

# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	22	11	2019		1	1	2021

## Section A Reference and administration details

**Charity name** Square Peg Activities Holmfirth

**Other names charity is known by**

**Registered charity number (if any)** 1186527

**Charity's principal address** c/o 2, Shawfield Ave,  
Holmfirth  
W. Yorkshire  
**Postcode HD9 2 LZ**

### 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	Richard Ford	Chair		
2	Rachel Balen			
3	Jan Ansell			
4	David Taylor			
5	Martin Sturdy		16.09.2020 - present	
6	Tony Eustance		19.02.2019 - 16.09.2020	
7	Michael Martin			
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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

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by Trustees

### 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.

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## Section C Objectives and activities

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

The promotion of social inclusion among people resident in Holmfirth and the surrounding area who are socially excluded from society, or parts of society, as a result of old age and/or physical/learning disability by preventing such people from becoming socially excluded, relieving their needs and assisting them to integrate into society, in particular but not exclusively by:

- a) providing a group which enables such people to develop confidence, learn new skills and supports them to maximise their potential;
- b) providing recreational facilities and opportunities for such people.

The Trustees have had regard to the Charity Commission guidance on public benefit.

The usual activities undertaken by Square Peg Activities in order to meet the charity's objectives were severely affected, during the period to which this report pertains, by the Covid pandemic and subsequent legal restrictions and / or safe practice.

Before the first lockdown in March 2020 Square Peg Activity members continued to meet weekly in the local church hall to undertake games, quizzes and other social activities.

When the lockdown was introduced the Trustees sought advice from the local authority and were advised that we could not continue meeting. It was not feasible to organise 'virtual sessions' using a mechanism such as Zoom because of the physical or cognitive limitations experienced by many of the members but we did set up a WhatsApp group for those who could access and use the relevant technology. This proved to be a success in that the majority of members used this messaging service to offer support and encouragement to fellow members.

Once small group meetings were allowed outside some members began to meet each other outside the local pub (near to our usual Hall meeting place) and some months later we were then given permission to meet indoors provided that we produced a risk assessment document and followed the Church Hall's own risk assessment.

Because of their vulnerabilities some members had to continue shielding but efforts were made to continue to support them through WhatsApp and/or phone calls. Those members who wished to did then resume weekly sessions in the Church Hall, however activities were restricted to 'verbal' social support and games etc because of the risks of contamination if we were to have used games equipment etc.

Despite the pandemic, Square Peg Activities were able to complete their project of compiling and having distributed a step-free access map of Holmfirth. These maps are available to visitors to and residents of Holmfirth and premises have a logo to inform the public of their step-free access status.

**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)**

**Additional details of objectives and activities (Optional information)**

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

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The key achievements of the charity during the year are that

- we have continued to provide social support and inclusion to our members despite the severe restrictions caused by Covid
- 
- we have completed our project of researching, compiling and distributing a step-free access map of Holmfirth

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Square Peg Activities Holmfirth is a small charity and has no regular large financial outgoings or liabilities. For this reason the Trustees do not feel it is required to have a Reserves Policy but will continue to monitor the ongoing financial stability of the charity.

**Details of any funds materially in deficit**

N/A

**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.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Rachel Balen	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	01/10/21	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Square Peg Activities

No (if any)  
1186527

## Receipts and payments accounts

For the period from	11/22/2019	To	1/1/2021
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### 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 £
<b>A1 Receipts</b>				
Donations & Grants	3,338	-	-	3,338
Members Subscriptions	118	-	-	118
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	3,456	-	-	3,456
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	3,456	-	-	3,456
<b>A3 Payments</b>				
Activity equipment	2,278	-	-	2,278
Rent/hire of rooms	1,060	-	-	1,060
Stationery	822	-	-	822
Sundry Expenditure	266	-	-	266
Insurance	205	-	-	205
Goverance costs	184	-	-	184
Transport	136	-	-	136
Refreshments	42	-	-	42
	-	-	-	-
<b>Sub total</b>	4,993	-	-	4,993
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	4,993	-	-	4,993
<b>Net of receipts/(payments)</b>	- 1,537	-	-	- 1,537
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	- 1,537	-	-	- 1,537

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Cash in hand	53	-
	Lloyds Bank Current Account	12,027	-
		-	-
	<b>Total cash funds</b>	<b>12,080</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	



CC16a



Last year  
to the nearest £

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**Endowment  
funds**  
to nearest £

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OK

**Endowment  
funds**  
to nearest £

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**Current value  
(optional)**

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**Current value  
(optional)**

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**When due  
(optional)**


Date of  
approval
