

# Yellow Submarine Holidays

Annual report and summary accounts  
2009-2010



Charity number 1136735



# a year of progress

## Toby Staveley *Founder*

Yellow Submarine Holidays was founded to support people with learning disabilities, their carers and their families. Its goal is to help meet the huge need for respite breaks both to enable carers to have a much deserved rest and, through our residential breaks and day activities, to assist people with learning disabilities to build confidence, make friendships and develop new skills.

From the beginning we have been demand-led by our service users. During the past year we have supported a total of 42 places for people with learning disabilities on residential respite breaks to nine different locations including trips to Scotland, Wales and France. We have provided families and carers with over 4000 hours of important respite time. In addition to our holidays and day trips we've begun a successful monthly gardening club in West Oxfordshire which we hope to build on in the forthcoming year. To assist with these projects we have recruited and trained 18 volunteers who we hope will become ambassadors for people with learning disabilities within their own communities.

Since our inception in April 2009 we have been a not-for-profit company and at the start of this year we took the decision to become a charity. A committee was formed, trustees and directors were appointed and a new governing document was adopted. I'm very pleased to say that at the end of June 2010 we were told we'd been accepted for registration by the Charity Commission. We are delighted by this and hope it will give us access to funds that make it possible to build upon our excellent start.

In looking to become a charity we asked ourselves important questions about our objectives. Often people with learning disabilities who are still living with their families have the least state support and so are less able to finance holidays than those in care. Yet it is the carers of these adults whom are most in need of short breaks as Mencap's recent report, "Breaking Point" articulates. We have adopted a policy of subsidising our respite activities as without this our support is out of reach for many. Our feedback (see page 5) suggests that this has proved invaluable. We are proud to have had such an impact and with financial assistance we believe we can continue to do so.

Our other focus is a commitment to involving and training volunteers with our work. Our experience suggests that this can be a relationship of mutual benefit, with volunteers receiving as much as they give. We intend to involve more volunteers- and from a wider background- each of whom we hope will learn from their experience and take back to their communities a positive message to help reduce hate crime and violence against people with learning disabilities.

The needs of family carers and people with learning disabilities are often overlooked with desperate consequences. We hope we are, and will continue to be, an organisation with family ethics, care and respect at the heart of everything we do that seeks to address these consequences in a cost-effective, person centred and compassionate manner.



Jimmy and Lin growing their friendship in Wales



# welcome from the chair

Our chair Ellie, with Kwok by the sea



My interest in Yellow Submarine Holidays began after two wonderful volunteering experiences with the organisation in Somerset and Pembrokeshire. From speaking to and observing participants in all sorts of activities- feeding animals, line dancing and making decorations to name but a few- it was obvious how much they enjoyed the holidays and grew in assurance. I also appreciated how much I learnt from volunteering and how my own confidence in talking to adults with learning difficulties developed.

Yellow Submarine's approach is unique and markedly different to private providers of respite. It has in a short period built a solid reputation and is regularly contacted by local authorities and families and has a very high participant return rate. Based on my experience, participants were usually discussing where they would like to go on their next Yellow Submarine holiday on about day two of their current break!

Yellow Submarine has got to where it is now due to the unbelievable commitment and skills of the two staff- the Founder and his wife. Their genuine personal interest and expertise is clear. Toby has over 10 years experience of successfully running small businesses; has a masters degree in learning disabilities and is also a Trustee of Oxford & District Mencap. Lucy has a history of nursing, health promotion strategy development and implementation with Oxfam GB and the UN, and a masters degree in public health.

Yellow Submarine has also pulled together a strong and committed group of trustees which includes people with marketing, legal, health promotion and health policy expertise from the private, voluntary and government sectors as well as a service user.

I'm delighted to have been appointed as chair of the board of trustees. There are significant developments in the year ahead as individual budgets are introduced, spending cuts are felt and 'big society' is implemented.

But Yellow Submarine is a tremendous model with the right foundations and I feel it is ideally positioned to interpret these changes as opportunities.

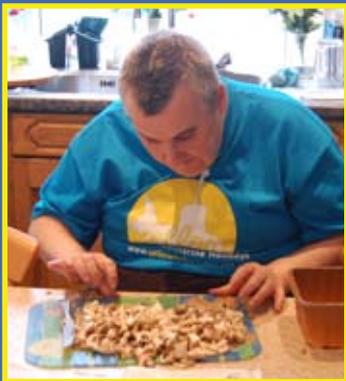
*Elspeth Lee*



Judy, Mark, Toby, Brian and Katy work on an art project whilst on a respite break in a lighthouse in Exmoor.



# our governance



Katy, Lin, Michelle, Anthony and Nooran take turns to help cook dinner on our residential holidays.

