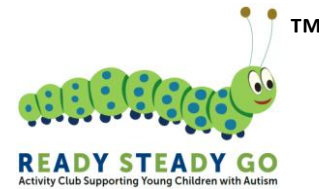
We celebrated each season with seasonal activities that included Pancake decorating, Easter Party, Halloween Pumpkin Carving Party and Christmas Party. All the children, siblings and parent carers have great fun at these events, and we have been joined by Irene the face-painter, Tony the Balloon man and Crazy AI – our resident DJ. Lots of fun for all the family and all the children received seasonal goody bags and gifts.

RSG attends exclusive gymnastic sessions twice monthly at Wye Gymnastics where the children have amazing fun supported by the volunteers from Wye Gymnastics. These sessions are extremely popular with our families.

Members attend monthly exclusive small group horse riding sessions at Severnvale Riding Stables which is extremely popular with the families. Many of our children now attend further riding lessons at the centre as equine therapy works so well for them.

In conjunction with Disability Sports Wales we attended weekly bespoke Sports Literacy Sessions at Caldicot Leisure Centre (having made a successful grant application) which helps to develop confidence and skills for our children to allow them to progress to join existing disability sports sessions.

Waitrose Supermarket at Caldicot invited RSG to provide their staff with an insight into the problems of children with Autism, as a result 2 seminars were held in store to raise awareness of Autism and the effect that it can have on children.



We have run bespoke Nature School sessions at The Cornfield Project in Portskewett, working with Rewild Play for some of our children. Some of our children have also attended existing Forrest School Sessions at Caldicot Castle and Greenmeadow Farm Park with Rewild Play.

We held 5 subsidised exclusive Whirlikidz indoor softplay sessions which are always well attended, busy and playful sessions, and 2 exclusive play sessions at Parc Play Wooden Activity Play Centre in Cardiff. We also arranged supported group visits to inclusive sessions at Energi Inflatable Park in Newport.

In January we were visited by the Community Special Dentist Team who explained the importance of toothcare to our children and helped parent carers with specific advice. We themed the activity session around teeth with painting pictures of smiley teeth and made fruit salad faces.

RSG held 2 x very well attended exclusive family swim sessions at Caldicot Leisure Centre.

School holidays can be particularly challenging for our families and we therefore have developed a well-supported and comprehensive school holiday schedule of events. We visited many places as a group and offered support to families where needed to enable them to go out. Some entry fees were subsidised through grants received.

We were regular visitor to Perrygrove Railway making good use of our child and carer annual passes received via a successful Greggs Foundation Grant.

We subsidised and supported fun and enjoyable trips to:

- The Wild Place Bristol
- Old Down Country Park
- Newport Wetlands
- Caldicot Castle and Country Park
- Day at the Seaside at Ogmore on Sea
- Afternoon tea party at Donnies Coffee Shop, Magor
- St Fagans – Welsh Folk Museum
- Beechenhurst – The Forest of Dean
- Shopping Trip at Waitrose Supermarket, Caldicot

In August RSG held our 1st Annual ASD Family Funday in Raglan. Over 40 families (150 people) attended our fun day specifically catering for families who generally would struggle to attend a public fun day. This was a ticketed event to restrict numbers and lots of fun was had by all attending.

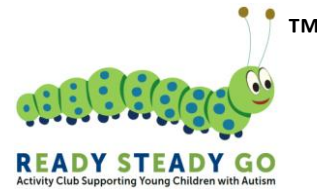
In September, our families visited Peppa Pig World at Alton Towers which was funded through Happy Days Charity. Our families had a fantastic time at each venue.

In November, RSG held our 2<sup>nd</sup> Annual Christmas Fayre which was a festive and joyful event and well attended by the local community. The fayre and raffle ticket sales raised over £1200 for the charity.

For our 2019 Christmas treat RSG hired a carriage on the Dean Forest Railway Santa Special Train. All our families attended the event and was very festive.

In October, our young volunteer Harry Stitt received the prestigious Gwent High Sheriff Award for his volunteering services to Ready Steady Go. RSG is immensely proud of Harry and highly value his support and commitment.

2019/2020 was a difficult year for our families, due to Covid-19, RSG Activity Club sessions have had to temporarily close as of 20<sup>th</sup> March 2020, but the charity continues to support families in other ways. We continue to provide online support via our members Facebook page, provided



goody bags for the children throughout lockdown and continue to resume activities that are safe to attend such as horse riding and gymnastics.

Ready Steady Go has always and continues to receive incredible support from the local community of Undy, Magor, Caldicot and Chepstow. Without the support of so many friends we would not be able to provide such important support and fun activities for our families.

To the many persons/organisations that made donations to enable RSG to provide the activities for are children and parent carers (too many to name individually) we say a huge “Thank you”. To our supporters, who have helped us throughout the year in so many ways, we also a huge “Thank You”.

A number of individuals and organisations have made Grants to RSG or organised fund-raising activities to assist us; it is impossible to list each one individually, but here is a small list of individuals and organisations that have helped support RSG during the past year. To any that we have missed, we apologise, but your efforts and contributions are very much appreciated by all of RSG.

