

CABS-CARDIFF

England & Wales · Charity number 1187019

Details

Other names COMMUNITY ADULT BASIC SKILLS, CARDIFF

Status Registered

Legal form CIO

Registered 2019-12-18

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

Contact

Address 112 Ely Road
Cardiff
CF5 2DA

Phone 02081230099

Email info@cabs-cardiff.org.uk

Website cabscardiff.org.uk

Activities

Objects: 1. TO RELIEVE THE NEEDS OF THE ADULTS WITH LEARNING DISABILITIES, IN PARTICULAR BUT NOT EXCLUSIVELY, IN CARDIFF, BY THE PROVISION OF BASIC SKILLS TRAINING TO FACILITATE THEIR ENGAGEMENT IN ORDINARY SOCIAL ACTIVITIES WITH INCREASED CONFIDENCE AND TO PROVIDE EDUCATIONAL OPPORTUNITIES THAT WILL INCREASE THEIR VISIBILITY AND REDUCE THEIR SOCIAL ISOLATION.2.TO ADVANCE EDUCATION FOR ADULTS WITH LEARNING DISABILITIES, IN PARTICULAR, BUT NOT EXCLUSIVELY, IN CARDIFF.

Activities: Community Adult Basic Skills Cardiff, (CABS-Cardiff) was founded to help adults with learning disabilities gain the confidence and the basic skills they need to do many of the ordinary activities that most of us take for granted.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, Disability, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People With Disabilities

Geography

- Cardiff

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£19,243	£12,398	-	-
2024-08-31	£12	£10,453	-	-
2023-08-31	£10,341	£11,119	-	-
2022-08-31	£20	£11,253	-	-
2021-08-31	£6,632	£7,636	-	-
2020-08-31	£3,259	£7,276	-	-

Trustees

Name	Role	Appointed
Dr Margaret Elizabeth Collins	Chair	2018-09-01
Pauline Mary Wakeham		2019-09-11
Rebecca Jane Ballard		2019-09-01

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

Trustees' Annual Report

For the period 01-Sep-2024 to 31-Aug-2025

Charity Name: CABS-CARDIFF

Charity Number: 1187019



1 Structure and Governance

CABS-Cardiff is a Charitable Incorporated Organisation whose only voting members are its charity trustees, with a Constitution. It gained charitable status on 18 December 2019.

2 Objectives and Activities

The objects of the Charity as set out in its constitution are:

1. To relieve the needs of the adults with learning disabilities, in particular but not exclusively, in Cardiff, by the provision of basic skills training to facilitate their engagement in ordinary social activities with increased confidence and to provide educational opportunities that will increase their visibility and reduce their social isolation.
2. To advance education for adults with learning disabilities, in particular but not exclusively, in Cardiff.

3 Chair's Report

1.1 Learning Clubs

This year we have continued with our 3 Learning Clubs in three different Cardiff Hubs. We are very grateful for the continued support from the Hubs which allow us to have our Learning Clubs in the heart of the communities of Cardiff.

As a result of the Move More Eat Well funded project (see below), Fran has incorporated more movement into the sessions which are much appreciated by learners and their support/carer staff. Many of our learners also participate in activities at these and other hubs' well-being sessions, some after a learning club session.

We have had new learners join us. In fact, we have a waiting list for members showing that there is a continued need for what we provide.

1.2 Funding/Fundraising

We were successful in our application to Cardiff Shared Prosperity Fund's Move More, Eat Well Small Grants Scheme, receiving £2,500 pounds in October 2024. We plan for a series of activities early in 2025 should we be successful.

We were also successful in a bid to the National Lottery Community Fund, receiving £16,700.

1.3 Volunteers

Judith continues to be a huge asset to the Wednesday session.

We were able to recruit a new volunteer to help at the Friday morning session in Ely. She made a huge contribution. However, during 2024-2025 she moved on to full-time employment.

We liaised with Nathan Cogbill, Cardiff Council's Community Inclusion Officer (Ely & Caerau). We are hopeful that this will bring support to Fran at the Thursday and Friday session.

