



## Andover Twenty 1 Trustee Annual Report May 2019 - April 2020

### Aims & Purposes

Andover Twenty1 is a parent-led Charity. Our purpose is to provide support to people with Down's Syndrome and their families, from birth and through school. We want our members to reach their potential, both socially and academically. We do not want to limit the charity to only providing for children, but the charity is currently only supporting children and their families.

We want to support children with Down's Syndrome, and their schools, to ensure the best possible educational experience and outcome. We want to encourage them to be fully included within their local community and recognised as a friend, not as someone different or misunderstood. We know that children with Down's Syndrome can succeed when given the opportunity and with the right support.

Andover is at the heart of our charity and part of its name because that is where we started. It is also the centre point of the area we aim to support. We support children and their families who live within a 25 mile radius of Andover including Newbury, Winchester and Salisbury as well as smaller towns and villages.

### Objectives & Activities

#### Our Support Group

Andover Twenty1 is a friendly group run by volunteers. We have a monthly support group where parents of children with Down's Syndrome can meet to share fun and friendship but also practical and emotional support.

Parents can meet on the first Thursday of every month at Rainbow Corner, a respite facility in Andover. People of all ages are welcome, and the location is ideal for the younger children to play safely, while the parents can relax, chat and enjoy the refreshments provided.

## Early Development Groups

For our babies and preschool age children Andover Twenty1 hosts monthly Early Development Groups facilitated by LETS Go! UK. These sessions teach the children a wide range of skills to help them meet their development milestones and provide a firm foundation for further learning.

## School Advisory Service

Every Andover Twenty1 member of school age is eligible to apply for inclusion in the School Advisory Service (SAS). Participation is fully funded by Andover Twenty1 and needs to be approved by the child's school.

The purpose of the SAS is to provide a qualified bridge between students with Down's Syndrome, their families and the school they attend. The service recognises that not all mainstream schools have experience of, and expertise in, teaching children with Down's Syndrome.

The specialist advisor, provided by LETS Go! UK, will visit children participating in the scheme for half a day every term. During each visit they will observe within the classroom and listen to any specific educational or behavioural concerns the teaching staff may have. They will also perform individual one-to-one assessments considering the current level of development and progress. They will then discuss and develop targets with teaching staff and family.

## Training

Andover Twenty1 provides training for parents, preschools and schools. Training occurs at Portway Infant School in Andover. The purpose of the training is to highlight the learning profile of children with Down's Syndrome. Training covers successful interventions and learning techniques specific to Down's Syndrome. As there are recognised learning strengths and challenges.

The training available covers a wide range of topics including:

- Inclusion
- Differentiation
- Communication, speech and language
- Literacy
- Memory
- Number
- Play, cognition and social skills
- Independence
- Managing behaviour



# Achievements and Performance

This year's achievements have been curtailed due to the Coronavirus restrictions. After the March lockdown guidelines we cancelled the April training session, the Easter Egg hunt and all scheduled Monthly Stay and Play sessions. We are pleased that LETS Go! UK managed to keep the services going throughout lockdown: the Early Development Groups became on-line meetings with the parents and the School Advisory Service became a parents-advisory-service on-line as all the children were then at home. We will adjust our ongoing services accordingly as and when new guidance is issued.

## Membership

This year Andover Twenty1's membership has increased from 17 families to 20 families  
This year Andover Twenty1 has provided services for 18 Children.

## Early Development Groups

During the last year Andover Twenty1 provided Early Development Groups for the following numbers of children:

During the period - May- September 2019	<b>6</b> children
During the period - September 2019- May 2020	<b>7</b> children

## School Advisory Service

During the last year Andover Twenty1 provided the School Advisory Service for the following numbers of children:

During the period - May- September 2019	<b>4</b> children
During the period - September 2019- May 2020	<b>10</b> children

## Training

We hosted 3 training sessions throughout the year: Developing Literacy skills; and Friendship and Independence both facilitated by LETS Go! UK and The Road to Secondary for children with Down's Syndrome facilitated by Vik Ralfs. We had planned another session in April, Developing Numeracy Skills but this had to be cancelled due to the Coronavirus restrictions.

On average 20 people attended each session, including parents, teachers and carers. These sessions are held at Portway Infant school in the evenings, to enable working parents to attend.

