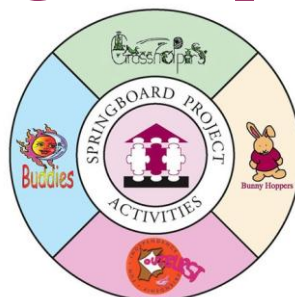


The Springboard Project Annual Report 2008 – 2009



**The Queen's Award for
Voluntary Service 2008**

www.springboardproject.com



WELCOME TO SPRINGBOARD



“Where Fun is Compulsory”

OUR MISSION

Springboard Project is a community based charitable Children's Centre providing safe, inclusive recreational and leisure opportunities for children and young people with disabilities and play facilities for families with young children irrespective of ability or status with parenting support and information services

PATRON

Colin Field

BOARD OF TRUSTEES & ADVISORS

Cherryl Donovan	Chairman
Deryck Wright	Treasurer
Stewart Grant	Trustee
Oscar Holmes	Trustee
Elaine Jackson	Trustee
Alan Train	Trustee
Annabel Forbes	Advisor – MENCAP
Louise Williamson	Advisor – VSLDO West Sussex CC

PROJECT MANAGER

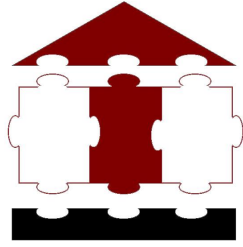
Nigel Scott-Dickeson

CENTRE STAFF

Jacqui Merridew	Project Co-ordinator
Morag Cameron	Play Co-ordinator
Helen van Yperen	Financial Co-ordinator
Loraine Bird Maureen Butcher Ann Grant Christine Huckstepp Cathy Powling Linda Southward	Project Assistants
Loraine Bird Charlotte Neller Cathy Powling Kirsty Webb	Project Housekeepers

ACTIVITIES STAFF

Helen Crooks Katie Hallums	Activities Managers
Scott Bacon Jamie Bragan Emily Taylor	Leisure Development Co-ordinators
Brenda Leeds	Early Years Co-ordinator
Katherine Guest	Activities Leader
Sharon Taylor	Activities Support
Naomi Azopardi Holly Batchelor Dan Callaghan Caroline Ferran Laura Murray Charlotte Tebbs Michaela Titherley Hannah Wachnianin Lisa Willsher Luke Woodjetts	Team Leaders



The Springboard Project Ethos

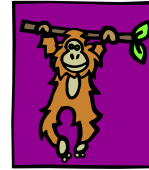
- ★ Enable children to challenge their ability through play and recreational opportunities in a safe and stimulating environment.
- ★ Provide a welcoming environment for children and young people - whatever their ability or aptitude - with appropriate knowledge, skill, competence, initiative and sensitivity.
- ★ Create an atmosphere where self-expression, co-operation, learning and sharing are encouraged, nurtured and supported.
- ★ Establish a supportive environment and proactively encourage children and their families within Springboard Project's membership to have a voice in the planning and development of our services.
- ★ Positively include all children to the best of our ability and not set geographical limitations – inclusive play and leisure opportunities for children and youngsters are limited and those with a disability often have no local resources.
- ★ Treat each other with respect and consideration.
- ★ Take a transparent approach in all our organisation's dealings.
- ★ Accept responsibility for our own actions.
- ★ Be proactive in offering appropriate help, assistance or guidance.
- ★ Conduct all our affairs with an appreciation of individual differences.
- ★ Respect everybody's right to privacy and confidentiality.
- ★ Evaluate what we do and continually aspire to improve.

SPRINGBOARD PROJECT MEMBERSHIPS

SPRINGBOARD PROJECT has now been established for 20 years, having been formed from the nucleus of the "Grasshoppers" group. Our wide range of groups and clubs enable children and youngsters of all abilities to enjoy safe, accessible play and recreational opportunities within and outside the Centre.

CHEEKY MONKEYS

the family members' group who can access our Centre between 10 am and 5 pm Monday to Friday



BUNNY HOPPERS

a group for under 5's with disabilities and their families providing on-site activity sessions

GRASSHOPPERS

offers holiday activities and a Saturday Club for children aged 5 to 12 who have disabilities



OUTBURST

enables teenagers (12-18) with disabilities to move on from Grasshoppers and enjoy a range of outings and recreational activities more suited to their age group



BUDDIES

Our volunteer mentoring scheme for disabled teenagers facilitating leisure opportunities in Crawley, Horsham, Mid Sussex and the London Borough of Sutton



PARENT PLUS

a volunteer mentoring scheme, which supports parents of newly diagnosed disabled children in West Sussex



STEP-BY-STEP

our Dance Group that gives youngsters who need additional support a club setting to enjoy regular dance and music sessions



TWINS & MoM's CLUB

provides a regular meeting place, support and activities for parents of twins and multiple birth children

TOY LIBRARY

with toys and play equipment for children up to age 8



SPRINGBOARD HOUSE

SPRINGBOARD HOUSE dates back to the Victorian era and has been modernised to meet the needs of the families and children who use our facilities extensively. Recent improvements continue to be carried out in the Centre, with the Jubilee Leisure Garden maze area now complete following the addition of the Jungle Walk.



The Adventure Room
A fully fitted soft-play area with large ball pool, trampoline, musical hopscotch pad - a great place for children to exercise

Pudsey's Playroom
Based on the 1st Floor of our Centre offering daily programmes of arts, crafts and other creative play sessions for all children to enjoy whatever their ability or aptitude



Two Lounge Areas
The Toy Library room has now been converted into an additional lounge area providing two indoor spaces for children to enjoy time playing with friends and family

The Sensory Room
Features a glowing ball pool, bubble tubes, optic fibres, a hammock, soft music and sensory equipment to relax especially for children and youngsters who have sensory disabilities



The Kitchen
An area for children to have snacks and light refreshments with a fridge, cooker and microwave - a favourite place for "Saturday Club" children to enjoy cookery sessions

The Jubilee Leisure Garden
Our large outdoor play area includes picnic benches, swings, slides, play house, soft fall area with sandpit, safe surface centre circle, play train and a new maze area.



THE QUEEN'S AWARD FOR VOLUNTARY SERVICE



The Springboard Project achieved the Queen's Award for Voluntary Service in 2008, which recognises outstanding contributions made to local communities by groups voluntarily devoting their time for the benefit of others. On Friday 22nd August, Mr Hugh Wyatt - The Lord Lieutenant of West Sussex - presented the Award at Springboard House accompanied by Deputy Lieutenants Roger Reed and John Barclay. We also received invitations to one of the Queen's Garden Parties at Buckingham Place on Tuesday 8th July. Here are some photographic memories.



THE QUEEN'S AWARD FOR VOLUNTARY SERVICE



The Lord Chamberlain is
commanded by Her Majesty to invite

Mr. Nigel Scott-Dickson

to a Garden Party
at Buckingham Palace
on Tuesday, 8th July 2008 from 4 to 6 pm



CHAIRMAN'S REPORT

This has been a challenging year of balancing consolidation with expansion at Springboard Project and the Trustees are grateful to all families, staff and volunteers for their continued support and dedication to our Charity. Trustees are, of course, also volunteers and we have been pleased to welcome Oscar Holmes, Deryck Wright – our new Treasurer – and most recently Bill Wilkinson to the Board. All our volunteers, who were quite rightly recognised with the Queen's Award last year, bring special talents to our Charity and our new Trustees are no exception.

As the Project continues to grow, there have been staff changes. We have lost Maria and Laura and, temporarily, Katie who is on maternity leave following the birth of her son Max. Congratulations to Katie and family. In her place we have been fortunate to have Helen Crooks as Activities Manager for a short while on a part-time basis. Helen has worked hard in this role so thank you to her. Jamie is doing a grand job having been appointed in the last few months as a Learning Development Co-ordinator (LDC). Two other recent appointments are Vickie and Sue who will be taking up their posts in the new LDC roles we have created for the Grasshopper groups. We have also welcomed Brenda who is working with our Early Years disabled children and their parents and Sharon Taylor who is providing essential administrative support for the Activities Team.

