

Supporting emotionally and socially vulnerable children and young people



# 2017-18 Annual report

*To educate the public in, and to relieve the needs of, those with autistic spectrum conditions and behaviours associated with them in the Borough of Eastleigh, Hampshire.*



**LOTTERY FUNDED**



## Trustees' report

It is with great pleasure that I can report on an excellent year for *Friends of In Touch*.

In October, we marked the retirement of our long-standing Project Coordinator, Chris Parsons, who had led our groups since the project began in 2004. Chris supported hundreds of young people who have gone through *In Touch* over the years. Her dedication, enthusiasm and hard work benefited so many. This dedication to the continuing success of *In Touch* was especially true during the past few years since our charity was formed and she had retired from Hampshire County Council.

We were delighted to appoint Hayley Halford as Chris's successor and feel very fortunate to have the benefit of her experience. We continue to have proficient staff, supported by enthusiastic volunteers, who work hard throughout the year to ensure all the youngsters have a safe, secure, supported and enjoyable experience. Our thanks go to them all, without whom the groups would not function.

Our thanks, too, go to Helen Tongue, our autism consultant, for the helpful advice she has given us during the year and we are very pleased that Helen has agreed to become a trustee.

We continue to be grateful to the management of Y-Zone Youth Centre for the use of their excellent facilities.

The Trustees have spent time over the past year ensuring that we have all necessary administration and policies in place and up-to-date. We have also improved some of the essential background administrative tasks and paperwork to ensure the smooth running of our organisation.

We are now just over a year into our five years of BIG Lottery funding (although the BIG Lottery funding is dependent on us continuing to raise parental contributions through subscriptions). This has enabled us to become financially stable and any additional fundraising or donations can go towards additional activities.

The BIG Lottery has also agreed to award us some additional funding to enable us to progress with our proposed Young Adults group. We hope this new group will be up and running soon, once we have appointed facilitators and found a suitable venue to use as a base. There will be a transition period for those over 18 to move into the new Young Adult group. The ultimate aim is to permanently change the age-range of our Senior group (NGS) to 13 to 18 years – a more appropriate age-range for this group.

The 2017-18 Mayor of Eastleigh, Councillor Maureen Sollitt, kindly nominated our charity as one of her mayoral charities. We very much appreciate this and look forward to hearing the result of her fundraising on our behalf. We are grateful to others for their support, including a donation from Helen and Clive Tongue, and parent Marcia Cook ran the Southampton half-marathon to raise funds for us. We had a stall at Eastleigh's Christmas lights event and Chris Parsons ran a stall at Boyatt Wood Christmas Fair. We also received a grant from Eastleigh Borough Council.

I thank fellow trustees for their work and support over the period, in particular Pauline Partridge, our secretary, and Sarah and Simon Hammal who are standing down this year – we are indebted to them for the time they have given to our charity. Recently we were pleased to welcome Hui Min Tseng as a trustee and new treasurer. Thanks go to Rachel Carter for her five years' service as treasurer. We are also grateful to Cate Wilson who has volunteered her services to become a trustee.

We are a small team, so are currently seeking more trustees to add resilience to our charity's structure – despite being financially stable, having experienced staff and full groups, the charity cannot operate without trustees.

Our trustees support the work of the charity and oversee its operation, ensuring that our Project Coordinator and staff have the support they need to run our groups. Each work as part of a team with other trustees; whilst bringing their own ideas, perspectives and experiences to the committee. They contribute to the decision-making process of the committee and help set priorities for the budget. They also support and help plan fundraising events. Trustees make a commitment to regularly attend committee meetings on approximately 5 or 6 evenings annually.

If you think you can help in any way, however big or small, please let me know.

All our trustees, with your support, are determined to keep the charity running smoothly and efficiently, so we can enable our staff to give support to many more children, young people and young adults in the future.

David Carter MBE, Chair

### What parents have said:

- *"Attending the group has helped to boost his self-esteem because he was able to attend somewhere without me and be successful."*
- *"My child has benefited from being around and socialising with children who are similar to him."*
- *"This is the only activity that my child belongs to with other children and always looks forward to club, and always remembers which activities are going to be on offer."*
- *"Socialising with his peers will help him both at home and at school."*



## Project Coordinator's report

The project has had another fantastic year with over 40 children, young people and their families being supported through our Junior Youth Group (JYG), Senior Youth Group (NGS) and holiday groups. I have settled in and found my feet as the Junior youth group leader and then, since November, undertaken the same with coordinating the project. We sadly said goodbye to Chris, who I would like to thank again for all her hard work, time and the dedication she has given to *In Touch* over the years.

