



The Studio (ADHD) Centre

Registered Charity No. 1089906

www.studioadhdcentre.org.uk

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENT 2012–2013



www.studioadhdcentre.org.uk

Become the Best you Can

Registered Office: The Studio ADHD Centre, 184 The Street, Capel, Surrey RH5 5EN.
Tel: 01306 712300. E-mail: adhd@studioadhdcentre.org.uk

Auditors: Ellis Atkins Chartered Accountants, 330 High Street, Dorking, Surrey, RH4 2TU

Bankers: CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Registrations: Company Ltd by Guarantee 8381291
Charity Registration no. 1151771
Charity Registration no. 1089906 (until 24/04/13)

Patrons: Dr Geoff Kewley - Consultant Paediatrician and Physician
David Kirby, Queen Award for Entrepreneurship 2011 – University of Surrey

Trustees:

Jane Chilvers	- Chair
Angela Whittingham	- Secretary
Angela Kelly	- Parent and SEN Advisor
Caroline Williams	- ADHD Coach
David Williams	- Trustee
Tracy Rudland	- Vice Chair

Chief Executive: Nancy Williams – nwilliams@studioadhdcentre.org.uk

Charity Administrator: Sarah Allott – sallott@studioadhdcentre.org.uk

Volunteers: We have a small team of experienced volunteers who support our activities, events, fundraising and website, together with three young representatives.

The Studio ADHD Centre was established in 2001 as an Unincorporated Charity – Registration Number 1089906. It was regulated by a written constitution and governed by a board of Trustees.

This Trustees Report and Financial Statement has been produced to the end of May 2013 to bring in line with the date that the Charity became a Charity Ltd by Guarantee, registered with Companies House on the 30th January 2013, and re-registered with the Charity Commission on the 25th April 2013.

The Studio ADHD Centre is a unique Charity founded by the Director and Senior Therapist, Nancy Williams, to provide a specialist resource for children and adolescents with Attention Deficit Hyperactivity Disorder (ADHD), Aspergers Syndrome and other complex behavioural needs. The Studio Centre provides a beacon of hope for families living with these conditions and is the only Centre of its kind in Surrey, and the South East of the UK.

Attention Deficit Hyperactivity Disorder (ADHD) is a neurological developmental disorder affecting about 5%-7% of the population. It typically presents itself during childhood, and is characterised by a persistent pattern of inattention and hyperactivity, as well as poor impulse control, distractibility and lack of organisational skills.

ADHD is acknowledged to be a persistent and chronic condition for which no medical cure is available, although stimulant medication can be prescribed successfully. The scientific consensus in the field, and the consensus of the National Health Institutes of the world, is that ADHD is a disorder which impairs functioning, and that many adverse life outcomes are associated with ADHD.

There are also significant links to Aspergers Syndrome and many young people have these traits in co-existence with their ADHD difficulties. We prefer to describe both conditions as a 'difference' and focus on and develop their positive attributes.

Our mission statement is “to promote a society that celebrates the diversity of people with special needs, enabling them to be recognised and appreciated for their special qualities.”

Our Vision

Now in our twelfth year, The Studio Centre has become increasingly recognised for its expertise and acknowledged as a provider in the field of ADHD. Our vision is to consolidate the service into a model that can be replicated across the UK in the future.

Our Core Aims

To provide a service for children, adolescents and their families that is complementary to the clinical diagnosis of Attention Deficit/Hyperactivity Disorder (ADD/ADHD) and related conditions on the autistic spectrum.

To promote the awareness and acceptance of Attention Deficit Hyperactivity Disorder, Asperger's Syndrome and related conditions in a positive and non-judgemental way and to educate the wider community through training and presentations.

To provide therapeutic solutions and support, to enable families and young people to learn skills and strategies to manage the condition of ADD/ADHD successfully into adulthood. Therapists and staff are trained in Cognitive Behaviour Therapy (CBT), Neuro-Linguistic Programming (NLP) and the Human Givens approach.

To deliver specialist therapeutic and educational programmes which incorporate self-development and encourages physical, emotional and spiritual wellbeing for children, adolescents and their families.

To work collaboratively with other statutory, voluntary, faith and corporate organisations to address disadvantage, social exclusion and improve the life chances of our beneficiaries in the wider community for the public benefit.

Strategic Partnerships

We owe the continued success of our organisation to our long term relationships with the following strategic partnerships who providing funding, training, venues for activities, guidance and support which enables us to deliver a professional service.