- Undy Church and Community Hall Committee (special thanks to John Smith)
- St Pierre Ladies Golf Members – Captain Beryl Young and member Sue Thomas – for fundraising for Ready Steady Go as their chosen Charity of the year 2019
- Debbie Ling of John Lewis Ltd who arranged and organised a successful fund-raising Ladies Fashion Show at St Pierre.
- Undy AFC for their continued support.
- Local Giving (for their advice and guidance as well as their contributions).
- Magor Knit & Natter.
- St Marys Church Undy.
- Magor & Undy Community Council.
- St Marys Ladies Guild, Caldicot.
- Magor Churchmen.
- Joanne Gillard and GAVO.
- Happy Days Charity.
- Greggs Foundation.
- Co-op Community Fund.
- Disability Sport (Wales).
- Groundworks (Tesco).
- Magic Parent and Carer Network (re Funday donation)
- Fred Weston (Advisor to RSG) and Monmouthshire County Council.
- Clive Roberts (for support in the upkeep of the RSG allotment).
- Alison and Frank Heathman & Castleton Lodge.
- Caishnah Baum - Community Lead Waitrose Caldicot.
- Kit Ireland.
- Severnvale Equestrian Centre.
- Wye Gymnastics.
- The Cornfield Project.
- All our volunteers and support workers.

Finally, a big “Thank You” to all the RSG children and their parent carers (past and present) whose enthusiasm, smiles and laughter has made the Trustees work enjoyable and worthwhile.

Mrs Tracy Stafford  
Trustee and Chairperson



## Appendix B

### Administrative information and details of Trustees

Reference and Administration Details

Name of Charity:	Ready Steady Go
Other Names used:	Ready Steady Go Activity Club, or RSG Club
Charity Registration Number:	1183203
Registered/Principal Office:	19, Acacia Avenue Undy NP26 3NQ
Contact E-mail address:	rsgclub.undy@gmail.com

Trustees – 01.04.19 to 31.03.20

Name	Position	Dates in Office	E-mail address
Mrs Tracy Stafford	Chairperson	Whole Year	mrstracystafford@outlook.com
Mr John Stafford	Secretary	Whole Year	js460038@outlook.com
Mrs Chrystal Durnford		Whole Year	chrystaldurnford@gmail.com
Mrs Cathryn Duke		Whole Year	ceriduke@gmail.com
Miss Catherine Morgan-Owen		01.07.19 onwards	catherinemorganowen@gmail.com



## Appendix C

### Summary of Accounts

## Asset Overview

<b>Subject</b>	<b>Item</b>	<b>Value</b>
<u>Fixed Assets</u>		<b>£</b>
	Intangible Assets	0.00
	Tangible Assets	0.00
	Heritage Assets	0.00
	Investments	0.00
	<u>Total</u>	0.00
<u>Current Assets</u>		
	Stocks	0.00
	Debtors	0.00
	Investments	0.00
	Cash at Bank & In-hand	22,030.32
<u>Liabilities</u>		
	Creditors	420.00
	<u>Total Assets and Liabilities</u>	21,610.32
<u>Funds of the Charity</u>		
	Endowment Funds	0.00
	Restricted Income Funds	11,655.25
	Unrestricted funds	9,955.07
	Revaluation Reserve	0.00
	Pension Reserve	0.00
	<u>Total Funds available</u>	21,610.32

## Income and Expense Summary 2019/20

		Debit		Credit
<b>Income</b>		£		£
	Donations			5,621.09
	Club Fees			2,761.96
	Fun Day			1,026.00
	Grants			16,287.75
	Activity Contributions			2,093.90
	Raffle			113.00
	Fundraising			1,186.93
<b>Expenses</b>				
	Equipment	1,816.72		
	Fun Day	1,561.66		
	Activities	10,347.10	1	
	Stationary	334.21		
	Food	274.68		
	Workwear	390.59		
	Storage	8.25		
	Promotion/Selling	224.78		
	Hall Hire	890.00		
	Support Workers	5,766.35	2	
	Insurance	231.11		
	Miscellaneous	136.00	3	
	Incidental Expenses	972.63		
		22,954.08		29,090.63

- 1 Includes £120 paid to Wye Gym in April '20, for Feb/March '20.  
 2 Includes £300 paid in April '20 which relates to this financial year (19/20)  
 3 £96.00 Localgiving Subscription & £40 Gambling licence (for Raffles)

Sally Stafford  
Financial Administrator

Income & Expenses 2021/2022	DR	CR
<b>INCOME</b>		
Donations		3432.67
Club Fees		1919
Grant		500
Fayre Stalls		230
Raffle		1131
Room Hire		402.5
Activities Contributions		1237.8
Misc.		30.43
<b>EXPENSES</b>		
Activities	6253.95	
Stationary	525.6	
Hall Rent	1168	
Seasonal Events	649.22	
Cleaning / Covid Care / Equipment	516.85	
Payroll	37.5	
Insurance	235.92	
Xmas Gifts / Occasional Gifts	619.59	
Website	1311.76	
Workwear	328.8	
Toys / Equipment	696.83	
Promotional	131.25	
Food for Kitchen	32.5	
Entertainment	400	
Misc	329.77	
	13237.54	8883.4
Profit/loss for year		-4354.14
Bank balance opening		19478.77
Less expenses		13237.54
Plus income		8883.4
Closing Bank Balance		<b>15124.63</b>
Bank Statement		15124.63
Petty Cash		0
	<b>Total</b>	<b>£15,124.63</b>