## Monthly Stay & Play

Andover Twenty1 hosted the monthly support group which all families enjoyed, including a special christmas morning with gingerbread men decorations and presents for the children. Each session is attended regularly by between 5 and 12 families. These sessions were then put on hold in March due to the Coronavirus lockdown.

## 23 June 2019 Summer Fun Day

The Summer Fun Day was attended by 40 family members & friends of Andover Twenty1, including siblings and grandparents and friends. It took place at Wherwell Sports Field in Wherwell. Entertainment was provided by Jo Jingles and Zac's Giant Garden Games. There was a bouncy castle, face painting and football for the older children. Refreshments and Jason's Pizza Oven were available also.

## Fundraising & Awareness

Andover Twenty1 is entirely dependent on grants and donations to provide services to its members. We try to host three fundraising events every year but due to the Coronavirus our opportunities for fundraising have been depleted.

### 29 November 2019 Charity Auction

Andover Twenty1 hosted its inaugural black tie dinner on Friday 29 November 2019 at the Grosvenor Hotel in Stockbridge. Ninety patrons enjoyed live swing music, a three-course meal and an auction. £14,000 (approx) was raised.

### 21 March 2020 World Down's Syndrome Day (WDSD)

We always support World Down's Syndrome Day on 21st March and are very grateful to the many local schools and businesses that encourage their staff and students to wear 'Lots of Socks' for the day. This year WDSD occurred the week the country was locked down due to Coronavirus so fundraising was much reduced but we still managed to raise £320 and some schools took part wearing lots of socks. Usually we would visit schools to give assemblies about Down's Syndrome to raise awareness, this was not possible this year but we will reconvene next year.

## MUJV

MUJV provides 24hour emergency callout services for armed service utilities. In January we were chosen to be their charity for the year. Unfortunately the Coronavirus restriction again reduced opportunities for fundraising.



## Andover Carnival

In February 2020 Andover Twenty1 were chosen to be one of 2 charities supported at the Andover Carnival in July 2020. Unfortunately the Carnival was postponed until July 2021 but in the meantime the Carnival team continue to raise awareness of Andover Twenty1 to the local community.

## Chalkhill Blue

In February 2020 local Gastropub Chalkhill Blue selected Andover Twenty1 to be their charity for the year. A table with collection tins and posters was set up in early March to collect donations and raise awareness. Unfortunately the pub closed soon after due to Covid-19 restrictions.

## Financial Review

Total receipts on unrestricted (all) funds were £32,764 which is an increase of 112% from last year. £14,000 (approx) of this amount was due to an extremely successful auction event that Andover Twenty1 now intends to repeat bi-annually.

We were also very grateful for a large donation of £10,000 from JosephJoseph. This was a one off corporate donation which the trustees intend to allocate expanding future services.

As this has been our first year as a charity there have been some changes on the administrative side of finance. Our organisation now uses Sage Accounting software for better transparency and accountability. Enabling independent auditing to be completed easily. The Sage Foundation gifted Andover Twenty1 a 5 year subscription to this service, saving the charity approximately £1,300.

As a charity we are now eligible for GiftAid. We collected GiftAid forms and details from donors throughout the year and the 2019 GiftAid claim was submitted after year end.

Our main increase in outgoings this year directly relates to the expansion in services that the charity now offers to even more children, £7,057 in 2020 vs £1,931 in 2019. The 366% increase is due to the School Outreach Service implementation & expanding the Early Development Groups to include more children. With the current roster of service users we see no huge impacts on service delivery costs for the next financial year.

Unfortunately we have seen some impact on fundraising due to Covid-19. Our main community based fundraising event of the year (World Down's Syndrome Day) happened to be the week lockdown in the UK was announced. The previous year, March 2019, we raised over £4,000 from the event. However, in March 2020 due to the focus on Covid (at time of writing) we have only raised £320.

## Reserves Policy

It is Andover Twenty1's policy to maintain a balance on unrestricted funds (if possible), which equates to at least 2 academic years of core service payments, currently equivalent to £15,000. (Sept 2020 & Sept 2021)

### **\*COVID-19 AMENDMENT\***

Due to the current financial uncertainty and inability to fundraise using traditional methods, we have amended the reserves policy to now include 3 academic years of core service payments, currently equivalent to £22,500. (Sept 2020, Sept 2021 & Sept 2022)

This will ensure continuity of service for our current service users.

At the time of reporting Andover Twenty 1 has an unrestricted fund balance in excess of £22,500, so this target has been met. We will review the Covid-19 amendment at the end of the next financial year (April 2021).