1.4 Trustees

Current Trustees are:

- Dr Margaret Collins
- Rebecca Ballard
- Pauline Wakeham

4 Treasurer's Report

1.5 Overall Position

During 2024-2025 we received grant income as follows:

- £2,500 from Cardiff Shared Prosperity Fund's Move More, Eat Well Small Grants Scheme.
- £16,700 from the National Lottery Community Fund

We do have enough reserves to carry on our activities for 2025-2026. We will need to apply for funding from external agencies to keep our activities going in 2026-2027 and beyond.

1.6 Cardiff Community Lottery

In August 2024, we enrolled in the Cardiff Community Lottery. This allows supporters to enter a weekly lottery, paid for monthly) with a chance to win a cash prize of £25,000 and a number of smaller cash prizes.

Supporters can nominate CABS-Cardiff to receive part of their ticket money (at least 52p) and have the opportunity for their prize money to go to CABS-Cardiff should they wish.

There is currently one person a month who is supporting us this way. We could expand this.

1.7 Annual Financial Statement

Annual Financial Statement

CABS-Cardiff

For the year ended 31 August 2025

Account	2025	2024
Income		
Donations	0.00	10.00
Funding Award(s)	19,200.00	0.00
Other Revenue	43.20	2.00
Total Income	19,243.20	12.00
Cost of Sessions		
Equipment	340.29	284.84
Tutor Fee	11,840.00	9,570.00
FoodRel	218.37	0.00
Postage/Delivery	0.00	4.99
Total Cost of Sessions	12,398.66	9,859.83
Gross Surplus/Deficit	6,844.54	(9,847.83)
Administrative Costs		
Audit & Accountancy fees	218.88	205.20
Bank Fees	0.00	0.28
Insurance	401.51	384.04
Printing & Stationery	155.27	0.00
DBS expenses	0.00	4.20
Total Administrative Costs	775.66	593.72
Operating Balance	6,068.88	(10,441.55)
Balance on Ordinary Activities Before Taxation	6,068.88	(10,441.55)
Balance after Taxation	6,068.88	(10,441.55)
Account		
2025		
2024		
Cash Balances		
Santander CABS	14,587.74	8,518.86
Petty Cash	260.93	260.93
Cash Float for payments at sessions	50.00	50.00
Total Cash Balances	14,898.67	8,829.79

5 Reference and Administrative details

1.8 Names of the charity trustees who manage the charity.

<u>Trustee name</u>	<u>Office (if any)</u>
Margaret Collins	Chair
Rebecca Ballard	Treasurer
Pauline Wakeham	

6 Declarations

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

Signed on behalf of the charity's trustees.

Signature(s)



Full name(s)

Rebecca Jane Ballard

Position

Treasurer

Date

03-Jun-2026

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

Trustees' Annual Report

For the period 01-Sep-2023 to 31-Aug-2024

Charity Name: CABS-CARDIFF

Charity Number: 1187019



1 Structure and Governance

CABS-Cardiff is a Charitable Incorporated Organisation whose only voting members are its charity trustees, with a Constitution. It gained charitable status on 18 December 2019.

2 Objectives and Activities

The objects of the Charity as set out in its constitution are:

1. To relieve the needs of the adults with learning disabilities, in particular but not exclusively, in Cardiff, by the provision of basic skills training to facilitate their engagement in ordinary social activities with increased confidence and to provide educational opportunities that will increase their visibility and reduce their social isolation.
2. To advance education for adults with learning disabilities, in particular but not exclusively, in Cardiff.

3 Chair's Report

3.1 Learning Clubs

This year we have continued with our 3 Learning Clubs in three different Cardiff Hubs. We are very grateful for the continued support from the Hubs which allow us to have our Learning Clubs in the heart of the communities of Cardiff.

We have had new learners join us. In fact, we have a waiting list for members showing that there is a continued need for what we provide.

3.2 Funding/Fundraising

We are putting together a bid to Cardiff Shared Prosperity Fund's Move More, Eat Well Small Grants Scheme. We plan for a series of activities early in 2025 should we be successful. As part of that application, we need an additional signatory to the bank account. The trustees were polled by email and it was agreed that Pauline Wakeham would be added as a signatory.

We will also bid for funds from the National Lottery Community Fund.