I would particularly like to thank the Centre Staff who keep the Project going behind the scenes. It is not an easy job, but without them we would not be able to achieve the high standards we aspire to.

One of our aspirations is to provide a stimulating, safe and clean environment for the children. Those of you who visit Springboard House will have noticed that painting and decorating continues with the Buggy Park being the latest area to have a make-over. Outside in the Jubilee Leisure Garden, the Maze Area is now complete with the addition of the new Jungle Walk although you have to be very tiny to get lost in it yet!

Our new off-site facility at St. Mary's School Horsham is being used by our Activities groups and has provided a much needed stable base. The Trustees are grateful to the Staff and Governors at St. Mary's for making us so welcome and for their very practical support. Springboard Project Activities are now based in Horsham, Crawley and Mid Sussex and we will soon be adding Sutton to this list. A growing community obviously needs funding and our thanks go to all our funders and supporters who give both time and money to ensure the children have the best possible time.

This year marks the 20th Anniversary of our Grasshoppers group. Two of the founder members - Ann and Loraine - are still involved with us after all those years, now as Project Assistants and I wish to thank them. They are indeed special people.

I would especially like to take this opportunity of thanking Stewart Grant who has been associated with Springboard Project for many years and 2010 will mark his decade as a Trustee. The Board is extremely grateful for his knowledge, wisdom, advice and above all, his willingness to step into the breach whenever needed. His contribution over the years, which is always focused on the welfare of our children and families, is an example to us all.

Cherryl Donovan
Chairman

TREASURER'S REPORT

As the new Treasurer for Springboard Project and not someone with a background in the voluntary sector, it has taken me some time to come to grips with the labyrinthine complexities of charities accounting, not least the Statement of Recommended Practice (SORP) on that subject.

That said, I am particularly pleased to say that 2008/09 has been a very successful year on the financial front. There was a net surplus of £26,728 which compares favourably with the deficit of £11,534 last year. This surplus will be carried forward into 2009/10.

There was also an increase in cash at bank and in hand from £59,634 at the end of the previous financial year to £73,451 this year. Cash is the life blood of any business and the trustees aim to ensure that there is sufficient cash in hand to cover our reserves policy of three month's expenditure.

The Financial Statements give a detailed account of the financial position, but there are some points to which I would like to draw your attention.

This year the financial statements have been subject to an independent examiner's report. Although this falls short of a full audit, it is something that is increasingly required by local authority donors as it gives them the added assurance that taxpayers' money is being properly applied.

Turning to the results, voluntary income from donations and grants of £204,383 represents a 45% increase on last year's figure of £140,515. We are immensely grateful to businesses, the statutory sector, trust funds and all our other benefactors for their continuing financial support.

On the expenditure side, costs have been kept under control and governance costs have actually been reduced from £15,214 last year to £14,783 this year. This coupled with the increase in voluntary income has made it possible to increase spending on charitable activities from £177,791 to £208,131.

However, significant challenges lie ahead. As Springboard Project extends its charitable activities, costs in some areas will continue to rise. Even in a low inflation environment, our funding levels will inevitably need to increase as well. Raising the level of grants and donations, however, will not be an easy task in the current economic climate with businesses, government and private individuals all having to rein back on expenditure.

The problem is compounded by changes that are being made in the system for allocating funding by local and health authorities. It is probable that some of the grants currently received by Springboard Project will be replaced by contracts which will be commissioned, including the new Government initiative "Aiming High for Disabled Children" (AHDC). We have recently been successful in securing a high value contract for this programme with the Sutton Disability Partnership, but we are still involved in the discussions which will determine how funding for the West Sussex AHDC programme is to be rolled out.

I would not wish to conclude without mentioning the magnificent efforts of our many volunteers. Although the value of their work is not reflected in the accounts, if a monetary value were to be placed on their contributions it would be very substantial.

Deryck Wright
Hon Treasurer

PROJECT MANAGER'S REPORT

It has been 20 years since the foundations of our Charity were laid by the "Grasshoppers" group. Many small voluntary groups grow into larger ones because the inherent need is always there and the demands which are originally identified rarely diminish. Such is the case with our own Springboard Project which is now entering a significant phase in its evolution. As part of that progression I am pleased to say that we may well have turned the corner in dealing with our major challenge of sustainability, having secured some excellent medium term funding to support our development, which is explained later in my report. All the planning that has taken place in previous years is now starting to pay some real dividends. Our philosophy has always been to grow and improve our services and facilities. Staying true to these aims through some difficult times, both now and in the near future, will take courage and application. We have been tested many times in the past, but have emerged all the better for those experiences. Our response to such challenges is even more crucial now as we head into uncertain times, but that makes us even more determined to ensure that our children and families continue to receive the highest quality care, support and enjoyment.

In August last year we were honoured to have our own special day in the limelight when we were presented with the "Queen's Award for Voluntary Service" by the Lord Lieutenant of West Sussex. We welcomed many VIP's and guests to celebrate our day, not forgetting of course, our tremendous volunteers who made the Award possible in the first place. It was indeed a landmark occasion in our organisation's history and one that will stay with us for a long time. That does not mean to say we can now rest on our laurels. Having earned this Award, we must continue to value and recognise the contribution of our volunteers who make so many of our accomplishments possible.

We always try to make our Annual Report a colourful celebration of the previous year and I hope you enjoy reading this edition. Of course, we have to publish information which has a more official tone, such as our accounts in the blue section at the back. However, I would urge you to take a look at some of the figures there, which demonstrate the substantial investment we have made with our range of activities for disabled children and youngsters during the year. Through a combination of careful cost control and increased funding we have been able to increase our investment in these activities from £88,237 to £132,984 – an increase of 50% which is a wonderful achievement. The response of our youngsters to the amazing array of trips, tours, activities and opportunities, which have been planned and delivered with immense enthusiasm, has been very rewarding. We have recently been awarded a three year grant from BBC Children in Need, so we can employ a full time Co-ordinator for our Horsham Grasshoppers group and increase our activities to provide a Saturday Club, holiday schemes and now after school opportunities too. We have also secured funding to replicate this role in Crawley supported with a three year funding award from the Henry Smith Charity to employ a full time Co-ordinator for our teenage group activities in the same area. Nearly one third of our membership is based in Crawley Borough and this new medium term investment gives us a real opportunity to provide sustainable opportunities for these disabled children, who will no longer have to make a 16 mile round trip.

I am pleased to say that the good news does not end there. In June 2009, we were awarded a three year contract by the London Borough of Sutton's Disability Partnership to provide a mentoring scheme for disabled teenagers – otherwise know as a Buddy Scheme. Our links with Sutton Borough go back over five years when we first received a visit from a group of parents and their disabled children who had made the long journey here by train. When the Sutton Disability Partnership was selected in 2008 as one of 21 national pathfinders for the "Aiming for Disabled Children" programme, we established contact once again and assisted one of their working groups to define a model for their disabled teenager's short breaks.

PROJECT MANAGER'S REPORT

After some extensive consultation with parents and youngsters a specification was published by the Sutton Disability Partnership for the new Mentoring Scheme, which was then tendered out. We decided to accept this challenge and, after submitting a detailed written proposal followed by a grilling from some of their enthusiastic youngsters at their assessment panel, we were given the good news. We are certainly looking forward to bringing our own special magic to Sutton Borough.