**READY STEADY GO**

England & Wales - Charity number 1183203

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# Accounts

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## **Trustees Annual Report 2020/2021**

### **Achievements and Performance**

Ready Steady Go's second year as a registered charity has been very different from the previous year due to Covid 19 arriving and changing the world we live in. Sadly, in March 2020 we had to stop running the after-school activity club and cease our supported community trips, specific exclusive external activity sessions and seasonal events and parties.

Throughout this very difficult and challenging time, during the lockdowns and isolation periods, the charity supported families in different ways by delivering themed activity packs, toys, sensory items etc to help occupy the children whilst at home. These included craft packs, sensory packs, summer toys, seasonal gift packs such as Halloween treats, Easter gifts and Christmas presents.

Due to being unable to hold our annual Christmas Fayre due to Covid our families sold raffle tickets for a Hamper Draw and sales raised nearly £2000 for the charity which helped fund Christmas presents for all our children and siblings.

We continued to provide online support via our members Facebook page, and recently have started to resume activities that are safe to attend such as horse riding and gymnastics.

Ready Steady Go has always and continues to receive incredible support from the local community of Undy, Magor, Caldicot and Chepstow. Without the support of so many friends we would not be able to provide such important support and fun activities for our families.

We are still receiving generous donations from various organisations, with recent donations from Chappell's Chemist in Caldicot, Alison and Keith Heathman, The Caldicot and Chepstow Lions Club to name but a few.

Currently, Ready Steady Go is awaiting the final stages of taking over the lease for Undy Church and Community Hall. As soon as this is finalised, Ready Steady Go will be able to resume after school activity clubs as well as hiring out the hall to other projects and the local community. By having a permanent home, Ready Steady Go will be heading into an exciting new phase where we will be able to run more activity sessions and increase our membership.

Ready Steady Go has 16 members plus siblings, and we have 11 children on the waiting list. The waiting list increases each month and the acquisition of the lease for the hall will mean Ready Steady Go will be able to support all the children on the waiting list.

With Covid-19 restrictions gradually lifting we have been able to reunite our families at a successful exclusive softplay session in Whirlidikz, Cheptow in October.

We have various activities booked for the forthcoming months which include an exclusive swimming pool hire session, subsidised horse-riding sessions running weekly, exclusive gymnastic sessions, subsidised sessions at Enflate and Jump in Newport. Christmas is looking exciting for our families with a Christmas Party at Whirlikiz and a Christmas train ride.

Ready Steady Go would like to thank all our supporters, Trustees and families for their ongoing support and I look forward to Ready Steady Go flourishing over the forthcoming year.

Tracy Stafford

Trustee & Chairman

<b>Subject</b>	<b>Item</b>	<b>Value</b>
<u>Fixed Assets</u>		<b>£</b>
	Intangible Assets	0.00
	Tangible Assets	0.00
	Heritage Assets	0.00
	Investments	0.00
	<b>Total</b>	<b>0.00</b>
<u>Current Assets</u>		
	Stocks	0.00
	Debtors	0.00
	Investments	0.00
	Cash at Bank & In-hand	19,478.77
<u>Liabilities</u>		
	Creditors	0.00
	<b>Total Assets and Liabilities</b>	<b>0.00</b>
<u>Funds of the Charity</u>		
	Endowment Funds	0.00
	Restricted Income Funds	750.00
	Unrestricted funds	5,828.63
	Revaluation Reserve	0.00
	Pension Reserve	0.00
	<b>Total Funds available</b>	<b>6,578.63</b>

## Income and Expense Summary 2020/2021

<b><u>Income</u></b>	<b>Debit</b> £	<b>Credit</b> £
Donations		1,713.43
Club Fees		1,885.45
Fun day		0.00
Grants		750.00
Activities Contributions		520.75
Raffle		1,749.00
Fundraising		0.00
<b><u>Expenses</u></b>		
Equipment	936.57	
Lockdown Packs	1,527.64	
Activites	2,933.98	1
Stationery	411.89	
Food	131.25	
Workwear	0.00	
Storage	0.00	
Promotion/ Selling	42.00	
Cleaning/ Toiletries	66.40	
Hall Hire	0.00	
Play workers	409.90	2
Insurance	228.20	
Trademark	0.00	
Misc	116.00	3
Gifts/Occasions	1,946.35	4
	8,750.18	6,618.63

- 1    £120 deducted re Wye Gym session in 2020-21.  
Paid this year but relates to last year sessions.
- 2    Minus £300 which was paid this year but relates to last year.
- 3    £96.00 Localgiving Subscription fee.  
£20.00 gambling fee for raffle.
- 4    High due to Christmas gifts for children as no party this year.