## Structure, Governance & Management

### Administrative Information

Andover Twenty 1 operates in Andover, Hampshire and up to a 25 mile radius of Andover.

The correspondence address is currently Tadley Cottage, Wherwell, SP11 7JU.

Andover Twenty 1 is a Foundation CIO in which it's only voting members are the trustees. A committee composed of all the trustees and some non-trustees manage the day to day running of the charity. Andover Twenty 1 is a registered charity in England & Wales No. 1183166.

### Trustees:

Ami Turner - Trustee responsible for Safeguarding

Anna Fauvelle - Trustee responsible for Finance and Chair

Libby Matthews

Rowen Gower

Clare Brisbane

Louise Benning

### Non-trustee committee members:

Jennifer Ogg                      Treasurer (Jan 2020 - current)

Hannah Barnett                Treasurer (Feb 2019 - Jan 2020)

Kerry Mackenzie

In the 2019 Financial year the committee met 5 times. All Trustees were invited to attend on 3 occasions.



# Receipts & Payments Account

	Unrestricted funds £	Restricted funds £	Endowment Funds £	Total Funds £	Total Last Year £
<b>Receipts</b>					
Donations - introduced on registration (note 1)	14948			14948	
General Donations	13615	-	-	13615	
Fundraising Events	19149	-	-	19149	
Subtotal	47712	-	-	47712	
Total receipts	47712	-	-	47712	
<b>Payments</b>					
Activities (Inc Travel Costs)	7057	-	-	7097	
Venue Hire	641	-	-	641	
Fundraising Costs	5087	-	-	5087	
Processing Fees	127	-	-	127	
Insurance / Overheads	151	-	-	151	
Subtotal	13063	-	-	13063	
Total payments	13063	-	-	13063	
Net of Receipts/(payments)	34649	-	-	34649	
<b>Cash funds last year end</b>					
Cash funds this year end	34649			34649	

## Statements of Assets & Liabilities

	Unrestricted funds £	Restricted funds £	Endowment Funds £
<b>Cash funds</b>			
HSBC Current Account	34649	-	-
Total cash funds	34649		

**Note 1** - Due to change in structure. Community group becoming a registered charity.  
Andover Twenty1 Community group's ending balance.

## Trustee Sign Off

  
Anna Fauvelle (Chair)

8/2/2021  
Date

  
Louise Benning

8/2/2021  
Date

  
Clare Brisbane

Date 8/2/2021

  
Rowen Gower

7/2/2021  
Date

Elizabeth Matthews

Date



8.2.21

A-Turner

Ami Jayne Turner

Date 08/02/2021





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Andover Twenty1

**On accounts for the  
period ended**

Period ended 30 April 2020

**Charity no  
(if any)**

1183166

**Set out on pages**

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended **30/04/2020**.

**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.

**Signed:**

**Date:**

9 February 2021

**Name:**

F J Wilde

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

FCCA DChA

**Address:**

4 Marigold Drive

Bisley

Surrey GU24 9SF

**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).





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Andover Twenty1

No (if any)  
1183166

## Receipts and payments accounts

CC16a

For the period from	Period start date 29/04/2019	To	Period end date 30/04/2020
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations - introduced on registration	14,948	-	-	14,948	-
Donations	13,615	-	-	13,615	-
Fundraising	19,149	-	-	19,149	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>47,712</b>	<b>-</b>	<b>-</b>	<b>47,712</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,712</b>	<b>-</b>	<b>-</b>	<b>47,712</b>	<b>-</b>
<b>A3 Payments</b>					
Activities	6,353	-	-	6,353	-
Venue Hire	641	-	-	641	-
Fund Raising Costs	5,087	-	-	5,087	-
Travel Costs	704	-	-	704	-
Insurance	151	-	-	151	-
Processing fees	127	-	-	127	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>13,063</b>	<b>-</b>	<b>-</b>	<b>13,063</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>13,063</b>	<b>-</b>	<b>-</b>	<b>13,063</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>34,649</b>	<b>-</b>	<b>-</b>	<b>34,649</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>34,649</b>	<b>-</b>	<b>-</b>	<b>34,649</b>	<b>-</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	HSBC Current	34,649	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	34,649	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

Anna Fauvelle  
Bernie 2

ANNA FAUVELLE  
Louise Berning

8 Feb 21  
08 Feb 21