We have seen a number of changes in our Activities team. Katie is currently on maternity leave – our third new mum in two years – and we send our congratulations on the birth of her son Max. When I ask our staff to help increase our membership, I can't help thinking some of them take my advice far too literally! Brenda Leeds joined the Activities Team as our new Early Years Co-ordinator after Maria Dunkley had to leave us to care for her own disabled daughter and we wish them both well for the future. We have also recruited two new Leisure Development Co-ordinators for our teenage group activities. Laura left us for new pastures at West Sussex Youth Service and Jamie Bragan and Emily Taylor joined us in April to direct the Horsham and Mid Sussex satellites. Scott has now taken on the role of re-establishing our disabled teenagers' activities in Crawley. His recent responsibilities have also included helping to settle in our new team members and that contribution has been greatly appreciated.

Two more Co-ordinators will be joining us shortly to take responsibility for the "Grasshoppers" group activities in Horsham and Crawley. Both posts have received medium term funding and will enable us to give the 5-12 age disabled children the dedicated resource they deserve to provide a Saturday Club, holiday activities and after school sessions in both localities. The new Crawley post will also save a lengthy journey for the large cohort of children in the lower age range who have to travel to Horsham. They will now be able to enjoy the activities we provide nearer home and now that we also have a full time Co-ordinator looking after the teenage group this will ensure that, at long last, the Borough has some sustainable provision. With the new Sutton posts, we will soon have a team of seven Co-ordinators across four districts and boroughs providing a tremendous range of activities for disabled children and teenagers. The future certainly looks exciting.

Our campaigning role continues to play an important role in developing services for all our children and families, as well as representing the voluntary sector as a whole. The role of partnership is becoming even more key in making progress and ensuring our sustainability as we continue to develop vital links, enabling our organisation to learn best practice and gain wider experience. The move away from grants to contractual funding is proving a real challenge across the children's voluntary sector but the desire to learn, share and support other organisations has strengthened our ability to take on that future with greater confidence. Although we have won no awards this year, our success in competing for the Sutton contract is a great honour indeed. This achievement will reduce our financial risk and assist in securing the future.

In recent years we have all achieved some great things, but there is often a lingering frustration that we could do more. When we look back in a few years time, this could be a significant point in our future. Everyone associated with our organisation – our trustees, staff, volunteers, families and children - will soon start to see true rewards in overcoming the odds through courageous planning and sheer determination. I hope we can all sense that the best is yet to come. When it does, we can really look forward to coming back in the years ahead to share in the continued success of Springboard Project.

Nigel Scott-Dickeson
Project Manager



ACTIVITY SCHEMES



Our greatest challenge during the year was being able to meet the constantly increasing demand for places on our activities that are provided across our various age groups. We now cater for nearly 250 children and youngsters with a range of disabilities and support needs. Although they are mainly based in Horsham District, Crawley Borough and Mid Sussex District, we still receive enquiries from the coastal towns and western rural areas of our county.

Last summer, we became aware that families in the Crawley area no longer had anywhere to go locally during the holidays and at fairly short notice, we had to try and accommodate an extra 25 disabled youngsters. However, this created even more strain on our capacity levels and we knew that this situation would become even more severe as many other children and parents in the same situation ran out of options.

We immediately started planning to set up a sustainable range of facilities for the Crawley area and nine months later, two new Leisure Development Co-ordinator (LDC) posts have been funded for this locality. We will now be able to set up a new group for the 5-12 age range with support for at least two years so they can have their own Saturday Club, holiday activities and also after school sessions. We have also been able to re-establish the local Buddy Scheme for disabled teenagers which is funded for three years. These developments have also entailed dealing with all the logistics to support both new groups and we are very grateful to Hazelwick School and Manor Green School for being so supportive by enabling us to use their facilities. We are also well on the way to recruiting the additional volunteers who will support these children and teenagers to have some really excellent opportunities nearer to home. The new after school provision will be very welcome.

There will also be more development for our "Grasshoppers" group in Horsham. Parents and carers have found it very difficult to find after school activities locally for their younger disabled children, which makes them feel very excluded. We have been working in partnership with "You Can Do It" – a local parents group – and Horsham DC Leisure Link to assist them sustain and continue some excellent sports and exercise sessions with a new dedicated Leisure Development Co-ordinator for the 5-12 age group. We have been able to secure three year funding from BBC Children in Need for this new post and we will be making a start in actively supporting the range of activities on offer after the summer break.

In addition to the additional LDC posts we have created for Crawley and Horsham, we are also immensely proud to have been awarded a three year contract by London Borough of Sutton's Disability Partnership to provide their disabled teenagers with their own Buddy Scheme. Our links with Sutton go back many years following a trip to Springboard House by some disabled children and their parents one summer holiday. Since then, we have been waiting for a suitable opportunity to partner up and when LB Sutton was chosen as one of the government's "Aiming High for Disabled Children" national pathfinders, we offered to become involved with their 14+ working group which then established the specification for a new mentoring scheme. This will undoubtedly be a substantial challenge, but one that we are really looking forward to and we are determined to repay their faith in our organisation.

Our Activities Team has many talented staff and volunteers whose enthusiasm and dedication enables us to provide many exciting opportunities for our disabled children and teenagers. Now that a large element of the required funding is more secure, we look forward to the future with optimism and excitement.

ACTIVITY SCHEMES

EARLY YEARS



The Bunny Hoppers group continues to provide essential support for families with children under 5 from across West Sussex who have some form of disability. Our Sunday afternoon sessions are always well attended and the children greatly enjoy the support of our staff and young volunteers, as do the parents who are able to stay with their child. Bunny Hoppers also welcomes their brothers and sisters who can also enjoy our play facilities.

Brenda Leeds took up the post of our Early Years Co-ordinator last year and has been building up our network of support agencies which play an essential role in supporting the group's parents when they most need it, as well as organising the group's busy Sunday afternoon sessions.

The Bunny Hoppers group is the first introduction to our staff and volunteers for these very young disabled children and enables them to enjoy all our play opportunities at Springboard House. It is also a chance for the parents to receive some time out while our staff and volunteers look after their child, which then enables all of them to feel more confident when moving on to our Grasshoppers group at the age of 5.

We recognise the importance of working alongside other agencies to support these children and their parents. Recent involvement in the our county's Integrated Strategy for Young Disabled Children - "*Giving every young disabled child the best start in West Sussex*" - has been invaluable. This Children's Trust programme has set out some excellent best practice and initiatives which will strengthen the role that voluntary sector organisations like ours can play in providing the essential support needed for disabled children in early years.



ACTIVITY SCHEMES

GRASSHOPPERS

As always, the Grasshoppers scheme has had an action packed and exciting year, a trend which seems set to continue. The scheme has continued to grow, attracting new families each month in addition to the transition of our children from the Bunny Hoppers group.



One major challenge which we have overcome this year, is to have secured a permanent base for our holiday activities. In October last year, we found our new home at St. Mary's School in Horsham Town, a fantastic site where all the school staff have been incredibly supportive to us in numerous ways, and we hope to continue to build a strong and lasting partnership with the school.



In the usual fashion, our programme has been filled with exciting new activities both on site and further afield. Highlights include an exhilarating flying day at Cobham Airfield during the Easter scheme, as well as the 'Kidz Stuff' Festival, which took place in May, where the children enjoyed a great variety of events including, donkey rides, go-karts, circus acts and numerous workshops. The fast approaching summer scheme promises to be as exciting and diverse as ever and is set to include trips to Drusillas Zoo, Tulley's Farm as well as Fun Splash, swim and sport sessions, to mention a few.

Additionally, the scheme is set to boast a wealth of engaging on site activities, such as the ever popular arts and crafts sessions.

Last summer we had to accommodate many disabled children from the Crawley area following the closure of their local activities group. Since then we have been planning to set up a new base in that Borough. We have now recruited a new Leisure Development Co-ordinator so we can provide a sustainable setting which we hope to base at Manor Green School after this year's summer break.



