



Trustees' Annual Report for the period

From 1 Jan 2023 Period start date To 31 Dec 2023 Period end date

Charity name: PLYMOUTH MAYFLOWER SPECIALS

Charity registration number: 1196439

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To promote social inclusion for the public benefit by working with people in the City of Plymouth and surrounding areas who are socially excluded on the grounds of their intellectual disability, to relieve the needs of such people and assist them to integrate into society, in particular by:</p> <ol style="list-style-type: none">1. Providing or assisting in providing sports and recreational facilities for people with intellectual disabilities and to organise, support and promote Olympic style games events and competitions for such people and to encourage them to participate in sporting activities at all levels to assist in their integration into society and to improve their quality of life, their self-esteem, Health, and mental wellbeing, and2. Raising public awareness of the issues affecting people with intellectual disabilities (and their families) both generally and in relation to their social exclusion.
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>People with Intellectual Disabilities are at risk of exclusion from mainstream society and from opportunities of employment, ill health, lack of friendship and not achieving their potential or developing confidence in themselves.</p> <p>Plymouth Mayflower Specials uses activity and sport as the platform to give young people and adults with an Intellectual Disability the opportunity to achieve their personal best in an inclusive, supportive and safe environment which encourages every individual to become more self-confident, while improving their fitness, health & wellbeing, and promoting inclusion in wider society at the same time.</p> <p>Plymouth Mayflower Specials is committed to increasing the availability of our programmes and competitions, with the ultimate aim of ensuring anyone in the Plymouth area with an Intellectual Disability has the opportunity to take part in activities or sport and all the benefits this brings, both for themselves and for the public benefit.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees, to the best of their ability, have had regard to the Charity Commission guidance on public benefit in all the various activities carried out by the charity.
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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	Plymouth Mayflower Specials does not make grants, although minor support for Members in financial hardship is always available if needed.
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	The charity was formed by volunteers, is inspired and run by volunteers and could not continue in any form without the dedication and hard work of all our volunteers.

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>We have further increased participation in sport and activity for people with Intellectual Disabilities (ID) by widening the range of competitions available to them, and through partnerships with a number of other organisations that support people with ID.</p> <p>We seek to increase the diversity of our membership and ensure every person with ID in the Plymouth area has access to our programme and have engaged with local higher education providers who will use our activities as practical training for their students and provide opportunities for the charity to increase the impact of its social media output.</p> <p>The charity continues to empower every Member to fulfil their potential, both sporting and personal, by listening to them and in setting sports and activity goals that are right for them. Members are also now involved directly in the running of the charity by forming a Members fundraising committee, chaired by a Trustee and linked with the operational group tasked with overseeing the charity's weekly sports club activities. This all results in improving their health, wellbeing and employability skills which benefits both our Members and society in general.</p> <p>We provide clear pathways for all sports and all ability levels and provide better access to</p>

		coach training and qualifications. We continue to place Members at the heart of what we do by involving our Members in our decision making processes.
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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>Having been formed just over two years ago, our objectives during 2023 have been to consolidate the work done in 2021-22 to build foundations on which the charity can grow in future years, and to add new pathways towards integration into society both for the benefit of our Members and for the public benefit. The trustees consider that these objectives have in large part been met and are determined to continue building and improving the charity and its governance mechanisms during 2024 and beyond.</p> <p>Also, with the creation of the Plymouth Sound National Marine Park the charity is working towards forming a partnership with other organisations to bring the opportunity to learn sailing and kayaking to any of our Members who wish to do so. The first grant applications for this project will be submitted in early 2024.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>As the charity was formed during the latter stages of the effects of Covid-19 on the UK economy and the beginnings of recovery, expectations for fundraising were relatively low during the previous reporting period. We have not received any grants during 2023, but the fundraising events we have held have been more successful than hoped, with the final two events of the year exceeding all expectations, which bodes well for the coming year and points to growing interest in our aims for the growth of the charity and its work with Plymouth's intellectual disability community.</p>
Investment performance against objectives	Para 1.41	Not applicable as the charity currently has no investments.
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>In our first two years of operation we have achieved much in creating our charity and its branding and getting word to interested parties about our aims and objectives. This has been achieved by much hard work from our volunteers in fundraising to pay the costs of the start-up, and has laid a good foundation for further growth without going into debt. There is much more to do, but the coming year is looking even better as the country returns to stability after the end of Covid-19 restrictions, and our operations have not been significantly affected by the recent economic chaos.</p> <p>The charity has sufficient restricted funds to finance our planned annual intellectual disability games for several years and a small cash balance to cope with minor expenditure while we build attendance and membership to sustain our income to finance daily operations.</p> <p>The charity is actively pursuing corporate sponsorship for our annual Mayflower Games and recently held a very successful sports evening with one potential sponsor, further cementing our relationship with the company, who have already shown their support for the charity with a generous donation.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The trustees are even more firmly committed to achieving financial stability and sustainability after the economic problems brought about by war in Europe. The charity's operations vary from month to month and income streams are not regular. Attendance at our activity evenings varies, and thus our weekly subscriptions income, and has not yet fully stabilised post Covid-19. The trustees feel it is unacceptable for the charity to go into debt, incurring extra, unnecessary costs and losing the good relationships we have with our suppliers, both of goods and services, thus a modest balance should be held in unrestricted funds to cope with variations in our outgoings and income streams. Work continues to analyse this as part of the annual budgetary control process and is monitored monthly.</p>

