



SociABLEs Hub & C.R.E.W.S.

Registered Charity
1185428

01/04/2020 –
31/03/2021

Annual Report & Accounts

Unaudited Annual Report & Financial Statements of

SociABLEs Hub & C.R.E.W.S.

Longbank, BEWDLEY, Worcestershire DY12 2QW Tel 01299 400655

Email office@sociableshub.org.uk

Prepared on a Receipts & Payments basis

**Annual Report, Unaudited Accounts Report & Financial Statements
For the Year Ended 31st March 2021**

General Information

Trustees:

Rebecca Lathe
Carole Horton - Secretary
Alan Weaver – Acting Chair
Stan Glyn-Jones
Julia Tacey
Nicholas Lathe – Treasurer

Administrative Office:

Longbank Centre
Longbank
BEWDLEY
Worcestershire
DY12 2QW

Management/Admin Contact:

Sharon Weston - CEO

Accounts Prepared F.O.C. By:

Rice & Co
14A Market Place
Uttoxeter
Staffordshire
ST14 8HP

Bankers:

Barclays Bank Plc
66 Oxford Street
Kidderminster
DY10 1BL

Status:

The Organisation gained Registered Charity (CIO) Status in September 2019 following an Application to Charity Commission of England & Wales. Our Registered Charity Number is 1185428.

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The Trustees present their annual report with the financial statements of the organisation for the year ended 31st March 2021.

Trustees

The Trustees have overall responsibility and provide the legal framework to ensure that the Organisation is managed in an exclusively charitable manner, and to drive provision within the established Objects. Trustees meet on a quarterly basis.

Trustees serving during the year and their positions held were as follows:

Alan Weaver – Acting Chair	(Special Responsibilities Health & Safety)
Carole Horton – Secretary	(Special Responsibilities Staff/Vols Support)
Nicholas Lathe – Treasurer	(Special Responsibilities Health & Safety)
Stan Glyn-Jones	(Special Responsibilities Monitoring & Evaluation)
Julia Tacey	(Special Responsibilities Monitoring & Evaluation)
Rebecca Lathe	(Designated Trustees for Safeguarding & CP)

Structure, Governance and Management

To effect the daily running of the Organisation, SociABLEs Hub & C.R.E.W.S. devolves management duties to the CEO/Projects Manager, and a Staffing structure as follows:

CEO/Projects Manager Sharon Weston (Safeguarding Deputy) TEL 0777 333 5524
Projects Development Worker/Specialist Support Worker Michelle Benjamin (Designated Safeguarding Officer) TEL 07581 701522
Specialist Support Workers Richard Crompton (Specialised Independence/Buddying) Lee Cutler (Outdoor Activities & Work Experience) Sarah Carey (House Keeping & Life Skills) Julia Tacey (Art Therapy & Crafts) Joyce Williams (Vol Crafts & Cooking) Debbie Millington (Vol Crafts & general Support) Kate Smith (Vol Catering & Hospitality) Kim Cooper (Charity Secretary & Admin Support)
Team of Volunteers/Sessional Instructors Staff Members also available for Booking for P.A. work: Michelle Benjamin, Richard Crompton, Victoria Weston (Sessional Self Emp)

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Governing Document

Constitution

The Organisation has achieved Charity Commission registration and is a Community Interest Organisation CIO registered in England & Wales.

We have adopted the Charity Commission model foundation document for CIOs with few amendments relevant to our organisation. Objects and powers have been established and are governed under our constitution.

Objects of the Charity

1. “To promote social inclusion for the public benefit by preventing people (Children & Adults) from becoming socially excluded, relieving the needs of those people (Children & Adults) who are socially excluded and assisting them to integrate into society.

For the purpose of this clause ‘socially excluded’ means being excluded from society, or parts of society, as a result of one or more of the following factors: discrimination on the grounds of disability; ill health (physical or mental); poor educational or skills attainment; relationship and family breakdown; financial hardship.

2. “To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation and/or for supported work based activities of individuals who have need of such facilities by reason of their disability, ill health (physical or mental), poor educational or skills attainment, financial hardship or social circumstances with the object of improving their conditions of life.”

In furtherance of the above the trustees will have a particular focus, without limitation, to people (Children & Adults) with disabilities.

The Trustees have considered carefully the Charity Commission’s guidance on public benefit. The provision of the services as described herein provides a benefit to all in this country and further afield.

Risk Statement

The Trustees maintain a register of the major risks to which the organisation is exposed. This register is reviewed annually. Systems are in place to mitigate any risks as far as is possible, within practical and financial constraints.

Policy Review

Management have developed a comprehensive set of Management and Service Delivery Policies which are reviewed annually. These include Safeguarding Children & Vulnerable Adults and Adults and Child Protection.