None of our activities and opportunities for this group of children would be possible without the commitment and support of our dedicated team leaders and amazing volunteers, whose hard work and enthusiasm knows no bounds.

Helen Crooks
Activities Manager

ACTIVITY SCHEMES

OUTBURST & BUDDIES – HORSHAM



With new additions, sad farewells and a ton of activities, it has been a busy year for everyone involved in Horsham.

Last years report mentioned the trips that were going to happen which included the residential weekend at Lodge Hill, which stands out as one of the highlights of the year. The Horsham group has also met up with their friends from Mid Sussex to take part in Orienteering, Archery and Abseiling.

The year has seen us travel up to London to see the new Wembley Stadium, watch some football at Brentford, visit the animals at London Zoo, meet celebrities at Madame Tussauds and gaze across the capital from the London Eye. Other events have included a trip to Guildford to watch the *Flames* play Ice Hockey, a trip to the races and nights in at Springboard House trying out Mexican, Indian and Italian food.

In October Outburst found a new base at St Mary's School in Horsham, which has been fantastic, allowing us use of their hall, playground and sports equipment. Outburst has experienced many different activities and events and in late February saw the return of Circus Skills, which was also the last day that Laura was with our Activities team. With some wonderful skills on show and a performance dedicated to Laura, her final day was a good one.

Easter Outburst saw the arrival of Jamie Bragan as our new LDC for Horsham. He has taken to the job superbly, very quickly organised his first events and showed off his cooking skills on Italian Night. A meal at Pizza Express, a movie night at Springboard House and a trip to Amberley Working Museum have shown that the future looks fun for this group of youngsters.

Once again we would like to thank all volunteers and team leaders, especially Charlie and Michaela who were a great help in organising activities before Jamie arrived.



ACTIVITY SCHEMES

OUTBURST & BUDDIES MID SUSSEX

Another year has passed in Mid Sussex and with new members, new volunteers and even a new Leisure Development Co-ordinator, there has never been a dull moment.

Since last year's AGM we have been out and about and just before the summer holidays all three groups were together at Lodge Hill for our residential trip, which proved to be an amazing event. During the day Orienteering, Archery and Abseiling and in the evening dinner, some TV and games then off to bed. Everyone loved it and had the time of their lives.



We have been back up to London this time to visit Madame Tussauds and go on the London Eye as well as firm favourites such as bowling nights and the Smith 'n Western restaurant. We have also been to an album launch party, Aladdin Pantomime and both groups have shown us their culinary skills with a day of cooking....whatever food they wanted!

Once again, we met up with the Horsham group for many events such as a Curry night, Mexican night, watching Brentford FC and the ever popular Circus Skills, where everyone showed off many hidden talents to their parents at the end of the day.

After a little over a year, it was time for me to move on to set up the new group in Crawley. The search started for a new LDC for Mid Sussex and in Easter Emily Taylor was welcomed to the team and shadowed me for the trip to Brighton, trampolining with Horsham and the East Grinstead cooking day. So it was with a tear in my eye May half term was time to hand over to Emily. With successful trips to Fishers Farm and a visit from local firemen in her first week, the group already has some wonderful memories with her.



We would like to thank all staff at the Wallis Centre in East Grinstead, especially Jackie Cooper as well as the staff at the Beacon Centre in Hassocks with special thanks to Carlton Long and Cathy Woodward for all their hard work and support over the past year.

All these activities are still supported by our volunteers, who are to be commended for their exceptional efforts. They really are positive role models for all our members.

Scott Bacon
Leisure Development Co-ordinator

ACTIVITY SCHEMES



A special summer weekend residential break at Lodge Hill was funded by Sport Relief

ACTIVITIES VOLUNTEERS

Thanks to all the volunteers who gave our activities children and teenagers such a great time:

Bunny Hoppers: Laura Bilborough, Emma Farnes, Hannah Jones, Sam Kennedy, Sarah Muggeridge, Kelly Norton, Coralie Oddie, Kirsten Parry, Xavia Parry, Alice Peirce, Mia Reilly, Ellie Simpson, Rachel Thomas, Emilia Titherley and James Warwick.

Grasshoppers: Jo Addinall, Sophie Bartlett, Laura Bilborough, Rowan Blakey-Lodge, Jenni Bloomfield, Ana-Maria Braddock, Nick Cain, Lauren Cole, Camille Cowan, Ellie Cowley, Luke Daly, Eleanor D'Cruze, Larissa D'Cruze, Jenny Doidge, Alisha Elliott, Emma Farnes, Jamie Fisher, Bethany Gardner, Carina Giordano, Emily Harby, Ellesha Harris, Sarah Haynes, Elizabeth Hillman, Emily Iles, Rosie Inman, Bethany Jones, Helena Jones, Jess Jackson, Lisa Kerr, Ashley Kidgell, Sarah Kitchen, Hannah Korpez, Dominic Lindus, Jade Matschy, Bethany Milton, Daisy Moore, Oliver Moore, Kelly Norton, Xavia Parry, Rachel Peacock, Ellen Powell, Mia Reilly, Ollie Reves, Amelia Ross, Tom Sanderson, Emma Seaton, Kelly Snowclow, Kayleigh Smith, Kirsty Smith, Eleanor Steele, Gemma Surridge, Rachel Thomas, Emilia Titherley, Sophie Tremayne, Amy Ward, Hannah Warsap, James Warwick, Lisa Westerdyck, Ellis Wild and Xanthe Wilson.

Outburst & Buddies Kirsty Amour, Lottie Aston, Suzanne Bailey, Rachel Beckett, Laura Bilborough, Miguel Brand, Vanessa Brown, Xan Browne, Catrin Burrows, Alex Canfield-Payne, Nathan Chriswell, Alissa-Marie Churchyard, Victoria Cox, Stuart Cuthbert, Larissa D'Cruze, Chelsea Downey, Amy Earl, Graeme Ebelwicz, Hannah Farrant, Emma Farnes, Victoria Froman, Nick Groat, Aleksandr Gromen Hayes, Amy Grosvenor, Nick Gunning, Naomi Hadfield, Gabby Hicks, Kelsey Hutchins, Johny Jins, Stephanie Kavanagh, Samantha Kennedy, Sam Killbery, Sarah Kitchen, Louisa Kitchenside, Andy Lunn, Hannah Macpherson, Jade Matschy, Kelly Norton, Amelia Obson, Nick O'Carroll, Rachel O'Carroll, Xavia Parry, Charlotte Pocock, Sam Richardson, Lauren Rickwood, Laura Simpson, Rachel Skipworth, Mark Small, Corrina Smith, Russ Spyker, Lianne Tapscott, Rachel Thomas, Emilia Titherley, Lauren Tilbury, Becky Tye, James Warwick and Hannah Warsap.

WHAT OUR ACTIVITIES FAMILIES SAY

Quite often, the impact of an organisation like ours is just measured by statistics, but figures alone can hide the true value of what we provide and the way we can improve the lives of our children and families across all our activities membership groups. These two pages give just a snapshot of the comments we have received during the year:

The holiday club is a lifeline for so many parents especially during the long summer break. It means that we are then free to spend time with our two younger children and do things which would be more difficult without your support.

I have turned to your staff often during difficult times and you have always responded, not only by giving your time to listen, but helping to give structure and routines which are so important.

The holiday activities run by your Scheme have been superb in offering days out and trips to the cinema.

Our children all love Springboard House. We know they will be well looked after and they enjoy everything they do. It gives us peace of mind and lets us relax and unwind for a while.

Grasshoppers is like second home to our boys now and because of their autism, the routine and familiarity are so essential for their emotional well-being. They enjoy and benefit so much from all the opportunities and we know they will be safe and settled.

Grasshoppers is also a good break for the rest of our family – it enables us to spend some quality time with our other two children and helps them understand the challenges we face every day.

The staff are absolutely wonderful – well trained, dedicated and totally understanding. We really have no idea what we would do without all the activities at Springboard Project.