Amount of reserves held 12819.50	Para 1.22	As at 31 December 2023 the charity held an unrestricted funds balance of £13,291.17 which, based on revised budgeted expenditure for 2024, should sustain operations for one year with little or no income. Financial analysis completed in 2023, resulted in the trustees increasing the target amount of reserves that should be held to sustain at least one year of budgeted operating costs and adopted a reserves policy to support that. This will give the charity a sustainability buffer against continuing higher rates of inflation and unexpected expenses that may arise in the coming year.
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The trustees have no uncertainties about the charity continuing as a going concern.

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	The charity is funded by Member subscriptions, various fundraising events through the year, sport and activity-related grant funding and local authority community grants.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity has recently opened a short term savings account with some of the Mayflower Games restricted funds to earn interest while the money remains unused and plans to repeat this each year after the annual Mayflower Games is completed and paid for. An investment policy will be published during 2024.
A description of the principal risks facing the charity	Para 1.46	A resurgence of the Covid-19 pandemic would further affect our income and make it even more difficult to realise our plans to expand our reach and offer regular competitions and social events for our Members for some time afterwards.
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.	Para 1.25	All bar one of the trustees are appointed by the charity trustees and elected by the charity Members and one trustee is

election to post or name of any person or body entitled to appoint one or more trustees		appointed by YMCA Plymouth in accordance with the Charity Constitution.
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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	Written and currently under consideration by the trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The charity is run by the trustees and a group of permanent volunteers who provide coaching, safeguarding, welfare, advocacy, administrative and safety support during regular weekly sports activity meetings and any competitions, social or fundraising events held by the charity.</p> <p>The permanent volunteers are very well supplemented by student volunteers from two of the city's universities, who provide additional support for the sporting activities provided for our Members.</p>
Relationship with any related parties	Para 1.51	<p>The charity has a close working relationship with YMCA Plymouth, who provide the facilities used by the charity to hold weekly activity evenings and are one of the providers who may be used for any competitions or social events held by the charity.</p>
Other		<p>Fundraising is vital to both the survival and growth of the charity, and much of the charity's volunteer activity is devoted to this activity.</p> <p>In April 2022 the Trustees discussed registration with the Fundraising Regulator and it was agreed that this should go ahead.</p> <p>Work on researching and developing a robust suite of policies based on the requirements and recommendations published by the Fundraising Regulator, and ensuring that all charity fundraising is in line with the Fundraising Code of Practice is now almost complete and registration will follow after the policies and procedures are adopted in the New Year.</p> <p>The charity does not use third party fundraisers as the Trustees prefer to use the charity's own resources for this important activity. The Trustees feel that the people who manage, organise and support our activities are best placed to explain to potential donors what the charity does, why it is done and the benefits that ensue for the Members, along with answering questions about the charity and all its activities.</p> <p>Despite not yet being registered with the Fundraising Regulator or any other voluntary scheme for regulating charity fundraising, the Trustees have</p>

