



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 01/04/2023 **To Period end date** 31/03/2024

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> <p>Promoting inclusion for the public benefit and preventing people with a disability from being excluded;</p> <p>Providing information and support to those disabled persons, their families and carers; and</p> <p>Relieving unemployment in such disabled persons.</p> <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>We continue to employ a Job Coach, who meets with individuals with a learning disability, who have been referred to See Me Be CIO. Our Job Coach uses a person centred approach to work with them, their parents and carers to complete their Vocational Profile and liaise with other agencies and businesses to identify and support employment opportunities.</p> <p>In addition See Me Be CIO has started a community garden called 'The Old Orchard' at a local farm and secured funding from the Aviva Community Fund and Wild Isles funding to develop this site and make it accessible to adults with disabilities.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public	Para 1.18	<p>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</p>

benefit		relevant'.
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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	
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 attending networking events and reaching out to other parties who may be interested in our work.</p> <p>Our Job Coach has worked directly with adults with learning disabilities and their parents/carers to facilitate their access to paid employment.</p> <p>We hosted a harvesting event at the community garden, where two adults with a learning disability were fully engaged.</p>

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.</p> <p>Action: We were awarded a grant from The National Lottery Community Fund for a Job Coach. The role of our Job Coach is to enable adults with a learning disability to</p>
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		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.
Performance of fundraising activities against objectives set	Para 1.41	During this financial year with the support of Crowdfunder, the Aviva Community and Wild Isles Funding we had a 'See Me Be Connected' fundraiser to raise money for 'The Old Orchard'. We have started to create an accessible garden for adults with a learning disability to learn and gain work experience and to facilitate their inclusion as active members of their community. To date we have purchased a poly tunnel and raised beds. We haven't spent all the money raised from this fundraiser yet so priorities for next year are putting in paths, a shed and composting toilet.
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 development of 'The Old Orchard'. 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 and development of 'The Old Orchard'.
Amount of reserves held	Para 1.22	At present (January 2025) See Me Be CIO has £6128.56 due to monies raised in December 2023 and January 2024.
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 2023 – March 2024) was via the support of Crowdfunder, the Aviva Community and Wild Isles Funding through the 'See Me Be Connected' fundraiser.
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. When Zoe Neale handed in her notice, Emma Veal was invited to be a Trustee and accepted. Laura Richards and Stella Wolstenholme remain in their posts. 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	Laura Richards		March 2020 to present	
3	Stella Wolstenholme		March 2020 to present	
4	Emma Veal		December 2023 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

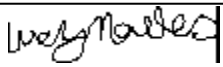
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Declarations

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

18/01/2025

Month	Income	Out-going	Actual
April			
Payroll 8		38.1	4510.31
Payroll Manager		47.94	4462.37
Account fee		5	4457.37
HMRC		9.4	4447.97
Amazon	5		4452.97
May			
Payroll 9		83.4	4369.57
HMRC		20.8	4348.77
Payroll Manager		59.94	4288.83
Account fee		5	4283.83
Amazon	14.6		4298.43
Payroll 10		83.4	4215.03
HMRC		41.6	4173.43
June			
Fundraising Regulator		50	4123.43
Payroll Manager		59.94	4063.49
Account fee		5	4058.49
Squarespace		85.44	3973.05
Interest	2.18		3975.23
July			
Payroll 11		58.34	3916.89
HMRC		20.8	3896.09
HMRC		14.6	3881.49
Squarespace		244.8	3636.69
Payroll Manager		59.94	3576.75
Account fee		5	3571.75
Payroll 12		83.4	3488.35
HMRC		20.8	3467.55
August			
Payroll Manager		59.94	3407.61
Account fee		5	3402.61
Village hall hire		30	3372.61
Payroll 13		133.32	3239.29
HMRC		33.4	3205.89
September			
Payroll Manager		59.94	3145.95
Account fee		5	3140.95
Interest	1.73		3142.68
October			
Payroll 14		50.12	3092.56
HMRC		12.4	3080.16
Payroll Manager		59.94	3020.22
Wares of Knutsford (jam jars)		63.95	2956.27
Account fee		5	2951.27
Localgiving		180	2771.27
Tennyson Insurance		157	2614.27
Payroll 15		100.04	2514.23
HMRC		25	2489.23

November

Reimbursement for printing	30	2459.23
Payroll Manager	59.94	2399.29
Account fee	5	2394.29
Payroll 16	49.92	2344.37
HMRC	12.6	2331.77
BASE membership fee	150	2181.77

December

Payroll Manager	59.94	2121.83
Account fee	5	2116.83
Interest	1.28	2118.11
Payroll 17	66.76	2051.35
HMRC	16.6	2034.75
Crowdfunder	2175.92	4210.67

January

Payroll Manager	59.94	4150.73
Adobe software	19.97	4130.76
Crowdfunder	1040	5170.76
Crowdfunder	895	6065.76
Crowdfunder	2550	8615.76
Account fee	5	8610.76
Payroll 18	100.04	8510.72

February

Payroll Manager	59.94	8450.78
Adobe software	19.97	8430.81
Account fee	5	8425.81
HMRC	25	8400.81
Payroll 19	33.28	8367.53

March

Adobe software	19.97	8347.56
Payroll Manager	59.94	8287.62
HMRC	8.4	8279.22
Account fee	5	8274.22
Interest	3.82	8278.04

Total	6689.53	2959.9
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