



Down's Syndrome Support Group for South Devon

Financial Statements

For the year ended

28 February 2017



DOWNSOUTH DOWNS SYNDROME SUPPORT GROUP

FINANCIAL STATEMENTS

For the year ended 28 February 2017

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DOWNSOUTH DOWNS SYNDROME SUPPORT GROUP

FINANCIAL STATEMENTS

For the year ended 28 February 2017

The trustees present their annual report and the financial statements for the year ended 28 February 2017.

Reference and Administrative Details of the Charity, its Trustees and Advisers

Charity name: Downsouth

Charity registration number: 1103696

Principal address: 26 Berea Road
Torquay
TQ1 1JP

Trustees: Mr J Walmsley
Mr M Green
Mrs V Dowall
Mrs S Moorghen
Mrs J Cook
Mrs D Cox

Advisors:

Bankers: Barclays Bank PLC
Paignton Branch

Structure, Governance and Management

The charity is a Trust whose constitution was adopted on 28 July 2003. Trustees are selected and appointed by the membership.

Registered Charity Number 1103696

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Objectives and Activities

The objects of the charity as set out in its governing document is the relief of the needs of people with down's syndrome by the provision for such people of facilities, services and opportunities that will maximise their participation in society and any other charitable purposes connect with down's syndrome within the area of benefit which is Torbay, Teignbridge and South Hams in South Devon.

Achievements and Performance

During the year to 28 February 2017, the charity continued to provide advice and support to families in South Devon via a 24 hour telephone helpline, website, email and social media. We have strengthened our ties with the national office of the DSA and many other affiliated groups nationally. We have responded to a number of consultations on issues relevant to our members including the new screening tests for Down's syndrome. Training was provided for professionals who work with our children, and a regular coffee morning for families with a young child with Down's syndrome was established. Members were invited to a wide selection of social activities including swimming sessions, discos, circus, pantomime, Christmas Steam Train ride, bowling, skittles and pub get-togethers. Our 'Stars' Speech, language and Communication project continued until the end of the Autumn term when the Children in Need project funding ended. We were able to demonstrate excellent outcomes for the 20 teenagers and young adults who participated. Each young person was assessed by our independent specialist Speech and Language therapist who worked with us to produce a comprehensive report for each young person going forward. Feedback from Children in Need regarding our end of project return was excellent leaving us in a positive position should Downsouth seek funding in the future. The charity is very grateful to Children in Need for funding this project and to the local Masonic Lodges for their continuing support of our work. We are also very grateful to the wider team from the Redcliffe Hotel for their support over the period of this report, which facilitated a certified Makaton course for families with a young child and regular get-togethers in order to provide mutual support and further develop signing skills. We rely on fundraising and a number of generous donations from members, friends and supporters during the year have been integral in ensuring we can move forward on a sound financial footing.

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Volunteers and Fundraisers

The trustees acknowledge the role played by other volunteers in the continuing success of the charity.

Public benefit

The trustees have had due regard to the guidance published by the Charities Commission on public benefit and the charity continues to attend events to promote itself to the public and to other professional services aimed at disability awareness issues. The charity has strong voice across South Devon and maintains its caring and information standards well.

Risk management

The charity understands the need to review risk management procedures on a regular basis.

Financial Review

The charity has two bank accounts – a general account for day to day running costs of the charity and a special account that has been set up to administer the running costs of the charity's Speech, language and Communication work with teenagers and young adults.

Reserves

The charity considers it prudent to hold sufficient reserves to continue for 6 months without relying on additional income.

Other Information

The Trustees meets a minimum of four times a year. Members are encouraged to put themselves forward to serve on the Downsouth committee, which meets to discuss and manage the charities events and general everyday management, being appointed at the annual AGM.

Registered Charity Number 1103696

DOWNSOUTH DOWNS SYNDROME SUPPORT GROUP

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For the year ended 28 February 2017

Statement of Trustees Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

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

Signed on behalf of the charity's trustees:

Signature(s)

Print Name(s):

Date:

DownSouth No. 1 Account (Regular Account)