3.3 Volunteers

In March 2024 we recruited a volunteer to help with the Wednesday sessions. We used Vibrant Nation to carry out the DBS check for her.

3.4 Trustees

2 of our trustees have stood down in July 2024. They are:

- Rosemary Gleeson
- Jayne Morgan

The remain trustees have thanked Rosie and Jayne for all their support since the Charity was established. We have approached 2 other people to become trustees and they have indicated that they are willing.

4 Treasurer's Report

4.1 Overall Position

During 2023-2024 we did not receive any grant income. We do have enough reserves to carry on our activities for the next 9 months (£8,829). However, we will need to apply for funding form external agencies to keep our activities going in 2024-2025 and beyond.

4.2 AmazonSmile

AmazonSmile, a program that allowed shoppers to donate a portion of their eligible purchases to a charity of their choice, was discontinued by Amazon on February 20, 2023. This means we have lost one stream of income.

4.3 Cardiff Community Lottery

In August 2024, we enrolled in the Cardiff Community Lottery. This allows supporters to enter a weekly lottery, (paid for monthly) with a chance to win a cash prize of £25,000 and a number of smaller cash prizes. We hope this might become a good source of income to cover day-to-day running costs such as accounting software, insurance and DBS checks which are rarely funded by external agencies who support projects.

Supporters can nominate CABS-Cardiff to receive part of their ticket money (at least 52p) and have the opportunity for their prize money to go to CABS-Cardiff should they wish.

4.4 Annual Financial Statement

CABS-Cardiff

For the year ended 31 August 2024

Account	2024	2023
Income		
Donations	10.00	341.24
Funding Award(s)	0.00	10,000.00
Other Revenue	2.00	0.00
Total Income	12.00	10,341.24
Cost of Sessions		
Equipment	284.84	117.15
Tutor Fee	9,570.00	10,180.00
Postage/Delivery	4.99	0.00
Total Cost of Sessions	9,859.83	10,297.15
Gross Surplus/Deficit	(9,847.83)	44.09
Administrative Costs		
Advertising & Marketing	0.00	38.38
Audit & Accountancy fees	205.20	191.52
Bank Fees	0.28	0.00
Entertainment - 0%	0.00	176.00
Insurance	384.04	351.69
Legal Expenses	0.00	50.00
DBS expenses	4.20	14.40
Total Administrative Costs	593.72	821.99
Operating Balance	(10,441.55)	(777.90)
Balance on Ordinary Activities Before Taxation	(10,441.55)	(777.90)
Balance after Taxation	(10,441.55)	(777.90)
Account		
2024		
2023		
Cash Balances		
Santander CABS	8,518.86	18,963.34
Petty Cash	260.93	260.93
Cash Float for payments at sessions	50.00	50.00
Total Cash Balances	8,829.79	19,274.27


5 Reference and Administrative details

5.1 Names of the charity trustees who manage the charity.

<u>Trustee name</u>	<u>Office (if any)</u>
Margaret Collins	Chair
Rebecca Ballard	Treasurer
Jayne Morgan	stood down, July 2024
Pauline Wakeham	
Rosemary Gleeson	stood down, July 2024

6 Declarations

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees.

Signature(s)	
Full name(s)	Rebecca Jane Ballard
Position	Treasurer
Date	20-Jun-2025

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

Trustees' Annual Report

For the period 01-Sep-2022 to 31-Aug-2023

Charity Name: CABS-CARDIFF

Charity Number: 1187019



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2. To advance education for adults with learning disabilities, in particular but not exclusively, in Cardiff.

3 Chair's Report

3.1 Learning Clubs

This year we have continued with our 3 Learning Clubs in 3 different Cardiff Hubs. We are very grateful for the continued support from the Hubs which allow us to have our Learning Clubs in the heart of the communities of Cardiff.

We have had new learners join us, showing that there is a continued need for what we provide.

3.2 Funding/Fundraising

We applied for, and our application was successful in, an award from the National Lottery Community Fund for £10,000. This has enabled us to continue to offer our Learning Clubs.

4 Financial Statement

Although our income was less than our outgoings this year, we had sufficient balance from previous years to cover our commitments.

