

SHARE

England & Wales · Charity number 279083

Details

Other names	ADVENTURE PLAYGROUND FOR PEOPLE WITH SPECIAL NEEDS
Status	Registered
Legal form	Other
Registered	1980-01-24
Register	View on the Charity Commission register

Contact

Address	S H A R E The Fryth Basildon SS14 3PE
Phone	01268521691
Email	michellewestenhofer@googlemail.com
Website	www.sharerespite.co.uk

Activities

Objects: TO PROVIDE SERVICES FOR ANY PERSON, IRRELEVANT OF AGE, WITH PHYSICAL, MENTAL OR LEARNING DISABILITIES WITHIN ESSEX TO IMPROVE SELF ESTEEM, CONFIDENCE AND SOCIAL SKILLS THROUGH A VARIETY OF METHODS INCLUDING CREATIVE LEARNING AND PHYSICAL ACTIVITIES

Activities: The charity provides respite for parents and carers who have young people with special needs in their care, also ensures a safe and happy environment for after school clubs and evening entertainment for young people with special needs.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Disability
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** ESSEX
- Essex
- Southend-on-sea

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£805,030	£621,687	£80,321	33
2023-12-31	£611,068	£494,942	£105,391	46
2022-12-31	£426,158	£362,927	-	-
2021-12-31	£301,404	£210,048	-	-
2020-12-31	£245,449	£185,630	-	-

Trustees

Name	Role	Appointed
PAUL WESTENHOFER	Chair	
Brandon King Rowe		2015-07-21
Laura Leigh		2025-10-30
MICHELLE WESTENHOFER		2012-11-07

SHARE

England & Wales - Charity number 279083

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	01	2024		31	12	2024

Section A Reference and administration details

Charity name Safe Haven and Respite Environment

Other names charity is known by SHARE

Registered charity number (if any) 279083

Charity's principal address

The Fryth
Basildon
Essex
Postcode SS14 2RR

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	Paul Westenhofer	Chair		
2	Clare Manghan	Secretary		
3	Michelle Westenhofer			
4	Brandon King-Rowe			
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Michelle Westenhofer

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	CONSTITUTION ADOPTED 12 OCTOBER 1979 AS AMENDED 16 DECEMBER 2007 AND 30 JUNE 2008
How the charity is constituted (e.g. trust, association, company)	A Trust
Trustee selection methods (e.g. appointed by, elected by)	Elected by the Committee

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.

Section C Objectives and activities

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

To provide services for any young person, with physical, mental or learning disabilities within Essex to improve self-esteem, confidence and social skills, through a variety of methods including creative learning and physical activities.

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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains as providing high quality respite environments for disabled young people, planning and facilitating creative and physical activities in safe, secure and stimulating environments. This benefits the young people who attend by raising self-esteem and confidence and helping them develop their social skills and independence. They are able to use a variety of materials and equipment in supportive environments, with a great deal of consideration given to their individual physical and emotional needs. Parents and carers benefit from the knowledge that their disabled children are being cared for in a safe, secure environment supported by experienced staff. We welcome all disabled young people regardless of background, faith, gender or personal circumstances, working hard to cater for each individual need.

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.

Summary of the main achievements of the charity during the yearSpring / Summer

We once again started 2024 in a stable financial position thanks to extremely careful budgeting and the very hard work of the CEO and staff at SHARE.

Again this year the national picture of reduced funding available remained the same, but the clubs have continued to be extremely busy supporting young people.

We have continued to support with the Government HAF programme providing free holiday clubs and hot meals to those families that are in receipt of free school meals, covering all the main school holiday. We continue to receive many referrals from our local Social care teams at Essex, Southend, Thurrock and The London Borough of Havering. The level of need that we are receiving referrals from remain with a higher percentage of 1:1, 2:1 and 3:1 supporting requirements. The Basildon centre continues to be oversubscribed. Holiday and weekend clubs continue to be very busy, the Sunday sessions, have proved to be popular. The children have continued to enjoy hydrotherapy sessions after school and during all school holidays and we continue to have offsite visits into the local community.