Income & Expenditure Account for year ended 28th February 2017 - Page 2 of 3

	<u>General</u>	<u>Devon CC</u>	<u>Early Years</u>	
	<u>Unrestricted</u>	<u>Aiming High</u>	<u>Restricted</u>	
	<u>Funds</u>	<u>Grant</u>	<u>Donations</u>	<u>Total</u>
B/Fwd from Page 1	5561.96	977.25	1174.52	7713.73
<u>Expenditure</u>				
People expenses				0.00
Training:				290.29
Listener training	290.29			
Workshops & Meetings	11.69			11.69
Equipment				0.00
Resources:				55.35
New parent bags	2.50			
Educational booklets			35.00	
GTS books (15)			17.85	
Activities & Events:				596.40
Circus ticket stamps	13.20			
Coffee morning / new parents	47.60			
Workfit meeting	5.60			
Riviera centre - swimming x 2	390.00			
- swimming support	20.00			
Disco	120.00			
Printing, post, stat'ry, phone	125.69			125.69
Bookkeeping & Accounts	740.00			740.00
Charity Expenses:				78.80
AGM expenses	14.20			
Trustee DBS checks	9.60			
Trustee insurance	55.00			
Donations:				100.00
Acorns Communication and Movement Group	100.00			
Sundry Expenses:				23.40
Book for St. Marychurch School	11.60			
Miscellaneous expenses	11.80			
Total Expenditure	1968.77	0.00	52.85	2021.62
Balance as at 28th February 2017	3593.19	977.25	1121.67	5692.11

DownSouth No. 1 Account (Regular Account)

Income & Expenditure Account for year ended 28th February 2017 - Page 3 of 3

This Statement has been produced by Lynn Lancaster, Bookkeeper to DownSouth,
from books and records kept for the year ended 28th February 2017.

Signed by:

Inspected by:

Lynn Lancaster
Bookkeeper

Sally Moorghen
Treasurer

Date:

Date:

<u>DownSouth No. 2 Account - "Stars"</u>			
<u>Income & Expenditure Account for year ended 28th February 2017 - Page 1 of 3</u>			
	<u>Unrestricted Funds</u>	<u>Restricted Children in Need Grant</u>	<u>Total</u>
Balance at 1st March 2016	12,992.58	1,822.65	14,815.23
<u>Income</u>			
Restricted Grants:			6772.50
Ch.in Need 7/1/16 - Qtr 2		2418.75	
Ch.in Need 7/1/16 - Qtr 3		2418.75	
Ch.in Need 7/1/16 - Qtr 4		1935.00	
Donations:			250.00
Devonshire Emerg'y Svcs Lodge	250.00		
Stars fees	2010.00		2010.00
Computer Equipment sold 31/1/17	260.00		260.00
Total Income	2520.00	6772.50	9292.50
C/Fwd to Page 2	15,512.58	8,595.15	24,107.73

<u>DownSouth No. 2 Account - "Stars"</u>			
<u>Income & Expenditure Account for year ended 28th February 2017 - Page 2 of 3</u>			
	<u>Unrestricted</u>	<u>Restricted</u>	
	<u>Funds</u>	<u>Children in</u>	<u>Total</u>
		<u>Need Grant</u>	
B/Fwd from Page 1	15,512.58	8,595.15	24,107.73
<u>Expenditure</u>			
Wages/fees:			10454.15
SLT	322.60	2321.15	
Session Leader	1132.20	3063.00	
Assistant	698.40	1397.60	
1 to 1	30.25	592.90	
1 to 1 - 2nd post	527.70	139.15	
Session cover	30.00		
Payroll processing	25.20	174.00	
Project Training & Travel:			875.15
First Aid - staff training	58.50	500.00	
Educare Grassroots licences	48.00		
Volunteer travel expenses		268.65	
Team Workshops & Meetings:			28.87
Staff meeting	19.48		
Team meeting 20 August	9.39		
Equipment	15.39		15.39
Resources:			105.75
Floor puzzle & trugs	27.56		
STARS diaries	23.00		
General resources	55.19		
Room Hire:			432.70
Parkfield (Torbay Council)	324.00		
KEVICC (Devon CC) - autumn 2016		91.00	
Paignton Library (Torbay Council)		17.70	
Activities & Events:			314.35
Parents gatherings	89.70		
Smokey House - staff meals	24.65		
Senior STARS project	200.00		
Refreshments	37.50		37.50
Printing, post, stat'ry, phone	126.71		126.71
STARS Project Closure administration	950.00		950.00
Sundry expenses:			311.46
Volunteer DBS checks	9.60		
Volunteers & STARS gifts	63.30		
Resources/paperwork storage	194.16		
Bookkeeping	40.00		
Miscellaneous expenses	4.40		
Total Expenditure	5086.88	8565.15	13652.03
Balance as at 28th February 2017	10,425.70	30.00	10,455.70

DownSouth No. 2 Account - "Stars"

Income & Expenditure Account for year ended 28th February 2017 - Page 3 of 3

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