WHAT OUR ACTIVITIES FAMILIES SAY

The leaders and helpers are just wonderful and are a real lifeline, not just on a Saturday but more importantly during the school holidays. I have two other children so you have helped me spend more quality time with them and that also helps me have time to do just the basic things at home.

We have seen such a difference since M started attending Buddies. Two years ago she was very shy and had no real friends but now she knows she has something to look forward to and always comes back with so much to say about her time with her friends.

Can I just say that your activities have been a marvellous support to us over the years and we are so grateful for the wonderful staff and students who do such a fantastic, worthwhile job.

I just wanted to say thank you for all the wonderful fun you provide for our daughter through the school holidays and at Saturday Club. We cannot begin to explain how great it is to have some quality time with her sister knowing she is in safe hands and having a fabulous time with you.

Just a note to say how valuable you are to our family. It wasn't long ago that I was at my wits end wondering what to do with our little girl. She had nowhere to go and enjoy the fun and opportunities that someone of her age should. You have opened up her world.

The opportunities you provide have really extended J's world, plus the chance to meet other young people of the same age which is so invaluable. The recent trip to London showed how well organised you all are and we are so grateful.

It has been our observation over the years that many, many families would struggle without the tremendous variety of activities you offer during the holidays and weekends. Good luck with all your fundraising which you deserve so much.

Being able to visit Wembley Stadium and the BBC, just to mention two days out, is amazing. We are so grateful to you for making this possible and providing such excellent care and support for our vulnerable son. It is such a comfort to know he is in safe hands. We were moved to see how much he is at home with all your staff and wonderful volunteers.

OUR PHOTO DIARY

Surely the ultimate celebrity ambition must be to open a supermarket. *Tesco Extra* in Broadbridge Heath celebrated a new extension by inviting shoppers to vote for their favourite Charity to collect £1,000 and perform the opening ceremony – which was us! Project Manager Nigel (left) and Store Manager James Graham (centre) are seen here wielding the country's largest pair of scissors to cut the ribbon while Financial Co-ordinator Helen (right) holds firmly onto an equally gigantic cheque. This was the "big time" in every sense.



Volunteering plays a crucial role in helping to make our Centre attractive for all the children who visit. Here is the Royal Sun Alliance Community Team who gave up two days in the office to design and then paint some "Jungle Book" and "Alice in Wonderland" themes as backgrounds for our new maze area. They also created a "Goldilocks & The Three Bears" theme for the playhouse, including three wooden porridge bowls and bedposts. The team is seen celebrating the completion of their day's work with a certificate presented by staff members Morag (left) and Loraine (2nd right).

Fundraising can be a tricky business which, from our own challenges, we know only too well. When Margaret Dawson (left) and Eileen White decided to get sponsorship to walk the Great Wall of China, their challenge included fundraising for their travel, even before setting foot on foreign soil. Unfortunately, due to the global economic crisis, the trip was cancelled but their magnificent efforts were not in vain as can be seen by this excellent donation of nearly £2,800. Well done!



OUR PHOTO DIARY



Once in a while we get some amazing offers to provide exciting entertainment during the holiday activities. "Aviation Without Borders", which is also a charity, offers sponsored small plane flights for disadvantaged children. They contacted us to offer some flights for a group of our youngsters and despite some typically unpredictable Easter weather, everyone had the opportunity to enjoy a 30 minute trip – with some piloting thrown in too - over the Surrey countryside.

Before the last year's AGM & Garden Party, Cllr. Henry Smith (left) – Leader of West Sussex County Council – very kindly agreed to visit and officially open our new Toy Library Lounge. Pictured between Project Manager Nigel Scott-Dickeson (2nd left) and Chair Cheryl Donovan (right) is Heidi Hawkins - one of our Activities club parents - who designed and hand painted the fantastic new Toy Library mural, which is pictured in the "Staff & Volunteers" section of this Report.



At the Queen's Award presentation day, we took the opportunity to present Sam Killbery with one of our Special Recognition Awards for completing a two week sponsored cycle ride all the way from John O'Groats to Lands End and raising over £3,500. Sam called his bike ride the "JOGLE" and after that long in the saddle it's easy to understand why! Congratulations to Sam, who now volunteers with our Activities team.

FAMILY LEARNING



Pudsey's Playroom is now in its sixth year and continues to be an extremely popular membership feature offering daily creative activity sessions to the children and families in our Centre. This year we decided to place a greater emphasis on outcomes that relate to learning from play, so that both children and their parents can gain from this unique facility.

Morag - our Play Co-ordinator - plans and delivers a wide range of creative play sessions throughout the week with a different theme every day. Activities range from hand painting and card design to sock puppets and a real butterfly garden! Each child is given a "Pudsey's Passport" to record their activity sessions and certificates are awarded for their achievements.

The major strength of our organisation and its Centre at Springboard House is in providing services and facilities that focus on soft outcomes which develop family cohesion and shared experiences. We actively promote equal opportunities for children and parents so they can enjoy our Centre's facilities whatever their ability or aptitude may be.



Having established the success of our Playroom in providing creative play, we have now been able to set some more challenging goals which will have a more focused approach to family learning so that:



- families can experience shared creative experiences
- multiple birth (Twins Club) children can experience improved family dynamics
- children are able to improve their social interaction
- children with additional support needs can improve their practical and motor skills

The daily sessions can safely take up to 20 children with their parents so there is an environment which encourages collective participation. The activities are designed to increase children's creative abilities, practical and motor skills, co-ordination and knowledge. Our parents and extended family members also benefit from interacting with their child's work and learning about shared creative activities that they can experiment with at home.



The Playroom's seasonal themes are continuously planned three months in advance, so that there is a different daily activity providing a variety of fun, creative, shared experiences.

