



## 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 Logleat 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>114,081.43</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>



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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
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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	
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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>114,081.43</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

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**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.