CABS-Cardiff

For the year ended 31 August 2023

Account	2023	2022
Turnover		
Donations	341.24	19.41
Funding Award(s)	10,000.00	0.00
Total Turnover	10,341.24	19.41
Cost of Sales		
Equipment	117.15	577.04
Postage/Delivery	0.00	3.59
Tutor Fee	10,180.00	9,360.00
Total Cost of Sales	10,297.15	9,940.63
Gross Profit	44.09	(9,921.22)
Administrative Costs		
Advertising & Marketing	38.38	0.00
Audit & Accountancy fees	191.52	66.12
Bank Fees	0.00	0.37
DBS expenses	14.40	0.00
Entertainment - 0%	176.00	0.00
Entertainment-100% business	0.00	10.00
General Expenses	0.00	910.72
Insurance	351.69	324.63
Legal Expenses	50.00	0.00
Total Administrative Costs	821.99	1,311.84
Operating Profit	(777.90)	(11,233.06)
Profit on Ordinary Activities Before Taxation	(777.90)	(11,233.06)
Profit after Taxation	(777.90)	(11,233.06)

5 Reference and Administrative details

5.1 Names of the charity trustees who manage the charity.

<u>Trustee name</u>	<u>Office (if any)</u>
Margaret Collins	Chair
Rebecca Ballard	Treasurer
Jayne Morgan	
Pauline Wakeham	
Rosemary Gleeson	

Declarations

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees.

Signature(s)



Full name(s)

Rebecca Jane Ballard

Position

Treasurer

Date

19-Jun-2024

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

Trustees' Annual Report

For the period 01-Sep-2021 to 31-Aug-2022

Charity Name: CABS-CARDIFF

Charity Number: 1187019



1 Structure and Governance

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2. To advance education for adults with learning disabilities, in particular but not exclusively, in Cardiff.

3 Chair's Report

3.1 Learning Clubs

The previous year had seen us move from online sessions and, in July and August, 2021, out into Cardiff's green spaces where, come rain or shine, Fran delivered two classes each week.

In Autumn 2021 we were back indoors meeting face to face with clubs at Llanrumney (Wednesday morning), Whitchurch (Thursday afternoon) and Ely (Friday morning).

We were still very cautious, with limited numbers, secure sanitation procedures and mask-wearing requirements.

In these circumstances we held our first CABS Awards day on Friday 10th December, 2021, funded by the award from the Virgin Money Foundation. It was magnificent!

We had use of the Mostyn Room at the Catholic Cathedral in Cardiff city centre, complete with Christmas trees. The individually prepared plates of sandwiches and cakes, prepared by Spiro's, were enough to satisfy any appetite. And of course, we were able to provide award certificates and goodie bags for each of our regular participants.

The celebrations were capped with a visit to the Christmas Brass concert at St David's Hall which was all the more amazing after the year of isolation many of us had experienced.

Spring brought a slight relaxing of these restrictions as vaccine protection caused numbers of Covid-19 cases in the community to drop.

Through the summer, we went back to the outdoor sessions in Roath and Victoria Parks which were still popular.

There was almost a sense of normality to autumn although sanitation regimes, individual student work folders and separated work-tables remain part of our practice.

3.2 Funding/Fundraising

We did send our end of project report to The Virgin Money Community Fund Awards that allowed us to have our Awards Day and still have a small amount of funding to use for future celebrations.

We didn't do any fundraising in the last year though have had small amounts of income from Amazon and PayPal as people have nominated CABS to be the charity that receives funding as a result of their spending with these organisations.

The Financial report for 2022 shows that, assuming our costs stay about the same as in 2021, we do have funds to continue providing 3 x 2-hour sessions a week for 48 weeks of the next year.

While this is a great source of reassurance, we do need to address further grant applications for ongoing financial security and provision of our services.

3.3 Learning Points

We have learned much during this last year:

- I'm proud that we kept going - and that was down to our tutor and our loyal volunteer. Thank you so much.
- I'm convinced our service is needed – we will need to discuss our waiting lists and any plans to improve or develop our service going forward.
- I'd love to learn how to keep better contact with our participants, their support staff and the organisations that support them.

