

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day01	Month04	Year2024		Day31	Month03	Year2025

Section A Reference and administration details

Charity name Assistance Dog Assessment Association

Other names charity is known by ADAA

Registered charity number (if any) 1191180

Charity's principal address 61 Bridge Street
Kington
Herefordshire

Postcode HR5 3DJ

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	Kirsten Dillon	Chair		
2	Sandra Fraser			
3	Selina Valentine			
4	Peter Gorbing			
5	Richard Mearns			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution 24 th August 2020
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

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.

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Section C Objectives and activities

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

'To relieve the needs of people with disabilities who depend on a privately trained assistance dog for the public benefit by:

- (a) Providing an independent assessment and accreditation to enable such people to use the assistance dog in accessing public spaces such as supermarkets, restaurants or on public transport with confidence;
- (b) Raising public awareness of the needs of people with disabilities who depend on assistance dogs in public

places’.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investments (Scotland) Act 2005 and section 2 of the Charities Act (Northern Ireland) 2008.

The trustees are fully aware of their responsibility to have regard to the public benefit when determining activities to be undertaken. The Objects of the charity are framed around the idea that assistance dog owners and members of the public will benefit from well-trained dogs and education around the needs of those people who depend on assistance dogs. The work of the charity is totally focussed on working to those outcomes.

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)

Additional details of objectives and activities (Optional information)

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

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

- During the year, the trustees have undertaken the following:
- Continued to offer assessments to all disabilities.
 - Worked with the CAA & Airlines to provide services to this sector.
 - Successfully carried out aviation assessments.
 - Recruited new Assessors.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

ADAA continuing to grow with an increase in applications being received from a variety of sources. The number of qualified assistance dog teams has increased, as has the number of assessors we have throughout the UK.

Section E Financial review

Brief statement of the charity's policy on reserves

Our charity does not have a reserves policy.

Details of any funds materially in deficit

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 charity held funds of £16,465.99 at year end.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

S. Valentine

Peter

Full name(s)

Selina Valentine

Peter Gorbing

Position (eg Secretary, Chair, etc)

Trustee

Trustee

Date

12th August 2025

2024-2025 Yr End	Total Income	£16,247.20
	Total Expenditure	£16,131.42
	Profit	£115.78

Income

	Total	Zettle	Wix	PayPal	Other/Donations	Savings
Apr-24	£299.55	£238.87	£0.00	£0.00	£60.68	£0.00
May-24	£909.12	£229.12	£0.00	£0.00	£180.00	£500.00
Jun-24	£141.29	£121.87	£0.00	£0.00	£19.42	£0.00
Jul-24	£146.34	£97.49	£0.00	£0.00	£48.85	£0.00
Aug-24	£1,112.93	£43.88	£0.00	£0.00	£245.05	£824.00
Sep-24	£712.44	£263.24	£176.02	£0.00	£273.18	£0.00
Oct-24	£712.35	£192.07	£201.07	£0.00	£319.21	£0.00
Nov-24	£1,123.16	£442.64	£548.37	£0.00	£132.15	£0.00
Dec-24	£849.28	£238.87	£600.90	£0.00	£9.51	£0.00
Jan-25	£351.41	£213.52	£125.89	£0.00	£12.00	£0.00
Feb-25	£744.49	£361.72	£382.77	£0.00	£0.00	£0.00
Mar-25	£9,144.84	£223.27	£554.27	£0.00	£8,367.30	£0.00
TOTAL	£16,247.20	£2,666.56	£2,589.29	£0.00	£9,667.35	£1,324.00

Expenditure

	Total	Assesors	Postal	Admin/Pre Ass	Other
Month					
Apr-24	£266.00	£153.33	£20.90	£45.00	£46.77
May-24	£917.54	£463.70	£56.69	£0.00	£397.15
Jun-24	£22.44	£0.00	£10.45	£0.00	£11.99
Jul-24	£222.94	£75.80	£32.68	£0.00	£114.46
Aug-24	£1,410.17	£124.69	£18.99	£824.00	£442.49
Sep-24	£100.93	£58.10	£3.25	£0.00	£39.58
Oct-24	£113.60	£56.80	£0.00	£0.00	£56.80
Nov-24	£655.07	£348.10	£13.40	£0.00	£293.57
Dec-24	£646.88	£67.95	£0.00	£195.00	£383.93
Jan-25	£1,091.24	£425.41	£19.80	£140.00	£506.03
Feb-25	£1,061.64	£69.76	£6.55	£289.90	£695.43
Mar-25	£9,622.97	£461.95	£37.30	£533.70	£8,590.02
TOTAL	£16,131.42	£2,305.59	£220.01	£2,027.60	£11,578.22