		<p>endeavoured to ensure that all fundraising activities meet the requirements of the Fundraising Code of Practice for the protection of the charity, its donors and potential donors.</p> <p>Being a charity whose Members are all considered to be vulnerable, the Trustees are well aware of the effect that fundraising behaviour detailed in S.13 (4) (2) of the Charities (Protection and Social Investment) Act 2016 can have on people, especially the vulnerable. The Trustees therefore insist on courtesy, respect and passive behaviour in charity fundraising, where money is never asked for other than from grant-giving organisations or when selling goods.</p> <p>The Trustees have received no complaints about the fundraising activities of the charity during the reporting period.</p>
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Reference and Administrative details

Charity name	Plymouth Mayflower Specials
Other name the charity uses	PMS
Registered charity number	1196439
Charity's principal address	c/o YMCA, Honicknowle Lane, Plymouth PL5 3NG

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	Alan Robert Stockdale	Chair of Trustees		-
2	Maureen Jean Stockdale			-
3	Jacqueline Kay Carter	Secretary		-
4	Jacqueline Anne Lee-Hansen			-
5	Michael John Tozer			-
6	Lee Malcolm Fergusson	Treasurer		-
7	Thomas Lavis			YMCA Plymouth
8	Lynda Bowyer		01/01/23 - 24/04/23	-
9	Isabel Kate Bamforth	Welfare Officer		-
10	Katie Busfield		03/06/23 – 31/12/23	-
11	Susan Elizabeth Dann		18/12/23 – 31/12/23	-

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	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bankers	Lloyds Bank plc	PO Box 1000, Andover, Hants BX1 1LT

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

The charity has no paid staff.

Additional information (optional)**Exemptions from disclosure**

Reason for non-disclosure of key personnel details



N/A

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Alan Robert Stockdale	Lee Malcolm Fergusson
Position (eg Secretary, Chair, etc)	Chair of the trustees	Treasurer
Date	11 June 2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Plymouth Mayflower Specials

No (if any)
1195439

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/01/2023		31/12/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and gifts	3,721	180	-	3,901	2,007
Competition entry fees	245	-	-	245	150
Non-sport event entry fees	-	-	-	-	310
Fundraising events	2,753	-	-	2,753	2,499
Member subscriptions	4,971	-	-	4,971	3,377
Merchandise sales	951	-	-	951	2,661
Refunds received	116	-	-	116	78
Error corrections	328	-	-	328	-
Cardnet receipts later passed on	595	-	-	595	-
Training fees received	755	-	-	755	-
Bank interest	-	536	-	536	-
Sub total (Gross income for AR)	14,436	716	-	15,151	11,082
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	14,436	716	-	15,151	11,082
A3 Payments					
Insurance	636	-	-	636	540
Charity set-up costs	1,000	-	-	1,000	2,337
Website costs	420	-	-	420	730
Goods for resale	592	-	-	592	2,611
Costs of fundraising events	647	-	-	647	530
Costs of Mayflower Games	-	4,447	-	4,447	1,035
Volunteer/Member uniforms	33	-	-	33	241
Refunds given	645	-	-	645	60
Printing	122	-	-	122	49
Governance costs	50	-	-	50	50
Bank charges	16	-	-	16	49
Travel costs	43	-	-	43	3
Costs of non-sports events	387	-	-	387	-
DBS Fees	50	-	-	50	-
Devon FA Costs	214	-	-	214	-
Volunteer training	85	-	-	85	-
Membership fees	10	-	-	10	-
Error corrections	384	-	-	384	-
Sub total	5,333	4,447	-	9,781	8,235
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	5,333	4,447	-	9,781	8,235
Net of receipts/(payments)	9,102	- 3,732	-	5,370	2,847
A5 Transfers between funds	60	- 60	-	-	-
A6 Cash funds last year end	4,129	50,147	-	54,276	-
Cash funds this year end	13,291	46,355	-	59,646	2,847

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	Bank	13,141	46,355	-
	Cash	150	-	-
		-	-	-
	Total cash funds	13,291	46,355	-
59,646	(agree balances with receipts and payments account(s))			
		OK	OK	OK



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	None		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	None		-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	ALAN R STOCKDALE	10-Jun-24
	LEE M FERGUSSON	10-Jun-24