# Asperger's Children and Carers Together Registered Charity Number 1169099

# TRUSTEES' REPORT AND FINANCIAL STATEMENTS

# For the year ended 31 March 2020

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#### Trustees' Report for the year ended 31 March 2020

The trustees present their report and the financial statements for the year ended 31 March 2020.

#### **Legal and Administrative Information**

Trustees: Helen Gilder – Treasurer, Chair from 1 August 2019

Sylvia Johnson – Chair until resigned 31 July 2019

Deborah Young Claire Dyson Sarah Tame

Philip Stevenson (appointed 10 September 2019) Margaret Kilner (appointed 12 November 2019)

Honorary Trustees: Dr. Nevyne Chalhoub, Consultant Child and Adolescent

Psychiatrist at Sheffield Children's NHS Foundation Trust

Dr. Val Harpin, Retired Consultant Neurodevelopmental

Paediatrician

Staff: Manager, 17.5 hours per week;

Fundraising & Finance Coordinator, 16 hours per week;

Deputy Coordinator, 14 hours per week; Teenage Club Leader, 9.25 hours per week;

Sessional Playworkers x 16

Principal Address: St Mary's Community Centre

Bramall Lane Sheffield S2 4QZ

Independent Examiner: A M J Ball

75 Banner Cross Road

Sheffield S11 9HQ

Bankers: Lloyds

Church Street

Sheffield

#### Trustees' Report for the year ended 31 March 2020

#### Report from the Chair

Whilst this annual report considers the work of ACCT during 2019-20, it is hard not to reflect on the current situation where life is so affected by Covid-19, and consider how this will affect the autistic children and their families that ACCT exists to support.

Once it became clear that ACCT clubs would have to close in March 2020, the organisation mobilised quickly to establish a new programme of online sessions. This has enabled families to keep connected to ACCT and to one another, and children able to maintain structure and peer relationships at an incredibly difficult time.

During 2019-20, ACCT has continued its commitment to:

- Provide a unique opportunity for children and young people to socialise, and to socialise outside of their immediate home environment.
- Improve the overall well-being of autistic children and young people and help them access opportunities outside ACCT
- Support families, parents and carers and provide training and support for parents on ways to support children and young people with Autism/Asperger's Syndrome/Pathological Demand Avoidance, and helping parents become volunteers to participate in wider support for families
- Support the staff and volunteer team, including by investing in training and development.
- Engage with other organisations providing support for autistic children and young people on the autistic spectrum and helping support positive policy and practice developments.
- Secure the necessary infrastructure to run the charity effectively and efficiently, providing good value for money, and having effective governance structure and processes that are constantly engaged with parent/carer/family members and which have strong Risk Management processes in place.

All of us at ACCT are immensely grateful for the service of our long-standing Chair, Sylvia Johnson, who stepped down from the board in the Summer of 2019. Sylvia provided vital leadership to ACCT and supported fellow board members as the organisation grew and developed.

We were able to recruit two new trustees from the ACCT membership, Philip Stevenson and Margaret Kilner. Thanks to them, and to all trustees, for giving their time, skills and energy to ACCT, providing critical leadership and stewardship to the charity.

During 2019-2020 the Manager and Trustees have reviewed ACCT's policies and procedures, ensuring we are following best practice for a charity of our size working with vulnerable children.

Sheffield City Council have funded ACCT's Acctivate and Teenage Club activities for several years through the Short Breaks for Disabled Children programme. This service went out to tender in early 2020. ACCT have been appointed to the framework and we are currently in discussion with the local authority to agree the details of future delivery.

At the beginning of the year, we were delighted to be awarded £50,000 from the National Lottery People's Projects, following a successful campaign to attract votes from

#### Trustees' Report for the year ended 31 March 2020

the public in our region.

