Asperger's Children and Carers Together Registered Charity Number 1169099

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2019

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Trustees' Report for the year ended 31 March 2019

The trustees present their report and the financial statements for the year ended 31 March 2019.

Legal and Administrative Information

Trustees: Sylvia Johnson – Chair

Helen Gilder – Treasurer

Karen Williamson (resigned 30th April 2018)

Deborah Young Claire Dyson

Sarah Tame (appointed 10th July 2018)

Honorary Trustees: Dr. Nevyne Chalhoub, Consultant Child and Adolescent

Psychiatrist at Sheffield Children's NHS Foundation Trust

Dr. Val Harpin, Retired Consultant Neurodevelopmental

Paediatrician

Staff: Manager, 17.5 hours per week;

Fundraising & Finance Coordinator, 16 hours per week;

Deputy Coordinator, 14 hours per week; Teenage Club Leader, 9.25 hours per week;

Sessional Playworkers x 14

Principal Address: St Mary's Community Centre

Bramall Lane

Sheffield S2 4QZ

Independent Examiner: A M J Ball

75 Banner Cross Road

Sheffield S11 9HQ

Bankers: Lloyds

Church Street

Sheffield

Trustees' Report for the year ended 31 March 2019

Report from the Chair

As an organisation that remains absolutely committed to helping improve the lives of autistic children and young people and their families, ACCT has spent 2018-2019 delivering its core support and adding additional activities to meet the growing needs in Sheffield.

At Board level, we have continued to implement ACCT's 3 year Strategic Plan which involves a commitment to:

- Continuing to provide a unique opportunity for children and young people to socialise, and to socialise outside of their immediate home environment.
- Improve the overall well-being of children and young people on the autistic spectrum and help them access opportunities outside ACCT, especially as they get older and draw near to leaving Teenage Club
- Continuing to offer services to families, parents and carers and provide training and support for parents on ways to support children and young people with Autism/Asperger's Syndrome/Pathological Demand Avoidance, and helping parents become volunteers to participate in wider support for families
- Recruiting high quality staff and volunteers and supporting them effectively
- Engaging with other organisations in the Sheffield area providing support for children and young people on the autistic spectrum and continuing to raise the profile of Autism in the area.
- Securing the necessary infrastructure to continue to run the charity effectively and
 efficiently, providing good value for money and having an effective governance
 structure and processes that are constantly engaged with parent/carer/family
 members and which has strong Risk Management processes in place.

During 2018-2019 the Manager and Trustees have reviewed all the ACCT policies and procedures and have particularly strengthened and added to those relating to Safeguarding, Employment and Data Protection. This is an ongoing piece of work as it is critical that we respond to legislation changes and deliver a safe, high quality service.

Karen Williamson stepped down from the ACCT board in April 2019, and we recruited one new trustee from the ACCT membership, with Sarah Tame joining the board in July 2018. I am very grateful to Karen and Sarah, and to all those ACCT members who, as Trustees, continue to work hard for the charity and devote time and energy to ensuring ACCT makes best use of its resources to meet its charitable mission.

Having built up our unrestricted reserves to approximately six months running costs during 2017-2018, trustees agreed to run a deficit budget in 2018-19, investing our 'surplus' reserves in a staff restructure. As a result, our unrestricted reserves at the end of 2018-19 have reduced to around four months running costs.

We had been expecting the services we have provided under contract to Sheffield City Council for several years to go out to tender during 2018-19. The tender was delayed until 2019-20 with our current contract extended to September 2019. We were therefore able to focus on developing our fundraising from new sources, including the National Lottery People's Projects, which will provide a significant boost to our income in 2019-20. We are grateful to the many funding bodies and individuals who continue to support our work financially. We have received funding and donations from a wide range of charitable trusts and grant funding bodies, some of whom have supported ACCT for several years. Their support in a difficult fundraising environment means a great deal to us and our beneficiaries. Trusts and other funding bodies supporting us during the year are listed in the

Trustees' Report for the year ended 31 March 2019

accounts.

Our members and other individual supporters continue to be generous donors, with regular giving support, one-off donations, sponsored events and other fundraising activities providing around 18% of ACCT's income. Our members are also active in voting for ACCT in funding competitions such as the People's Projects and Virgin Money Heart of the Community. Very many thanks go to all who have been involved in this support over the past year. In particular, ACCT would like to pay tribute to David Woodhouse, husband of Deborah Woodhouse, one of ACCT's cofounders, who sadly passed away in March 2019. David was a tireless supporter of charitable causes in Sheffield, a long-standing supporter of ACCT, as well as Sheffield Parent Carer Forum, Work Ltd, and Ryegate. We are so grateful for David's support over the years, and his passing is a huge loss to Sheffield.

