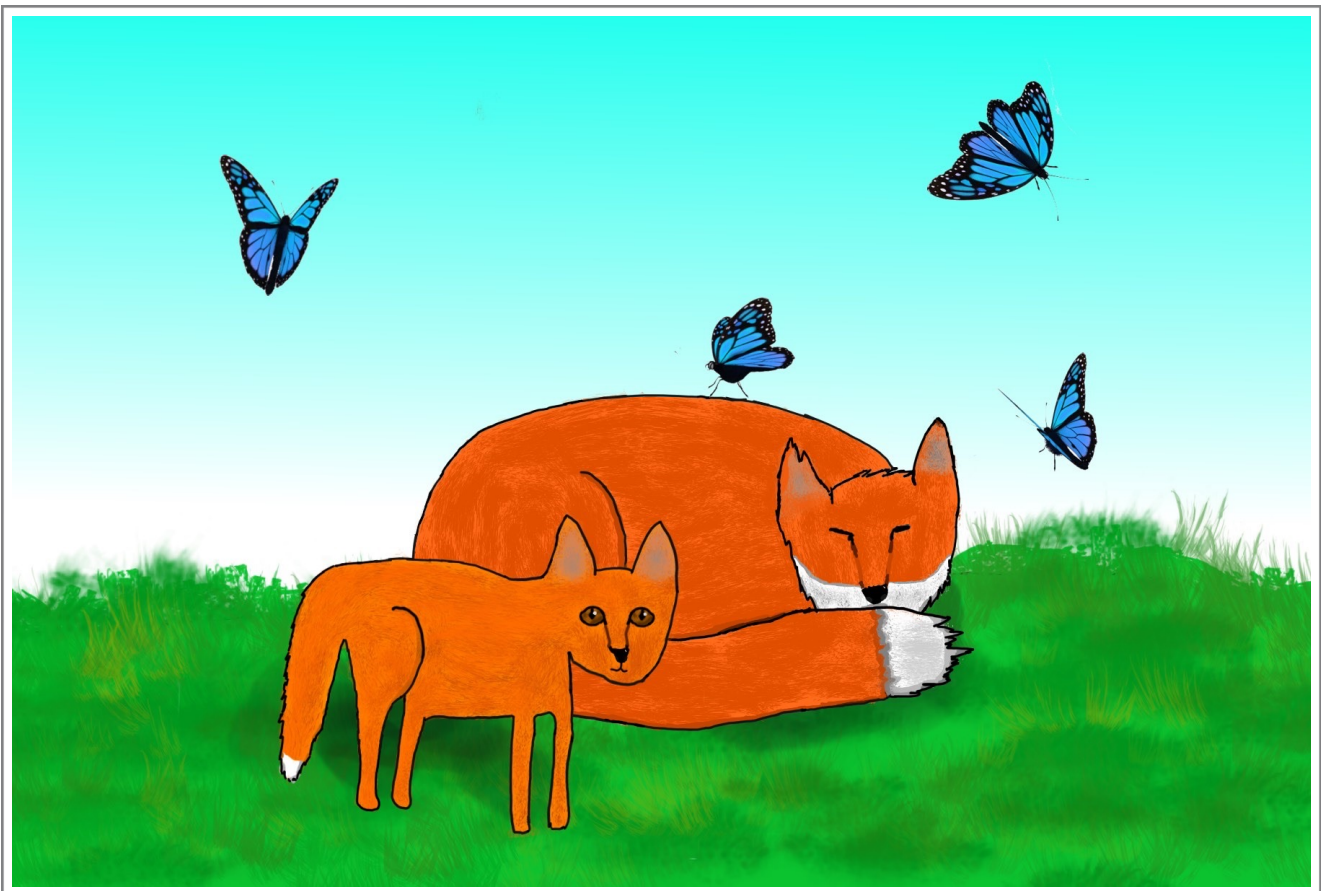


# Report of the Trustee

**Butterflies-Haven Charity Number 1168333**

**Year Ending March 2020**



## **Reference and Administrative Details**

**For the year end March 2020**

**Chairman:**                **Adrian Inker**

**Trustees:**                **Chris O'Hara**  
                                 **Keith Burchell**  
                                 **Joan Liley**  
                                 **George Pittaway**  
                                 **Grace O'Hara**  
                                 **Amar Shah ( until May 2019)**  
                                 **William Common (until July 2019)**  
                                 **Debora Thornton (until July 2019)**