We are grateful to the many funding bodies and individuals who continue to support our work financially. We have received funding and donations from a wide range of charitable trusts and grant funding bodies, some of whom have supported ACCT for several years. Their support in a difficult fundraising environment means a great deal to us and our beneficiaries. Trusts and other funding bodies supporting us during the year are listed in the accounts.

Our members and other individual supporters continue to be generous donors, with regular giving support, one-off donations, sponsored events and other fundraising activities providing around 15% of ACCT's income. Our members are also active in voting or nominating ACCT in funding competitions such as the People's Projects or Co-op Local Causes scheme, as well as encouraging friends and family to vote and nominate too. It's so important to ACCT to have this diverse mix of funding so I would like to give thanks to everybody who has supported us over the past year.

In particular, thanks to the money donated to ACCT in memory of David Woodhouse, husband of Deborah Woodhouse, one of ACCT's co-founders, we were able to establish a new activity, our ACCTing Out social group for young autistic adults aged 18 and above. We hope this much-needed new support group will thrive as a fitting tribute to David's tireless support of ACCT and many other charitable causes in Sheffield.

ACCT staff members are critical to our success and we value them highly. Without them and their expertise we would not be successful, so we thank all of them for their continued commitment to our mission. During the year, we recruited several new members of sessional staff, including specialist coaching staff for our ACCT Academy Football Project and new bank Playworkers for our club sessions.

We are grateful that so many people give their time and energy to ACCT as volunteers. With more than 30 volunteers regularly giving their time at Acctivate, Teenage Club and Football Club, we are able to give our children and young people the close support and attention they deserve.

Together as trustees, members, staff and volunteers we continue to support more autistic children and young people to improve their well-being, confidence and skills, helping improve their quality of life and opening up more opportunities for them and their families, now and in the future.

Very many thanks to all of you for your support during 2019-2020. As we enter a very uncertain 2020-21, ACCT has been able to quickly adapt its delivery to online and remote support during the period of Covid-19 lockdown. We are very grateful to all of our supporters for enabling this work, and to our members for their feedback and suggestions that have helped us implement a new programme of activities that can continue to meet the needs of autistic children and young people, and their families, even while we are unable to run in-person sessions.

Helen Gilder, Chair

#### Trustees' Report for the year ended 31 March 2020

#### Structure, Governance and Management

The charity is operated under the rules of its constitution dated 8<sup>th</sup> September 2016.

ACCT previously operated as an unincorporated charity - Asperger's Children and Carers Together (ACCT) Sheffield, registered charity 1123714 - which was re-formed as a Charitable Incorporated Organisation (registered charity 1169099) from 1st April 2017.

Overall governance of the charity is the responsibility of the Trustees who are elected from the membership and co-opted at the Annual General Meeting under the terms of the constitution. The Board of Trustees meets at least 6 times a year and is responsible for managing the business of the organisation, safeguarding the assets and managing the funds. Day to day activity is managed by and carried out by paid staff and volunteers.

Trustees serve for a term of three years at the end of which they are eligible to stand for re-election. Trustees are primarily drawn from ACCT's 500+ members, who are parents and carers of autistic children. We may also co-opt Trustees from outside the membership to bring additional skills or experience onto the board.

#### **Risk Assessment**

The Board of Trustees regularly discusses and reviews all the major risks to which ACCT is exposed, and establishes suitable systems to mitigate those risks.

#### Reserves policy

ACCT needs to hold financial reserves in a realisable form in order to deal with unforeseen expenditure not specifically provided for in the annual budget and to meet outstanding commitments in the unlikely event that the charity needs to close.

The trustees consider it prudent that unrestricted reserves should be not less than £40,000, equating to approximately three months' running costs plus close-down costs. At the end of the year 2019-2020, ACCT held unrestricted reserves of £55,258, or approximately four months' running costs plus close-down costs.

#### **Public Benefit**

Asperger's Children and Carers Together provides public benefit by promoting the well-being of autistic children and their families, irrespective of political or religious affiliation, race, sex, sexual orientation or gender identity, in particular by provision of support and assistance to them and their family and carers.