The Active Lives Day centre (our second setting) has continued to thrive and numbers of young adults attending continue to increase. Staffing levels have increased due to the complex needs that are being supported there. The level needs include a high percentage of young adults with medical needs, and challenging behaviour. We continue to work with all the young adults developing life and social skills, accessing the local community each day.

Autumn / Winter

We have continued to provide holiday, after school and weekend clubs, Sundays have been a huge success, and these sessions have continued since our initial trials. We have continued to support Active Essex to deliver the HAF programme during school holidays for those children with complex needs.

The clubs continued to be so oversubscribed with a lengthy waiting list.

We have started a major refurbishment at the Basildon Centre, which will include having the exterior clad, this will continue into the new year, with internal refurbishments as well.

Regular staff training continued to support our therapeutic approach as well as safeguarding and various health and safety & medical needs training.

The Leigh Day Centre continued to raise interest, continuing with regular visits out building on life and social skills.

The year ended with the usual Christmas celebrations, which were thoroughly enjoyed by all.

Fundraising

We finally received 4 inclusive cycles one wheelchair cycle, a duo and two smaller trikes, these have been well used and are loved by all.

We were grateful for the support from our wonderful volunteers through the year – huge thanks for all they do.

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to work towards maintaining a safe reserve amount which will cover unplanned events.

Details of any funds materially in deficit

None

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.

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) P Westenhofer

Full name(s) Paul Westenhofer

Position (eg Secretary, Chair, etc) Chair

Date 11.10.2025

Profit and Loss

SHARE

For the year ended 31 December 2024

2024

Turnover

Sales	778,544.95
Total Turnover	778,544.95

Cost of Sales

Direct Expenses	13,383.66
Direct Wages	458,341.27
Total Cost of Sales	471,724.93

Gross Profit

306,820.02

Administrative Costs

Audit & Accountancy fees	3,163.00
Cleaning	6,880.99
Consumables	7,629.59
Cost of Fundraising	260.04
Depreciation Expense	11.55
Entertainment - 0%	333.75
Entertainment-100% business	1,061.64
General Expenses	923.84
Insurance	6,078.39
IT Software and Consumables	1,376.43
Light, Power, Heating	4,692.92
Motor Vehicle Expenses	16,650.80
Pensions Costs	13,836.09
Postage, Freight & Courier	8.80
PPE	565.14
Printing & Stationery	7,395.46
Recruitment	1,591.67
Rent	34,892.02
Repairs & Maintenance	14,686.09
Staff Training	5,056.07
Subscriptions	1,481.00
Telephone & Internet	9,122.26
Travel - National	3,338.91
Utilities	8,925.50
Total Administrative Costs	149,961.95

Operating Profit

156,858.07

Other Income

Donations Received	2,117.65
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2024

Funding	24,367.56
Total Other Income	26,485.21
Profit on Ordinary Activities Before Taxation	183,343.28
Profit after Taxation	183,343.28



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
SHARE

**On accounts for the year
ended**

31st December 2024

**Charity no
(if any)**

279083

Set out on pages

1-2

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

31/10/2025

Name:

Victoria Vian

**Relevant professional
qualification(s) or body
(if any):**

Address:

1 Pearsons Avenue

Rayleigh

Essex. SS6 9BP

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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SHARE

England & Wales - Charity number 279083

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2023		Day 31	Month 12	Year 2023

Section A Reference and administration details

Charity name Safe Haven and Respite Environment

Other names charity is known by SHARE

Registered charity number (if any) 279083

Charity's principal address

The Fryth
 Basildon
 Essex
Postcode SS14 2RR

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	Paul Westenhofer	Chair		
2	Clare Manghan	Secretary		
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Michelle Westenhofer

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(e.g. trust deed, constitution)</i>	CONSTITUTION ADOPTED 12 OCTOBER 1979 AS AMENDED 16 DECEMBER 2007 AND 30 JUNE 2008
How the charity is constituted <i>(e.g. trust, association, company)</i>	A Trust
Trustee selection methods <i>(e.g. appointed by, elected by)</i>	Elected by the Committee

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.