**Charity Name:**    **Butterflies-Haven**

**Charity Number:**   **116833**

**Address:**                **St Francis Church**  
                                 **Warwick Road**  
                                 **Keynsham**  
                                 **BS31 2PW**

## **Report of the Trustees for the year ending March 2020**

The trustees present their report and financial statements of the charity for the year ending 31st March 2020. The trustees have adopted the receipts and payments basis of preparing the accounts, available to charities in line with the charities act 2011

### **Objectives and Activities**

#### Objectives and Aims.

The charitable objectives of the CIO are:

The relief of children and young person's effected by the complex autism spectrum ( with or without diagnosis ) or with a development delay, by the provision support, facilities and services for them and their families.

This service is provided to families from Bath and North East Somerset, Bristol, South Gloucestershire, North Somerset and Wiltshire.

#### Significant Activities.

The main activities the CIO engages in are:

To provide support and training sessions in a safe and stimulating environment aimed at the beneficiaries and their families to help develop life skills.

To provide off-site experiences aimed at supporting the development and training gained in the other sessions.

## Public Benefit

The trustees are satisfied that the significant activities listed above are for the benefit of the beneficiaries detailed in Objectives and Aims.

The Trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the Trusts aims and objectives.

## **Achievement and Performance**

### Charitable Activities

Details of the activities and challenges during the period can be found in the Chairman's report.

## **Financial review**

### Financial position

At the end of the year the charity held cash and banked funds totalling. £9,638.07

In December 2019 the charity secured a grant for 4 years core funding from the lottery fund totalling £72,000.00

## **Structure, Governance and Management**

### Governing Document.

The charity is controlled by its governing, a CIO Foundation and constitutes a Charitable Incorporated Organisation (CIO)

### Recruitment and appointment of new Trustees

New Trustees are recruited from local volunteers and are appointed by consensus by the existing Trustees

Approved by the order of the board of trustees on and signed on 16th December 2020 and signed on behalf by:

Adrian Inker

Adrian Inker ( Chair of Trustees )

### **Chairman's Report**

#### **For the year ending 31st March 2020**

The past year has been a successful year for the charity, We have continued to offer a secure environment for our families and to provide a wide range of stimulating, challenging and enjoyable activities both outside and within the venue. Our relationship with our landlord continues to be very positive and we are able to meet regularly and discuss any issues as and when they are identified.

Volunteer number have been steady over the year. some volunteers have moved on to other things but we have been fortunate in being able to replace them. We can always use more volunteers so we continue to actively seek to recruit.

The Trustees continue to work together for the benefit of the Charity and the people it supports. The trustees have reviewed the charities aims and Objectives referring to the Charity Commission's general guidance on public benefits. The trustees have also reviewed the session charges and agreed to leave them at the same level, but will be encouraging our families to pay by standing order to reduce cash transactions. The Charity continues to be inclusive and therefore affordability is always in the front of our minds.

We have had a number of changes to our Trustees this year. One trustee left due to work commitments and two others left due to a posting overseas. We successfully managed to replace them and also increased our number. We now have six, very committed, Trustees.

During the summer of 2019 we again worked with Students from Bath University on their Practice Track Program. We worked with two teams to promote the work of the Charity and Autism in general. It was very successful and everyone took some learning from the program. We look forward to continuing and building on this relationship.

We continue to enjoy a very positive relationship with both BaNES and Keynsham Town Councils and regular work with other Charities in the local area. Towards the end of the year, we were very fortunate in obtaining a Lottery Fund grant. The grant covers four years core funding which puts the Charity on very secure footing for the next few years and gives the Trustees a bit of breathing space so we can concentrate on moving the Charity forward. I would like to say a very big **THANK YOU** to the National Lottery Fund for the grant and their continuing support also, everyone involved in making the bid successful.

As I write this there is the possibility of a pandemic affecting the country. There is talk of possible lockdowns. This leaves a lot of unknowns for the coming year. Whatever happens, we will do best to continue to offer a service to our families.

I would like to say a big thank you to all our volunteers, Trustees, Funders and St Francis Church for all their support during the last year. Also a big thank you to our Parents/Carers, children and young people for their continuing support.