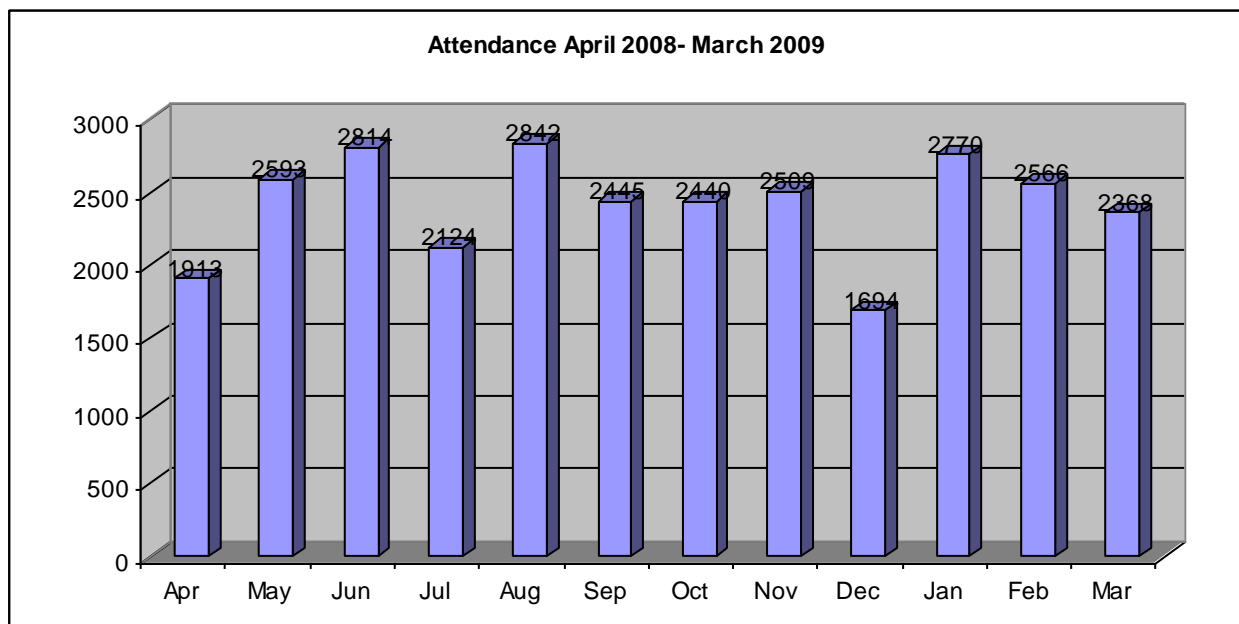
FAMILY MEMBERSHIP

CHEEKY MONKEYS

Our Centre at Springboard House is open every week, except during the Christmas break, to all the various member groups that form the Project. "Cheeky Monkeys" is our play 'n stay membership enabling parents to bring their babies, toddlers and children in during the week and enjoy all the facilities that we have to offer. Last year, the family membership rates were increased to £8 a month or £80 annually last year, which still represents very good value for the facilities in the Centre which are constantly being upgraded. Our organisational rates were also increased to £150 a year. Those families on low income or benefits can join under the Horsham Leisure Access Card scheme at a reduced rate of £6 a month or £60 a year. These increases were necessary to cover our own increases in the revenue costs of Springboard House such as utilities, insurance and communications. Most of our families live within the Horsham District catchment area, but many others travel in from Crawley District, or as far away as Mid Sussex District and our county's coastal and rural areas. Regular membership payments help us to plan ahead as a dependable source of funding with this income stream providing £34,244. Our "Gift Aid" scheme is now in its seventh year and has added over £10,000 from all our memberships and activities. Attendance at our Centre for the last financial year totalled 32,780 representing a slight fall from recent years, possibly affected by our first membership rate increase since 2004.

SPRINGBOARD TWINS & MoM's CLUB

Morag Cameron – our Play Co-ordinator – is responsible for supervising the programme of events for the Springboard Twins & MoM's Club. Membership is currently 28 families with either twins or triplets. The Club meets on the 2nd and 4th Wednesdays of the month alternating between mornings and afternoons. The children enjoy a programme of regular events based around creative play. Our Club is affiliated to the national association TAMBA (Twins and Multiple Births Association) enabling us to provide regular e-bulletins and information to these families who are based across the county from Horsham, Crawley and Mid Sussex.



STAFF & VOLUNTEERS

It has been another challenging year for the staff and volunteers at Springboard Project, as our organisation adapts to the increasing demands on its services in an unstable economic climate where funding is limited.

We have a core team of staff who are based at the Centre and a growing team of volunteers who support the team in delivering our membership services. Over the last year, we have reviewed both our staffing and volunteering structures to enable career progression within the Charity. We have developed our induction programme for new staff and volunteers alongside our training and development plan for the entire team. In addition to statutory training in First Aid and Safeguarding for Children, our staff and volunteers have also benefited from specialist training courses based around their specific responsibilities. In line with the 'Every Child Matters' guidance, we have encouraged staff to study for NVQ Level 2, NVQ Level 3 and Cache Level3 Childcare qualifications. Our regular team meetings and individual appraisals ensure that everyone has an equal opportunity for personal development. Although it is not also easy to obtain funding, training has and will always be a priority for our staff and volunteers alike, as the success of our Project is dependent on the skills of our people.

Throughout the last year we are indebted to the many volunteers who have been involved in the Project. Our award winning volunteers give their time freely on a regular basis to help with the many activities at Springboard House by arranging fundraising events and helping with our Activities groups. Without their dedication and support, our Activities Schemes would simply not be able to run. The achievements of all our volunteers can be seen throughout this Annual Report and across every aspect of our work.



Volunteers from Elementus with their most recent artistic masterpiece - recreating a "famous engine shed" mural on our Jubilee Leisure Garden garage door



Heidi Hawkins – one of our Activities parents – hand painted this wonderful mural in the new Toy Library Lounge area. Heidi is pictured here with her two daughters just before the official opening at our last AGM

As you can see in the photos above, we have some great local businesses and individuals who get involved in volunteering projects at Springboard House, ranging from room makeovers, clearance projects, painting, fundraising and gardening. With their help, we are able to improve the Centre for the benefit of all our member families. Our particular thanks go to Elementus, Novartis and Royal Sun Alliance for their projects. In addition, we have an extensive number of organisations, schools, companies and other benefactors who enable us to support our children and families throughout they year and they are listed towards the back of this Report.

STAFF & VOLUNTEERS



Project Volunteers at our Annual Garden Party & AGM in 2008 pictured with Tom Crowley (centre) – Chief Executive of Horsham District Council



Oscar Holmes (right) – who is now one of our Trustees – is presented with the Special Recognition Award by Tom Crowley

Our Board of Trustees are also volunteers and their support throughout the year is greatly appreciated by staff, volunteers and all our members.

Jacqui Merridew
Project Co-ordinator

CONGRATULATIONS TO OUR ANNUAL AWARD WINNERS IN 2008

NOVARTIS CUP - FOR OUTSTANDING VOLUNTARY WORK

XAVIA PARRY

GRASSHOPPERS SHIELD - FOR THE MOST COMMITTED ACTIVITIES VOLUNTEER

MICHAELLA TITHERLEY

GRASSHOPPERS PLATE - FOR BEST NEW VOLUNTEER ON ACTIVITY SCHEMES

ELLIS WILDE

SPRINGBOARD CUP – FOR VOLUNTARY WORK AT SPRINGBOARD HOUSE

SHARON TAYLOR

HORSHAM BUDDIES PLATE

CHARLOTTE TEBBS

EAST GRINSTEAD BUDDIES CUP

SAMANTHA KENNEDY

HASSOCKS BUDDIES PLATE

ALEX GROTE

ROYAL & SUN ALLIANCE SPECIAL RECOGNITION BOWL -

FOR SIGNIFICANT INDIVIDUAL CONTRIBUTIONS TO THE SPRINGBOARD PROJECT

OSCAR HOLMES

SPECIAL COMMENDATION AWARD

SAM KILLBERY

OUR SUPPORTERS

The Springboard Project would not be able to provide our range of opportunities without the magnificent generosity of our funders and donors

During the year, our Activities team has been increased to meet the demands on capacity enabling us to increase the number of disabled children and youngsters who can enjoy the range of activities on offer during school holidays, after school and at weekends. We have recently been successful in being awarded our first contract by the Sutton Disability Partnership to establish and operate a mentoring scheme for disabled teenagers. This is in addition to creating an additional two full time posts to co-ordinate activities in Crawley and properly establish a new base there to include both the 5-12 and 12-18 age groups. A new full time post has also been created to extend activities in Horsham District for the 5-12 age range, which will include after school opportunities during term time.

