



Trustees' Annual Report for the period

Period start date
06 April 2022
From
Period end date
05 April 2023
To

Section A Reference and administration details

Charity name SHINE for Autism

Other names charity is known by SHINE

Registered charity number (if any) 1185018

Charity's principal address 4 Devonshire Road

Millom

Cumbria

Postcode

LA18 4JF

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---|
| 1 | Jane McFie | Chair | | |
| 2 | Julie Craghill | | | |
| 3 | Stephen Evans | | | |
| 4 | Bettina Evans | | | |
| 5 | Shelagh Cloudsdale | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| N/A | |
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| N/A | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Foundation' Model Constitution adopted on 23rd August 2019

How the charity is constituted

Charitable Incorporated Organisation – Registered Charity No. 1185018

Trustee selection methods

Trustees are appointed by current trustees as required.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees give their time voluntarily and receive no remuneration.

We have Trustee Role Descriptions, Code of Conduct, Acceptance Form and Declarations for New Trustees. They are also be given the latest copy of the Constitution, Annual Accounts Report, Treasurers Report and Trustee's Report for information.

We have procedures in place for Acceptance & Refusal of Donations, Complaints, Confidentiality, Conflict of Interest, Data Breach, Data Protection, Equal Opportunities, Financial Control, Fundraising, Grants, Harassment, Meetings, Photos & Images, Safeguarding Children, Safeguarding Vulnerable Adults and Social Media. Trustees receive copies of all procedures on induction.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote social inclusion for the public benefit of individuals with Autistic Spectrum Disorder who are socially excluded from society, or parts of society in Cumbria, as a result of being autistic by the provision of services, resources, facilities, support and information for both them and their parents/carers.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year we have complied with the Charity Commission's guidance in Section 4 of The Charities Act 2006 with regards to public benefit at our Trustee meetings. Our main activities are as follows:

- Providing resources, support and information for individuals with autistic spectrum disorder and their parents/carers.
- Providing the opportunity for parents/carers to meet in order to develop a mutual support network and enable sharing of skills, experience and knowledge within the group.
- Organising recreation facilities and opportunities for individuals with autistic spectrum disorder to develop social networks, friendships, peer groups and self-esteem.
- Providing workshops, online forums and 1:1 support for parents/carers to gain knowledge and strategies to enable them to support individuals with autistic spectrum disorder.
- Raising public awareness of the issues affecting individuals with autistic spectrum disorder and their parents/carers both generally and in relation to their social exclusion through fundraising and public training/awareness.
- Providing small grants to local individuals/schools to provide support/equipment for autistic individuals.

The focus of our activities this year has been to support parent/carers through our online support and planning training/podcasts. We have also been concentrating on fundraising to enable us to achieve our future objectives.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

A great contribution is made by our trustees who have spent many hours supporting families in the area.

Without this time we would not be able to achieve any of our goals for the group.

Any surplus funds which are not likely to be needed are held for future activities, resources and training.

We have a Grant Procedure which sets out the criteria for selecting individuals/schools that are eligible to receive grants from SHINE.

The charity does not invest any of its money.

Summary of the main achievements of the charity during the year

April 22 – Support groups continued. SHINE for Autism was involved with Wheels for All, supporting their taster days.

May 22 – Keswick to Barrow and Coniston to Barrow walks took place. We had many walkers in both walks including one of our trustees (t-shirt costs were £174.86). We also hosted a Sensory workshop for parent/carers with Hanna Munroe Occupational Therapist (venue and drinks cost £43.17).

July 22 – We again gave an annual donation of £100 to the Community Track which will be running Wheels for All sessions in the future, making it inclusive for all. We produced 18 Messy Play at Home bags for parent/carers for the summer holidays (cost to produce £186.10).

September 22 – SHINE paid an individual grant for a weighted and lap pad, the cost of which was £151.

October 22 – Jemma Swales ran another 'Introduction to Autism' session for individuals, businesses, organisations and parent/carers (Cost £200). SHINE also procured a Sleep workshop from A Stitch Different CIC (Cost £400), this will take place in 2023.

November 22 – We received a donation from Freddie Gribbin who raised £605 from his penny for the guy.

We awarded Stepping Stones Nursery £550 for initial assessments with an autism practitioner for some of their children who have autistic traits to help put in place strategies that will help them thrive. Our Pamper Event took place and we raised £1,124.98.

December 22 – We added a SHINE for Autism Christmas Tree in the local Christmas Tree Festival to raise awareness of our group.

March 23 – Discussions are ongoing with regards to the content of the Podcasts that will take place over the next few months. The equipment has been tested and everything works well.

User Feedback - In the financial year 2022-2023 we haven't received any complaints. We have received lots of verbal compliments with regards to the training courses that have previously been run and many comments to join further training. People are very keen to see the Pamper Night fundraiser return next year.