- Surrey Clubs for Young People



- Surrey Community Action



- Surrey Youth Development Service



- Duke of Edinburgh Award Scheme



- Woking Association for Voluntary Services



- Surrey Youth Focus



- Social, Emotional and Behavioural Difficulties Association (SEBDA)



- National Council for Voluntary Organisations



How We Deliver Public Benefit

Local authorities have a Duty of Best Value to commission services that maximise the economical, environmental and social value when reviewing service provision. The proven services and outcomes of The Studio ADHD Centre meet the requirements of preventative and proactive support for families in Surrey, who have children with complex needs.

Whilst the current recession means youth work, education and mental health budgets are experiencing substantial reductions, our work demonstrates value for money in direct services per pound donated.

Our Activity Programme continues to demonstrate the impact of providing opportunities in leisure, sport and the community, for young people to improve their life skills, aspirations and confidence. This equips them to make a better contribution to society as they move into adulthood.

Providing parents and young people with preventative guidance, advocacy, interventions and ongoing support is cost effective in terms of reducing the need for multi-agency involvement.

The Need For The Services of The Studio ADHD Centre

If left untreated, ADHD can have a negative impact on all areas of childhood and adolescence, regardless of parenting and social class. Statistics show that lack of awareness and treatment can have long term consequences, as it is now recognised that ADHD traits persist into adulthood. For example research shows that:

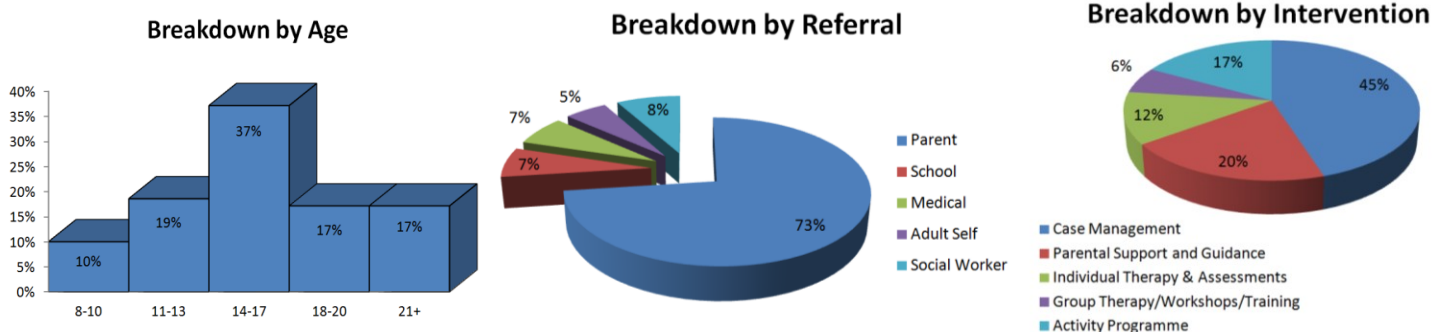
- 40% of boys with (untreated) ADHD are arrested by the time they are 16.
- 52% of young people with (untreated) ADHD will have drug or alcohol problems.
- 30% of young people with (untreated) ADHD will never finish school.
- 75% of adults with (untreated) ADHD have long-term relationship and employment difficulties.
- 60% of persistent young offenders in our prisons have ADHD or learning disorders that have never been diagnosed as anything other than deviant or personality disorders.

The "Proposals for The Surrey Alliance Joint Actions 2010-14" report estimates alarmingly high numbers of young people with special and complex needs:-

- **5,238** Children with statements of Special Educational Needs
- **3,928** Children and young people with Learning Disabilities/ASD
- **500** Children with Child Protection plans
- **2,079** with less common disorders of Mental Health
- **8,477** Children with Conduct Disorder
- **5,878** Children with Emotional Disorder
- **2,239** with Hyperactivity Disorder
- **3,440** Young people who use drugs frequently

There were 5,160 temporary exclusions in Surrey across State-funded and special schools as well as 40 permanent exclusions in 2011/12. In 2012, 1,170 young people (16-18) in Surrey were estimated to be NEET - not in education, training or employment. *(Department for Education 2013)*

Statistical Data from our Records This Year



A key benefit of The Studio is the long term and consistent service offered to parents who need guidance, through what is often a minefield of bureaucracy within the Health, Education and Youth Justice services. Many families accessing our Charity have normally tried all possible routes to help their child, and most contact us in desperation when school exclusion or family breakdown is imminent.