We implemented a new staff structure at the beginning of the year. The post of Service Coordinator became the Manager, line-managing the other 3 core staff and taking on overall responsibility for future business planning with slightly increased hours. We have also added responsibility for supporting Trustees and its liaison with the Charity Commission to the role of Fundraising and Finance Coordinator.

Peter Friend, ACCT's Funding and Strategy Coordinator, retired in June 2018. Thank you to Peter for all his time and energy in putting ACCT onto a sound financial footing and wish him all the best for his well-earned retirement. We welcomed Danny Antrobus to the team as Fundraising and Finance Coordinator in May 2018. We also said farewell to Playworker Pete Hollox and pass on our thanks for 8 years dedicated work for ACCT at Teenage Club.

ACCT staff members are critical to our success and we value them highly. Without them and their expertise we would not be successful, so we thank all of them for their continued commitment to our mission.

Similarly, we are grateful that so many people offer their time and energy to ACCT as volunteers. With more than 30 volunteers regularly giving their time at Acctivate, Teenage Club and Football Club, we are able to give our children and young people the close support and attention they deserve.

Together as trustees, members, staff and volunteers we continue to support more children and young people with Asperger's Syndrome and Autistic Spectrum Disorder to improve their well-being, confidence and skills, helping improve their quality of life and opening up more opportunities for them and their families, now and in the future.

Very many thanks to all of you for your support during 2018-2019. I would like to add a final note of thanks for the way you have supported ACCT and the Trustees during the past few years since I took over as Chair. I shall be stepping down from this role at the end of July 2019 and Helen Gilder has offered to take over the mantle of Chair for the next period.

It has been a real pleasure being involved with ACCT - I only wish it had been around when my own son was young. The professionalism and dedication of staff and Trustees is outstanding and the support from families, carers and friends is a mark of how important ACCT's work is for the lives of the children and young people we work with.

We look forward to an exciting year ahead.

Sylvia Johnson, Chair

Trustees' Report for the year ended 31 March 2019

Structure, Governance and Management

The charity is operated under the rules of its constitution dated 8th September 2016.

ACCT previously operated as an unincorporated charity - Asperger's Children and Carers Together (ACCT) Sheffield, registered charity 1123714 - which was re-formed as a Charitable Incorporated Organisation (registered charity 1169099) from 1st April 2017.

Overall governance of the charity is the responsibility of the Trustees who are elected from the membership and co-opted at the Annual General Meeting under the terms of the constitution. The Board of Trustees meets at least 6 times a year and is responsible for managing the business of the organisation, safeguarding the assets and managing the funds. Day to day activity is managed by and carried out by paid staff and volunteers.

Trustees serve for a term of three years at the end of which they are eligible to stand for re-election. Trustees are primarily drawn from ACCT's 500+ members, who are parents and carers of autistic children. We may also co-opt Trustees from outside the membership to bring additional skills or experience onto the board.

Risk Assessment

The Board of Trustees regularly discusses and reviews all the major risks to which ACCT is exposed, and establishes suitable systems to mitigate those risks.

Reserves policy

ACCT needs to hold financial reserves in a realisable form in order to deal with unforeseen expenditure not specifically provided for in the annual budget and to meet outstanding commitments in the unlikely event that the charity needs to close.

The trustees consider it prudent that unrestricted reserves should be not less than £40,000, equating to approximately three months' running costs plus close-down costs. During 2018-2019 this target has been met with unrestricted reserves currently standing at £53,080.

Public Benefit

Asperger's Children and Carers Together provides public benefit by promoting the well-being of children who have Asperger's Syndrome or other forms of 'high functioning' Autistic Spectrum Disorder (ASD), irrespective of political or religious affiliation, race, sex or sexual orientation, in particular by provision of support and assistance to them and their family and carers.

As a result, families and their children and young people are better supported and provided with opportunities to achieve their potential.

Trustees' Report for the year ended 31 March 2019

Achievements and Performance

In order to achieve the overall objective, we work towards four specific aims:

Aim 1: to provide a unique opportunity for children and young people to socialise, and to socialise outside of their immediate home environment.

Aim 2: to provide information about existing support and services for families, and to bring families together to share information and experience and provide mutual support.

Aim 3: to work with statutory partners to influence and transform services

Aim 4: to develop ACCT as an effective, independent, parent-led organisation.

