



## **The Trustees' Annual Report and Statement of Accounts**

1st August 2021 – 31st July 2022

(Registered Charity Number: 1163942)



Image above: Acceler8 members canoeing in Bude July 2022.

# **The Trustees' Annual Report and Statement of Accounts**

## **1st August 2021 – 31st July 2022**

### **Contents**

Overview.....	3
Reference and administrative information .....	3
Aims and Organisation.....	4
Achievement and performance .....	6
Acceler8 .....	7
Illumin8 .....	10
Review of risks .....	13
Finances .....	13
Independent Examiner's Report to the Trustees of Active8 .....	14
Receipts and payments account for the year ended 31 July 2022.....	15
Statement of assets and liabilities at 31 July 2022.....	16
Restricted Funds.....	17

## Overview

### Reference and administrative information

*Charity name:* Active8

*Registered number:* 1163942, first registered 12<sup>th</sup> October 2015.

*Registered Charity address & Office Address:* Active8, B108 Beacon Place, Station Approach, Victoria, St Austell, PL26 8LG

*Nature of governing document* Charitable Incorporated Organisation (CIO) - Foundation Trust Registered 12 October 2015 (a copy can be provided upon request). The objective of the charity is to support young people with physical disabilities in Cornwall to become autonomous individuals and have their voices heard.

#### *Trustees:*

##### Current

Mr Julian Tyson – Chair of Trustees  
Mrs Penny Monger – Deputy Chair of Trustees  
Mr Paul Staniland – Treasurer  
Mr Mark Stevens - safeguarding  
Mrs Anne Jeffery – leadership mentor  
Ms Felicity Gibbins – wellbeing  
Ms Dawn Cook – voice of a parent  
Mr Alex Brewer – Technology and GDPR  
Ms Cheryl Everitt – voice of a parent  
Ms Nicola Tomkinson – care lead and safeguarding  
Mr Mark Curtis – legal guidance (appointed March 2022)

##### Stepped down within the last 12 months

Mrs Heather Campbell - Secretary (stepped down September 2021)  
Ms Lauren Coulson (nee Woolsey) (stepped down July 2022)

#### *Bankers:*

CAF Bank Limited, 25, Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ.

The Charity Bank Limited, Fosse House, 182 High Street, Tonbridge, TN9 1NE.

Shawbrook Bank Limited, Lutea House, Warley Hill Business Park, Great Warley, CM13 3BE.

#### *Independent Examiner:*

Francis Clark LLP, Lowin House, Tregolls Road, Truro, Cornwall TR1 2NA



## **Aims and Organisation**

Active8 is a Cornwall-based charity supporting young people with physical disabilities. Our mission is to support young people with physical disabilities in Cornwall to become autonomous individuals and to have their voices heard.

We support Active8 members to challenge the status quo and be a catalyst for improvement in the quality of life of young individuals and our community. The Trustees have complied with their duty to have regard to the Charity Commissions' public benefit guidance when planning activities for the year.

## **Active8's Projects**

To meet our aims Active8 has three projects:

### **Acceler8**

A personal development programme for young people, aged 14-18 years. This is structured as a multi-activity programme delivered over one residential weekend every month for a two-year period, each with the same group of young people. Activities are challenging and fun and aim to develop the young peoples' skills and self-esteem.

### **Illumin8**

A personal development programme for members aged 18 -30 years, to develop their life skills so that they can move towards being autonomous individuals be it in a personal, employment or social capacity. Each year, the project delivers at least four residential sessions, eight day-long activities and peer mentoring. The peer mentoring scheme has been developed in 2019 and 2020, started training mentors in 2021, and the trained members started to mentor others in 2022.

### **Advocacy**

Advocacy is a key element for ensuring lasting changes and improvements for young people with physical disabilities. Members constantly show an interest in raising awareness of disability and support the charity in requests from other organisations for guidance, support and research. This has included carrying out Access Audits and being a member of the Voluntary Sector Forum Disability Alliance.

## **Organisation structure**

Over the last 12 months Active8 has been run by four different paid members of staff, supported by three volunteers and a board of 13 trustees bringing a range of knowledge and skills to the charity. We have the ongoing support of many people within the local community who help and continue to spread the word about the work our organisation does.

## **Staffing**

At the beginning of the financial year, Active8 had three members of staff: John Sweeting, the CEO; Lindsey Cooper, the Acceler8 and Illumin8 activities co-ordinator and Marika Cathrow, the Illumin8 mentoring lead.