Section C Objectives and activities

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

To provide services for any young person, with physical, mental or learning disabilities within Essex to improve self-esteem, confidence and social skills, through a variety of methods including creative learning and physical activities.

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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains as providing high quality respite environments for disabled young people, planning and facilitating creative and physical activities in safe, secure and stimulating environments. This benefits the young people who attend by raising self-esteem and confidence and helping them develop their social skills and independence. They are able to use a variety of materials and equipment in supportive environments, with a great deal of consideration given to their individual physical and emotional needs. Parents and carers benefit from the knowledge that their disabled children are being cared for in a safe, secure environment supported by experienced staff. We welcome all disabled young people regardless of background, faith, gender or personal circumstances, working hard to cater for each individual need.

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.

Summary of the main achievements of the charity during the yearSpring / Summer

We once again started 2023 in a stable financial position thanks to extremely careful budgeting and the very hard work of the CEO and staff at SHARE.

Again this year the national picture of reduced funding available remained the same, but the clubs have continued to be extremely busy supporting young people.

Our Short Breaks funding contract with Essex County Council ended in March, we have continued to support with the Government HAF programme providing free holiday clubs and hot meals to those families that are in receipt of free school meals. A slight fee increase has been put in place to cover the Short Breaks funding shortfall, this has not affected the numbers of children attending the clubs and we are still receiving many referrals from our local Social care teams at Essex, Thurrock and The London Borough of Havering. The level of need that we are receiving referrals from has increased with a higher percentage of 1:1, 2:1 and 3:1 supporting requirements. The Basildon centre continues to be oversubscribed. Holiday and weekend clubs continue to be very busy, this year we extended the weekend services to include Sunday sessions, which have proved to be popular. The children have continued to enjoy hydrotherapy sessions after school and during all school holidays and we continue to have offsite visits into the local community.

The Active Lives day centre (our second setting) has continued to thrive and with an increase in the numbers of young adults attending. Staffing levels have increase due to the complex needs that are being supported there. We continue to work with all the young adults developing life and social skills, accessing the local community each day.

In a review meeting with Day Opportunities procurement team it was recognised that the work of the day centre is supporting the gap between leaving school and leaving home, moving into supported or residential care settings. Assisting our service user to remain in the family home for an extended period of time.

Autumn / Winter

We have continued to provide holiday, after school and weekend clubs, Sundays have been a huge success and these sessions have continued following a trial earlier in the year. We have continued to support Active Essex to deliver the HAF programme during school holidays for those children with complex needs.

The clubs continued to be so oversubscribed and we made enquiries with the local authority to hire the community centre next door to the Basildon setting, we were able to book all future holiday and Saturday dates and register the Hall with Ofsted, so have been able to deliver additional capacity, however we have still had to operate a waiting list for new referrals. The additional clubs that have operated in the community hall have been successful and we will continue to book the space into the next year.

Regular staff training continued to support our therapeutic approach as well as safeguarding and various health and safety.

The Leigh Day Centre continued to raise interest, continuing with regular visits out building on life and social skills.

The year ended with the usual Christmas celebrations, which were thoroughly enjoyed by all.

Fundraising

We have been grateful to receive funding raised by The Lifestyle Fitness Gym, which will support towards some building repairs at the Basildon centre.

We were grateful for the support from our wonderful volunteers through the year – huge thanks for all they do.

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to work towards maintaining a safe reserve amount which will cover unplanned events.

Details of any funds materially in deficit

None

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.

