



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From** 01/04/2021 **Period start date** **To** 31/03/2022 **Period end date**

**Charity name:** See Me Be CIO

**Charity registration number:** 1188359

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the CIO are to relieve the needs of adults with a learning disability in the County of Wiltshire, including by the following means:</p> <ul style="list-style-type: none"><li>Promoting inclusion for the public benefit and preventing people with a disability from being excluded;</li><li>Providing information and support to those disabled persons, their families and carers; and</li><li>Relieving unemployment in such disabled persons.</li></ul> <p>For the purposes of this clause, 'socially excluded' means being excluded from society, or part of society, as a result of being a member of a group who are likely to be subject to discrimination on the grounds of disability.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>From May 2021 we raised awareness and public donations through the Captain Tom 100 on Localgiving! Campaign. This was extremely positive and was great to be part of, especially given the constraints on our face to face contact during the pandemic.</p> <p>In June 2021 we were successful in our grant application to The National Lottery Community Fund and received a grant for our first Job Coach.</p> <p>In September 2021 we ran 'See Me Be Creative' workshop for adults with a learning disability, their support staff and parents/carers to provide an opportunity for meaningful engagement and networking.</p>

		In December 2021 we tried to boost our presence on social media and offered Gingerbread decorating kits to those who may want to do this fun activity over the Christmas period.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	I can confirm that all Trustees have received guidance issued by the Charity Commission on public benefit and 'have regard' for this 'when exercising any powers or duties to which the guidance is relevant'.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	See Me Be CIO does not provide grants.
Policy on social investment including program related investment	Para 1.38	Not applicable.
Contribution made by volunteers	Para 1.38	Not applicable.
Other		

### **Achievements and Performance**

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During this period we started to raise our profile via social media and reach out to other parties who may be interested in our work, including Wiltshire Council, the Community Team for People with Learning Disabilities and the Careers Manager at a local college.</p> <p>We used the donations raised through the Captain Tom 100 campaign to run the 'See Me Be Creative' workshop for free to all participants.</p>
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Promoting inclusion for the public benefit and preventing people with a disability from being excluded. Action: We were awarded a grant from The National Lottery Community Fund for a Job Coach. The role of our Job Coach (once recruited) is to enable adults with a learning disability to access paid employment by working with them directly and providing tailored support, working with local employers and ensuring all reasonable adjustments are made to ensure the successful recruitment and maintained employment of adults with a learning disability.</p> <p>Providing information and support to those disabled persons, their families and carers. Action: We devised a survey and circulated this to relevant service providers to gather information about their understanding of employment services for adults with a learning disability but did not receive any responses. Part of the rationale for hosting 'See Me Be Creative' was to provide a social and networking opportunity for parents, carers and support staff and provide time to answer relevant questions, provide information and signposting to other appropriate services.</p> <p>Relieving unemployment in such</p>
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		<p>disabled persons.</p> <p>Action pending: Due to recruitment challenges we didn't successfully recruit to the post of Job Coach until July 2022.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Donations from the Captain Tom 100 campaign financed our 'See Me Be Creative' workshop and gingerbread decorating kits.</p> <p>The grant from The National Lottery Community Fund has been used to recruit our Job Coach, ensure we have necessary policies in place and an encrypted IT device. Details of how this funding has been used will be included in our Annual Report next year as most of the grant was used outside of this report's timeframe.</p>
Investment performance against objectives	Para 1.41	Not applicable.
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See Me Be CIO does not have any loans and relies solely on donations and successful grant applications to secure funding at present. Our remaining balance is allocated to the on-going employment of our Job Coach and further grant applications are being made to ensure we can continue to employ our Job Coach and further develop this role.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The current balance is allocated to the on-going employment of our Job Coach.
Amount of reserves held	Para 1.22	At present (January 2023) See Me Be CIO has £4827.
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	See Me Be CIO is not in financial deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns at present.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal funding (April 2021 - March 2022) was the grant received from The National Lottery Community Fund.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable.
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO).
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Lucy Moules founded See Me Be CIO in 2020 and asked Zoe Neale, Laura Richards and Stella Wolstenholme to become Trustees and they accepted. There are four Trustees in total as Stella Wolstenholme is Lucy Moules' mother.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	See Me Be CIO
Other name the charity uses	Not applicable.
Registered charity number	1188359

Charity's principal address	3, Malmesbury Road, Lower Stanton St Quintin, Wiltshire, SN14 6BS

## 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	Lucy Moules		March 2020 to present	
2	Zoe Neale		March 2020 to present	
3	Laura Richards		March 2020 to present	
4	Stella Wolstenholme		March 2020 to present	
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## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

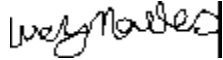
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Lucy Moules	
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Position (eg  
Secretary, Chair, etc)

Chair	
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Date

30/01/2023
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2021/22	Income	Out-goings	Purpose
April			8 Account fee
May	9.66		Donation received via Localgiving
	28.78		Donation received via Localgiving
	224.62		Donation received via Localgiving
			8 Account fee
	382.36		Donation received via Localgiving
	5		Donation received via Amazon Smile
	19.64		Donation received via Localgiving
June			8 Account fee
			50 Fundraising Regulator fee
		85.44	Squarespace website fee
July		216	Squarespace website fee
	9968		The National Lottery Community Fund
			8 Account fee
August			8 Account fee
	5.4		Donation received via Amazon Smile
		16.08	Carrier Bag Shop (gift bags for SMB Creative)
		40.5	English Stamp Company (logo stamp to print bags)
September			8 Account fee
October			8 Account fee
		96	Localgiving fee
November			8 Account fee
December			8 Account fee
January			8 Account fee
February			8 Account fee
	7.86		Donation received via Amazon Smile
March	70.06		Donation received via Localgiving
			8 Account fee
Total	10721.38	600.02	

Total

862  
871.66  
900.44  
1125.06  
1117.06  
1499.42  
1504.42  
1524.06  
1516.06  
1466.06  
1380.62  
1164.62  
11132.62  
11124.62  
11116.62  
11122.02  
11105.94  
11065.44  
11057.44  
11049.44  
10953.44  
109945.44  
10937.44  
10929.44  
10921.44  
10929.3  
10999.36  
10991.36