During this year, referrals from parents have yet again increased, with higher numbers of younger children requiring our services. Crisis response is crucial, as early intervention helps prevent risk of exclusion, non-attendance at school and family breakdown, with the associated emotional and mental health problems and multi-agency involvements. However, this has resulted in a significant increase in the need for advice and guidance, case management and administration.

The NICE (National Institute of Clinical Excellence) guidelines set out a whole range of services that should be provided for children and young people who are diagnosed with ADD/ADHD. Few local authorities have these services in place and specialist resources are rare. The Studio Centre offers many of the services recommended in the March 2013 NICE Report.

Chairlady's Report



I am proud to have been Chairlady for the past five years of such a unique charity that promotes the positive aspects of ADHD and related conditions, reduces the stigma and misunderstanding that still remains and impacts on the lives of both young people and their families.

As we moved into our 12th year, the Board of Trustees acknowledged that significant strategic changes were needed to upgrade our governance and management procedures. This will bring us in line with the Government's intention that voluntary organisations take on a greater role in the delivery of services in youth work, education and family support.

At the AGM on the 6th November 2012, it was unanimously agreed that The Studio ADHD Centre would adopt a dual status, remaining as a Charity but becoming a Company Limited by Guarantee. This reduces the personal risk to Trustees and will also attract Trustees with additional strategic, business and financial experience, to support our future development and sustainability.

The Studio ADHD Centre was incorporated at Companies House on the 30th January 2013, company No. 8381291. Following this formality, The Studio was then re-registered with the Charity Commission on the 25th April 2013, No. 1151771. Due to the demands of other local commitments and family responsibilities, I am stepping down at this year's AGM. However, I am confident that these strategic management decisions will lead to the future consolidation and progress of the charity, and I welcome the new board members who are joining us.

I wish to thank everyone involved with The Studio for all their hard work and energy this past year, which has enabled us to continue to deliver our essential services. We sincerely appreciate the support of our volunteers who help with transport, marketing, fundraising and activities. Special thanks to Mike who has developed our website and Josh for his graphics and posters, which have raised our profile for fundraising. I am also delighted to see that some of our young members are representing us at charity events and as young mentors on our programmes.

Notable successes I would like to mention this year have been the Mothers' Respite Weekend at Dunford House in March, which offered a supportive retreat to some of our mothers, who are frequently exhausted by the responsibilities of caring for children with challenging needs. Our grateful thanks go to Helen Perry and the Trustees of the Lakehouse Foundation who generously supported the pilot scheme, which has now been funded for a second year by the Big Lottery Awards for All Grant.

Secondly, the growing development of our Reflections Angling Project has attracted funding from both Local Authority and Corporate grants. This project has encouraged many young people, siblings and parents, to experience the benefits of fishing as a means of dealing with life's difficulties, whilst at the same time enjoying positive family and leisure experiences. I am also very pleased to see The Studio's involvement with the conservation work at Capel's 'Secret Lake' as an environmental project.

Finally I would like to acknowledge the generosity of our funders, both large and small, who support our aims of bringing out the best in young people through our therapeutic programmes.

During the time I have been Chairlady, it has been a pleasure to represent the valued work of The Studio in our local area. We are now supported by The John Ede Trust, the local Men's Group and are beneficiaries of this year's Annual Music Festival. I am also delighted that we were recognised as worthy of support as Dorking Sainsbury's Charity of the Year and have now been adopted as The Captains Charity at Gatton Manor Golf Club.

Jane Chilvers – Chairlady

Benefits of The Studio Centre's Activity Programme

Our Activity Programme is especially structured to meet the needs of young people with ADD/ADHD and those on the Autistic Spectrum, who are frequently excluded from school clubs, sports teams and trips, due to their impulsive and inappropriate behaviour. Our activities help to develop physical and emotional confidence, together with leadership, planning, team work, self-discipline, respect for authority and other important life skills.

Grants from Sported, Short Breaks, Sports Relief and The Henry Smith Charity have enabled us to offer a wide range of events at outdoor centres across Surrey to approximately 80+ young people this year. We use venues with qualified instructors such as High Ashurst, Sayers Croft, Thames Young Mariners and Camelot Events, amongst others, whilst Studio staff and volunteers provide the personal and therapeutic expertise to ensure successful outcomes.