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) P Westenhofer

Full name(s) Paul Westenhofer

Position (eg Secretary, Chair, etc) Chair

Date 11.10.2024

Profit and Loss

SHARE

For the year ended 31 December 2023

2023

Turnover

Sales	512,885.89
Total Turnover	512,885.89

Cost of Sales

Direct Expenses	9,149.81
Direct Wages	349,766.78
Total Cost of Sales	358,916.59

Gross Profit

153,969.30

Administrative Costs

Advertising & Marketing	1,039.50
Audit & Accountancy fees	2,845.42
Cleaning	5,208.67
Consumables	9,127.18
Cost of Fundraising	151.69
Entertainment - 0%	384.25
Entertainment-100% business	625.38
General Expenses	213.00
Insurance	8,516.37
IT Software and Consumables	1,679.90
Light, Power, Heating	10,541.41
Motor Vehicle Expenses	13,789.34
Pensions Costs	11,125.23
Postage, Freight & Courier	7.49
Printing & Stationery	4,363.04
Recruitment	1,552.31
Rent	25,379.29
Repairs & Maintenance	24,542.22
Staff Training	4,183.64
Subscriptions	1,756.33
Telephone & Internet	5,767.22
Travel - National	2,666.63
Utilities	559.86
Total Administrative Costs	136,025.37

Operating Profit

17,943.93

Other Income

Donations Received	17,785.14
Funding	80,397.00
Total Other Income	98,182.14

Profit and Loss

2023

Profit on Ordinary Activities Before Taxation	116,126.07
Profit after Taxation	116,126.07



Section A

Independent Examiner's Report

Report to the trustees

Charity name: Safe Haven & Respite Environment (SHARE)

On accounts for the year ended

31st Decembre 2023 Charity no (if any) 270983

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 31/10/2024

Name: Wesley Searles

Relevant professional qualification(s) or body (if any):

[Empty box for professional qualification]

Address:	26 Cornec Chase
	Leigh on Sea, Essex
	SS9 5EW

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

SHARE

England & Wales - Charity number 279083

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2022		Day 31	Month 12	Year 2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Fryth
Basildon
Essex
Postcode <input type="text" value="SS14 2RR"/>

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)
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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)

Michelle Westenhofer

Section B Structure, governance and management

Description of the charity's trusts

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Section C Objectives and activities

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

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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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains as providing high quality respite environments for disabled young people, planning and facilitating creative and physical activities in safe, secure and stimulating environments. This benefits the young people who attend by raising self-esteem and confidence and helping them develop their social skills and independence. They are able to use a variety of materials and equipment in supportive environments, with a great deal of consideration given to their individual physical and emotional needs. Parents and carers benefit from the knowledge that their disabled children are being cared for in a safe, secure environment supported by experienced staff.

We welcome all disabled young people regardless of background, faith, gender or personal circumstances, working hard to cater for each individual need.

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.

Summary of the main achievements of the charity during the year

Spring / Summer

We once again started 2022 in a stable financial position thanks to extremely careful budgeting and the very hard work of the CEO and staff at SHARE. The national picture of reduced funding available remained the same, but the clubs were still extremely busy supporting young people. These ran at the Basildon site, where we continued to welcome users from as young as 3 and remained on the Early Years Register. 2022 saw pandemic restrictions coming to a close, although the normal holiday clubs could not run one week of Easter due to infections. Families were able to use the site with their child if they wished – which was a great opportunity to build these extended relationships.

We were delighted to explore the possibility of opening a second centre in Leigh-on-Sea as a day centre for the post 17s. This will be called The Active Lives Day Centre. During the first 6 months of the year The CEO located a site, agreed a lease and arranged the internal improvements to make the site ready for the first young people. A manager was recruited, and additional staff sought. In July, the first clients started using the service.

Our funding contract continued in 2022, which allowed us to continue to provide our services as far as possible to our families. The numbers attending the clubs continued to rise, with many new enquiries coming through. We were still proud to be part of the ‘free school meal initiative’ during the school holidays, which proved very popular. The young people enjoyed hydrotherapy sessions as well over the summer break. More than 100 families were using our services by the summer months. We were very pleased to be able to start using the garden area fully again as the weather improved, begin the off-site activities and develop sessions to meet individual needs.

Autumn / Winter

The second half of the year began very positively, with the Basildon site benefitting from a contract with Active Essex to deliver services. The free school meals initiative continued for those children with complex needs. Regular staff training continued in areas such as safeguarding and health and safety.

The clubs continued to run to current capacity, with new referrals and queries arising.

We were grateful for some donations this year, which allowed us to develop the Leigh site, and purchase a new trampoline for Basildon. The Leigh Day Centre continued to raise interest, with many trial sessions taking place for young people. Regular visits out took place to build life and social skills.