If you would like to arrange an event or fundraise on our behalf, please visit our page on the "Just Giving" website: www.justgiving.com/springboardproject/raisemoney

GRANTS

BBC Children In Need	Children's Fund - West Sussex
Connexions	Ernest Kleinwort Foundation
Henry Smith Charity	Horsham District Council
MENCAP – Horsham & Crawley Group	MENCAP – Opportunities for Volunteers
Mercury FM	Southern FM
West Sussex Primary Care Trust	West Sussex County Council

FUNDRAISING ACTIVITIES & EVENTS ON OUR BEHALF

Banbridge FC	Margaret Dawson & Eileen White
Downlands Community School	Elementus
Hepworths Brewery	Rotary Club Horsham - Pancake Race
Sam Kilberry - JOGLE	Royal & Sun Alliance Community Team
Tesco Extra Horsham	Warnham CE Primary School

DONATIONS, GIFTS, OPPORTUNITIES AND TALENTS

Nigel & Chris Cook	Corporate Mosaic
"Curves" Horsham	The Late Dr John Dew
RW Dickson Ltd	Elementus Community Team
Horsham Beer Festival	Horsham Ladies Inner Wheel
Lines & James	Mercury FM - Easter Egg Appeal
Nightingale Service Centre	Chris North - 'Freedom Through Fun'
Novartis UK - Horsham Community Team	Pilot Design
Royal & Sun Alliance Community Team	The Salvation Army - Horsham Corps

and our thanks go to many other donors who are too numerous to mention on this page

WHERE WE ARE



**SPRINGBOARD HOUSE 52 HURST ROAD
HORSHAM WEST SUSSEX RH12 2EP**

The Springboard Project

FINANCIAL STATEMENTS
for the year ended
5th April 2009

REGISTERED COMPANY NUMBER: 02744192 (England and Wales)
REGISTERED CHARITY NUMBER: 1014270

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
5 APRIL 2009
FOR
SPRINGBOARD PROJECT

Hartley Fowler LLP
Chartered Accountants
44 Springfield Road
Horsham
West Sussex
RH12 2PD

SPRINGBOARD PROJECT

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FOR THE YEAR ENDED 5 APRIL 2009**

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Detailed Statement of Financial Activities	13 to 14

SPRINGBOARD PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2009

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 5 April 2009. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02744192 (England and Wales)

Registered Charity number

1014270

Registered office

Springboard House
52 Hurst Road
Horsham
West Sussex
RH12 2EP

Trustees

C Donovan

Chairman

S Grant

S K Frost-Wellings

P Portlock

E Jackson

A Train

D Wright

Hon. Treasurer

- appointed 25/9/08

O Holmes

- appointed 25/9/08

Independent Examiner

Hartley Fowler LLP
Chartered Accountants
44 Springfield Road
Horsham
West Sussex
RH12 2PD

Bankers

CAF Cash Limited
Kings Hill
West Malling
Kent
ME19 4TA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Springboard Project is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Recruitment and appointment of new trustees

The directors of the charitable company are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. In accordance with the articles of association, all the board of trustees retire at the Annual General Meeting but are eligible for re-election.

SPRINGBOARD PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2009

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The trustees are responsible for setting the strategic direction of the organisation and for establishing policy. The trustees met five times during the year and delegated the day to day operation of the organisation to paid employees of the project. New trustees join the Board at the invitation of the trustees and are chosen with a view to ensuring that the board has the appropriate balance of experience relevant to the operations of the charitable company.

Risk management

The Trustees continue to examine the major strategic, business and operational risks which the charitable company faces and confirm that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen these risks.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charitable company are:

to provide recreation and other leisure time activities at Horsham and elsewhere in the counties of Sussex, Surrey, Hampshire and Kent in the interests of social welfare within the meaning of the recreational Charities Act 1958 for all members of the public but with particular reference to persons with physical and/or mental disabilities by any means which are charitable at law.

to promote education with particular reference to persons with physical and/or mental disabilities.

to undertake research, education, training and instruction in the care and education of physically and/or mentally disabled persons and to publish and disseminate the useful results of such research for the benefit of the public.

to operate one or more toy libraries.

to further the welfare of persons who are physically and/or mentally disabled, by means which are charitable in law.

ACHIEVEMENT AND PERFORMANCE

Despite the challenging national economic situation, the Charity has continued to extend the capacity and range of services available to the many children and families whom we support.

Following the recent reduction in services for disabled children and young people in Crawley Borough, we have employed one new member of staff in our Activities Team in response so we can meet increased demand for more opportunities during holiday and term time activities for disabled teenagers in that area. We have recently received funding to employ two more members of staff in the next financial year for the junior age group of disabled children in both the Crawley and Horsham areas. All three new roles will be supported through medium term funding agreements.

There have not been any major capital investments during the financial year although we continue to improve the equipment and facilities in Springboard House and the Jubilee Leisure Garden. We have still not been able to secure funding for the 1st Floor Lift construction but are confident that, through the government's new "Aiming High for Disabled Children" capital funding programme, we will be able to complete this project during the next financial year.

The financial controls of the Organisation are in accordance with the Charity Commission's code of practice and our Charity continues to be proactive in raising the standards and delivery of services to the children and their families who use the Centre and increasing our wide range of outreach services.

Financially, the Charity has been successful in maintaining its income to cover all its service delivery commitments and has also been able to secure funding beyond one year for several of its projects.

The Charity continues to strengthen its profile and reputation, across West Sussex and other local authorities, working closely with our many funders and partners including West Sussex County Council Children's Services, Horsham District Council, Crawley Borough Council, Mid Sussex District Council and especially the London Borough of Sutton with whom a new three year contract has been recently awarded to provide a new mentoring scheme for disabled teenagers.

SPRINGBOARD PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2009

FINANCIAL REVIEW

The reserve policy of the Trustees remains to keep a level of three months' expenditure, which reflects the need of the charity to have sufficient cash to cope with variations in income from month to month. The trustees keep this and all other significant policies under constant review to ensure that the charity's future is managed in a practical but secure manner.

The Springboard Project's results for the year and its financial position at the end of the year are fully disclosed in the attached financial statements. The net income for the year is £26,728 (2008- £11,534 deficit). The directors recommend that the overall surplus for the year be carried forward to 2010.

The trustees consider that Springboard has adequate resources to continue its activities for the foreseeable future and that for this reason it should continue to adopt the going concern basis in preparing the financial statements.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Springboard Project for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE BOARD:



C Donovan - Trustee

17 June 2009

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SPRINGBOARD PROJECT**

I report on the accounts for the year ended 5 April 2009 set out on pages five to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of FCA.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr I Gilchrist
FCA
Hartley Fowler LLP
Chartered Accountants
44 Springfield Road
Horsham
West Sussex
RH12 2PD

24 June 2009

SPRINGBOARD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 5 APRIL 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	144,131	60,252	204,383	140,515
Activities for generating funds	3	4,299	-	4,299	4,805
Investment income	4	1,972	-	1,972	3,142
Incoming resources from charitable activities					
Activities and membership	5	55,371	-	55,371	48,574
Total incoming resources		205,773	60,252	266,025	197,036
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	6	16,383	-	16,383	15,565
Charitable activities					
Salaries and social security		32,490	-	32,490	35,947
Cost of activity schemes		100,607	32,377	132,984	88,237
Staff training and recruitment		1,671	-	1,671	5,146
Repairs, renewals and maintenance		9,295	-	9,295	17,029
Depreciation		6,023	9,524	15,547	15,279
Light, heat, water and insurance		7,235	-	7,235	5,479
Office costs		5,141	-	5,141	6,135
Travel		3,768	-	3,768	4,539
Governance costs	7	14,783	-	14,783	15,214
Total resources expended		197,396	41,901	239,297	208,570
NET INCOMING/(OUTGOING) RESOURCES		8,377	18,351	26,728	(11,534)
RECONCILIATION OF FUNDS					
Total funds brought forward		247,203	48,149	295,352	306,886
TOTAL FUNDS CARRIED FORWARD		255,580	66,500	322,080	295,352

CONTINUING OPERATIONS

All incoming resources and resources expended arise from continuing activities.

