



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 06/04/2023 Period start date To 05/04/2024 Period end date**

**Charity name: Candles – North Essex Down Syndrome Support Group**

**Charity registration number: 1198215**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To Provide the relief of the needs of children with down syndrome and their families living in Colchester and the surrounding areas, by provision of facilities, services and opportunities that will maximise their participation in society, and any other charitable purposes connected with Down Syndrome.</b>
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	<b>Swimming, Tennis, Soft Play, Dance, Cooking, Multi-sports, Sensory Activities, Biking, Football.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Yes, all trustees have had regard to the guidance.</b>

## 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	<b>Achievements include seeing the children gaining more and more confidence this year and really coming out of their shells. Making really great friendships with other children just like them and also their siblings too. Giving them equal opportunities to thrive in like every typical child and join in out of school activities where the whole family is included and make it really special. Parents have been given respite and support whenever they need it, and they can enjoy seeing their children having fun where it is suitable and safe for them. Parents relationships continue to flourish and there really are 'family' friendships forming, where they would otherwise feel alone. We are so excited that our Name is around the Colchester area more now so we get hospital referrals and health visitors calling us with information on new parents who need support, etc. So this is a really amazing achievement where we can make a difference to people's lives.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>There has been nothing that has been against our objectives only that sometimes where we cannot find the right services for our children due to availability at the time, or weather, so there can be a delay in getting some activities we want booked in.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Our fundraising this year has been a good start, as we are finding it increasingly difficult each year to get funding as we do not provide any services to gain income due to the nature of our charity. We are a small charity that organise activities for the children and families, we do not set out to make money from anything we do.</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>See Accounts below</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We have reserves from donations received for which we are organising sessions. We like to ensure we always have enough in reserves for the next year so we can plan our yearly activities. We continuously use our reserves for upcoming events, we do not pay any employees – all the funds go to the activities and expenses to pay for those activities.</b>
Amount of reserves held	Para 1.22	<b>£6000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		<b>CIO</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>CIO Document</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO- Foundation</b>
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	<b>All Trustees agree on any changes that are made or arise</b>

### 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	<b>Affiliated with the Down Syndrome Association and insurances are held with them</b>
Other		

## Reference and Administrative details

Charity name	Candles Down Syndrome Support Group
Other name the charity uses	Candles
Registered charity number	1198215
Charity's principal address	40 Rowhedge Road, Colchester, Essex, CO28EL

### **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	Charlotte Larcom			Yes
2	Bethany Bedingfield			Yes
3	Kerrie Chadwick			Yes
4	Helen Mendel Gonzales			
5	Clare Ranson			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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	None

### 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

None


## 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)		
Full name(s)	Charlotte Larcom	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	03/02/2025	

# Candles Down Syndrome Support Group

Financial Accounts 06/04/2023 – 05/04/2024

<b><u>Candles - Annual Accounts April 2023 - April 2024</u></b>			
		Holiday	
<b><u>Income</u></b>			
Donations from Council/Government	3,970.00		
Donations from Local Businesses - Donations	2,230.00		
Family bookings - Donations	2,484.90		
Donations for 2024 - Trading	3,009.44		
			<b><u>11,694.34</u></b>
<b><u>Expenses</u></b>			
Admin - Hall Hire	- 838.00		
Admin - Expenses	- 1,661.91		
Admin - Session payments	- 9,153.00		
Calvert holiday costs	- 940.00		
			<b><u>- 12,592.91</u></b>
<b>Total Loss (Cash in Bank)</b>			<b><u>- 898.57</u></b>
<b><u>Cashflow</u></b>			
Cash in Bank before charity formed pre March '22		3,572.79	
Profit from April 2022-23		7,195.16	
This loss		- 898.57	
Total cash in Bank at April 24		<b><u>9,869.38</u></b>	