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Annual Review

SociABLEs Hub & C.R.E.W.S. is a Register Charity (CIO) formed and introduced by a group of parents/carers responding to a gap in provision and the need for continued and developed services for local Children/ Adults who have Disabilities/Special Needs, following the collapse and closure of two major local charity providers in 2015. SociABLEs Hub & C.R.E.W.S., still in its infancy, have grown steadily from its original unincorporated Not for Profit Voluntary Group to gain charity status in September 2019, becoming registered with the Charity Commission in England & Wales, registration number 1185428.

SociABLEs Hub & C.R.E.W.S. provides a comprehensive range of Inclusive services in support primarily for Adults and Children with Disabilities/Special Needs/Complex Health Conditions and where funding permits, our services can also extend to specifically funded projects to others identified as being disadvantaged due to multiple risk factors including from Abusive Backgrounds, Socially Excluded, Low Income, Rural Isolation etc. Our services are intended to play a part in each individuals` personal development and contribute towards improving outcomes.

SociABLEs Hub programmes promotes, social inclusion and provide Play/Social Activities and Friendship Clubs for Adults & Children of all abilities. Recognising the need for meaningful work experience/work-based skills, our C.R.E.W.S. (Centre for Recreation, Education and Work-based Skills) Projects provide progression by means of skills workshops, short courses and supported work placements for adults of All Abilities. C.R.E.W.S. also provides an Enrichment programme to include socialisation, life skills and personal development. Locally we are Leading Specialist Providers of services prioritised for Adults/Children who have any kind of diagnosed disability/special need and are approved providers with local authorities, within their Dynamic Purchasing System for referrals and tenders.

SociABLEs Hub & C.R.E.W.S. do not provide domiciliary care, we do however employ and have access to, and/or can introduce P.A. Support Workers who may be able to provide additional support including personal care if required to access our services more easily.

Our Services operate 6/7 days per week all year round including Weekends and School/College Holidays, providing currently 74,100 hours of care each year with more than 21,000 hours of this made possible due to volunteering commitment. We support Adults across the age range and children/teens from aged 13yrs onwards. We operate mainly out of our base in Bewdley, Worcestershire but also serving those who resident in Herefordshire and South Shropshire but attend our services regularly. Our socially inclusive Services operate out and about throughout the Marches Counties of Herefordshire, Worcestershire and Shropshire and beyond.

Our Social Enrichment/Play programmes are written by our service users themselves and are personal to their own interests; there is no end to the possibilities and programmes include a full spectrum of ideas from Countryside Visits and Picnics, Arts and Crafts to Bowling, Eating Out and more adventurous Rock Climbing and Canoeing. Activities are adapted so that everyone can take part. Regular activities include general chilling out at our Centre, Skills Training, Cinema, Swimming, Bowling, Canoeing, Skiing, Dance, Music, Theatre, Eating Out, Craft Workshops, Outings etc etc.

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CEO/Projects Manager Report

Our sixth year has continued to be one of growth, new referrals and identified new opportunities, despite the extra effort that has been needed, facing the ongoing challenges of the COVID-19 pandemic and the new ways of working that have been required. A lesson learned during lockdown in terms of Management time being spent wisely on management and development tasks, including fundraising, continues to be respected and increased staffing capacity, enables some more ongoing direct contact tasks to be delegated to free up Management time. This needs to be built upon to both consolidate our growth and to look to development. This good use of Management time will continue to be monitored. At times 'office time' still seems to be in short supply and still a large proportion of all hours spent working are provided voluntarily for the CEO however, as per last year, there is a continued sense within the Staff and Volunteer team of true progress again this year. We have a very dedicated, passionate team and our ethos and the service we provide for our service users, reflects this.

Achievements this year have included:

- Successful funding applications achieved made possible by our registered charity status which has opened up a whole new lot of opportunities and provides the legal entity to the charitable activities that we do and what we are all about.
- Continued to be registered as preferred providers on local authority Dynamic Purchasing Scheme (DPS) enabling us to accept referrals from social care teams and to tender for contracts.
- Grant funding from Awards for All and Tesco amongst others, enabled us to stay afloat and make changes to our physical operating environment which was needed due to complying with Covid Safe guidelines but also has future proofed our premises for expansion.
- Continued funding for an Art worker/Instructor to specifically provide a programme of Art Therapy, linking experience in life and what we see in and around our environment, to a form of creative expression. Programmes run over 6 week blocks, with 4 – 6 service users each programme accessing with the programmes being offered to several groups. Great works of Art have been produced and Service Users enjoy this focussed creativity.
- Increased referrals to our Services. There has been a further increase of approx. 45% of referrals to our service. We have increased staffing capacity and have reorganised our premises to accommodate this increase.
- Increased Staffing/Creating New Jobs. We have again this year, been pleased to welcome on board another new Specialist Support Worker to meet the needs of a growing Service User base. The new Staff Member has settled in well and brings additional skills to our team.
- Continuation of our Service User 'Shop Vouchers' scheme. Again with help from In Kind Direct and others providing us with end of line products, we have been able to introduce a scheme where Service Users benefit from Free products as a thank you for their efforts in Work-based Skills and general helpfulness towards their Peers. Although we had the option to simply 'hand out' products freely, we have used these items to help provide Service Users with skills in understanding costs of items, making 'purchases' albeit for free, plus marketing from the point of view of displaying items in a shop way set up. Essentially Service Users are

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being given these items freely, however they are enjoying the added element of life skills learning built into this scheme which means the donated products have double the value!

