

Section E Financial review

Brief statement of the charity's policy on reserves

Due to the financial profile of the charity we have not felt the need to create a policy on reserves.

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.

The charities main source of funding is by it's own fundraising activities, carrying out raffles and attending events to raise funds with tombola or games. This was affected by the pandemic. However, the local council granted a COVID grant to help with running costs etc., which help to keep the charity financially stable. Our biggest outgoing financially at this time was our office rent, as we did not have to pay room hire for group sessions. However, money was also spent on providing craft items for children.

Section F Other optional information

Since September 2021, we have been able to resume our face to face group meetings, allowing parents to again have somewhere they feel able to bring their child with special needs without feeling the need to explain behaviours etc. We are hoping in the future to extend our face to face sessions to parent / carers only, allowing them to meet like minded people and make friends. For the next year we have group coffee and chat sessions, toddler sensory swim sessions, family sensory swim sessions, sensory room activities, summer day trip to the seaside and the return of our ever popular BSL Signed and relaxed Pantomime. As always these sessions will be provided free if possible, but where not then subsidised by the charity, making them accessible to all. Our long term aim is to secure funding so that we are able to have our own premises, where we can run our support groups, have an office space, storage and either a shop or cafe that we can run to raise funds, but equally important provide training for adults with special needs/ disabilities.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|--------------------------------------|---------------------|--------------------|
| Signature(s) | <i>R. Anne Wild</i> | <i>R. A. Fryer</i> |
| Full name(s) | Rachel Anne Wild | Rachel Anne Fryer |
| Position (e.g. Secretary, Chair, et) | Chairman | Secretary |
| Date | 4/1/2022 | |

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

- * Provided Free Halloween 'craft bags' to 60 children with Special educational needs and disabilities and their siblings aged between 2 – 14 years.
- * Posted 'weekly' Messy Play and Craft ideas for families, so they could entertain themselves whilst stuck at home. We provided 4 families with the materials to carry out said activities.
- * Spoke on the phone with families, reassuring them or helping them to complete paperwork.
- * Sign posting families to further help as and when required.
- * Provided Free Christmas 'craft bags' to 60 children with Special educational needs and disabilities and their siblings aged between 2 – 14 years.

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The Charity relies 100% on volunteers to complete it's work.
There are no Paid Trustees or employees.

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

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

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)

The pandemic greatly affected the Charities work over this period of time.

Toddler Tuesday's, Messy Play and Crafts FREE SEND family friendly support groups

Due to the vulnerability of our families, many who were shielding and the unavailability of rooms for hire face to face support groups were cancelled.

We moved our support on line and over the phone.

The families we support are amongst the most vulnerable and isolated in society, it was important to remain in contact with them, providing an ear, support and activities they could carry out at home. Children with special needs do not in general cope well with change and many families found themselves struggling with behaviour.

We were able to provide crafts supplies and ideas on activities to keep children entertained, at no cost to the families.

Advice, Support and Sign-Posting

During this time we did 'over the phone' consultations, supporting with DLA applications, EHCP referrals and generally sign-posting to different support available within the area. Or just general support if a parent or carer was having a particularly tough day with the child(ren) they care for. This was available to all families who have a child/young person with special needs / disabilities.

Trustees Declaration on guidance on Public Benefit issued by the Charity Commission

Not all of the Trustees have read the guidance, however when planning events the Trustees who have read the guidance were able to support their fellow Trustees in ensuring the planning was carried out with this guidance in mind. The Trustees are undertaking to ensure they are all 'up to date' on this guidance for future planning.

Additional details of objectives and activities (Optional information)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| N/A | | |
| | | |
| | | |
| | | |

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

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charitable Incorporated Association (CIO)

Trustee selection methods

Appointed by Trustees and committee at AGM

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.

All Charity Trustees must have an Enhanced DBS Check.

Key decisions are made by the charity trustees, however there is a small committee, who also help to run events and fundraise. The Charity works closely with other support groups in the local area.

Section C Objectives and activities

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

For the public benefit, to relieve the children and young people aged 0-25 years with special educational needs and disabilities and their parent, carers and families in derby City and Derbyshire, in particular the provision of play facilities in a safe and friendly environment, a lending library of books and equipment, support and practical advice.



Trustees' Annual Report for the period

Period start date

Period end date

From

Day Month Year

To

Day Month Year

Section A

Reference and administration details

Charity name

Tegan's Butterflies in Paradise

Other names charity is known by

N/A

Registered charity number (if any)

1190294

Charity's principal address

Suite 1.1A Litchurch Plaza,

Litchurch Lane

Derby

Postcode

DE24 8AA

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 | Rachel Wild | Chairman | N/A | |
| 2 | Melanie Treece | Deputy Chair | N/A | |
| 3 | Melissa Collumbell | Treasurer | N/A | |
| 4 | Rachel Fryer | Secretary | N/A | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
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| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| N/A | |
| | |
| | |

| | | | | | | | | | |
|--|--------------|---|---|---|--------------|---|---|---|--------------|
| Group Meetings / Events | 888 | - | - | - | 888 | - | - | - | - |
| | - | - | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | - | - |
| Sub total | 3,655 | - | - | - | 3,655 | - | - | - | 3,655 |
| A4 Asset and investment purchases, (see table) | | - | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | - | - |
| Sub total | - | - | - | - | - | - | - | - | - |
| Total payments | 3,655 | - | - | - | 3,655 | - | - | - | - |
| Net of receipts/(payments) | - | - | - | - | - | - | - | - | - |
| A5 Transfers between funds | 728 | - | - | - | 728 | - | - | - | - |
| A6 Cash funds last year end | 6,082 | - | - | - | 6,082 | - | - | - | - |
| Cash funds this year end | 5,354 | - | - | - | 5,354 | - | - | - | - |

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

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|--|---------------------------------|-------------------------------|------------------------------|
| B1 Cash funds | Cash and Bank Account Values | 5,354 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 5,354 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds | Restricted funds | Endowment funds |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Tegan's Butterflies in Paradise

1190294

| | |
|---------|--------------------------------|
| 1190294 | Receipts and payments accounts |
|---------|--------------------------------|

For the period
from

Period start date

[illegible]

eriod end da

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Section A Receipts and payments

[illegible]

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
| | | | |

[illegible]

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|-----------------------------|-----------------|--------------------------|
| | | 1 | 1 |
| | | 2 | 2 |
| | | 3 | 3 |
| | | 4 | 4 |
| | | 5 | 5 |

[illegible]

B5 Liabilities

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
| | | - | |
| | | - | |
| | | - | |
| | | - | |
| | | - | |

| Signature | Print Name | Date of approval |
|----------------------|---------------|------------------|
| <i>M. Columbello</i> | M. COLUMBELLO | 04-01-22 |
| <i>R. A. Fryer</i> | R. FRYER | 04/01/22 |

Signed by one or two trustees on behalf of all the trustees