



Annual Report September 2019

Welcome to our second annual account of the Charitable Incorporated Organisation.

It has been quite a year of change not least because our former chair, Mr Charles Wood, died on Sunday 16th September 2018. I had only met Charles once (at my interview) but many of you will be aware of his amazing energy and enthusiasm for our charitable enterprise which enabled us to get Active and In Touch (A&IT) as far as it has. Our staff, volunteers and members as well as many people in the town itself knew Charles as a committed and forthright, active person. He is sadly missed by many and our thoughts are still with Jane (his widow) and his wider family who still grieve.

The following day I became a Trustee but also chair of Trustees and I thank so many people for the privilege this entails. It was and remains a privilege of mixed blessings as, again, on that same day, CSW South West, attended the Trustees meeting to announce that, due to Somerset County Council budget cuts, they were having to cut their own budgets and so our then Service Coordinator, Lucia Chadwick was made redundant.

The trustees then had decisions to make: Could we “go it alone”? Should we “go it alone”? How would we manage without Charles (from what I can gather he did everything!)? How could we restructure?

Between then and now there have been significant changes and these are summarised in the table (appendix A) but the most important of these are:

1. Lucia took over as Service Manager but since has resigned (leaving us at the end of July) so that she can further her career in counselling.
2. Dougie Brown was appointed to replace Lucia and started on 1st August.
3. We are developing our strategy for the next five years.
4. Our finances have been stretched and we are developing a financial and fund-raising strategy.
5. We have had to develop our own policies and this is on-going work.

Financial Report /Statement of Accounts /Auditor- As presented

Service Managers Report - as presented at the meeting

The future: as presented at the meeting

Strategic Work plan

Finance and Fundraising

Thank you's: to many who have helped us through a challenging year: Kate Hellard, Rebecca Morland and Frome Town Council, Health Connections Mendip, Dorothy House Hospice Care, Our former service manager Lucia Chadwick and former administrator Becky Rhodes, FromeTec, trustees: including those who have left but the current team for their support and encouragement, their wisdom, their tenacity and their fortitude. Please note that trustees are volunteers too.

Julia di Castiglione, Chair of Trustees

Appendix A – summary of changes

subject	Then (September 2018	Now (September 19)
Trustees	Charles Wood (chair: RIP) Ruth Suter (treasurer resigned Jan 2019) Suzi Isles-Buck (resigned Jan 2019) Edwige Wilson(resigned July 2018) Paul Cooper (resigned July 2019) Alan Didymus Mary Doel (resigned June 2019)	Julia di Castiglione (Chair) Alan Didymus (Vice Chair – responsible for Finance and Fundraising) John Samways – staff supervision /listener Jackie Bryant (links with industry and locality) Candace Kendall (responsible for Governance)
Staff	Lucia Chadwick Di Roberts (contracted) Gwen Corbett (contracted)	Dougie Brown Di Roberts Gwen Corbett
No of Active Volunteers	60	70 Particular mention for those who have taken on new volunteer roles: Carol

		Didymus our Finance volunteer and Patricia Baker our volunteer administrator
No of Service users /MEMBERS	80	100
Policy	Under the auspices of CSW south west	Done: Risk Management, Safeguarding, Information Governance, Confidentiality Developing: Volunteers, Health and Safety, Risk Management
Partnerships	CSW South West Frome Town Council	In development: Dorothy House Hospice Care Frome Town Council (FTC) Health Connections Mendip
Main supporters	Masons Rotary FTC Asda	Masons Rotary Carnival Committee FTC Coventry Building Society The Cornerhouse Asda: Jackie Bryant as our link provides invaluable support and resource.
Needs for the future		Treasurer (Trustee) Fundraiser (staff/trustee) Marketing and PR (staff) includes evaluation and statistic monitoring Therefore MONEY



CHARITY COMMISSION
FOR ENGLAND AND WALES

ACTIVE AND IN TOUCH FROME

Receipts and payments accounts

CC16a

For the period
from

01/04/2018

To

31/03/2019

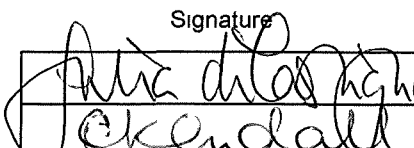
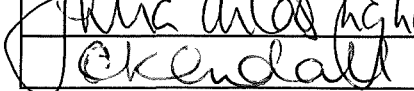
Section A Receipts and payments

	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 £
A1 Receipts					
Grants	9,500	2,500	-	12,000	5,800
Donations	11,581	300	-	11,881	8,611
Fundraising	660	-	-	660	3,839
Charity Shop	683	-	-	683	3,130
Mendip Lottery/Local Giving	1,340	-	-	1,340	676
Wkly contributions & raffles	1,891	-	-	1,891	1,674
In Memoriam	4,691	-	-	4,691	-
Gift Aid	369	-	-	369	-
Bank Interest	15	-	-	15	-
Sub total (Gross income for AR)	30,730	2,800	-	33,530	23,730
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,730	2,800	-	33,530	23,730
A3 Payments					
Payroll (new Jan 19)	3,295	-	-	3,295	-
Staff Payments	10,827	-	-	10,827	7,258
Course Fees	144	-	-	144	290
Transport	3,193	-	-	3,193	2,262
Refreshments	306	-	-	306	946
Activities	1,724	-	-	1,724	788
Room hire (groups)	1,241	-	-	1,241	1,006
Admin	4,049	-	-	4,049	3,476
Insurance	290	-	-	290	169
Audit	150	-	-	-	-
Sub total	25,219	-	-	25,219	16,195
A4 Asset and investment purchases, (see table)					
Office equipment	642	-	-	642	33
	-	-	-	-	-
Sub total	642	-	-	642	33
Total payments	25,861	-	-	25,861	16,228
Net of receipts/(payments)	4,869	2,800	-	7,669	7,502
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,278	-	-	19,278	11,776
Cash funds this year end	24,147	2,800	-	26,947	19,278

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 £
B1 Cash funds	Cash at Bank	16,947	10,000	-
	Cash in hand	20	-	-
		-	-	-
	Total cash funds	16,967	10,000	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	ch 312 Radek evans party food	Bank	21	when presentd
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J. DI CASTIGLIONE	04/07/19
	C. KENDALL	09/07/19



Section A

Independent Examiner's Report

Report to the trustees/
members of

Active and In Touch Frome

On accounts for the year
ended

31st March 2019

Charity no
(if any)

1172434

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

20th May 2019

Name:

Natalie Froud ACMA CGMA

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

Associate – The Chartered Institute of Management Accountants

Address:

61 Robins Lane

Frome

Somerset BA11 3ET