The notes form part of these financial statements

SPRINGBOARD PROJECT**BALANCE SHEET
AT 5 APRIL 2009**

		2009	2008
	Notes	£	£
FIXED ASSETS			
Tangible assets	11	220,151	222,164
CURRENT ASSETS			
Debtors	12	36,532	21,675
Cash at bank		73,451	59,634
		<u>109,983</u>	<u>81,309</u>
CREDITORS			
Amounts falling due within one year	13	(8,054)	(8,121)
		<u>101,929</u>	<u>73,188</u>
NET CURRENT ASSETS			
		<u>101,929</u>	<u>73,188</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		322,080	295,352
NET ASSETS			
		<u>322,080</u>	<u>295,352</u>
FUNDS	15		
Unrestricted funds		255,580	247,203
Restricted funds		66,500	48,149
TOTAL FUNDS		<u>322,080</u>	<u>295,352</u>

The notes form part of these financial statements

SPRINGBOARD PROJECT

BALANCE SHEET - CONTINUED
AT 5 APRIL 2009

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5 April 2009.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 5 April 2009 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 386 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 17 June 2009 and were signed on its behalf by:



C Donovan -Trustee

SPRINGBOARD PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2009

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

Income from grants is included in the period it relates to. Income from commercial activities is included in the period it relates to. All voluntary income is included in income upon receipt. Donations under gift aid/deeds of covenant together with the associated income tax recovery are recognised as income when the donation is received.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following rates in order to write off each asset over its useful life;

Freehold buildings	2% per annum on cost.
Fixtures, fittings and equipment	10 - 33% per annum on cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	2009	2008
	£	£
Donations	56,436	51,017
Grants receivable	147,947	89,498
	<u>204,383</u>	<u>140,515</u>

3. ACTIVITIES FOR GENERATING FUNDS

	2009	2008
	£	£
Rent	<u>4,299</u>	<u>4,805</u>

SPRINGBOARD PROJECT

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 5 APRIL 2009**

4. INVESTMENT INCOME

	2009	2008
	£	£
Interest	<u>1,972</u>	<u>3,142</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2009	2008
	Activities and membership	Total activities
	£	£
Activities	21,127	16,972
Membership	34,244	31,602
	<u>55,371</u>	<u>48,574</u>

6. COSTS OF GENERATING VOLUNTARY INCOME

	2009	2008
	£	£
Staff costs	12,500	12,500
Office costs	1,836	1,997
Travel	419	504
Publicity	1,628	564
	<u>16,383</u>	<u>15,565</u>

7. GOVERNANCE COSTS

	2009	2008
	£	£
Staff costs	12,642	12,470
Office costs	557	625
Accountants fees	791	950
Light, heat, water and insurance	191	140
Legal & professional fees	364	649
Repairs, renewals and maintenance	238	380
	<u>14,783</u>	<u>15,214</u>

8. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2009	2008
	£	£
Depreciation - owned assets	<u>15,547</u>	<u>15,279</u>

SPRINGBOARD PROJECT**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 5 APRIL 2009****9. TRUSTEES' REMUNERATION AND BENEFITS**

No member of the board of trustees receives any remuneration or benefits or reimbursement of expenses.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 5 April 2009 nor for the year ended 5 April 2008.

10. STAFF COSTS

	2009 £	2008 £
Wages, Salaries and social security	<u>141,782</u>	<u>126,206</u>

The average monthly number of employees during the year was as follows:

	2009	2008
Direct charitable activity	<u>20</u>	<u>16</u>

11. TANGIBLE FIXED ASSETS

	Property £	Fixtures and fittings £	Totals £
COST			
At 6 April 2008	216,158	145,330	361,488
Additions	-	13,534	13,534
At 5 April 2009	<u>216,158</u>	<u>158,864</u>	<u>375,022</u>
DEPRECIATION			
At 6 April 2008	23,057	116,267	139,324
Charge for year	2,882	12,665	15,547
At 5 April 2009	<u>25,939</u>	<u>128,932</u>	<u>154,871</u>
NET BOOK VALUE			
At 5 April 2009	<u>190,219</u>	<u>29,932</u>	<u>220,151</u>
At 5 April 2008	<u>193,101</u>	<u>29,063</u>	<u>222,164</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009 £	2008 £
Other debtors	<u>36,532</u>	<u>21,675</u>

SPRINGBOARD PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 5 APRIL 2009

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Other creditors	3,054	2,473
Accruals and deferred income	5,000	5,648
	<u>8,054</u>	<u>8,121</u>

Income for the year ended 5th April 2009 includes the income deferred as at 5 April 2008.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2009 Total funds	2008 Total funds
	£	£	£	£
Fixed assets	174,884	45,267	220,151	222,164
Current assets	83,750	26,233	109,983	81,309
Current liabilities	(3,054)	(5,000)	(8,054)	(8,121)
	<u>255,580</u>	<u>66,500</u>	<u>322,080</u>	<u>295,352</u>

15. MOVEMENT IN FUNDS

	At 6/4/08	Net movement in funds	At 5/4/09
	£	£	£
Unrestricted funds			
General fund	247,203	8,377	255,580
Restricted funds			
Freehold property	18,102	(2,882)	15,220
Capital works	18,397	3,358	21,755
Repairs	11,650	-	11,650
LDC staff	-	17,875	17,875
	<u>48,149</u>	<u>18,351</u>	<u>66,500</u>
TOTAL FUNDS	<u>295,352</u>	<u>26,728</u>	<u>322,080</u>

SPRINGBOARD PROJECT**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 5 APRIL 2009****15. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	205,773	(197,396)	8,377
Restricted funds			
Capital works	10,000	(6,642)	3,358
Play co ordinator	13,752	(13,752)	-
Early years staff	8,000	(8,000)	-
LDC staff	28,500	(10,625)	17,875
Freehold property	-	(2,882)	(2,882)
	<u>60,252</u>	<u>(41,901)</u>	<u>18,351</u>
TOTAL FUNDS	<u>266,025</u>	<u>(239,297)</u>	<u>26,728</u>

The freehold property fund was established on the acquisition of the freehold land and buildings, representing donations received.

The capital works fund represents amounts received for more substantial fixed asset additions.

Property and Equipment Fund - This is a designated fund representing the amount of charity funds locked up in freehold land and buildings and other fixed assets which are needed for operational purposes, at their net book value as at the year end.

Play Co ordinator Fund - This is a grant received to pay the salary of the play co ordinator.

General Fund: Reserves - The balance on the Unrestricted Funds after the above designations represents the Charity's reserves held as "working capital" for general purposes.

16. ULTIMATE CONTROLLING PARTY

For both the current year and the previous year, the charitable company was under the control of the trustees.

17. FUNDING/GOING CONCERN

The charitable company is funded mainly by donations and grants from charitable trusts, corporate donors, government bodies and the general public.

SPRINGBOARD PROJECT**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2009**

	2009 £	2008 £
INCOMING RESOURCES		
Voluntary income		
Donations	56,436	51,017
Grants receivable	147,947	89,498
	<u>204,383</u>	<u>140,515</u>
Activities for generating funds		
Rent	4,299	4,805
Investment income		
Interest	1,972	3,142
Incoming resources from charitable activities		
Activities	21,127	16,972
Membership	34,244	31,602
	<u>55,371</u>	<u>48,574</u>
Total incoming resources	266,025	197,036
RESOURCES EXPENDED		
Costs of generating voluntary income		
Salaries and social security	12,500	12,500
Office costs	1,836	1,997
Travel	419	504
Publicity	1,628	564
	<u>16,383</u>	<u>15,565</u>
Charitable activities		
Salaries and social security	34,685	35,947
Cost of activity schemes	130,789	88,237
Staff training and recruitment	1,671	5,146
Repairs, renewals and maintenance	9,295	17,029
Light, heat, water and insurance	7,235	5,479
Office costs	5,141	6,135
Travel	3,768	4,539
Depreciation	15,547	15,279
	<u>208,131</u>	<u>177,791</u>
Governance costs		
Salaries and social security	12,642	12,470
Office costs	557	625
Accountants fees	791	950
Carried forward	13,990	14,045

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SPRINGBOARD PROJECT

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2009**

	2009	2008
	£	£
Governance costs		
Brought forward	13,990	14,045
Light, heat, water and insurance	191	140
Legal & professional fees	364	649
Repairs, renewals and maintenance	238	380
	<u>14,783</u>	<u>15,214</u>
Total resources expended	239,297	208,570
	<u> </u>	<u> </u>
Net income/(expenditure)	<u>26,728</u>	<u>(11,534)</u>

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