As a result, families and their children and young people are better supported and provided with opportunities to achieve their potential.

#### **Achievements and Performance**

In order to achieve the overall objective, we work towards achieving three specific outcomes for children and young people, and their families:

#### Trustees' Report for the year ended 31 March 2020

Emotionally Well: improving confidence and self-esteem. Young people who attend ACCT are able to relax, have fun and be themselves. They socialise, make new friends and participate in activities they would not usually have the confidence to to try. Family members are supported to become more confident in their support of their autistic family members.

Positive Relationships: Most of the young people have few friends outside the clubs and are often socially isolated. Through participation in fun and engaging activities, young people are able to develop friendships with their peers, and develop vital social and emotional communication skills. Parent support and whole family sessions support positive relationship development within and between families.

Improved Understanding of and Management of Behaviour. Young people are able to better understand their Autism and how it impacts them, enabling them to develop strategies to manage emotions and behaviour positively. Other family members are better able to understand Autism and engage positively with their children's development.

#### During 2019-20, we ran:

- Acctivate children's club session every Saturday morning for up to 50 children aged 5-12.
- Teenage Youth Club every Wednesday evening for up to 35 teenagers
- ACCT Academy football coaching every Friday evening with two pitches available for younger children and teenagers
- ACCTing Out fortnightly social group for autistic young adults, with trips to the cinema, restaurants, bowling and pool, amongst others.
- ACCT Tots weekly relaxed playgroup for pre-school children and their parents/carers.
- Monthly drop-in sessions for parents/carers to find out more about ACCT, regular Parents' Meetings, weekly informal parents' rooms alongside Acctivate and Teenage Club, ACCT Chat online discussion forum.
- Family Summer days out and Christmas panto trip, monthly family swimming sessions.

During the year more than 300 children participated in club sessions, with many more benefiting through participating in ACCT's programme of family trips and activities. Many children also benefited as a result of their parents and carers being able to receive support, information and advice from ACCT. In total, we supported more than 500 children and their families last year.

Acctivate and Teenage Club sessions were constantly over-subscribed throughout the year, with high attendances and waiting lists in place for each session. Acctivate supported 173 autistic children, with 2076 total attendances at 50 sessions through the year, a total of 4919 hours of support. Teenage Club supported 77 autistic teenagers, with 1483 total attendances across 50 sessions, 3188 hours of support to young people in total.

We continued to encourage children to take the lead in selecting new activities we could deliver at club sessions. For example, we ran music-making activities with Rocksteady Music, as well as screen printing and retro gaming.

#### Trustees' Report for the year ended 31 March 2020

Following the successful delivery of our Football Project, we recruited a new Football Coach and two Football Assistants to take this project forward. ACCT Academy ran weekly Friday evening coaching sessions on local all-weather pitches. Attendance grew throughout the year, with 35 autistic children and young people regularly taking part including a good mix of boys and girls of all ages.

We again organised a successful programme of Family Days Out during school holidays and other trips and outings through the year. Feedback from children and families has been extremely positive and demand for places is high. We ran 7 Summer day trips taking groups of between 30 and 150 people on trips to Cleethorpes, Yorkshire Sculpture Park and Chatsworth, amongst others. In total, we provided 451 places on Summer days out. In addition, we also delivered a Christmas pantomime family trip to watch Cinderella at Sheffield Theatres attended by 242 people. These trips remain a popular part of ACCT's offer, with many families telling us that they find family days out with autistic children too difficult without the confidence provided by being part of a group with other families with autistic children.

We continued to run the popular Family Swim once per month with 40 to 60 people attending each session. Swimming pools are often very difficult environments for autistic people due to the sensory over-stimulus of noise and bright lights. Our sessions, delivered through a private hire of Hillsborough Leisure Centre have enabled families to participate in a fun and active session in a safe environment amongst peers who understand Autism and don't judge when they see a child having a melt-down.