During 2018-19, we have continued to operate a weekly Acctivate children's club session on Saturday mornings (50 weeks per year) for 40 children aged 5-12, with the Wednesday evening weekly Teenage youth club offering 30 places. Siblings of autistic young people are welcome to attend too. During the year we had 1954 attendances at Acctivate sessions and 1523 attendances for Teenage Club sessions.

Sessions were constantly over-subscribed, with high attendances and waiting lists in place for each session. As we have continued to publicise ACCT and awareness of Autism has increased in the wider public, demand for our support has never been higher and we need to plan carefully to manage the need to support existing families while also welcoming new members.

We ran wish-list activities within club sessions to encourage children and young people to have more say over the types of activities delivered at Acctivate and Teenage Club. As a result we have run a whole range of activities, such as chocolate fountain, smoothie making, Fimo making, clay, giant Jenga, circus skills workshops, retro gaming and many more. During the summer months we can make more use of the outside space for football, giant chalks and other activities.

We also continued to run our weekly football sessions bringing in coaching support from the Sheffield Wednesday FC Community Programme. We had 306 attendances during the year, with a good mix of boys and girls of all ages taking part, as well as organising a friendly match with Doncaster Rovers, and having a day out to a Sheffield Wednesday match. The funding for this pilot project came to an end at the beginning of 2019-20. We plan to continue delivering football sessions next year and will take the opportunity to review the project and adapt its delivery accordingly.

We again organised a successful programme of Family Days Out during school holidays and other trips and outings through the year. Feedback from children and families has been extremely positive and demand for places is high. We ran 9 Summer day trips with 224 children and their families taking part including trips to Lightwater Valley, Chatsworth and York, as well as two trips to the pantomime at Sheffield Theatres attended by 290 people, and trips to local activities such as the Virgin Money Bowling Alley and Games Room and the Tree House Board Game Café.

Trustees' Report for the year ended 31 March 2019

We have been able to continue to run the popular Family Swim once per month at Hillsborough Leisure Centre. Swimming pools are often very difficult environments for people with an Autistic Spectrum Disorder due to the unpredictable noise, bright lights and smells. Our well-attended group sessions have enabled children and young people to join confidently in a safe environment.

For parents, the monthly drop-in sessions for parents and families have continued to be valued with a significant number of parents attending to seek advice and guidance on a range of issues. We have held quarterly Parents' meetings with the support of guest speakers, giving parents a chance to learn helpful skills and information about local services, including sessions on Pathological Demand Avoidance (PDA), Positive behavior management, and social media & mental health.

Our Facebook groups have an ever increasing membership, offering a live and responsive peer group support network as well as an effective means of publicising events and sharing news and information. We have also developed our social media presence and following on Twitter and Instagram, helping publicise our work.

We have continued to invest in training and development for staff and volunteers. In particular, we funded the costs of our Manager to take the ILM Level 3 Certificate in Leadership and Management, as well as Team Teach training for all staff, and other training as appropriate in subjects including First Aid, Safeguarding and Safer Recruitment.

Plans for 2019-20

We aim to continue to provide regular, high quality provision for this vulnerable group of children and young people and their families, listening to the needs identified by our members and other families in Sheffield, and being responsive to their developing needs. We will continue to advocate for families, publicise our work widely, and work with local providers to ensure support for people with Asperger's Syndrome and other forms of Autistic Spectrum Disorder is as useful and joined-up as possible.

Sheffield City Council, a major funder of ACCT through a Special Needs Inclusion Playcare Service contract for several years, is due to put services out to tender during 2019-20. ACCT will review the service specification carefully in consultation with our members and respond in the way that best meets the needs of autistic children in Sheffield.

We intend to pilot new activities in 2019-20. We have received funding from Awards for All to pilot Autism-friendly activities for younger pre-school children and their parents and carers, both those with a diagnosis and those for whom mainstream and community playgroups are not suitable. We are also planning a pilot social group for young adults aged 20 and above who are leaving ACCT Teenage Club support and other children's services, to help the transition to adult services and social groups for autistic adults.

In order to achieve all this, we will continue to actively fundraise from a wide range of sources, maintaining and building relationships with grant-giving organisations and individual supporters, as well as continuing to be proactive in building partnerships and identifying potential project ideas and funding opportunities that could enable them.

Trustees' Report for the year ended 31 March 2019

Trustees' Responsibilities for the Financial Statements

The Trustees are responsible for preparing financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit for the period. In preparing these financial statements, Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to prepare the financial statements. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

The trustees have appointed Mr. A M J Ball to provide an Independent Examination Report on the accounts for the year.