If raising a child needs a village, so does securing the future of Community Adult Basic Skills-Cardiff. I'm very present to the wisdom and experience of the trustees - I know you have much on your plates already and I'm very open to hear what insight or support you might be able to share going forwards.

4 Financial Statement

CABS-Cardiff

For the year ended 31 August 2022

	2022	2021
Income		
Donations	19.41	132.23
Funding Award(s)	0.00	6,500.00
Total Income	19.41	6 632.23
Cost of Sessions		
Equipment	577.04	2,361.49
Tutor Fee	9,360.00	3,840.00
Postage/Delivery	3.59	87.28
Total Cost of Sessions	9 940.63	6 288.77
Net surplus/(deficit)	(9 921.22)	343.46
Administrative Costs		
Advertising & Marketing	0.00	201.76
Audit & Accountancy fees	66.12	136.80
Bank Fees	0.37	0.00
Entertainment-100% business	10.00	0.00
General Expenses	910.72	585.99
Insurance	324.63	277.88
Total Administrative Costs	1 311.84	1 202.43
Operating Balance	(11 233.06)	(858.97)
Cash Balances		
Santander CABS	20,656.79	30,818.97
Petty Cash	225.38	420.93
Cash Float for payments at sessions	50.00	50.00
Total Cash Balances	20 932.17	31 289.90

5 Reference and Administrative details

5.1 Names of the charity trustees who manage the charity.

<u>Trustee name</u>	<u>Office (if any)</u>
Margaret Collins	Chair
Rebecca Ballard	Treasurer
Jayne Morgan	
Pauline Wakeham	
Rosemary Gleeson	

Declarations

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees.

Signature(s)



Full name(s)

Rebecca Jane Ballard

Position

Treasurer

Date

19-Apr-2023

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

CABS-Cardiff AGM

October 15th 2021

Chair's Report



1 Learning Clubs

What a year 2020 turned out to be. We cancelled the CABS sessions in March 2020, ahead of the government lockdown - we were more aware of the risks to the safety of our staff and students than the leaders of our country.

We waited to see how it would go... we had no experience of pandemic planning and there was little or no guidance on what might happen from any of the usual sources of support. It soon became clear that Covid-19 was not going to be sorted in 12 weeks.

In May, 2020 we started to deliver online Zoom sessions - the highlight of Lynn's week and an opportunity to develop more new skills!

In July and August, 2021 we moved into Cardiff's green spaces and, come rain or shine, Fran delivered two classes each week.

It is only down to the incredible energy, persistence and creativity of Fran Pears that these really vital services were maintained and delivered, much to the delight of our regular students.

In the Autumn, 2021 we are back indoors with clubs meeting at Llanrumney (Wednesday morning), Whitchurch (Thursday afternoon) and Ely (Friday morning).

We are still subject to limits around the numbers of people we can have in a room but it is happening.

2 Funding/Fundraising

In spring we received additional funds to pay for resources - including iPads and ample PPE - with a special Covid-related award of nearly 10,000 from the Track-2000 Trust. They have been incredible supporters of our work and we really do want to express our thanks.

You will hear in a few minutes that our general finances are in a healthy state – and I do need to say a big thank you to Rebecca for keeping track of all that we spend and to Bekah Thompson, for reviewing our financial accounts for the Charity Commission.

One task which still needs our attention: The Virgin Money Community Fund Awards day. We still have around £1,000 to spend on giving our participants a really good day, a celebration of their achievements.

3 Learning Points

We have learned much during this last year, I'd be delighted to hear what lessons you have learned:

- I'm proud that we kept going - and that was down to Fran and her volunteers, especially Rosie, Jayne and Jenny. Thank you all.
- I'm convinced our service is needed – we will need to discuss our waiting lists!
- I'd love to learn how to keep better contact with our participants and their support staff... (Would strategies for more regular social media posts or a newsletter help?)

Margaret Collins, Chair of CABS-Cardiff

Financial Report for AGM October 15th, 2021



1 Financial Statement

At the end of the financial year (31st August) we had £ 31,289.90. The Statement attached is the one that will get sent to the Charity Commission next year.