For parents, the monthly drop-in sessions for parents and families have continued to be valued with a significant number of parents attending to seek advice and guidance on a range of issues. We have held quarterly Parents' meetings with the support of guest speakers, giving parents a chance to learn helpful skills and information about local services, including sessions on ASD and ADHD, sensory issues and mental health.

During the year, we worked hard on our publicity and communication following on from our National Lottery People's Projects campaign. We stayed in regular contact with ACCT members and other supporters through our mailing list, reaching almost 600 families, and our social media presence on Facebook, Twitter and Instagram. We revamped our website during 2019-20, adding new content and improving the site design and navigation.

#### Plans for 2020-21

Our overall mission, to support the well-being and development of autistic children and young people, remains unchanged. However, we begin 2020-21 under huge uncertainty, not knowing if or when we will be able to deliver the in-person group activities that have proven so beneficial to children and their families. The programme of online groups we have implemented and which continues to develop has been very well-received so far and we are confident that this delivery approach will be a valuable one for ACCT in the future that we will continue to deliver alongside in-person activities.

We of course hope that we are able to deliver our Acctivate, Teenage Club, ACCT Academy and ACCTing Out sessions again in-person as soon as possible, as well as our support for parents, and family days out and family swimming sessions. Before

#### Trustees' Report for the year ended 31 March 2020

lockdown began, ACCT was facing the challenge of demand for places at our club sessions exceeding capacity. With new online services that can be delivered alongside in-person clubs, we hope that we will be better able to meet the needs of all families with autistic children in Sheffield.

Whatever the delivery method, we will continue to provide consistent, supportive and engaging activities for this vulnerable group of children and young people and their families, listening to the needs identified by our members and other families in Sheffield, and being responsive to their developing needs. We will continue to advocate for families, publicise our work widely, and work with local providers to ensure support for autistic people is as useful and joined-up as possible.

Following on from what we learned through delivering our pilot ACCT Tots project, we will explore new ways of supporting families with pre-school children who may need Autism-related support.

In order to achieve this, we will continue to actively fundraise from a wide range of sources, maintaining and building relationships with grant-giving organisations and individual supporters, as well as continuing to be proactive in building partnerships and identifying potential project ideas and funding opportunities that could enable them. In particular this year, we will work with Sheffield City Council to ensure our service provision achieves what is required for the Short Breaks for Disabled Children framework whilst achieving the strongest outcomes possible for children and families.

#### **Trustees' Responsibilities for the Financial Statements**

The Trustees are responsible for preparing financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit for the period. In preparing these financial statements, Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to prepare the financial statements. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Independent Examiner**

The trustees have appointed Mr. A M J Ball to provide an Independent Examination Report on the accounts for the year.

On behalf of the board of trustees,

Helen Gilder, Chair

31st July 2020

# Independent Examiner's Report to the Trustees of Asperger's Children and Carers Together

I report on the accounts of the charity for the period ended 31 March 2020 which are set out on page 10-16.

#### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A.M.J. Ball BA FCA Chartered Accountant 31st July 2020 75 Banner Cross Road Sheffield S11 9HQ

