



**THE UPS OF DOWNS**  
Celebrating Down syndrome

## **The Ups of Downs**

Annual Report to 31<sup>st</sup> August 2018

5 Hill Close  
Leamington Spa  
CV32 7RQ



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2017		31	08	2018

## Section A Reference and administration details

Charity name The Ups of Downs

Other names charity is known by

Registered charity number (if any) 1141359

Charity's principal address 5 Hill Close

Leamington Spa

Warwickshire

Postcode

CV32 7RQ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nicola Enoch	Chair		
2	Caroline Warren			
3	Jon Lee		14.09.17	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Selected by members

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

1. To relieve need and assist in the care of children with Down syndrome by the provision of support, advice and training to those responsible for their care, and to health and educational specialists with the object of improve and advancing the health and education of children with Down syndrome.
2. The promotion of social inclusion among children with Down Syndrome and their parents, who may be excluded from society, or parts of society, due to their disability, by:

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

<p>A Providing a play scheme and support and education services to enable the children to develop and gain new skills.</p> <p>B providing recreational facilities and opportunities for the children and parents</p> <p>C raising public awareness of the issues affecting parents of children with Down syndrome, the children and their siblings, both generally and in relation to their social exclusion;</p> <p>3. To advance the education of children with Down syndrome and the public in the subject of Down syndrome.</p> <p>4. To provide education, training, information and advice to parents/carers with the object of empowering them to advance their children in life and assist their development”.</p>	<p>The group runs regular pre school early intervention sessions at which activities are demonstrated to parents to enable the children to develop and gain new skills.</p> <p>Weekly sports/social clubs are held for school age children at which parents also have the opportunity to socialise in an informal environment. The clubs for children include a range of sports, yoga, dance, drama and football.</p> <p>Clubs were also arranged during school holidays.</p> <p>Monthly speech and language sessions are held by an independent therapist experienced in working with children and young people with Down syndrome.</p> <p>Training days on supporting language with the Makaton signing resource; iPad use and ‘Developing Social Skills’ were all well attended and well received by participants.</p> <p>The new Early Development Groups for pre-school children are proving very successful and are full.</p> <p>A termly twilight training session for primary schools continues to be well attended, with up to 26 schools across Warwickshire and adjoining counties attending.</p> <p>Families attended an outdoor activity centre September 2017 which was a great success both for children with Down syndrome and their siblings having the opportunity to socialise and share experiences.</p> <p>Social events were held throughout the year for parents to meet including a well attended AGM at a local restaurant.</p>
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## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

### **Vision:**

A world where people with Down Syndrome live their lives to the max as fully included, valued members of society.

### **Mission:**

We want people with Down Syndrome to have the same opportunities in life as their family and friends.

We know from experience that with the right knowledge and understanding this can be achieved, our children exceed expectations and are leading everyday lives.

### **Values**

We are:

- Promoting inclusion – people with DS are at the heart of everything we do.
- Collaborative – we work in partnership with parents, professionals and experts.
- Challenging – we remove barriers to our children's progress and provide innovative solutions.
- Empowering – we provide knowledge, resources, training and confidence to ensure sustained results.

### **Strategic objectives:**

Raise awareness, change attitudes

Make a difference here & now

Support friendships & relationships

Improving health

Give children the best start in life

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The recently formed Early Development Groups for our preschool members, led by a teacher with extensive experience working with children and young people with DS are extremely popular and all advise how enjoyable and beneficial they find the groups.

The Saturday clubs continue to be well attended, with 3 age ranges, to ensure all the children's needs are being met. Up to 20 families are regularly attending these sessions.

Training events were well attended as were information sharing events.

Following our photography exhibition - #thischildcan, launch in March 2017, the images have gone on tour and many have found permanent homes in local hospitals and maternity units.

Speech and language sessions continue to be well attended and parents and professionals can see improvements in children's progress.

The termly twilight sessions for primary schools were very well received and attended. A guest 'expert' speaker leads and shares best practise amongst school teaching and support staff.

Nicola also runs a national network of support groups to share best practise and resources with an annual conference in October.

As older members reach teens, we split our Christmas parties – so had a disco for older members and a very well attended session for younger members at a local messy play centre with approx. 35 families attending.

We organised a successful 'Singing Hands' event at North Leamington School.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

At the beginning of the financial year there was £57,130 in The Ups of Downs bank account, at the close of year there was £60,501. We have reviewed our reserves policy and have adopted a reserves policy of 6 months of operating costs. As our group grows in size and age range, new initiatives are being explored and we now have a small number of restricted funds to look at the viability of these initiatives:

Restricted funds are:

Evie Porter memorial £4,500  
Resources storage cost £2,500  
Employment coaches £4,500  
Training café scoping £5,000  
Holiday clubs £3,000  
Total £19,500

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charities two principal sources of funding are donations from members and their families and from our charges for activities.

Expenditure is mostly directly on the children that access our services through the provision of clubs and speech and language therapy.

We have no investments.


## Section F

## Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Caroline Warren	
Position (eg Secretary, Chair, etc)	Trustee	
Date	26-05-19	





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
The Ups of Downs

On accounts for the year  
ended

31<sup>st</sup> August 2018

Charity no  
(if any)

1141359

Set out on pages

10 and 11

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2018.

Responsibilities and  
basis of report

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *Rowan Keyte*

Date: 24/05/2019

Name: Rowan Keyte

Relevant professional  
qualification(s) or body

Certified Public Accountants Association

(if any):

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**Address:**

Packwood House
Guild Street
Stratford Upon Avon, CV37 6RP

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**THE UPS OF DOWNS**

No (if any)  
**1141359**

**CC16a**

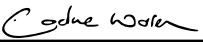
## Receipts and payments accounts

For the period from	01.09.17	To	Period end date 31.08.18
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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>					
Grants and donations	26,377	19,500	-	45,877	51,759
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	26,377	19,500	-	45,877	51,759
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	26,377	19,500	-	45,877	51,759
<b>A3 Payments</b>					
Resources used	-	-	-	-	2,017
Membership / professional fees	-	-	-	-	-
Miscellaneous costs	9,682	-	-	9,682	2,549
Training and consulting	2,671	-	-	2,671	6,196
Fundraising	5,123	-	-	5,123	9,214
Charitable activities	25,029	-	-	25,029	6,730
	-	-	-	-	9,125
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	42,505	-	-	42,505	35,831
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	42,505	-	-	42,505	35,831
<b>Net of receipts/(payments)</b>	- 16,128	19,500	-	3,372	15,928
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	57,130	-	-	57,130	41,202
<b>Cash funds this year end</b>	41,002	19,500	-	60,502	57,130

## 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>	Current account	41,002	19,500	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>41,002</b>	<b>19,500</b>	<b>-</b>
	(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	
		Caroline Warren	26.05.19	