In April 2022, Marika went on long term sick expecting to be off for a minimum of six months.

Due to the foreseen gap in staffing we successfully appointed Faye Dymond into a part time role, to run the mentoring program in Marika's absence. Faye started in April 2022. She had previously volunteered and supported members as a private PA, so knew the charity well and jumped straight into the role.

Since then, John, Lindsey and Faye have worked well together to develop the projects and the charity and are looking at how to develop the charity in the future to meet the needs of our members. We look forward to having Marika re-join the team in early 2023.

## **Trustees**

Our trustee numbers have changed over 2021-22.

At the September trustee meeting Heather Campbell, who had been a trustee and previously a volunteer with the charity for over 15 years stepped down, due to family commitments. This led to recruitment of a new trustee and we were pleased to invite Mark Curtis, current member and qualified solicitor onto the board. His knowledge of the charity along with his work background will make him a valuable member of the board. Mark was appointed in March 2022.

At the March 2022 meeting we held our AGM where a number of trustees had completed their three years of service. Penny Monger, Paul Staniland, Nicola Tomkinson, Felicity Gibbins, Cheryl Everett, and Dawn Cook were thanked for the work over the last three years and after consultation were all re-elected into their previous positions for the next three-year cycle.

In July 22 Lauren Coulson, who has been a member of the charity for over 10 years and board member for five years, decided it was time for her to step down from the



role. Lauren was recently married and just secured a new job as a proof writer, which she was very excited to be starting.

We thank all our trustees for their work over the last year and wish Heather and Lauren all the best for the future and look forward to seeing them at our friends and families events in the future.

## **Achievements and Performance**

### **Mentoring Program**

This year has seen our mentor program flourish with a group of Illumin8 members completing two weekends of training to complete their AQA accredited level 3 course and begin the journey of mentoring our younger members.

### **Advocacy Work - Access Audits**

This year we have facilitated consultations with our members for the benefit of various service providers. The hope is always that improvements will be made as a direct result of the consultative exercise, which will help create truly inclusive societies where every person has the same opportunities.

We have trained staff over the last year to carry out these access audits to be able to provide legal knowledge and expertise whilst our members have lived experience that can offer practical guidance.

Over the last year we have held focus groups for public and private transport, beach accessibility, accessible holiday accommodation, public conveniences, and Newquay Airport.

### **Minibus**

After many years of uncertainty around accessible transport for our members to get to events we were given the opportunity by the National Lottery Community Fund to be able to purchase a minibus. In December 2021 we purchased a wheelchair accessible minibus and now use it regularly to transport our members to and from events. We have also made the vehicle available to hire to other charities and not for profit organisations.

### **Cornwall Disability Alliance**

Now having worked with the Disability Alliance for over a year we have been part of some real successes as an alliance. Working with the Royal Cornwall Hospital Trust,

Cornwall Council and the Cornwall Voluntary Sector Forum we have been able to use our collective voice to make an impact for our members.

## Acceler8



Image above: the 2021-2023 Acceler8 group at the beach.

### Overview

We have completed the first of the two-year Acceler8 project, which is due to end in July 2023.

The project supports young people with physical disabilities, ages 14-18, by providing one residential weekend away each month, over two years. The young people are provided with activities and experiences that they never thought would be possible to achieve. Our work develops young people's skills, confidence, friendships and aspirations.

In addition to this, Acceler8 members have benefited from individual support by our older members, through our Illumin8 mentoring project, and received one-to-one support from staff as and when needed.

Unfortunately, for personal and health reasons, two of our Acceler8 group have left the project over the past year but we are hopeful that one of these members may re-join the group in 2023.

Events delivered this year include, but are not limited to:



- ▢ Cooking and baking skills
- ▢ Canoeing
- ▢ Surfing
- ▢ Quad biking
- ▢ T-Shirt design and printing
- ▢ Spa pamper day
- ▢ Watching sport and para-sport fixtures

Independent living skills are central to the running of residential trips. With the support of staff and each other, members are encouraged to: prepare meal plans, shop for groceries, cook, wash the dishes, make their beds, Hoover the accommodation, make their own drinks, among other tasks which promote greater day-to-day independence.

Active8 have also arranged for members to take part in a local University Open Day so that they can begin exploring some of their post-16 choices.



Image above, left: Acceler8 members holding up t-shirts they designed and screen printed.

Image above, right: The Acceler8 group at the Eden Project.