# Asperger's Children and Carers Together Statement of Financial Activities For the year ended 31 March 2020

•		Unrestricted	Restricted	Total	Total
		funds	funds	2020	2019
	Notes	£	£	£	£
grants	6	0	45,000	45,000	45,000
donations	6	40,423	69,050	109,473	56,210
		40,423	114,050	154,473	101,210
playworkers		8,075	45,000	53,075	42,850
room hire		4,527	10,424	14,951	13,513
salaries & NI		9,289	23,473	32,762	29,578
print & staty		437	0	437	537
rent & rates		0	3,058	3,058	3,000
insurance		0	1,048	1,048	1,944
trips & outings		6,009	2,150	8,159	6,092
activities and resource	S	3,851	6,050	9,901	11,338
payroll admin		0	1,671	1,671	1,697
books & equipment		1,580	500	2,080	271
computer		0	1,053	1,053	326
other expenses		268	0	268	18
refreshments		372	0	372	334
telephone		252	0	252	168
travel		139	0	139	500
DBS /CRB		0	747	747	1,716
postage		127	0	127	114
training		0	2,633	2,633	5,571
volunteer expenses		226	0	226	285
depreciation		1,338	0	1,338	1,320
fundraising costs		1,211	0	1,211	978
bank charges		148	0	148	214
accountancy package		396	0	396	365
examiner's fee		0	250	250	250
		38,245	98,057	136,302	122,979
		2,178	15,993	18,171	(21,769)
Total funds brought fo	rward	53,080	7,368	60,448	82,217
Total funds carried for	ward	55,258	23,361	78,619	60,448

#### **Balance Sheet**

#### At 31 March 2020

7.1. 01 Mai 011 2020	note	2020 £	2019 £
Fixed Assets	7	1,327	2,665
Current Assets			
Cash at bank and in hand Debtors and accrued income		89,822 0 89,822	73,301 0 73,301
Current Liabilities Accruals and deferred income	8	12,530 12,530	15,518 15,518
Net current assets		77,292	57,783
Net Assets		78,619	60,448
Funds			
Restricted Unrestricted Total Funds	9	23,361 55,258 78,619	7,368 53,080 60,448

The financial statements were approved by the Trustees on 31st July 2020 and signed on their behalf by:

Helen Gilder, Chair

#### **Notes to the Financial Statements**

#### For the Year ended 31 March 2020

#### 1 Accounting Policies

The financial statements are prepared on the historical cost basis, as modified by the revaluation of investments and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

#### a) Incoming resources

Incoming resources have been included on a receivable basis. Grants and voluntary income are accounted for in the year in which they are received unless receipt has become certain at the balance sheet date, and allocated to the period in which it applies if appropriate. Resources restricted to a specific purpose are carried forward until spent. Other income is accrued as it becomes due.

#### b) Resources expended

Resources expended are recognised in the period in which they are incurred, and include attributable VAT which cannot be recovered. The analysis follows a natural classification.

#### c) Allocation of costs

Costs directly related to an activity are allocated to that activity. Support costs, which are necessary to deliver an activity but do not themselves deliver the activity, are allocated in proportion to the benefit attributable. Governance costs are those costs incurred in meeting statutory and constitutional requirements.

#### d) Restricted funds

Funds are identified as restricted where they are received for a specific purpose or project and where the donor may require repayment if the conditions are not met.

#### e) Donations in kind

Donations in kind or goods or services are accounted for using the trustees' estimate of their value. No value is attributed to the activities of trustees or voluntary helpers.

#### **Notes to the Financial Statements**

#### For the Year ended 31 March 2020

#### 1 Accounting Policies – continued

#### f) Tangible fixed assets and depreciation

Tangible fixed assets are included at original cost less accumulated depreciation. Depreciation is provided to write off each asset over its estimated useful life on a straight line basis.

The applicable rates are:

Musical equipment 20% IT and visual equipment 25%

#### 2 Taxation

5

As a registered charity, the Centre is exempt from income and capital taxes on its charitable activities.

#### 3 Trustees' remuneration and related party transactions

Trustees received no remuneration. Expenses were paid in reimbursement of costs incurred on behalf of the charity. No more than £100 was involved in total. No trustees reported any interests in contracts involving the Centre.