During the financial year 2020-2021, the COVID-19 Pandemic meant that we spent less money as the Learning Clubs didn't meet in person. Fran continued to run the Stay Safe, Stay Learning Zoom Clubs. These were for 1 hour, twice a week. Over the Summer 2021, she ran Get-togethers in various Cardiff Parks.

Given that the Learning Clubs are meeting again, for 3, 2-hour sessions each week, I estimate our costs for 2021-2022 will be £12,208.00 if the Hubs continue not to charge for use of their rooms. This allows for Fran to run these 3, 2-hour sessions and some equipment, and for running costs like insurance, bookkeeping software etc.

2 Funding Awards

For information, the balances of the various funding awards are:

Award	Received	Remaining
Pobl Trust	1,750.00	225.00
Sport Wales	1,345.00	(13.54)
National Lottery	9,415.00	1,485.00
Track 2000	24,480.00	22,882.41
Track 2000 COVID-19	6,500.00	2,542.05
Virgin Money	2,000.00	1,115.04
British Science Week 2020	500.00	79.08
Total	45,990.00	28,103.58

So we have enough to cover 2021-22 and probably 2022-23.

Rebecca Ballard

Treasurer

Annual Financial Statement

CABS-Cardiff

For the year ended 31 August 2021

	2021	2020
Income		
Donations	132.23	759.04
Funding Award(s)	6,500.00	2,500.00
Total Income	6,632.23	3,259.04
Cost of Sessions		
Equipment	2,411.88	271.28
Room Hire	-	105.00
Tutor Fee	3,840.00	6,360.00
Postage/Delivery	87.28	-
Total Cost of Sessions	6,339.16	6,736.28
Gross Profit	293.07	(3,477.24)
Administrative Costs		
Advertising & Marketing	780.99	23.98
Audit & Accountancy fees	136.80	199.50
General Expenses	101.40	53.41
Insurance	277.88	262.93
Total Administrative Costs	1,297.07	539.82
Operating Balance	(1,004.00)	(4,017.06)
Balance on Ordinary Activities Before Taxation	(1,004.00)	(4,017.06)
Balance after Taxation	(1,004.00)	(4,017.06)
	2021	2020
Cash Balances		
Santander CABS	30,818.97	32,209.20
Petty Cash	420.93	420.93
Cash Float for payments at sessions	50.00	50.00
Total Cash Balances	31,289.90	32,680.13

CABS-CARDIFF

England & Wales - Charity number 1187019

Accounts

CABS-Cardiff

Charitable Incorporated Organisation



Trustees' Annual Report for the Year ended 31-Aug-2020

Charity registration number: 1187019

1 Objectives and activities

The objects of the charity, as stated in its governing document, are:

1. To relieve the needs of the adults with learning disabilities, in particular but not exclusively, in Cardiff, by the provision of basic skills training to facilitate their engagement in ordinary social activities with increased confidence and to provide educational opportunities that will increase their visibility and reduce their social isolation.
2. To advance education for adults with learning disabilities, in particular but not exclusively, in Cardiff.

2 Achievements and performance

2.1 Activities before COVID-19 Epidemic

2.1.1 Learning Clubs

During the period of this report, CABS-Cardiff grew to provide 3 Learning Clubs a week for adults with a learning disability. They gradually increased the number of people participating or joining the waiting list. The Friday Club proved popular and we contemplated offering a second a second session. There was obvious overall progress as people developed in confidence and some great individual successes were evident in the achievements of participants.

In December 2019, a number of members of the Friday Learning Club had attended the Festive Brass Concert given by the Royal Welsh College of Music and Drama.

2.1.2 Science Week

Our bid for funding for British Science week was successful and the three Learning Clubs in the week beginning 9th March 2020 became Science Clubs. Unfortunately, these were our final sessions before the COVID-19 lock-down

2.1.3 Music Club

We intended to expand our offerings, starting with a Music Club. We had identified a tutor and a suitable space. The first session was in the February half-term. However then COVID-19 hit.

