



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 2018		Day 31	Month 03	Year 2019

## Section A Reference and administration details

Charity name

AphasiaTEC

Other names charity is known by

N/A

Registered charity number (if any)

1170730

Charity's principal address

13 Harewood Road

London

Postcode

SW19 2HD

### 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	Juliet Flavell	Chair		
2	Anne Watson	Vice Chair		
3	Elizabeth Wallis			
4	Glenn Hagon	Treasurer	Appointed 4/6/2018	
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)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by other trustees

### 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

To promote social inclusion for the public benefit by preventing people with aphasia from becoming socially excluded as a result of their condition, relieving the needs of those people and assisting them to integrate into society by supporting the use and development of new and existing technology and running programmes of activities to help encourage independence, confidence and well-being for people with aphasia.

**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)**

Our objectives for this period were:

- to distribute the tablet computers donated to us to speech and language therapy professionals in settings where people with aphasia would most benefit from them both during therapy and potentially afterwards in their everyday lives;
- for our specialist speech and language therapist trustee to develop and share a comprehensive guide tailored for people with aphasia, to support functional communication and enable people with aphasia to participate in the types of everyday activities which others take for granted;
- to facilitate the delivery of the highly-respected SPLIT computer skills course to support a group of people with aphasia to participate in and benefit from a highly supportive group setting, measuring their goals and outcomes and supporting them in continuing to apply their new skills independently.

See below for our activities supporting these objectives.

The trustees referred to guidance issued by the Charity Commission on public benefit.

**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.

This was our second financial period of operation. The charity was run solely by the trustee team through their own voluntary efforts.

Governance and running the charity: we were delighted to welcome our newest trustee, who took the role of Treasurer. During this period we registered with HMRC for Gift Aid, started using online banking, registered with an online donation platform, set up an accounting system and reviewed our running costs to support financial planning. We also implemented multi-factor authentication to protect our IT environment and protected our website with an SSL certificate.

Trustee training: tailored charity training was attended on Twitter, fundraising and demonstrating impact.

Communications: we continued to develop our website and build relationships within the aphasia community. Our Twitter following grew and we used this social media platform to raise awareness of aphasia and promote our aphasia resources.

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

#### Device donations:

Tablet computers were donated to AphasiaTEC via a campaign run nationally on social media and locally via a magazine based in Merton, South West London. The tablet computers donated to us were then donated on to professionals working with individuals with aphasia and to ASPIRE Communication Groups in Merton. Feedback received: *"The tablet has proved invaluable to one of our Stroke rehabilitation patients"... we "have really seen a benefit to being able to loan patients technology such as that provided by yourselves"* (quote from speech and language therapist)

#### PDF guides for people with aphasia:



We produced a comprehensive communication support booklet, *Communication for Everyday Situations*, available for download on our website for a small donation. Feedback received on this: *"Comprehensive tool to support everyday conversations and expression of needs/thoughts"* (quote from speech and language therapist)

We also produced an aphasia-friendly guide to GDPR.

#### Lottery funding for SPLIT computer access course:



We were delighted to be successful in obtaining funding, enabling us to collaborate with City University and City Lit Adult Education College to deliver the highly-respected 10 week IT skills course to a class of adults with aphasia. Feedback from participants:

*"It gave me confidence to go out and get an iPad and start using it regularly"*

*"Helped me to re-learn those things I knew before the stroke"*

*"It was an amazing course that helped me gain computer skills"*

*"Just all good!"*

## Section E Financial review

Brief statement of the charity's policy on reserves

We carried out analysis of our running costs during this period which has enabled us to forward plan so that we aim always to have sufficient funds to be able to continue operating for 24 months.

Details of any funds materially in deficit

N/A

### 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.

## 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)	Anne M.T. Watson.	JMwren
Full name(s)	Anne Mary Theresa Watson	JULIET CLARE FLAVEL
Position (eg Secretary, Chair, etc)	Vice - Chair	Chair
Date	14/1/2020.	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
AphasiaTEC

No (if any)  
1170730

## Receipts and payments accounts

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For the period from	Period start date 01/04/2018	To	Period end date 31/03/2019
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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>					
National Lottery grant	-	5,400	-	5,400	-
Donations - BT MyDonate	67	-	-	67	60
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>67</b>	<b>5,400</b>	<b>-</b>	<b>5,467</b>	<b>60</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>67</b>	<b>5,400</b>	<b>-</b>	<b>5,467</b>	<b>60</b>
<b>A3 Payments</b>					
SPLIT project costs	-	1,663	-	1,663	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>1,663</b>	<b>-</b>	<b>1,663</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>-</b>	<b>1,663</b>	<b>-</b>	<b>1,663</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>67</b>	<b>3,737</b>	<b>-</b>	<b>3,804</b>	<b>60</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60	-	-	60	-
<b>Cash funds this year end</b>	<b>127</b>	<b>3,737</b>	<b>-</b>	<b>3,864</b>	<b>60</b>



## 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>	TSB Account	127	3,737	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	127	3,737	-
	(agree balances with receipts and payments account(s))			


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	GLENN HAGON	15/01/20
	JULIET FLAVELL	18/01/2020