- Further Developments to our own Sleepover Lodge –This ‘vintage caravan’ style lodge provides a home from home onsite for friendship groups to have overnights— sleeping 10 with separate quarters for male and female and separate shower rooms also, Further developments have occurred to this facility, including vintage style interior decoration, tiling, flooring plus decking and now even a ‘stage’ for our outdoor Festival style events etc. Our Sleepover lodge is very popular and is in use at least on a twice monthly basis.
- Continuation of our Craft Packs Enterprise Project run by Service Users with packs previously sold on Bewdley Market and at Craft Fairs, now looking to develop into our own Etsy shop; has been successful. This has given Service Users a great sense of worth.
- Initial development of our ‘Picnics in Sheds’ venture- arising out of the ‘rule of 6’ Covid restrictions, we have purchased or had sponsored a number of sheds which we have developed into Shabby Chic themed building, furnished in order to take on becoming picnic shelters. We are just in the initial stages of this venture, but with funding will look to develop further in the coming year.
- Purchase of the ‘Noshery’. To further expand on our offering, we have purchased a catering trailer, for development into an onsite take away eatery, where ‘picnics’ including BBQ picnics, can be purchased to enjoy onsite. This will provide further valuable work experience for our Service Users interesting in Catering and Hospitality and Marketing.
- Festival Style Outdoor AGM with street food served from the Noshery and live entertainment. This was a marvellous event, enjoyed by all, with over 70 attending (post Freedom Day)

We thank our dedicated volunteer base for the hours and hours of volunteer Craftsmen time enabling us to continue to renovate our buildings but also thank you to local businesses that have discounted or even sponsored items for our Longbank Centre.

Future Plans

Our Service Users, their needs, their aspirations and their personal development have always been central to our service planning. We take our learning always from them and they write the script in terms of designing our services and programmes. With our Service Users central to our operation, we are confident of providing quality services that encourage progression for every individual, that increase skills for independence and that promote social inclusion. Moreover, we are confident our services contribute positively towards each Service Users personal development and that Services remain flexible and relevant over time. We now have the following priorities for coming year/s in order to achieve this, much of which is ongoing and built upon successes of last year : (in no particular order)

- To continue to work harder to free up time for the CEO to concentrate on fundraising and development tasks
- To ensure funding available to correctly remunerate staff for the hours they work, rather than so many of those hours being made voluntary (all staff have agreed to continue to give some hours voluntary however for some it is more than half of the time they work)

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- To continue to increase Staffing Capacity to enable more referrals and to meet the needs of those currently on our waiting list.
- To increase offering in terms of personalised interest groups
- Look to raise our profile with active networking, publicity and information/social events
- To become 'Greener' including looking at improving our Vehicle Fleet from diesel to electric/hybrid and looking at planting schemes and upcycling/recycling etc,
- Drawing on past successes in running short courses run for Kidderminster College's Bridging Course Groups, we now seek to develop specific and individualised programmes of supported work placements and work-based skills workshops/training. These programmes will initially operate twice weekly for up to 16 service users and will cover a variety of work experience skills for learning outcomes in Horticulture, Land-based Skills, Catering & Hospitality, Retail & Marketing and Arts and Crafts. We aim to provide volunteer reimbursements and access to the shop voucher scheme will be in place for Service User Volunteers accessing this area of specialised independence/supported work placements.
- To continue with site improvements and update/renew equipment that is past its shelf life
- To further develop our Service Users Enterprise Project and identifying other sales outlets including online shops
- Develop our Website more fully and update our promotional materials/leaflets
- To increase our offering in terms of Work Placements, by feasibility testing the introduction of our own Noshery café / craft café and Picnic in Sheds enterprise.

With Thanks

SociABLEs Hub & C.R.E.W.S. is about an amazing bunch of Adults and Children, with personality plus, determinedly overcoming their differences and perceived barriers, to Enjoy a Life of Their Choice. I am very proud of what has so far been achieved with SociABLEs Hub & C.R.E.W.S. and I would like to thank Staff, Volunteers, Trustees, Workmen, Instructors, those who have made Grants and Donations to us, those who have provided goods or services at reduced or free of costs, our Landlords for the support given, but most of all I would like to thank our brilliant Service Users and their families for the absolute pleasure and inspiration they give us every year and for making all things worthwhile.