## Evaluation and feedback

Between 1<sup>st</sup> August 2021 and 31<sup>st</sup> July 2022, Active8 have provided 438 hours of interaction across 1 day event and 11 residential events. This has resulted in 81 interactions across nine Acceler8 members.



When asked the question, 'has Active8 helped you to develop your confidence over the past year?', 78% of the group said 'yes' and the remaining 22% said 'not sure'. Members then expanded saying:

*"I feel more confident doing new things"*

*"I am more confident to go out on my own"*

*"I've been more confident when talking to people"*

When we asked the group if they feel more independent, compared with a year ago, one of our members told us:

*"100%, cooking at home when I first started Active8 was difficult for me, and Active8 allowed me too increase my food prep skills. This has meant that (now we've had our kitchen re-done) I can now cook and do food prep with the skills I first learnt at Active8. Lindsey also helped me with meal planning when I was deciding weather to go to uni or not and this really helped me and I now plan some of my meals and I also feel this will help me to live independently in the future."*



Image above, left: Acceler8 members packing the bags after completing a supermarket food shop.

Image above, right: Acceler8 member making a cake.

## **Illumin8**



Image above shows: Illumin8 group at Crufts 2022.

## **Overview**

We completed year three of the five year project in January 2022.

Since the end of National Coronavirus restrictions, some of our members have been more cautious about the return to “normality” as they are clinically more vulnerable. Staff have been working with members to re-build their confidence in crowds and in social situations. Staff have considered the type and scale of event we attend over the past year, offering a variety of large and small-scale events, so that members can choose what they feel comfortable attending.

Staff have involved members with the decisions around what events we attend and used opinion polls, 1:1 conversations and our Young People’s Board to gather feedback. Our members have told staff that they no longer feel the need for online sessions (which were introduced in response to the Coronavirus Pandemic) and prefer meeting face-to-face.

Events include, but are not limited to:



- Virtual reality gaming
- Cinema trips
- Meals out
- Watching a sporting fixture
- A theatre trip
- A residential trip to Crufts Dog Show, Birmingham
- Accessible surfing
- Mentoring project training weekends

Active8 aim to empower our members to be independent and achieve their own life goals. To this end, in July 2022, we supported our Illumin8 members to attend a Motability event at Exeter's Westpoint Arena. This event provided information and advice to those in the group who are considering/in the process of securing an adapted vehicle, or learning to drive.

## Peer mentoring



Image above, left shows: Illumin8 mentors at the mentoring training session.

Image above, right shows: Acceler8 members and their Illumin8 mentors teambuilding while paddleboarding.

The peer mentoring training programme was completed in October and November 2021, having previously been delayed due to COVID-19. Eight members of Illumin8 spent two weekends together and successfully completed the accredited training and gained an AQA Level 3 qualification in Mentoring. The mentors were then partnered with Acceler8 members and have worked with the mentees via one-to-



one sessions, group events and zoom video calls. During the one-to-one sessions, both the mentors and mentees could get to know each other and discuss goals they would like to work towards, such as applying for a driving licence, applying for university and how to cook a meal for their family. During the project, the mentees have gained confidence when talking to their peers and to the mentors.

## **Evaluation and feedback**

Including the mentoring meetings, the Illumin8 project has provided 76 one-to-one catch ups, phone calls or video calls, between 1<sup>st</sup> August 2021 and 31<sup>st</sup> July 2022.

During the timeframe of this report, Active8 have provided 265 hours of engagement, across 23 day events and residential trips. This has resulted in 145 interactions across 30 Illumin8 members.

## Review of Risks

The charity trustees have considered the major risks to the charity and are satisfied that the systems and procedures in place manage those risks.

## Finances

### Overview

Active8 are committed to providing a reliable and consistent provision to its members. Therefore, we aim to have secured funding for each of the project cycles. The table below shows the funding situation at the end of the financial year 2021/22:

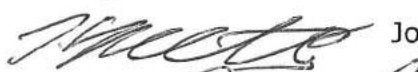
	Funding at 1 <sup>st</sup> August 2021	Funding at 31 <sup>st</sup> July 2022
<b>Restricted</b>		
Acceler8	£27,516	£32,296
Active8	£20,000	£10,000
Illumin8	£32,878	£346
	£80,394	£42,642
<b>Unrestricted</b>	£80,328	£97,927
<b>Total</b>	£160,722	£140,569

### Reserves

Active8 endeavours to secure sufficient funding to complete the current cycle of projects that it runs, allocating its unrestricted reserves to meet any temporary shortfall. The charity ensures that £46,000 is held in unrestricted reserve at all times. Any reserves held in excess of this minimum figure will be used to support the ongoing management of the charity and to support projects in future periods.