#### 4 Staff costs and numbers:

	2020	2019
	£	£
Wages and salaries	83,074	71,423
Pension contributions	2,563	1,005
	85,837	65,002
	=====	=====
Staff (part time)	20	18
	==	==
No employees were paid more than £60,000.		
Fees for examination of accounts		
Independent examiner	<u>250</u>	<u>250</u>

#### **Notes to the Financial Statements**

#### for the year ended 31 March 2020

#### **6** Grants and Donations

Grants and Bonations	Unrestricted funds	Restricted funds	Total	2019
	£	£	£	£
SCC short break contract	0	45,000	45,000	45,000
National Lottery	0	50,000	50,000	0
BBC Children in Need	0	9,500	9,500	9,500
Brelms Trust	0	3,000	3,000	3,000
UK Youth Fund	0	3,600	3,600	0
Other donors	40,423	2,950	43,373	43,710
	40,423	114,050	154,473	101,210

The trustees wish to ackowledge the many charitable Trusts and Foundations which have contributed towards the funding of the charity during the year.

Anton Jurgens Charitable Trust	Reuben Foundation
BBC Children in Need	Sheffield Town Trust
Brelms Trust	Sheffield Young People's Life Skills Trust
Denton Charitable Trust	Sir John Osborn Charitable Trust
Douglas Arter Foundation	Sir Jules Thorn Charitable Trust
Gay and Peter Hartley's Hillards Charitable Trust	- Ann Rylands Small Donations Scheme
Happy Days	Sobell Foundation
Harry Bottom Trust	Souter Trust
Hyman Winstone Foundation	Stock Exchange Veterans Charity Association
James Neill Trust Fund	Sydney Black Charitable Trust
May Hearnshaw Charitable Trust	Trustees of Elsie Lawrence Deceased
National Lottery People's Projects	UK Youth Fund
Persimmon Community Champions	W O Street Charitable Foundation
Queen Victoria and Johnson Memorial Trust	And one charitable trust that wished to
	remain anonymous

# **Notes to the Financial Statements**

# for the year ended 31 March 2020

### 7 Fixed Assets

7	Fixed Assets				
		Musical Equipment	Visual Equipment	IT Equipment	Total
		£	£	£	£
	Cost				
	At 1/4/19	5,623	2,088	21,487	29,198
	Additions	0	0	0	0
	At 31/3/20	5,623	2,088	21,487	29,198
	Depreciation				
	At 1/4/19	5,623	1,737	19,173	26,533
	Charge for the year	0	351	987	1,338
	At 31/3/20	5,623	2,088	20,160	27,871
	Net Book Value				
	At 31/3/20	0	0	1,327	1,327
	At 31/3/19	0	351	2,314	2,665
				2020	2019
				£	£
	Creditors - amounts falling du	ıe within one ye	ar		
8	Taxes and social security			724	0
	Accruals			1,806	518
	Deferred income			10,000	15,000
				12,530	15,518

#### **Notes to the Financial Statements**

#### for the year ended 31 March 2020

#### 9 Restricted Funds

		Movement in funds		
	Balance at	Incoming	Resources	Balance at
	01/04/2019	resources	expended	31/03/2020
	£	£	£	£
SCC short break contract	0	45,000	(45,000)	0
BBC Children in Need	4,502	10,000	(10,000)	4,502
National Lottery People's Projects	0	50,000	(32,396)	17,604
WO Street Charitable Foundation	0	2,450	(2,450)	0
Brelms Trust	751	3,000	(3,058)	693
Anton Jurgens Charitable Trust	1,615	0	(1,053)	562
UK Youth Fund	0	3,600	(3,600)	0
Douglas Arter Foundation	500	0	(500)	0
	7,368	114,050	(98,057)	23,361

Sheffield City Council For playworkers and related costs / activities

BBC Children in Need Part funding of the operations co-ordinator

National Lottery People's Project Funding of salaries and running costs of activities

WO Street Charitable Foundation Academy football project

Brelms Trust For office rentals

Anton Jurgens Charitable Trust Funding IT equipment for club use UK Youth Fund Funding for Acctivate and Teenage Club

Douglas Arter Foundation Purchase of toys

#### 10 Analysis of Net Assets between Funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	1,067	260	1,327
Current assets	56,469	33,353	89,822
Creditors falling due within one year	(2,278)	(10,252)	(12,530)
	55,258	23,361	78,619