Prepared by Sharon Weston

CEO/Projects Manager

B.A. Hons Education Studies (special needs)

F.C.M.I. DMS Chartered Manager

Footnote

At the time of writing (July 2021), the world has continued to be disrupted by the coronavirus COVID-19 pandemic and we have continually had to live under restrictions and the need to develop new ways of working.

For ourselves as service providers for vulnerable people, this has been an extremely worrying time as we have been expected to remain open and provide support as front line workers, even when new variants have been wide spread and causing extreme illness and deaths on our doorsteps.

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It is with relief that we have now each been vaccinated with two doses to protect us from the effects of Coronavirus, which has made us feel at least a little more comfortable in continuing contact with our service users. There has been a need to work differently, including working in very small bubbles and to put in place social distancing and sanitising regimes. This has of course been more costly to provide but we have found some benefits in that, the small bubbles has allowed us to provide more concentrated, personalised services for our Service Users. At the time of writing, we have managed to avoid any COVID-19 breakouts within our service which we feel is testament to our Staff and Volunteers adhering closely and vigorously to guidelines.

We have now completed a roadmap out of restrictions, with the Government planned 'Freedom Day' with all restrictions lifted on 19th July, after some delays due to a new Delta Variant. We look forward, (as does everyone), to a more relaxed and 'normal' world hereafter, however we continue to tread slowly and with caution as an organisation at this time.

Financial Review

Reserves Policy

It is the Trustee's aim to maintain reserves equal to at least 3 months running costs to ensure ongoing viability and to safeguard the organisation against unforeseen circumstances. Still relatively in our infancy, we are still working towards meeting this reserves policy, but despite circumstances surrounding the COVID 19 pandemic, we have moved forward towards this policy, with managing a cash generation of £23,000 this past year.

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Financial Statements**Accounts for year 1st April 2020 – 31st March 2021**

SociABLEs Hub & C.R.E.W.S. Receipts and Payments Accounts For the Year Ending 31st March 2021		
	Total Funds 2021 £	Total Funds 2020 £
Receipts		
Service Users Fees	94,411	107,463
Donations	100	85
Grants/Fundraising	35,884	4,000
Grants Received HMRC CVJRS	28,391	0
Insurance Claim	4,966	0
Other	<u>3,082</u>	<u>850</u>
Total Receipts	<u>166,833</u>	<u>112,398</u>
Payments		
Payroll – Salaries	49,548	42,193
Payroll – Pensions	1,805	1,756
Sessional Work/Vol Exps	4,143	3,217
Activities	25,878	37,424
Rent	7,320	7,320
Motor Vehicle Purchase	2,750	0
COVID Costs/PPE Etc	3,028	0
Building & Maintenance(incl COVID Adaptions)	18,915	5,790
Furniture/Equipment (incl COVID Equipment)	13,863	3,186
Catering	2,171	2,005
Telephone/Utilities	3,050	2,202
Craft/Enterprise	2,692	2,203
Insurance	3,452	2,616
Travel/Fuel	606	2,043
Vehicle Running Costs	1,093	1,006
Professional Fees	798	516
Bank Charges	0	0
Sundries	<u>2,677</u>	<u>2,296</u>
Total Payments	<u>143,789</u>	<u>115,773</u>
Excess of receipts over payments/ (payments over receipts) for the year	23,044	(3,375)
Opening Cash Funds	<u>1,507</u>	<u>4,882</u>
Closing Cash Funds	<u>24,551</u>	<u>1,507</u>
<p align="center">These financial statements have been prepared on a receipts and payments basis.</p>		

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SOCIABLES HUB AND C.R.E.W.S. Statement of Assets and Liabilities at 31st March 2021		
	2021	2020
	£	£
Motor vehicles		
Honda Stepw`gon LY56ZCN	1,688	2,250
Vauxhall Sharan GP57 JHX	1,069	1,425
VauxhallSharanWG08NLD	2,406	0
Caravan	422	563
	<u>5,584</u>	<u>4,238</u>
Cash funds		
Cash at bank	24,551	1,507
Cash in hand	0	0
	<u>24,551</u>	<u>1,507</u>
Total cash funds		
	<u>24,551</u>	<u>1,507</u>
Other monetary assets		
Fees owing	1,809	1,132
PAYE refund	0 -	0
	<u>1,809</u>	<u>1,132</u>
Liabilities		
Accruals	105	2,743
	<u>105</u>	<u>2,743</u>
<p align="center">All assets and liabilities of the charity relate to unrestricted funds. These financial statements have been prepared on a receipts and payments basis.</p>		

Approved by the board of Trustees on 17th August 2021

And signed on its behalf by



Mr Alan Weaver (Chairperson)

17th August 2021