Julian Tyson (Chair of Trustees)



John Sweeting (Active8 CEO)



Paul Staniland (Treasurer)

**Independent Examiner's Report to the Trustees of Active8**

I report to the trustees on my examination of the accounts of the Active8 (the Trust) for the year ended 31 July 2022.

**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 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 can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.



**Darren Perry BA (Hons) ACA DChA**  
**Chartered Accountant**

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**Date:** 9 December 2022

**Francis Clark LLP**  
**Lowin House**  
**Tregolls Road**  
**TRURO**  
**TR1 2NA**



## Active8

### Receipts and payments account for the year ended 31 July 2022

	£	2022 £	£	2021 £
	Unrestricted	Restricted	Total	
<b>Receipts</b>				
<b>Voluntary sources</b>				
Grant from National Lottery Community Fund	-	63,873	63,873	74,148
Grant from Children in Need	-	34,112	34,112	25,068
Grants from other associations and trusts	13,965	33,700	47,665	15,508
Fundraising	3,620	-	3,620	54
Donations and Gift Aid	5,489	-	5,489	4,271
Other Income	2,426	-	2,426	4,467
	25,500	131,685	157,185	123,516
<b>Income from assets</b>				
Bank deposit interest	449	-	449	946
<b>Total receipts</b>	<b>25,949</b>	<b>131,685</b>	<b>157,634</b>	<b>124,462</b>
<b>Payments</b>				
<b>Direct charitable expenditure</b>				
Youth delivery work				
Activities	-	21,903	21,903	6,330
Mentoring	-	8,135	8,135	-
Accommodation	-	3,437	3,437	(440)
Equipment, food and transport	709	25,947	26,656	8,328
Staff wages & NI				
Manager	1,054	20,000	21,054	21,050
Fundraiser/Facilitator	-	-	-	1,915
Youth Workers	697	68,651	69,348	60,358
Staff expenses	632	4,498	5,130	2,727
Volunteers' expenses	23	180	203	-
IT	384	3,016	3,400	1,813
Communications	-	1,657	1,657	722
Recruitment costs	-	156	156	-
	3,499	157,580	161,079	102,803
<b>Other expenditure</b>				
Professional fees	1,321	-	1,321	1,424
Independent examination fee	1,230	-	1,230	1,200
Consultants	110	5,646	5,756	-
Publicity	1,010	436	1,446	-
Insurance	-	838	838	832
Office rent and utilities	248	3,444	3,692	3,456
Printing, postage and stationery	4	168	172	114
Training	576	1,280	1,856	850
General expenses	256	45	301	316
Bank charges	96	-	96	82
	4,851	11,857	16,708	8,274
<b>Total payments</b>	<b>8,350</b>	<b>169,437</b>	<b>177,787</b>	<b>111,077</b>
<b>(Deficit)/surplus for the year</b>	<b>17,599</b>	<b>(37,752)</b>	<b>(20,153)</b>	<b>13,385</b>
<b>Balances brought forward</b>	<b>80,328</b>	<b>80,394</b>	<b>160,722</b>	<b>147,337</b>
<b>Balances in hand at 31 July 2022</b>	<b>97,927</b>	<b>42,642</b>	<b>140,569</b>	<b>160,722</b>

## Active8

### Statement of assets and liabilities at 31 July 2022

	2022 £	2021 £
<b>Non monetary assets</b>		
Capital vehicle additions totalling £15,500 were purchased during the year with funds from the National Lottery Community fund.		
<b>Monetary assets</b>		
<b>Cash and bank balances</b>		
CAF bank	23,761	18,062
Charity bank	41,148	70,910
Shawbrook bank	70,000	70,000
Expense accounts	5,562	1,729
Cash in hand	98	21
	<u>140,569</u>	<u>160,722</u>

#### Liabilities

At the 31st July 2022, payments of £1,059 were outstanding for employee and employer pension contributions, together with an accrual for Independent Examination fees of £1,050+VAT in respect of the year.

