

REGISTERED CHARITY NUMBER: 1168333

Report of the Trustees and
Unaudited Financial Statements for the Period 20 July 2016 to 31 March 2017
for
Butterflies-Haven

Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Butterflies-Haven

Contents of the Financial Statements
for the Period 20 July 2016 to 31 March 2017

	Page
Reference and Administrative Details	1
Chairman's Report	2
Report of the Trustees	3 to 4
Independent Examiner's Report	5
Receipts and Payments Account	6
Statement of Assets and Liabilities	7

Butterflies-Haven

Reference and Administrative Details **for the Period 20 July 2016 to 31 March 2017**

CHAIRMAN: Adrian Inker (appointed 20 July 2016)

SECRETARY: Renee Smith Gorringe (appointed 20 July 2016, resigned 12 October 2016)
Sara Dixon (Appointed 12/10/16 as interim secretary only whilst recruiting for post)

TREASURER: Clive Percival (appointed 20 July 2016, resigned as trustee only 8 December 2016)

TRUSTEES: Helen Hill (appointed 20 July 2016, resigned 10 October 2016)
Theresa Donovan (appointed 20 July 2016)
Chris O'Hara (appointed 20 July 2016)
Jennifer Hayward (appointed 20 July 2016)

CHARITY NAME Butterflies-Haven

CHARITY NUMBER 1168333

ADDRESS: St Francis Church
Warwick Road
Keynsham
Bristol
BS31 2PW

INDEPENDENT EXAMINER:
Lisa White FCCA
Dunkley's Registered Auditors and Chartered Accountants
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Butterflies - Haven

Chairman's Report

for the Period 20 July 2016 to 31 March 2017

This past year has seen many changes at Butterflies-Haven. Early in 2016 the founder and Session Leader informed the Trustees that she would be retiring in the summer of 2017. A plan was put in place to train and prepare her deputy to take over. Unexpectedly, in October of 2016 the Session Manager sent Trustees a letter of resignation with effect from December of that year. Trustees spoke with the deputy manager, who agreed to take over the role of session Manager for a six month trial period. He was given mentoring support and regular monitoring meetings with the Chair of Trustees. This proved very successful and, after the trial period, Trustees made the decision to make the arrangement permanent.

Early in 2017 three Trustees decided to stand down. Through the local volunteer bureau, we were able to find replacements. The new Trustees brought a wide range of skills and experience to the Board of Trustees. We were also very fortunate to find a volunteer prepared to take on an administration role. She is very experienced and has proved to be a very valued member of the team.

Due to rising costs, in April the charity moved its base from @one Keynsham to St Francis Church also in Keynsham. This gave us the opportunity to reduce our overheads whilst allowing us to support more members in each of our sessions. To accommodate the move, we had to change our 11yr-18yr age group from Tuesday to Monday evening. This was agreed after consultation with our session volunteers, members and their families. Early in 2016 the opportunity of a new home on the Somerdale complex in Keynsham arose. This was a project in partnership with Aquaterra, the owners of Somerdale pavilion, to renovate a large disused wooded lodge for our use. Unfortunately, due to cost, the project had to be shelved.

Overall the past year has been very successful. We made a small increase in session fees this year. We were also successful with a number of grant applications, which means that the charity is in a very strong financial position.

We have also been very successful in recruiting volunteers. At present we have a team of twenty volunteers who support twenty five children, young people and their families. All volunteers are DBS checked and expected to complete Safeguarding up to level two, Health and safety and Autism awareness on-line training. They are also given a uniform so they can be clearly identified at sessions.

We have continued to offer a safe and stimulating environment, which helps to develop life skills. A range of offsite experiences are also arranged. This includes, bowling, trampoline sessions, computing and outdoor Forest Skills.

Over this last year we have built strong links with Bath University, working with their Autism research department and fund raising projects with students, with Bath Spa University, particularly with their computing department, and other local charities and support groups.

To sum up, the past year has been very positive. We have had a number of challenges which, by working together, we have successfully overcome. We are a strong team. Communication between Trustees, Volunteers and Parents/Carers has improved and is now very good.

Finally, I would like to say a really big thank you to all the Volunteers, Trustees, our funders and the young people and their families.

Adrian Inker – Chair of Trustees

Butterflies - Haven

Report of the Trustees **for the Period 20 July 2016 to 31 March 2017**

The trustees present their report with the financial statements of the charity for the period 20 July 2016 to 31 March 2017. 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 affected by the complex autism spectrum (with or without diagnosis) or with a development delay, by the provision of 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, 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-skill.
- 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 public benefit of the beneficiaries detailed in Objectives and Aims.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general Guidance on public benefit when reviewing the Trust's aims and objectives.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

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

FINANCIAL REVIEW

Financial position

At the period end, the charity held cash and banked funds totalling £17,188.

These funds come partially from the cash reserves of the Butterflies-Haven prior to registering with the Charity Commission which were recognised as a donation during the period.

Since the registration date, the charity funds have increased by £2,877, excluding the cash reserves prior to registration.

Reserves policy

The trustees feel that reserves should be held to cover expected charitable and support expenditure for the coming 12 months.

At the period end, the charity held 17,188 unrestricted and total funds.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Butterflies - Haven

Report of the Trustees
for the Period 20 July 2016 to 31 March 2017

Recruitment and appointment of new trustees

New trustees are recruited from local volunteers, and are appointed by consensus by the existing trustees.

Approved by order of the board of trustees on and signed on its behalf by:

Adrian Inker
Chair of Trustees

**Independent Examiner's Report to the Trustees of
Butterflies - Haven**

Independent examiner's report to the trustees of Butterflies - Haven

I report to the charity trustees on my examination of the accounts of the Butterflies - Haven (the Trust) for the period ended 20 July 2016 to 31 March 2017.

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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Lisa White FCCA
Dunkley's
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Butterflies-Haven**Receipts and Payments Account**
for the Period 20 July 2016 to 31 March 2017

	Unrestricted funds £	Restricted funds £	Total funds £
<u>Receipts</u>			
Subscriptions			
Step Up	1,012	-	1,012
Young Voice	1,014	-	1,014
Grants			
KTC	699	-	699
Other income			
Donations	1,069	-	1,069
Income from party & raffle	1,004	-	1,004
Interest received	3	-	3
Donation from previous form	14,311	-	14,311
Santadash	7,153	-	7,153
 Total receipts	 26,265	 -	 26,265
<u>Payments</u>			
Equipment	265	-	265
Rent & room hire	4,459	-	4,459
Office & communication costs	958	-	958
Consumables	80	-	80
Insurances	214	-	214
Party expenditure	377	-	377
Events & outings	578	-	578
Volunteers Christmas meal	175	-	175
Refreshments	195	-	195
DBS	50	-	50
Training	815	-	815
Legal & professional	786	-	786
Sundry expenditure	108	-	108
 Santadash	 17	 -	 17
 Total payments	 9,077	 -	 9,077
 Net of receipts/(payments)	 17,188	 -	 17,188
 Transfers between funds	 -	 -	 -
 Cash funds last period end	 -	 -	 -
 Cash funds this period end	 17,188	 -	 17,188

Butterflies-Haven

Statement of Assets and Liabilities
for the Period 20 July 2016 to 31 March 2017

	Unrestricted funds £	Restricted funds £	Total funds £
<u>Cash funds</u>			
Cash at bank	17,177	-	17,177
Petty cash and float	11	-	11
Debtors and prepayments	-	-	-
<u>Liabilities</u>			
Creditors and accruals	-	-	-

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

Adrian Inker
Chair of Trustees