The Junior Youth Group has supported 16 children aged 9–13; 14 males and 2 females. We have had several new members join the group and our existing members are so kind and welcoming. The JYG have enjoyed a variety of activities including cooking, show and tell, art, board games, IT, gardening and group games. Activities aim to promote social skills, communication and inclusion. I have been running the group for a year now and believe we have created a relaxed and supportive atmosphere where group members can take part as much or as little as they like. The Junior Youth Group has been very well attended and for most of the year ran at capacity.

NGS has supported 24 young people aged 13–25; 10 females and 14 males. Again, new members have joined over the past year and each week around 15 young people attend. Activities have included a quiz, board games, pamper evenings, regular book club, movie night, sports hall, art and cooking activities. Outside activities have included a meal at the Clock Inn, bowling and trampolining at Flip Out. The group has a range of young people with varying needs, some of whom require more support at times.

New experiences have been brought in with visiting workshops at both JYG and NGS this year. In September, we had drumming workshops with Alex at Kaya Drumming. Despite some members being more hesitant or worried about the noise, the sessions were very well received, enjoyable and a fantastic way for members to collaborate and work together in a different way. In February, Community Artist, Kati Palmer, ran sensory art workshops for the groups which were very messy and lots of fun.

Holiday groups have run in the summer holidays 2017 and at Easter 2018. The JYG are joined by children and their families who cannot make our regular after-school group. In the summer the JYG enjoyed a day at Cricket Camp with archery, caving, bouldering and tomahawk throwing. We also had a day at Avon Tyrell with swimming, pond dipping and animal tracking, and a family picnic at Itchen Valley Country Park which included some fantastic den building! Three sessions also took place at Y-Zone which were well attended. During Easter 2018, the JYG had a forest school/outdoor learning session at Itchen Valley Country Park run by the Muddy Puddle Club, which was very successful and we hope to do again this summer. NGS also ran several sessions over the summer holidays for our young people and had a BBQ at Cricket Camp.

Over the summer 2017, data was collected from group members and their parents to evaluate the project. Responses from all have been positive and reflected the work that we do to develop confidence, self-esteem, social skills, promote friendship and the support we offer to our members and that they give to each other. Responses from many of our 18+ members have requested a young adult group, which has also been identified through the review undertaken by One Community. We have exciting times ahead this coming year, with funding secured for an 18-30's group in the local area. This will allow for staff to support members to run their own adult group for 3 years with the view to the group self-running longer term. Our hope is to start in the autumn term and to allow for a transition group for the older members of NGS. Other future plans for the coming year include the running of a social skills course for the South Hampshire Branch of the National Autistic Society.

We have been incredibly lucky this year with the support we have received through fundraising. I cannot thank you all enough for your time and ongoing support of the project.

My thanks go to all the staff who do such an amazing job supporting our members and running the groups. Lisa and Elaine lead NGS with support from Kevin and Daryl whilst the JYG is led by myself with support from Carol, Kevin and Abbie. Resh worked with JYG during the autumn and will continue to join us for sessions in the holidays. Having Kevin in both groups has helped with transition and allowed for continuity. Carol works on our admin and aids the smooth running of both groups through her great organisation. We have regular volunteers at NGS who are ex group members; thank you to Andrew, Henry and Amy for your time and help. Thanks too to Leo who volunteered at JYG until leaving for university in September – good luck Leo. We continue to be supported by students from University of Winchester on their placements and have had Gina with NGS during the autumn and Lucy with JYG since September.

Finally, thank you to all the committee and trustees for all the hard work that goes on behind the scenes and the support you have given both the project and myself this year.