On behalf of the board of trustees,

Sylvia Johnson, Chair

16th July 2019

Independent Examiner's Report to the Trustees of Asperger's Children and Carers Together

I report on the accounts of the charity for the period ended 31 March 2019 which are set out on page 10-16.

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A.M.J. Ball BA FCA FCIE Chartered Accountant 16 July 2019 75 Banner Cross Road Sheffield S11 9HQ

Asperger's Children and Carers Together Statement of Financial Activities For the year ended 31 March 2019

,		Unrestricted funds	Restricted funds	Total 201 9	Total 2018
	Notes	£	£	£	£
grants	6	0	45,000	45,000	45,000
donations	6	42,310	13,900	56,210	101,180
		42,310	58,900	101,210	146,180
playworkers		20,271	22,579	42,850	37,510
room hire		8,070	5,443	13,513	10,947
salaries & NI		1,058	28,520	29,578	27,492
print & staty		537	0	537	696
rent & rates		0	3,000	3,000	2,807
insurance		1,944	0	1,944	2,088
trips & outings		6,092	0	6,092	7,395
activities and resource	S	1,424	9,914	11,338	5,874
payroll admin		1,697	0	1,697	1,666
books & equipment		167	104	271	487
computer		326	0	326	855
other expenses		18	0	18	7
refreshments		334	0	334	416
telephone		168	0	168	124
travel		500	0	500	252
DBS /CRB		1,716	0	1,716	674
postage		114	0	114	148
training		5,104	467	5,571	4,272
volunteer expenses		285	0	285	106
depreciation		120	1,200	1,320	1,228
fundraising costs		978	0	978	1,163
bank charges		214	0	214	268
accountancy package		365		365	360
examiner's fee		250	0	250	250
		51,752	71,227	122,979	107,085
		(9,442)	(12,327)	(21,769)	39,095
Total funds brought fo	rward	62,522	19,695	82,217	43,122
Total funds carried for	ward	53,080	7,368	60,448	82,217

Balance Sheet

At 31 March 2019

	note	2019 £	2018 £
Fixed Assets	7	2,665	3,546
Current Assets			
Cash at bank and in hand Debtors and accrued income		73,301 0 73,301	84,781 0 84,781
Current Liabilities Accruals and deferred income	8	15,518 15,518	6,110 6,110
Net current assets		57,783	78,671
Net Assets		60,448	82,217
Funds			
Restricted Unrestricted Total Funds	9	7,368 53,080 60,448	19,695 62,522 82,217

The financial statements were approved by the Trustees on 16th July 2019 and signed on their behalf by:

Sylvia Johnson: Chair

Notes to the Financial Statements

For the Year ended 31 March 2019

1 Accounting Policies

The financial statements are prepared on the historical cost basis, as modified by the revaluation of investments and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

a) Incoming resources

Incoming resources have been included on a receivable basis. Grants and voluntary income are accounted for in the year in which they are received unless receipt has become certain at the balance sheet date, and allocated to the period in which it applies if appropriate. Resources restricted to a specific purpose are carried forward until spent. Other income is accrued as it becomes due.

b) Resources expended

Resources expended are recognised in the period in which they are incurred, and include attributable VAT which cannot be recovered. The analysis follows a natural classification.

c) Allocation of costs

Costs directly related to an activity are allocated to that activity. Support costs, which are necessary to deliver an activity but do not themselves deliver the activity, are allocated in proportion to the benefit attributable. Governance costs are those costs incurred in meeting statutory and constitutional requirements.

d) Restricted funds

Funds are identified as restricted where they are received for a specific purpose or project and where the donor may require repayment if the conditions are not met.

e) Donations in kind

Donations in kind or goods or services are accounted for using the trustees' estimate of their value. No value is attributed to the activities of trustees or voluntary helpers.

Notes to the Financial Statements

For the Year ended 31 March 2019

1 Accounting Policies – continued

f) Tangible fixed assets and depreciation

Tangible fixed assets are included at original cost less accumulated depreciation.

Depreciation is provided to write off each asset over its estimated useful life on a straight line basis.

The applicable rates are:

Musical equipment 20% IT and visual equipment 25%

2 Taxation

As a registered charity, the Centre is exempt from income and capital taxes on its charitable activities.

3 Trustees' remuneration and related party transactions

Trustees received no remuneration. Expenses were paid in reimbursement of costs incurred on behalf of the charity. No more than £100 was involved in total. No trustees reported any interests in contracts involving the Centre.