2.1.4 Virgin Money Heart of the Community Fund

CABS-Cardiff had been one of the three local charities selected for the local Virgin Heart of the Community Fund to be voted for by visitors to the Cardiff Lounge. We heard in March that we had been voted first, which meant that we received £2,000 in April. The money was for an Awards Day, which we had planned for July. COVID had meant that it couldn't happen#

2.1.5 New Website

The Good Alliance chose CABS-Cardiff to receive a free re-design of the CABS-Cardiff website. It went live in December 2019 and we received many positive comments about it.

2.2 Activities after COVID-19

The increasing numbers of cases of Covid-19 during March meant that the British Science Week sessions were the last in person Learning Clubs. It was a difficult decision to make at the time, but we all felt it to be the right one. The National Lockdown announced the week later proved we had made the correct decision.

2.2.1 Keep Safe, Keep Learning

By May, 2020 it was apparent that the in person Learning Clubs were not going to meet for some time we initiated comes Zoom sessions. Only a relatively small number of the people who had

attended the in person Learning Clubs had access to technology and/or support to actively participate. For those who could attend, it has been very popular and successful.

The nature of the interactions using Zoom mean we are all learning how to use this technology well. It does need a higher staff/volunteer to client ratio to make the sessions successful but people are enjoying this very much.

3 Financial review

The primary funding source of the charity is funding awards. We are also very grateful for individuals who have donated as and when they can and for those who feel able to donate regularly.

When we applied for funding, we included an element for venue hire. During the period of this report, we were able to use Cardiff Council premises without cost which has allowed us to build up reserves. The funding bodies have agreed for us to hold onto these reserves and use for other costs in the future.

During the COVID-19 epidemic we have held far fewer Learning Club sessions than we had planned so have accrued funds. Those organisations who have awarded this money have agreed that we can hold onto them and use them in the future.

A summary of the charity's financial transactions during the year is as follows:

	£
Incoming Resources	3259
Resources Expended	7276
Net income	-4017
Balance at start of year	36,244
Balance at end of year	32,227

Full financial statement attached

4 Structure, governance and management

CABS-Cardiff started on 1st September 2018. and became a Charitable Incorporated Organisation (CIO). It was incorporated on 18th December 2019. It is a registered charity in England and Wales (number 1187019) and operates under a constitution adopted upon incorporation. Its only voting members are its charity trustees.

The charity is managed by trustees. The trustees meet several times a year and are in regular contact remotely.

Trustees who served during the during the year under review were:

Name	Role	Appointed
Dr Margaret Elizabeth Collins,	Chair	01-Sep-2018
Rebecca Jane Ballard,	Treasurer	01-Sep-2018
Rosemary Gleeson	Trustee	
Jayne Morgan	Trustee	
Pauline Mary Wakeham	Trustee	

5 Reference and administrative details


Charity name	CABS-Cardiff
Other name the charity uses	Community Adult Basic Skills Cardiff
Registered charity number	1187019

Charity's principal address	112 Ely Road, Cardiff CF5 2DA
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6 Declarations

The trustees declare that they have approved the above report

Signed on behalf of the charity's trustees:

Signature: 
.....

Name: Rebecca Jane Ballard

Position Treasurer

Financial Statement

CABS-Cardiff

For the year ended 31 August 2020

	2020	2019
Income		
Donations	759.04	3,575.55
Funding Award(s)	2,500.00	36,990.00
Total Income	3,259.04	40,565.55
Cost of Sessions		
Direct Expenses	-	28.94
Equipment	271.28	309.54
Room Hire	105.00	1,120.00
Tutor Fee	6,360.00	2,475.00
Total Cost of Sessions	6,736.28	3,933.48
Balance before Admin Costs	(3,477.24)	36,632.07
Administrative Costs		
Advertising & Marketing	23.98	-
Audit & Accountancy fees	199.50	76.66
Bank Fees	-	61.54
Entertainment-100% business	-	7.34
General Expenses	53.41	233.90
Insurance	262.93	-
Telephone & Internet	-	7.99
Total Administrative Costs	539.82	387.43
Operating Balance	(4,017.06)	36,244.64
	2020	2019
Cash Balances		
Santander CABS	32,209.20	35,952.19
Petty Cash	420.93	229.76
Cash Float for payments at sessions	50.00	50.00
Total Cash Balances	32,680.13	36,231.95