

SURREY DEAF CHILDREN'S SOCIETY (SDCS)

Trustee's Annual Report

Charity number: 208084

Reference and administrative details of the charity, its trustees and advisers

Principle office address:

28 Old Farm road

Guildford

Surrey

GU1 1QN

Trustee 1 Mrs Helen Le Page (Treasurer)

Trustee 2 Mrs Gabriella Stiles (Events Organiser)

Trustee 3 Mrs Xenia James (Secretary)

Adviser Mr Gerry Probett (Regency Investment Services Ltd)

Structure, governance and management (SORP paragraph 44)

Our committee is run by parents of D/deaf children, working entirely on a voluntary basis. We provide support and information to families based on our own experiences and cover the whole of Surrey (from 0-18 years). We each have roles within the committee: Chair, Vice-Chair, Treasurer, Secretary, Events (Pre-school, KS1, KS2 & KS3), Website coordinator, Safeguarding. We meet monthly in our homes to discuss and plan our events. We use technology to help us run effectively, i.e. sub-groups on 'WhatsApp' to discuss/agree grants applications. Committee members are voted in at our Annual General Meeting, held each year and every member on committee is subject to DBS checks. We are affiliated to the National Deaf Children's Society (and have our own constitution, based on theirs).

Financial review (SORP paragraphs 55 and 56)

We have no reserves policy in place (as we currently have no designated large projects to fund). We hold our money in a bank account to use funds appropriately throughout the year and draw down yearly from an investment managed by Transact and take advice from our Financial Adviser.

Public benefit statement

We can confirm that the charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

Objectives and activities (SORP paragraphs 47 and 52)

We offer a huge variety of regular events where Deaf children and their families can meet, this is something we are passionate about considering the majority of Deaf children in Surrey are in mainstream education. Our events offer a chance for lasting friendships and an end to isolation. We provide support for both aural and BSL families (paying for interpreters when needed). SDCS is free to join and we offer our members grants and access to a Speech & Language professional who works closely with us.

We are affiliated to the National Deaf Children's Society – and have close links with them. Basically we work at a local level – the 'SDCS family' helping families in need. Trustees and committee members are all dedicated to creating a world without barriers for deaf children and young people.

_____ Mrs Helen Le Page (Treasurer)

_____ Mrs Gabriella Stiles (Events Organiser)

_____ Mrs Xenia James (Secretary)

Accounting year (1st January – 31st December 2016)



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Surrey Deaf Children's Society

**On accounts for the year
ended**

31 December 2016

**Charity no
(if any)** 208084

Set out on pages

2-3

(remember to include the page numbers of additional sheets)

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

Signed:

Date:

17/10/17

Name:

Joanna Dewhirst FCA BSc

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

FCA

Address:

Jupp Castle Limited

Taplin Court, Taplins Farm Lane, Hartney Witney, RG27 8XU

Charity Commission Annual Return 2016

SURREY DEAF CHILDREN'S SOCIETY

Charity registration number: 208084

Submitted on 13/04/2017

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2016.

This document was submitted online by Helen Le Page on 13/04/2017

Do not send a printed copy of this document to the Charity Commission.

PART A - Charity information**Financial period****Financial period start date**

01/01/2016

Financial period end date

31/12/2016

When is your next financial period end date after this one?

31/12/2017

Income and spending**Income £**

£30,348

Spending £

£35,887

Operating outside England and Wales**Did your charity operate outside England and Wales during the financial period covered by this annual return?**

No, the charity did not operate outside England and Wales in this financial period

Charity governance

How many UK volunteers, excluding trustees, did the charity have during this financial period?

9

Does your charity own or lease any land or buildings?

No, the charity does not own or lease any land or buildings

We currently have no active linked (subsidiary or constituent) charities associated with this charity. If this is incorrect please see our guidance on linking charities for administrative purposes.

Policies

Does the charity have a risk management policy?

No

Does the charity have a written investment policy?

No

Does the charity have a written safeguarding policy?

Yes

Does the charity have a conflict of interest policy?

No

Does the charity have a policy for managing volunteers?

No

Does the charity have written policies in handling complaints?

No

Does the charity have written policies on paying staff?

No

Has your charity reviewed its financial controls during the reporting year?

No, your charity has not reviewed its financial controls during the reporting year

Regulators

Is your charity regulated by any of the following regulator(s) and/or registered with any of the following registrars?

No

Please tick any organisations in the following list which you are registered with or regulated by

Finance and funding

During the financial period of this annual return, how much did the charity receive from:

Contracts from central or local government to deliver services £

£0

Grants from central or local government £

£0

Does your charity raise funds from the public?

Yes, the charity raises funds from the public

Does the charity work with a commercial participator?

No, the charity does not work with a commercial participator

Was your charity recognised by HMRC for Gift Aid during the last 12 months?

Yes, the charity was recognised by HMRC for Gift Aid

Does the charity have a trading subsidiary?

No, the charity does not have a trading subsidiary

Is grant making the main way your charity carries out its purposes?

No, grant making is not the main way the charity carries out its purposes

Does the charity pay one or more of its trustees for acting as a trustee of the charity?

No, the charity does not pay any trustees for acting as a trustee of the charity

Serious incidents

Incidents that cause a significant loss of funds or pose serious risks to a charity's beneficiaries, resources or reputation should be reported to the Commission as soon as possible.

SERIOUS INCIDENTS

- Significant fraud, theft or loss of funds.
- Significant sums of money or other property donated to the charity from an unknown or unverified source.
- The charity (including individual staff, trustees or both) has a known or alleged link to a proscribed organisation or to terrorist or other unlawful activities.
- A person disqualified from acting as trustee has been or is currently acting as a trustee of the charity.
- The charity does not have a policy for safeguarding its vulnerable beneficiaries (e.g. children and young people, people with disabilities and the elderly/old people).
- The charity has no vetting procedure to ensure that a trustee or member of staff is eligible to act in the position to which he or she is being appointed.
- Beneficiaries have been or are suspected of being abused or mistreated.
- The charity has been subject to a criminal investigation or an investigation by another regulator or agency; or sanctions have been imposed or concerns raised by another regulator or agency (e.g. the Health and Safety Executive, Ofsted).

Have there been any serious incidents as listed above which have occurred since your last Annual Return?

No

Send Trustees' Annual Report and accounts

You are required to submit your Trustees' Annual Report and accounts for this financial period.

Do you want to do this now?

No

Any information you give us will be held securely and processed only in accordance with the rules on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals. As a 'data controller' under the Act, the Charity Commission must comply with it.

Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form. Please check back frequently to see any updates or changes to our privacy policy.

Check your annual return

Before you complete the declaration and submit the annual return, you should check the content and accuracy of the information you have provided. You can also save or print a copy for your records.

When you submit the return, we will send an acknowledgement to the charity email address "HELEN-LEPAGE@SKY.COM" which will include a copy of the completed return.

If you enter an email address in the declaration different to the one we have recorded for the charity, we will send a copy to that email address as well.

Declaration

By submitting this form I certify that the information I have provided herein is correct to the best of my knowledge and has been brought to the attention of all the trustees.

I further understand that submission is deemed to be acceptance that the trustees have read and understood the Privacy Notice.

Person making declaration

Date of declaration

Title

Full name

Daytime telephone number

Email Address