#### Restricted fund balances (included above)

Children in Need	11,796	2,225
National Lottery Community Fund	346	32,878
Bruce Wake Trust	-	2,280
DM Thomas	-	4,105
Claire Milne Trust	5,000	10,000
E Goslin	-	5,000
John Casson Foundation	-	1,650
Learning Partnerships	-	256
ScrewFix Partnerships	-	2,000
Sported Foundation	500	-
Disability Cornwall	15,000	-
Liz Olive Fund	10,000	20,000
	<u>42,642</u>	<u>80,394</u>

The above statement of assets and liabilities and the attached receipts and payments account for the year ended 31 July 2022 are as approved by the Trustees



JULIAN TYSON  
On behalf of the Trustees

## Active8 Restricted Funds

	Total	Children in Need	DM Thomas	Claire Milne Trust	E Goslin	John Casson Foundation	Bruce Wake Trust	Learning Partnerships	ScrewFix Partnerships	Cornwall Council	Sported Foundation	Disability Cornwall	National Lottery Community Fund	Liz Olive Fund
Bfwd	80,394	2,225	4,105	10,000	5,000	1,650	2,280	256	2,000	-	-	-	32,878	20,000
Introduced in the year	131,685	34,112	-	-	-	-	-	-	-	8,000	700	15,000	63,873	10,000
Spent in the year	(169,437)	(24,541)	(4,105)	(5,000)	(5,000)	(1,650)	(2,280)	(256)	(2,000)	(8,000)	(200)	-	(96,405)	(20,000)
Cfwd	42,642	11,796	-	5,000	-	-	-	-	-	-	500	15,000	346	10,000

Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Illumin8	Active 8
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## Related Party Transactions

Owing to the nature of the charity's operations, and some members of the Board of Trustees being involved in the organisation's charitable activity, transactions may take place with organisations and individuals in which a member of the Board of Trustees may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the charity's financial regulations and normal procurement procedures.

### Income Related Party Transactions

During the year the charity received unrestricted donations from one trustee to the value of £3,140 (2021: £3,160)

### Expense Related Party Transactions

During the year the charity reimbursed expenses to one trustee to the total value of £26 (2021: £nil)



Active8  
Restricted Funds

Costs allocated to Funds based on a pro rata spend by cost type in the Project they were given to

Breakdown

	Total	Children In Need	DM Thomas	Claire Milne Trust	E Goslin	John Casson Foundation	Bruce Wake Trust	Learning Partnerships	ScrewFix Partnerships	Cornwall Council	Sported Foundation	Disability Cornwall	National Lottery Community Fund	Liz Olive Fund
Spent in the period	169,437	24,541	4,105	5,000	5,000	1,650	2,280	256	2,000	8,000	200	-	96,405	20,000
Youth Work Delivery														
Activities	21,903	3,743	626	763	763	252	348	39	305	1,220	31	0	13,815	-
Mentoring	8,135	0	0	0	0	0	0	0	0	0	0	0	8,135	-
Accommodation	3,437	1,591	255	324	324	107	148	17	130	518	13	0	-	-
Equipment, food and transport	25,947	3,360	562	684	684	226	312	35	274	1,095	27	0	18,687	-
Manager	20,000	0	0	0	0	0	0	0	0	0	0	0	-	20,000
Youth Workers	68,651	12,845	2,149	2,617	2,617	864	1,193	134	1,047	4,187	105	0	40,883	-
Staff expenses	4,498	754	126	154	154	51	70	8	61	246	6	0	2,868	-
Volunteers' expenses	180	36	6	7	7	2	3	0	3	12	0	0	103	-
IT	3,016	623	104	127	127	42	58	7	51	203	5	0	1,669	-
Communications	1,657	352	59	72	72	24	33	4	29	115	3	0	897	-
Recruitment costs	156	0	0	0	0	0	0	0	0	0	0	0	156	-
Consultants	5,645	0	0	0	0	0	0	0	0	0	0	0	5,645	-
Publicity	436	12	2	2	2	1	1	0	1	4	0	0	410	-
Insurance	838	194	32	40	40	13	18	2	16	63	2	0	419	-
Office rent and utilities	3,444	694	116	141	141	47	64	7	57	226	6	0	1,944	-
Printing, postage and stationery	168	0	0	0	0	0	0	0	0	0	0	0	168	-
Training	1,280	338	57	68	68	23	31	4	28	110	3	0	550	-
General expenses	45	0	0	0	0	0	0	0	0	0	0	0	45	-
Total	169,437	24,541	4,105	5,000	5,000	1,650	2,280	256	2,000	8,000	200	-	96,405	20,000
Total Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	Acceler8	