During this year Essex Short Breaks released a new tender, with the criteria changing for who could bid. ECC will streamline who receives funding and SHARE may not meet the criteria. Consortiums are being explored and other funding streams investigated.

The year ended with the usual Christmas celebrations, which were thoroughly enjoyed by all.

Fundraising

Donations were received from local businesses which were very beneficial to the developments.

We were grateful for the support from our wonderful volunteers through the year – huge thanks for all they do.

Section E Financial review

Brief statement of the charity's policy on reserves

We are currently making arrangements to enable us to maintain a safe reserve amount, which will enable us to cover for unplanned events.

Details of any funds materially in deficit

None

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.

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) **P Westenhofer**

Full name(s) Paul Westenhofer

Position (eg Secretary, Chair, etc) Chair

Date 11.01.2023

Profit and Loss

SHARE

For the year ended 31 December 2022

2022

Turnover

Sales	227,367.00
Total Turnover	227,367.00

Cost of Sales

Direct Expenses	2,871.76
Direct Wages	233,477.64
Total Cost of Sales	236,349.40

Gross Profit (8,982.40)

Administrative Costs

Advertising & Marketing	195.00
Audit & Accountancy fees	2,920.00
Cleaning	4,489.28
Consumables	8,659.01
Cost of Fundraising	130.02
Entertainment - 0%	236.78
Entertainment-100% business	131.44
General Expenses	1,072.49
Insurance	9,309.06
IT Software and Consumables	2,993.07
Legal Expenses	1,803.60
Light, Power, Heating	8,764.84
Motor Vehicle Expenses	3,197.11
Pensions Costs	6,798.98
Postage, Freight & Courier	4.70
Printing & Stationery	4,681.40
Recruitment	500.40
Rent	31,208.98
Repairs & Maintenance	23,836.11
Staff Training	3,052.80
Subscriptions	1,546.05
Telephone & Internet	5,454.81
Travel - National	2,296.52
Utilities	3,296.06
Total Administrative Costs	126,578.51

Operating Profit (135,560.91)

Other Income

Donations Received	24,930.50
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2022

Funding	173,861.60
Total Other Income	198,792.10
Profit on Ordinary Activities Before Taxation	63,231.19
Profit after Taxation	63,231.19



Section A Independent Examiner's Report

Report to the trustees

Charity Name Safe Haven & Respite Environment (SHARE)

On accounts for the year ended

December 2022 Charity no (if any) 270983

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 31/10/23

Name: WESLEY SEARLES

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

Address:

26 CORNEC CHASE

LEIGH ON SEA, ESSEX

SS95EW

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

SHARE

England & Wales - Charity number 279083

Accounts



Trustees' Annual Report for the period

Period start date

From

Period end date

To

Day
01
Month
01
Year
2021

Day
31
Month
12
Year
2021

Section A

Reference and administration details

Charity name

Safe Haven and Respite Environment

Other names charity is known by

SHARE

Registered charity number (if any)

279083

Charity's principal address

The Fryth

Basildon

Essex

Postcode

SS14 2RR

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)

Paul Westenhofer
Chair

1

Clare Manghan
Secretary

2

Michelle Westenhofer

3

Brandon King-Rowe

4

5

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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

Names and addresses of advisers (Optional information)

Type of adviser
Name

Address

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

Michelle Westenhofer

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

CONSTITUTION ADOPTED 12 OCTOBER 1979 AS AMENDED 16 DECEMBER 2007 AND 30 JUNE 2008

How the charity is constituted
(e.g. trust, association, company)

A Trust

Trustee selection methods
(e.g. appointed by, elected by)

Elected by the Committee

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.

Section C Objectives and activities

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

To provide services for any young person, with physical, mental or learning disabilities within Essex to improve self-esteem, confidence and social skills, through a variety of methods including creative learning and physical activities.

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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains as providing high quality respite environments for disabled young people, planning and facilitating creative and physical activities in safe, secure and stimulating environments. This benefits the young people who attend by raising self-esteem and confidence and helping them develop their social skills and independence. They are able to use a variety of materials and equipment in supportive environments, with a great deal of consideration given to their individual physical and emotional needs. Parents and carers benefit from the knowledge that their disabled children are being cared for in a safe, secure environment supported by experienced staff.