Adrian Inker

Chair of Trustees

Receipts	Santander	Metro	Total
Brought forward	£4,655.06		£4,655.06
			£0.00
Subscriptions	£6,725.56		£6,725.56
Grants	£750.00	£10,184.00	£10,934.00
Donations	£0.00		£0.00
Interest Received	£0.00		£0.00
Total	£12,130.62	£10,184.00	£22,314.62
Payments			
Sessions	£203.33	£960.00	£1,163.33
Equipment	£184.98	£1,763.78	£1,948.76
Rent	£6,106.00	£18.00	£6,124.00
Office costs	£399.20	£13.24	£412.44
Consumables	£0.00		£0.00
Insurance	£335.69		£335.69
Travel	£85.00		£85.00
Events	£315.80		£315.80
Salaries	£8,069.00	£450.00	£8,519.00
Volunteers gifts	£550.90		£550.90
Refreshments	£117.93	£9.69	£127.62
DBS	£13.30		£13.30
Training	£0.00		£0.00
Uniforms	£0.00		£0.00
Legal	£25.00		£25.00
Toys	£25.00		£25.00
			£0.00
	£16,431.13	£3,214.71	£19,645.84
Net Exp	£4,300.51	-£6,969.29	-£2,668.78
Bank Trans	-£7,000.00		-£7,000.00
	-£2,699.49		

## FINAL ACCOUNTS

Brought Forward	£4,655.06
Income	£17,659.56
Expenditure	£19,645.84
Net expenditure	£1,986.28
Net Total	£2,668.78
Bank Balance	



Santander	£2,699.49
Metro	£6,969.29
	£9,668.78
Less Bank transfer	-£7,000.00
	£2,668.78

Santander Date	Ref	Amount	Subscriptions	Grants	Donations
31.03.19	Brought forward	£4,655.06			
1.4.19	Income	£28.10	£28.10		
1.4.19	Income	£15.00	£15.00		
1.4.19	Income	£200.00	£200.00		
1.4.19	Income	£90.00	£90.00		
1.4.19	Income	£140.00	£140.00		
1.4.19	Income	£130.00	£130.00		
1.4.19	Income	£15.00	£15.00		
	sub total	<b>£5,273.16</b>			
3.4.19		-£300.00			
3.4.19		-£280.00			
5.4.19		-£179.00			
5.4.19		-£179.00			
12.4.19		-£67.50			
	sub total	<b>£4,267.66</b>			
2.5.19		-£280.00			
2.5.19		-£300.00			
2.5.19		-£179.00			
22.5.19		-£26.00			
30.5.19		-£300.00			
30.5.19		-£280.00			
30.5.19		-£179.00			
	sub total	<b>£2,723.66</b>			
12.6.19		-£12.28			
17.6.19		£455.00	£455.00		
17.6.19		£50.00	£50.00		
17.6.19		£30.00	£30.00		
17.6.19		£700.00	£700.00		
18.6.19		-£7.32			
19.6.19		-£19.80			
		-£5.00			
1.7.19	sub total	<b>£3,914.26</b>			
		-£300.00			
		-£280.00			

		-£179.00	
		-£1.00	
		-£35.00	
		-£67.50	
		-£260.00	
		-£2.75	
		-£2.98	
		-£31.84	
		-£25.00	
		-£85.00	
		-£47.72	
		-£6.00	
		£1.00	
		£4,999.00	
		-£3,100.00	
1.8.19	Sub-total	<b>£4,490.47</b>	
		-£280.00	
		-£300.00	
		-£179.00	
		£750.00	£750.00
		£864.16	£864.16
		£63.15	£63.15
		£186.90	£186.90
		£955.75	£955.75
1.9.19	Sub-total	<b>£6,551.43</b>	
		-£300.00	
		-£280.00	
		-£179.00	
		-£300.69	
1.10.19	Sub-total	<b>£5,491.74</b>	
		-£16.75	
		-£58.96	
		-£24.00	
		£15.00	£15.00
		-£300.00	
		-£280.00	
		-£179.00	
		-£45.92	
		-£9.88	
		£15.00	£15.00
		-£67.50	
		£15.00	£15.00
		-£9.56	
		-£6.89	
		-£1.55	
		-£1.19	
		-£10.00	
		-£2.00	
		-£151.40	
		£15.00	£15.00