Debbie and Helen achieved highest grades on the ADHD training course. (*Adult volunteers*)

Alison and Dave have now qualified as Angling Champions. (*Adult volunteers*)

Alison, Dave and Brian passed their level 1 angling instructors course. (*Adult volunteers*)

Debbie, Brian and Mark passed their level 1 youth work course. (*Adult volunteers*)

Young people are divided into Juniors 8-12 years and Seniors 13-18 years. This allows for peer support and activities to be provided at an age appropriate level. We encourage young people to explore a range of experiences and contribute to the community in a positive manner through volunteering and work experience. This has resulted in many successes, with young people going on to train as outdoor instructors, activity workers, football coaches and Youth Forum representatives

Ronnie has been accepted for an engineering college course.

Joshua gained his lifeguard qualifications and is now employed.

James has been accepted for an agricultural college course.

Alex passed with distinction at music college – now employed.

Jordan gained high grades and has been accepted for a new school sixth form.

Josh gained 15 distinctions on his two-year IT diploma and is now employed.

The Reflections Angling Project

Angling is recognised as a growing sport evidenced by the Angling Development Board, to whom we are affiliated and have contributed case studies as part of the National Research. There are many fisheries in the South East but a lack of specialist projects that engage young people with special needs.

The Studio has promoted fishing since 2006 and we now have our own well established Reflections Angling Project based at Henfold Lakes, Surrey. The project is run by qualified youth workers who provide all equipment and deliver individual sessions. They also run beginners' instruction days for small groups, where parents and siblings can join in to learn the benefits of angling, as a relaxing individual or family sport.

This year over 42 children, adolescents and siblings have participated in angling days, together with educational and environmental studies as part of the learning provision of the Angling Project.

We are very grateful for the support of the National Angling Development Board, Plumpton College and funding from Toyota Community Awards, Santander, Surrey Short Breaks and Surrey Small Grants, who contribute to equipment and running costs of the project.

Parent Testimonials and Impact of our Activity Programme

"Robert had a great day yesterday at Sayers Croft. Thank you for organising for him to go. It's really good for him to go on these events as it really helps with his confidence and friendship building as well as great exercise and experience!"

Robert's Mum



"Each time James attends an activity/therapy session or event at The Studio he is visibly 'lifted'. By mixing with other young people with similar needs and engaging positively and successfully in a range of activities he builds his confidence and resilience. He is also more willing to take part in activities outside of The Studio that he would previously avoid."

James' Mum



"Sam spent the whole day achieving in all areas. He was well behaved and didn't need correcting. He socialised well and had no negative interactions, he enjoyed the climbing challenge and helped encourage others. For him to spend four or five hours of a totally positive experience is so rare outside of The Studio."

Sam's Mum

"Daniel had a great time fishing and this has opened up more socialising skills that benefit him every day. Finding The Studio and getting your help and support has really been helpful as before I felt like I had come to the end of the road! Our relationship has improved greatly and although I know we have a long way to go, your support helps me learn to cope and be more patient with him!"

Daniel's Mum

"I love the fishing project as it's peaceful and everyone is friendly to me."

Ben aged 12

"Since supported by The Studio, Josh's confidence has continued to grow, he has taken subject lessons, completed skills, service and physical aspects of the D of E, secured work experience and is employed part time. The opportunities at The Studio have given Joshua a purpose in life. He has ambition and confidence now and is looking forward to a bright future. Thank you."

Josh's Mum

Financial Review 2013

For auditing purposes following the dual registration, all assets and liabilities of the Charity were transferred to the Company Limited by Guarantee on 1st June 2013. Therefore, the accounts cover the period from 1st April 2012 to 31st May 2013. These will be the final accounts of the original Charity No. 1089906. (Financial compliance records are still available on the Charity Commission's website.)

The accounts of the Charity Limited by Guarantee No. 1151771 will cover the period 1st June 2013 to 31st March 2014 and will be annually to 31st March thereafter.

The Studio has three accounts with Charities Aid Foundation (CAF) Bank – Cash, Gold and Angling Project.

Reserves Policy

The Charity's Policy is to build reserves to a level of three months average expenditure, plus funds which may be ear marked for specific projects in the future. No payments were made to Trustees or any person connected during this financial period.

Our strengths are the stability of a long term lease on The Studio building and relatively low overheads in terms of rent and maintenance. We also have a robust and well established IT system, which allows us to continue support, monitor and manage large numbers of clients.