We welcome all disabled young people regardless of background, faith, gender or personal circumstances, working hard to cater for each individual need.

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.

Summary of the main achievements of the charity during the yearSpring / Summer

We once again started 2021 in a stable financial position thanks to extremely careful budgeting and the very hard work of the CEO and staff at SHARE. The national picture of reduced funding available remained the same, but the clubs were still extremely busy supporting young people. These ran mainly at the Basildon site due to Covid-19 with the Seevic site often being used as 'meet and greet'. Basildon continued to welcome users from as young as 3 and remained on the Early Years Register.

We started 2021 within the pandemic, which had a huge impact on our processes with an overwhelming focus on safety.

The clubs were able to continue running, with this focus and also considering 'opportunity for all'. Covid secure processes were rigorous, with all recommendations in place. The Basildon site was used during the national lockdown periods.

Admin staff and the CEO were able to work from home where possible.

We were pleased to have our funding contract extended until September 2021 due to Covid-19, which allowed us to continue to provide our services as far as possible to our families. As restrictions slowly reduced, the numbers attending the clubs quickly rose, with many new enquiries coming through. We were proud to be part of the 'free school meal initiative' during the school holidays, which proved very popular. We were also pleased to start using the Seevic site once again and run clubs at a local school. The young people enjoyed hydrotherapy sessions as well at this school over the summer break. More than 100 families were using our services by the summer months.

We were very pleased to be able to upgrade the garden facilities for the young people, re-open the refreshed soft-play area and offer other activities such as horse riding.

Autumn / Winter

The second half of the year began very positively, with a grant being awarded to maintain the swimming sessions which are much-loved. The free school meals initiative continued, and SHARE was recognised for its good quality service.

Regular staff training continued in areas such as safeguarding and health and safety, and the CEO completing her level 5 qualification.

The clubs continued to run to current capacity, with new referrals and queries arising.

The Covid secure measures remained, with careful arrangements for dropping off/collecting young people to avoid any unnecessary close contact.

The staff were committed to provide the usual stimulating and supportive environment for the users throughout this time, and despite some external events not being able to take place, the young people still benefited greatly from attending the clubs.

The year ended with the usual Christmas celebrations, carefully managed but still thoroughly enjoyed by all.

Fundraising

Due to Covid-19, fundraising events were at a minimum, but some outdoor events were able to take place and very well

received.

We were grateful for the support from our three wonderful volunteers through the year - huge thanks for all they do.

Brief statement of the charity's policy on reserves

We are currently making arrangements to enable us to maintain a safe reserve amount, which will enable us to cover for unplanned events.

Details of any funds materially in deficit

None

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.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

P Westenhofer

Full name(s)

Paul Westenhofer

Chair

Position (eg Secretary, Chair, etc)

11.01.2021

Date

Profit and Loss

SHARE

For the year ended 31 December 2021

	2021
Turnover	
Sales	121,018.50
Total Turnover	121,018.50
Cost of Sales	
Direct Expenses	2,237.32
Direct Wages	151,467.84
Total Cost of Sales	153,705.16
Gross Profit	(32,686.66)
Administrative Costs	
Audit & Accountancy fees	1,360.41
Cleaning	1,928.01
Consumables	9,306.44
Cost of Fundraising	280.04
Entertainment - 0%	159.00
Entertainment-100% business	364.67
General Expenses	720.16
Insurance	7,814.21
IT Software and Consumables	1,021.16
Light, Power, Heating	5,364.81
Motor Vehicle Expenses	1,734.80
Pensions Costs	5,617.20
Postage, Freight & Courier	20.92
Printing & Stationery	2,052.75
Recruitment	657.70
Rent	2,875.01
Repairs & Maintenance	3,735.75
Staff Training	3,582.92
Subscriptions	1,263.05
Telephone & Internet	3,451.03
Travel - National	2,422.16
Utilities	610.63
Total Administrative Costs	56,342.83
Operating Profit	(89,029.49)
Other Income	
Donations Received	3,834.59
Funding	174,341.67
Fundraising	75.00

Profit and Loss

	2021
JRS Grant	2,134.24
Total Other Income	180,385.50
Profit on Ordinary Activities Before Taxation	91,356.01
Profit after Taxation	91,356.01



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name SHARE

On accounts for the year ended

31st December 2021 Charity no (if any) 279083

Set out on pages

1-2 (remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended ...