Hayley Halford, Project Coordinator





## Friends of in touch (Registered charity number 1153013)

### Trustees:

David Carter (*Chair*)

Rachel Carter (*Treasurer to February 2018*)

Pauline Partridge (*Secretary*)

Hui Min Tseng (*Treasurer from February 2018*)

Clive Green

Sarah Hammal

Simon Hammal

The Trustees would like to express their sincere thanks to:

### Co-opted committee members:

Chris Parsons (*to October 2017*)

Amy Griffiths

Hayley Halford (*from October 2017*)

Helen Tongue (*Independent Autism Consultant*)

### Staff:

Chris Parsons (*to October 2017*)

Lisa Bundy

Reshma Trodd (*to January 2018*)

Hayley Halford

Daryl Mallows

Abbie Hardy (*from February 2018*)

Carol West

Kevin Ranmaya

Zoe Mayward (*staff cover*)

Elaine Mayward

### Volunteers:

Henry Watts

Leo Tongue

Georgina Young

Andrew Fitzgerald

Amy Griffiths

Lucy Ratcliffe

and not forgetting Chef!

### Venue provider:

Y-Zone Youth Centre, Fair Oak



### What children and young people have said:

"At the moment In Touch is the only time I get socialisation and see my friends."

"Coming to In Touch is helpful to me when there is stress at home because I get away from it and have fun and not worry about the stress at home."

"It's a really lovely coming here, I like to play pool and build LEGO models."

"The group is important to me as I don't do any other social things. It is somewhere to come and spend the evening instead of hanging around at home."

"Being at In Touch is one of the most happiest times of my life."

"It means a lot to me and is nice to be here with everyone. Everyone is so friendly. Helped boost my communication skills and it is nice to meet people with the same kind of problems."

"It helped to change me, I used to be quiet, now I am more talkative."

"It's awesome!"

"I think if I hadn't come to the group I would not be as confident as I am. Although I still have a way to go, coming to the group has helped me massively in being a useful member of society. Instead of just going to school and staying in my room I interact with people."

"In general it has made me a happier person."

"The group has helped me to communicate with people. I know now how to approach people and what to say. It helps all sorts of people learn how to communicate with other people in the group who have all sorts of different needs."

"I have been coming for 4 or 5 years now. There have been good experiences especially the residential. I tried new challenges I'd never done before and have got some friendships."



## Income and Expenditure 2017–18 (1st April 2017–31st March 2018)



### Income

Lottery Grant	£18,032.96	
Building Capabilities - Lottery Restricted fund	£544.79	
EBC Grant	£400.00	
Parental Contributions	£3,721.05	
Fundraising	£579.01	
Donations	£2,152.50	
Misc	£527.31	
<b>Income to 31/03/18</b>		<b>£25,957.62</b>

### Expenditure

Staff Costs	£15,018.72	
Building Capabilities - Lottery Restricted fund	£1,291.17	
Activity Days	£2,019.10	
Admin/Materials	£2,061.43	
Volunteer expenditure	£61.25	
Petty cash	£45.39	
Misc	£636.49	
Room Hire	£2,160.00	
Insurance	£305.42	
Group Refreshments	£345.24	
In Touch Celebration	£388.51	
Group Materials	£115.49	
<b>Expenditure to 31/03/18</b>		<b>£24,448.21</b>

**Net Profit/Loss for the Year** **£1,509.41**

Closing bank reconciliation for the year ended 31st March 2018

**Bank balance B/Fwd 31st March 2017** **£21,296.23**

Total Expenditure £24,448.21

Total Income £25,957.62

**Closing balance C/Fwd** **£22,805.64**

**Actual bank statement balance** **£22,786.09**

Outstanding cheques to be cashed

£24.45

Uncleared cheques/cash paid in

£44.00

Total reconciled **-£19.55**

**Reconciled balance at 31st March 2017**

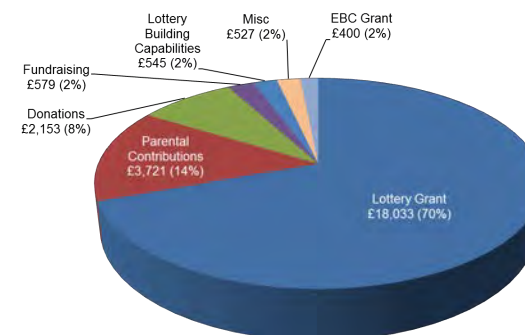
**£22,805.64** All unrestricted & restricted funds

**£7,108.83** Restricted funds

**£15,696.81** Unrestricted funds

### Summary of accounts

#### Income



#### Expenditure