Section E Financial review

Brief statement of the charity's policy on reserves

We hold cash at the bank of £9,219.28, there are currently no restricted funds (although we have £550 and £400 set aside for future grants and training). We have no outstanding outgoing or incoming invoices. These funds are held for future activities and training. We aim to hold £1,000, but no more than £10,000 in reserve at year end. However, it is not necessary to have any reserves as we only use money that is available in our account.

Details of any funds materially in deficit

Not applicable.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds this year has been donations and fundraising. We rely on the local community for their continued support for both of these.

Expenditure this year has been used mainly toward fundraising.

The charity does not invest any of its money and it has no staff costs.

The charity does not hold any funds as a custodial trustee on behalf of others.

Section F Other optional information

Future Plans

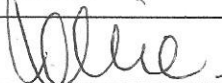
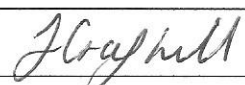
This coming year will see an emphasis on supporting autism acceptance in our community by promoting understanding through the Podcasts which will involve as many autistic individuals as possible. We hope to reach a vast amount of local people this way and we hope it will also be accessible to communities further afield. We will continue to support parent/carers through workshops and support groups. We will also be running more training to support parent/carers.

We will be looking into various funding routes and fundraising nights (if government guidelines allow for this).

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | J. MCFIE | J. CRAGHILL |
| Position (eg Secretary, Chair, etc) | CHAIR | TREASURER |
| Date | 02/10/23 | |



Receipts and Payments Accounts

Period start date

Period end date

CC16a

From 06 04 2022 To 05 04 2023

Charity name SHINE for Autism

Registered charity number (if any) 1185018

Section A – Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last Year to the nearest £ |
|---|---|---|--|------------------------------------|----------------------------------|
| A1 Receipts | | | | | |
| Grants and Donations | £615.00 | - | - | £615.00 | £671.00 |
| Fundraising | - | - | - | - | £500.00 |
| CGP Grant | - | - | - | - | - |
| Interest | - | - | - | - | - |
| Pamper Event | - | - | - | - | £1,120.00 |
| K2B | £2,453.00 | - | - | £2,453.00 | £3,009.00 |
| Sensory Box/Toys | - | - | - | - | - |
| Sub Total | £3,068.00 | - | - | £3,068.00 | £5,300.00 |
| A2 Assets and Investment Sales, etc | | | | | |
| | - | - | - | - | - |
| Total Receipts | £3,068.00 | - | - | £3,068.00 | £5,300.00 |
| A3 Payments | | | | | |
| Activity Costs | £202.09 | - | - | £202.09 | - |
| Training | £243.17 | - | - | £243.17 | - |
| CGP Grant | - | - | - | - | - |
| Administration | £33.18 | - | - | £33.18 | £178.68 |
| Fundraising | £174.86 | - | - | £174.86 | £66.50 |
| Pamper Event | £237.07 | - | - | £237.07 | £173.65 |
| Copeland Grant | - | - | - | - | - |
| Awareness | £72.69 | - | - | £72.69 | £198.24 |
| Grants/Donations | £251.00 | - | - | £251.00 | £100.00 |
| Sub Total | £1,214.06 | - | - | £1,214.06 | £717.07 |
| A4 Asset and Investment Purchases, etc | | | | | |
| | - | - | - | - | - |
| Total Payments | £1,214.06 | - | - | £1,214.06 | £717.07 |

| | | | | | |
|------------------------------------|-----------|---|---|-----------|-----------|
| <i>Net of receipts/(payment)</i> | £1,853.94 | - | - | £1,853.94 | £4,582.93 |
| A5 Transfers Between Funds | - | - | - | - | - |
| A6 Cash Funds Last Year End | £7,365.34 | - | - | £7,365.34 | £2,782.41 |
| <i>Cash funds this year end</i> | £9,219.28 | - | - | £9,219.28 | £7,365.34 |

Section B – Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ |
|---|---|---|---|--|
| B1 Cash Funds | <i>Cash at bank</i> | £9,219.28 | £0.00 | £0.00 |
| | | | | |
| | <i>Total cash funds</i> | £9,219.28 | £0.00 | £0.00 |
| | (agree balances with receipts and payment account(s)) | | | |
| B2 Other Monetary Assets | | | | |
| | | | | |
| | | | | |
| B3 Investment Assets | | Fund to which assets belong | Cost (optional) | Current value (optional) |
| | | | | |
| | | | | |
| B4 Assets Retained For The Charity's Own Use | Sensory Equipment / Disability Aids | Unrestricted | | |
| | Podcast Equipment | Unrestricted | | |
| | Administrative / Promotional Items | Unrestricted | | |
| | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| B5 Liabilities | | | | |

Notes - The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

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

| Signature |
|---------------|
| J. Craghill |
| S. Cloudsdale |

| Print Name |
|---------------|
| J. CRAGHILL |
| S. Cloudsdale |

| Date of approval |
|---------------------|
| 02/10/23 |
| 02/10/23 |