

**SNAAP (SPECIAL NEEDS ADVISORY AND ACTIVITIES PROJECT)**

**Report and Financial Statements**

**for the year ended**

**31 March 2013**



SNAAP'S  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2013

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# **SNAAP (SPECIAL NEEDS ADVISORY AND ACTIVITIES PROJECT)**

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## **Legal and administrative information**

### **Trustees**

Stephanie Swan (Chair)  
Vanessa Oakes (Vice Chair)  
Serena Kemp (Secretary) – resigned May 2012  
Marilyn Smalley – resigned May 2012  
Paula Richardson – resigned May 2012  
Lisa Whiteing – resigned May 2012  
Amanda Hutson  
Sarah Whitney – resigned December 2012  
Gordon Johnson – elected January 2013

**Charity registration no. 1130149**

**Company registration no. 06800689**

### **Principal office**

SNAAP  
Windchimes  
Reynolds Close  
Herne Bay  
Kent CT6 6DS

### **Reporting accountant**

JP Hobbs FACPA  
JP Hobbs Accountants  
2 Water Lane  
Sturry  
Canterbury  
Kent CT2 0AW

### **Bankers**

Lloyds TSB  
49 High Street  
Canterbury  
Kent CT1 2SE

# SNAAP (SPECIAL NEEDS ADVISORY AND ACTIVITIES PROJECT)

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## Trustees' Report

The trustees of the charity present their annual report and financial statements for the year ended 31 March 2013.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of the Statement of Recommended Practice, "accounting and reporting by charities" issued in January 2005, and the Companies Act 2006.

### Governing document

The Charity is governed by a Memorandum and Articles of Association adopted on 22 June 2011 prior to this the Charity was governed by a trust deed dated 14<sup>th</sup> December 2004. The Charity is constituted as a charitable company limited by guarantee reg. no. 06800689.

### Objects of the Charity and Principal Activities

The charity's objects are principally for the relief of children and young persons with disabilities or special needs, living in the East Kent area, by the provision of information, advice and support to their parents, leisure activities for the children and young people and such other charitable activities as the directors in their absolute discretion shall decide.

### Summary of the main activities undertaken for the public benefit in relation to these objects

SNAAP's charitable purposes are for public benefit and fall within the description "*the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage*" in the Charities Act 2006.

In planning our activities we keep in mind the Charity Commission's guidance on public benefit and ensure that, through regular consultation with our service users, we provide services that meet their needs.

Our focus remains on providing leisure and social activities for disabled children and young people and support and information to their parents and carers.

We seek feedback from our families continuously and this, along with monitoring and evaluating our activities, ensures that our work remains focused on our stated aims and objectives and also proves we are providing high quality services.

We also ensure that the whole family's needs are taken into consideration, including non-disabled siblings when organising events.

We ask families to pay a small fee for some of SNAAP's activities as a contribution towards costs but if a family is unable to pay due to its financial circumstances we make sure the service is still available to them.

SNAAP works with a wide range of members of the public such as professionals, supporters, funders, interested parties and volunteers and, therefore, also benefits the general public.

### Organisation Structure

The Charity is controlled by the Trustees, who delegate the day-to-day running of the Charity to the Manager.