Treasurer's Role

Simon Morley, our Honorary Treasurer, stepped down in April 2012. Unfortunately, we have been unable to recruit a new Treasurer with appropriate charity accounting experience, during the past financial year. Fortunately, we have robust systems in place that have enabled the finances of the Charity to be administered appropriately. Any queries have been addressed by our Auditors, Ellis Atkins Chartered Accountants.

The Trustees have now decided to use the consultancy services of a Finance Manager who works with another voluntary organisation we are in partnership with. We therefore welcome Judith Astles to our team as part time Finance Manager, to oversee our financial procedures. This will ensure compliance of the Board to maintain a system of control that eliminates financial risk and manages the reserves and budget requirements, appropriate to the size and nature of the Charity.

Our appreciation extends to everyone who has provided grants, donated funds, given time and sponsored events, that have enabled us to deliver such a wide range of services:

- Baily Thomas Charitable Fund
- BBC Children in Need
- Capel Men's Group
- Eagle Radio
- Edward Lewis Foundation
- Hale Trust
- Henry Smith Charity
- James Roll Trust
- John Ede Trust
- The Lake House Charitable Trust
- Learning Assessment Centre
- Lloyds TSB
- Maria Marina Foundation
- Masons Fund
- Reed Elsevier
- St Clements System
- Sir James Roll Trust
- Sported
- Surrey Community Foundation/ Comic Relief
- Surrey County Council Small Grants
- Surrey Short Breaks for Disabled Children
- Surrey Youth Development Service
- Sutton and East Surrey Water Co
- The Foundation for Social Improvement (FSI)
- Waitrose - Green Token Appeal
- Wates Foundation
- and many generous individuals donors

Dorking Sainsbury's Charity of the Year for and Gatton Manor Golf Club Captains Charity.

Financial Report for the Year Ended 31st May 2013

The Studio

Registered Charity No:- 1089906

Year ended 31st May 2013

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts				
Grants	-	57,370	57,370	38,767
Donations	23,785	-	23,785	14,990
Fundraising	5,371	-	5,371	8,304
Charitable activities	11,938	-	11,938	10,689
Other (inc deposit interest)	-	-	-	58
Gift aid	1,527	122	1,649	-
	-	-	-	-
	-	-	-	-
Total receipts	42,621	57,492	100,113	72,808
A3 Payments				
Net salaries - services delivery staff	1,860	23,515	25,375	25,429
Mentoring	-	-	-	651
Activities	180	9,520	9,700	3,449
Travel	326	217	543	596
Office staff	5,890	9,997	15,887	12,331
Other staff	3,498	722	4,220	-
PAYE	3,868	9,720	13,588	7,501
Affiliations	409	-	409	300
Fundraising	775	-	775	4,211
Volunteers/helpers	87	295	382	607
Training	598	749	1,347	401
Insurance	470	-	470	465
Payroll services	181	-	181	206
Accountancy	-	-	-	490
Rent	4,343	2,357	6,700	4,050
Telephone and internet	2,553	638	3,191	2,786
Stationery print, post, sundry	1,300	716	2,016	3,605
Professional services	1,560	-	1,560	-
Sundry	589	380	969	-
	-	-	-	-
Sub total	28,487	58,826	87,313	67,078
A4 Asset and investment purchases, (see table)				
Purchase of equipment	1,249	2,501	3,750	1,070
Total payments	29,736	61,327	91,063	68,148
Net of receipts/(payments)	12,885	(3,835)	9,050	4,660
A5 Transfers between funds	(10,191)	10,191	-	-
A6 Cash funds last year end	2,455	14,596	17,051	12,391
Cash funds this year end	5,149	20,952	26,101	17,051

Statement of Assets & Liabilities at 31st May 2013

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	Bank accounts	5,149	20,952	-
		-	-	-
		-	-	-
	Total cash funds	5,149	20,952	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Presentation equipment	Unrestricted	-	-
	Computer equipment	Unrestricted	-	100
	Fishing equipment	Restricted	-	1,000
	Gazebo	Unrestricted	480	-
	Printer	Unrestricted	266	-
	Fishing equipment	Restricted	151	-
	Angling project vehicle	Restricted	2,350	-
	Computer equipment	Unrestricted	503	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	PAYE/NIC	Unrestricted	1,836	
	Independent examiners fees	Unrestricted	930	
			-	
			-	
			-	

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

Helen Ferguson

29/11/13

Angela Kelly

29/11/13

Nancy Williams

29/11/13

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Charity Registration No. 1089906



Matthew's Mentoring Skills



Group Challenges



Charlie's Dragonfly Gate

Become the Best you Can