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 31st October 2022

Name: Rhys Taylor

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

--

Address:

148 Shoebury Road

Southend on Sea, Essex

SS1 3RL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

SHARE

England & Wales - Charity number 279083

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name Safe Haven and Respite Environment

Other names charity is known by SHARE

Registered charity number (if any) 279083

Charity's principal address

The Fryth
Basildon
Essex
Postcode SS14 2RR

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	Paul Westenhofer	Chair		
2	Clare Manghan	Secretary		
3	Michelle Westenhofer			
4	Brandon King-Rowe			
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Michelle Westenhofer

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(e.g. trust deed, constitution)</i>	CONSTITUTION ADOPTED 12 OCTOBER 1979 AS AMENDED 16 DECEMBER 2007 AND 30 JUNE 2008
How the charity is constituted <i>(e.g. trust, association, company)</i>	A Trust
Trustee selection methods <i>(e.g. appointed by, elected by)</i>	Elected by the Committee

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.

Section C Objectives and activities

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

To provide services for any young person, with physical, mental or learning disabilities within Essex to improve self-esteem, confidence and social skills, through a variety of methods including creative learning and physical activities.

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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains as providing high quality respite environments for disabled young people, planning and facilitating creative and physical activities in safe, secure and stimulating environments. This benefits the young people who attend by raising self-esteem and confidence and helping them develop their social skills and independence. They are able to use a variety of materials and equipment in supportive environments, with a great deal of consideration given to their individual physical and emotional needs. Parents and carers benefit from the knowledge that their disabled children are being cared for in a safe, secure environment supported by experienced staff. We welcome all disabled young people regardless of background, faith, gender or personal circumstances, working hard to cater for each individual need.

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.

Summary of the main achievements of the charity during the year

Spring / Summer

We once again started 2020 in a stable financial position thanks to extremely careful budgeting and the very hard work of the CEO and staff at SHARE. The national picture of reduced funding available remained the same, but the two clubs were still extremely busy supporting young people. These ran at the Basildon site and Seevic site. Seevic was for users aged between 16 and 25. Basildon continued to welcome users from as young as 3 and remained on the Early Years Register.

We started 2020 with our usual enthusiasm and forward thinking, planning for more staffing, trips out, and keeping up with the usual repairs and updating of the premises at Basildon. There were also plans for the attendees at the Seevic Club to start age-appropriate trips based on their interests, e.g., bowling or the cinema.

However, in March 2020 Covid-19 hit, and like other providers, it had a devastating impact on the plans for SHARE.

All external events were cancelled due to the restrictions, and those who were fund raising had to put their efforts on hold.

The Seevic site closed to all external lettings on 17th March which unfortunately meant that club had to close immediately. The Basildon club changed dramatically at that point also but was able to stay open for part of the season for a small number of children from key worker families or vulnerable settings. Numbers of staff at any one time were kept to a minimum and a rigorous risk assessment was put into place.

Admin staff and the CEO were able to work from home where possible.

In June we were told to, more or less, close due to school bubbles and could only stay open for specific children using the outdoor area only.

When schools closed for the summer break, we were permitted to open again, with all our Covid secure measures in place.

Autumn / Winter

The second half of the year began with much more hope! Although the Seevic site remained 'on hold', the Basildon club was able to open with restrictions in place. New families were coming forward all year, so we were pleased to welcome them to the club once the site was open. Staff training resumed, with colleagues working on qualifications between level 2 and level 5.

Capital funding allowed us to create an outdoor shelter and buy much needed outdoor equipment – which the children all love.

The Covid secure measures remained, with careful arrangements for dropping off/collecting young people to avoid any unnecessary close contact.