		-£13.00	
		£15.00	£15.00
1.11.19		<b>£4,389.14</b>	
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£279.00	£279.00
		-£300.00	
		-£280.00	
		-£179.00	
		-£25.00	
		£15.00	£15.00
		-£7.58	
		-£36.00	
		-£13.15	
		-£4.84	
		£15.00	£15.00
		£15.00	£15.00
		-£85.00	
		£15.00	£15.00
		-£5.40	
		-£45.97	
		-£179.00	
		-£280.00	
		-£300.00	
1.12.19	Sub-total	<b>£3,107.20</b>	
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		£15.00	£15.00
		-£18.00	
		£15.00	£15.00
		-£3.00	
		-£2,970.00	
		£250.00	£250.00
		-£229.25	
		-£8.75	
		£823.50	£823.50
		-£57.70	
		-£300.00	



		£15.00	£15.00		
		£15.00	£15.00		
		£15.00	£15.00		
		£505.00	£505.00		
		£15.00	£15.00		
31.3.20	Total	<b>£2,699.49</b>	<b>£6,725.56</b>	<b>£750.00</b>	<b>£0.00</b>

metro bank

Date	Ref	Amount	Subscriptions	Grants	Donations
20/12/2019		£2,400.00		£2,400.00	
07/01/2020		-£1,567.92			
08/01/2020		-£118.80			
24/01/2020		£7,784.00		£7,784.00	
28/01/2000		-£77.06			
11/02/2020		-£240.00			
		-£240.00			
18/02/2020		-£9.69			
25/02/2020		-£13.24			
28/02/2020		-£300.00			
01/03/2020		-£150.00			
05/03/2020		-£240.00			
09/03/2020		-£18.00			
15/03/2020		-£240.00			
		<b>£6,969.29</b>		<b>£10,184.00</b>	<b>£0.00</b>



Interest rec'd	Bank Transfer	Sessions	Equipment	Rent	Office costs	Consumables
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£67.50

£26.00

£12.28

£67.50

£47.72

£6.00

£1.00

£4,999.00

£3,100.00

£16.75

£58.96

£24.00

£67.50

£9.56

£6.89

£1.19

£151.40



£13.00

£7.58

£36.00

£13.15

£45.97

£18.00

£2,970.00

£2,000.00

£67.50

£18.00

£15.30

£25.76

£0.00	£7,000.00	£203.33	£184.98	£6,106.00	£399.20	£0.00
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Interest rec'd	Bank Transfer	Sessions	Equipment	Rent	Office costs	Consumables
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£1,567.92

£118.80

£77.06

£240.00

£240.00

£13.24

£240.00

£18.00

£240.00

£0.00	£0.00	£960.00	£1,763.78	£18.00	£13.24	£0.00
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Insurance   Travel   Events   Salaries   Volunteers Refreshme DBS   Training   Uniforms

£300.00  
£280.00  
£179.00  
£179.00

£280.00  
£300.00  
£179.00

£300.00  
£280.00  
£179.00

£7.32  
£19.80  
£5.00

£300.00  
£280.00

	£179.00	£1.00
£35.00		
	£260.00	
		£2.75
		£2.98
		£31.84
£85.00		
	£280.00	
	£300.00	
	£179.00	
	£300.00	
	£280.00	
£300.69	£179.00	
	£300.00	
	£280.00	
	£179.00	
	£45.92	
	£9.88	
		£1.55
		£10.00
		£2.00

£300.00  
£280.00  
£179.00

£4.84

£85.00

£5.40

£179.00  
£280.00  
£300.00

£3.00

£229.25

£8.75

£57.70

£300.00

£280.00

£179.00

£48.08

£60.00

£70.87

£5.90

£4.85

£13.30

£300.00

£0.95



£335.69	£85.00	£315.80	£8,069.00	£550.90	£117.93	£13.30	£0.00	£0.00
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Insurance	Travel	Events	Salaries	Volunteers	Refreshme	DBS	Training	Uniforms
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					£9.69			
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			£300.00					
			£150.00					

£0.00	£0.00	£0.00	£450.00	£0.00	£9.69	£0.00	£0.00	£0.00
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Legal

Toys

unidentified

£25.00

£25.00



£25.00	£25.00	£0.00	£0.00
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Legal	Toys	unidentified
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£0.00	£0.00	£0.00
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