4 Staff costs and numbers:

	2019	2018
	£	£
Wages and salaries	71,423	65,519
Pension contributions	1,005	483
	72,428	65,002
	====	=====
Staff (part time)	18	16
	==	==
No employees were paid mor	e than £60,000.	
5 Fees for examination of accor	unts	
Independent examiner	<u>250</u>	<u>250</u>

Notes to the Financial Statements

for the year ended 31 March 2019

6 Grants and Donations

	Unrestricted funds	Restricted funds	Total	2018
	£	£	£	£
SCC short break contract	0	45,000	45,000	45,000
BBC Children in Need	0	9,500	9,500	10,000
Brelms Trust	0	3,000	3,000	0
Other donors	42,310	1,400	43,710	91,180
	42,310	58,900	101,210	146,180

The trustees wish to ackowledge the many charitable Trusts and Foundations which have contributed towards the funding of the charity during the year.

The David Solomons Trust	Sheffield Town Trust
Lynn Foundation	The James Neill Trust Fund
The Sobell Foundation	The Sir Jules Thorn Charitable Trust
Reuben Foundation	Dransfield Foundation
George A Moore Foundation	Stella Symons Charitable Trust
Leeds Building Society Foundation	Cleeves and Whitehead Trust
Wallace Bell Charitable Trust	Douglas Arter Foundation
Ardwick Trust	Dixon Pitchfork Charitable Trust Fund
Cutlers' Company Charitable Trust	The Fitton Trust
Souter Charitable Trust	The Rest-Harrow Trust
Westfield Health Charitable Trust	BBC Children in Need
The Albert Hunt Trust	The Brelms Trust
The Harry Bottom Charitable Trust	Virgin Money Foundation
Susannah Peake Charitable Trust	Matthew Wrightson Charity Trust
Elsie Lawrence deceased	Hilary Awdry Charitable Trust
St James' Place Foundation	Awards for All
Anton Jurgens Charitable Trust	Sheffield Mutual
Jane Tomlinson Appeal	Joan Wilkinson Charitable Trust

Notes to the Financial Statements

for the year ended 31 March 2019

7 Fixed Assets

7	Fixed Assets				
		Musical	Visual	IT	Total
		Equipment	Equipment	Equipment	
		£	£	£	£
	Cost				
	At 1/4/18	5,623	1,649	21,487	28,759
	Additions	0	439	0	439
	At 31/3/19	5,623	2,088	21,487	29,198
	Depreciation				
	At 1/4/18	5,623	1,649	17,941	25,213
	Charge for the year	0	88	1,232	1,320
	At 31/3/19	5,623	1,737	19,173	26,533
	Net Book Value				
	At 31/3/19	0	351	2,314	2,665
	At 31/3/18	0	0	3,546	3,546
				2019	2018
				£	£
	Creditors - amounts falling due	within one year			
8	Taxes and social security			0	360
	Accruals			518	250
	Deferred income			15,000	5,500
				15,518	6,110

Notes to the Financial Statements

for the year ended 31 March 2019

9 Restricted Funds

	Movement in funds			
	Balance at	Incoming	Resources	Balance at
	01/04/2018	resources	expended	31/03/2019
	£	£	£	£
SCC grant	0	45,000	(45,000)	0
BBC Children in Need	5,002	9,500	(10,000)	4,502
St James' Place Foundation	3,331	0	(3,331)	0
ACCT Owls	8,893	0	(8,893)	0
Brelms Trust	750	3,000	(2,999)	751
Anton Jurgens Charitable Trust	1,719	0	(104)	1,615
Leeds BS Charitable Foundation	0	400	(400)	0
Douglas Arter Foundation	0	500	(0)	500
Virgin Money Foundation	0	500	(500)	0
	19,695	58,900	(71,227)	7,368

Sheffield City Council For playworkers and related costs / activities BBC Children in Need Part funding of the operations co-ordinator St James' Place Foundation Funding of Youth Club leader **ACCT Owls** Football project **Brelms Trust** For office rentals Funding IT equipment for club use Anton Jurgens Charitable Trust Leeds BS Charitable Foundation Purchase of a projector **Douglas Arter Foundation** Purchase of toys Virgin Money Foundation for monthly swimming sessions

10 Analysis of Net Assets between Funds

Unrestricted	Restricted	Total
funds	funds	
£	£	£
2,146	519	2,665
51,452	21,849	73,301
(518)	(15,000)	(15,518)
53,080	7,368	60,448
	funds £ 2,146 51,452 (518)	fundsfunds££2,14651951,45221,849(518)(15,000)