Unfortunately, the soft play area remained closed, but this gave us the opportunity for much needed repairs to take place.

The staff were committed to provide the usual stimulating and supportive environment for the users throughout this time, and despite the external events not being able to take place, the young people still benefited greatly from attending the clubs.

We were, of course, impacted again by the second lockdown in November, but were able to remain open in this manner, with carefully managed numbers as the service is so relied upon.

Fundraising

Sadly, this year, due to Covid-19, fundraising events could not take place. We were very grateful to local businesses who supplied and fitted our new boiler and fitted our new kitchen – a wonderful replacement for the centre. Thank you!

--

Section E

Financial review

Brief statement of the charity's policy on reserves

We are currently making arrangements to enable us to maintain a safe reserve amount, which will enable us to cover for unplanned events.

Details of any funds materially in deficit

None

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.

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) P Westenhofer

Full name(s) Paul Westenhofer

Position (eg Secretary, Chair, etc) Chair

Date 27.10.2021

Profit and Loss

SHARE

For the year ended 31 December 2020

2020

Turnover

Interest Income	80.00
Sales	89,707.50
Total Turnover	89,787.50

Cost of Sales

Direct Expenses	6,004.46
Direct Wages	130,433.17
Total Cost of Sales	136,437.63

Gross Profit

(46,650.13)

Administrative Costs

Advertising & Marketing	27.75
Audit & Accountancy fees	1,005.83
Cleaning	630.00
Consumables	4,559.74
Cost of Fundraising	260.04
Entertainment - 0%	157.84
Entertainment-100% business	96.19
General Expenses	751.67
Insurance	7,347.14
IT Software and Consumables	797.53
Light, Power, Heating	3,986.34
Motor Vehicle Expenses	2,067.21
Pensions Costs	4,751.23
Postage, Freight & Courier	14.34
PPE	642.47
Printing & Stationery	2,815.86
Recruitment	56.00
Rent	516.66
Repairs & Maintenance	8,482.39
Staff Training	404.83
Subscriptions	870.22
Telephone & Internet	3,761.67
Travel - National	4,570.81
Utilities	618.73
Total Administrative Costs	49,192.49

Operating Profit

(95,842.62)

Other Income

Donations Received	621.75
--------------------	--------

Profit and Loss

	2020
Funding	147,332.00
Fundraising	1,074.77
JRS Grant	6,255.36
SSP Grant	378.08
Total Other Income	155,661.96
Profit on Ordinary Activities Before Taxation	59,819.34
Profit after Taxation	59,819.34

Balance Sheet

SHARE

As at 31 December 2020

31 DEC 2020

Fixed Assets	
Tangible Assets	
Computer Equipment	354.16
Garden / Play Equipment	14,334.85
Motor Vehicles	25,045.00
Office Equipment	1,720.34
Total Tangible Assets	41,454.35
Total Fixed Assets	41,454.35
Current Assets	
Cash at bank and in hand	
BUSINESS CURRENT ACCOUNT	8,613.06
Petty Cash	912.36
Total Cash at bank and in hand	9,525.42
Accounts Receivable	55,014.20
B/Bfwd	(31.51)
Total Current Assets	64,508.11
Creditors: amounts falling due within one year	
Historical Adjustment	28,871.51
NIC Payable	(22,868.46)
PAYE Payable	(17,963.82)
Penalties and Interest	(491.21)
Rounding	10.00
VAT	(9,220.90)
Total Creditors: amounts falling due within one year	(21,662.88)
Net Current Assets (Liabilities)	86,170.99
Total Assets less Current Liabilities	127,625.34
Net Assets	127,625.34
Capital and Reserves	
Current Year Earnings	59,819.34
Retained Earnings	67,806.00
Total Capital and Reserves	127,625.34

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

SHARE

On accounts for the year ended

31st December 2020

Charity no (if any)

279083

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

30/10/2021

Name:

Rhys Taylor

Relevant professional qualification(s) or body

(if any):

--

Address:

148 Shoebury Road, Southend on Sea, Essex. SS1 3RL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None