



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 01/04/2024 **To Period end date** 31/03/2025

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 additional funding from The Rural Hubs Grant and the Aviva Community and Wild Isles Fund 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	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</p>

Commission on public benefit		powers or duties to which the guidance is 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>As of November 2025, ‘The Old Orchard’ is now ready for use by adults with a learning disability.</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: The role of our Job Coach is to enable adults with a learning disability to access paid employment by working with</p>
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		<p>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>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>The majority of our fundraising during this period was achieved via Benevity, an Enterprise Impact Platform. This money was used to maintain the employment of our Job Coach and supplement the works undertaken at 'The Old Orchard'.</p> <p>'The Old Orchard' will be 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.</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>Not applicable.</p>
<p>Other</p>		

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'.
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 (December 2025) See Me Be CIO has £9199.11).
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 2024 – March 2025) was via Benevity. We also received a donation from Chippenham Half Marathan Club.
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 Laura Richards handed in her notice, Michelle Gordon accepted post of Trustee. Emma Veal 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	Stella Wolstenholme		March 2020 to present	
3	Emma Veal		December 2023 to present	
4	Laura Richards		March 2020 – June 2025	
5				
6				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

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

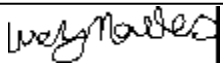
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Declarations

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

09/12/2025

Month	Income	Out-going	Actual
April			
HMRC		3	8275.04
Payroll 20		50.12	8224.92
Reimburse B&Q		38.82	8186.1
Reimburse food		15.6	8170.5
Payroll Manager		59.94	8110.56
Adobe software		19.97	8090.59
Account fee		5	8085.59
Payroll 21		27.52	8058.07
HMRC		6.8	8051.27
May			
Payroll Manager		59.94	7991.33
Adobe software		19.97	7971.36
Account fee		5	7966.36
Fundraising Regulator		50	7916.36
Polytunnel		1645.6	6270.76
June			
Payroll 22		36.56	6234.2
Payroll Manager		59.94	6174.26
HMRC		9.2	6165.06
Reimburse B&Q		183.92	5981.14
Account fee		5	5976.14
Adobe software		19.97	5956.17
Interest	3.67		5959.84
Squarespace		85.44	5874.4
Benevity CG	1860		7734.4
July			
Squarespace		244.8	7489.6
Adobe software		19.97	7469.63
HMRC		9	7460.63
Payroll 23		36.76	7423.87
Payroll Manager		59.94	7363.93
Account fee		5	7358.93
August			
HMRC		11.6	7347.33
Payroll 24		45.6	7301.73
Payroll Manager		59.94	7241.79
Adobe software		19.97	7221.82
Mower hire		120	7101.82
Reimburse tarp		85.47	7016.35
Account fee		5	7011.35
September			
Adobe software		19.97	6991.38
Payroll Manager		59.94	6931.44
Account fee		5	6926.44
Interest	3.61		6930.05
HMRC		18.2	6911.85
Payroll 25		73.32	6838.53
BASE membership		150	6688.53

October

Payroll Manager		59.94	6628.59
Adobe software		19.97	6608.62
Account fee		5	6603.62
Localgiving		180	6423.62
HMRC		18.4	6405.22
Payroll 26		73.12	6332.1
Markel Insurance		239.68	6092.42

November

Payroll Manager		59.94	6032.48
Adobe software		19.97	6012.51
Account fee		5	6007.51

December

HMRC		6.8	6000.71
Payroll 27		27.52	5973.19
Payroll Manager		59.94	5913.25
Donation from Chippenham Half Marathon	425		6338.25
Adobe software		19.97	6318.28
Account fee		5	6313.28
Interest	3.15		6316.43
Payroll 28		82.36	6234.07
HMRC		20.6	6213.47

January

Adobe software		19.97	6193.5
Payroll Manager		59.94	6133.56
Monthly account fee		5	6128.56

February

Adobe software		19.97	6108.59
Payroll Manager		59.94	6048.65
Payroll Manager		59.94	5988.71
Monthly account fee		5	5983.71
Benevity	1120		7103.71

March

HMRC		20.6	7083.11
Payroll 29		82.36	7000.75
Adobe software		19.97	6980.78
Payroll Manager		59.94	6920.84
B&Q		258	6662.84
Monthly account fee		5	6657.84
B&Q		285	6372.84
B&Q		368.6	6004.24
Interest	3.1		6007.34
Summerhouse		1349	4658.34

Total	3418.53	7038.23
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