**Administrative details** - Yellow Submarine was formed as a company limited by guarantee (number 6619694) in 2008 and began trading in April 2009. The company was registered as a charity with the Charity Commissioners under Number 1136735 on the 6th July 2010 (note this is just outside our year end for 09/10). The correspondence address and registered office is Westhall Barn, Westhall Hill, Fulbrook, OXON, OX18 4BJ

**Governing document** - The charity is governed by memorandum and articles of association based upon a model Charity Commission document which was adopted on the 18th March 2010. The charity's objects are as follows:  
"To relieve the needs of and help people with learning difficulties and their carers by providing: (A) supported holidays, support and activities; (B) respite; (C) volunteering opportunities and training for the general public."  
Our full governing document can be downloaded from our website.

**Trustees** - The overall responsibility of the organisation rests with the board of trustees. The selection of Trustees is designed to supplement the existing skills and expertise of the board and is governed by an informal skills assessment. Appointment of trustees is made in accordance with the society's constitution. The following persons served as Trustees during the period under review: Ms Elspeth Lee (Chairperson), Mr Roland Allen (Treasurer), Ms Kathryn Seward (Secretary), Ms Linda Kupczak. There are at least four full Board meetings a year. The trustees appoint a manager, who is responsible for ensuring that their policies and strategies are followed.

**Risk assessment** - Criminal Records Bureau checks are carried out for all trustees, staff and volunteers. The Trustees have examined the major strategies, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to minimise these risks.

**Accountants** - Shilton Accounting Services, Honeystone Cottage, Ladburn Lane, Shilton, Oxfordshire, OX18 4AJ



# what our stakeholders say

"It is very useful, at last someone providing holidays for people with special needs. Katy loves choosing which holiday she would like to go on. The hols also make her feel independent, and build her confidence so that she can cope away from home."

Ellen Cocking, mother of Katy, (who is pictured top left, opposite page)

"I'm very interested in your plan to set up something relating to holidays. This is a criminally overlooked and much needed area of work in the field of learning disabilities."

Simon Tyler, Chief Executive of Mencap Andover

"Jimmy Smith always comes back more positive from your holidays and much more independent. Before he went away with you he could not even make a sandwich. Now he goes to the fridge and is able to prepare a meal for himself. Before he could never do that. Now he has really come out of himself and as a result needs less support. You are doing a really wonderful job!"

Lucia Wells, care worker for Jimmy Smith (who is pictured with Lin on page 2 of this report)

"I find the holidays have given him more confidence and made him more positive. They have done the world of good for him going on group holidays with the right support so he doesn't need to look over his shoulder the whole time. For me the rest is great - I'm really confident about him with you - it's like home from home and that allows me to relax."

Pam Ryan, mother of Dean who has previously come on our respite breaks to Cornwall and to Edinburgh

"I just meant to say a BIG BIG thank you for having me for all your holidays. If not for the holidays I will never have the chance to stay in a lighthouse, in a 1873 house!, in a house that looks like a castle. It's just so amazing. Your holidays are one of a kind and I believe in what you do and hope you continue doing what you do."

Roslinah Rokhim, a volunteer (pictured centre on the front page) who has helped on four of our respite breaks



Brian, assisted by John, mows the grass during one of our gardening & allotment projects



# 2009/2010 summary accounts

## Profit and loss account for the year ended 30 June 2010

	Continuing operations	
	2010 £	2009 £
<b>Turnover</b>	12,202	1,725
Cost of Sales	<u>(8,742)</u>	<u>(2,433)</u>
<b>Gross profit/(loss)</b>	3,460	(708)
Administrative expenses	(12,750)	(2,592)
Donations	<u>15,815</u>	<u>150</u>
<b>Operating profit/(loss)</b>	6,525	(3,150)
Other interest receivable and similar income	<u>2</u>	<u>-</u>
<b>Profit/(loss) on ordinary activities before taxation</b>	6,527	(3,150)
Tax on profit/(loss) on ordinary activities	<u>-</u>	<u>-</u>
<b>Profit/(loss) for the year</b>	6,527	(3,150)
Accumulated (loss)/profit brought forward	<u>(3,150)</u>	<u>-</u>
<b>Retained profit/(loss) carried forward</b>	3,377	(3,150)

There are no recognised gains or losses other than the profit or loss for the above two financial years.



# 2009/2010 summary accounts

Balance sheet as at 30 June 2010

	2010		2009	
	£	£	£	£
<b>Current assets</b>				
Debtors	10,940		160	
Cash at bank and in hand	<u>5,998</u>		<u>2,036</u>	
	16,938		2,196	
<b>Creditors: amounts falling due within one year</b>	(13,561)		(5,346)	
<b>Net current assets/(liabilities)</b>		3,377		(3,150)
<b>Total assets less current liabilities</b>		3,377		(3,150)
<b>Net assets/(liabilities)</b>		3,377		(3,150)
<b>Reserves</b>				
Profit and loss account		3,377		(3,150)
<b>Members' funds</b>		3,377		(3,150)

## Notes

1. This is a summary of our accounts for the year 2009/2010. A complete copy of our latest accounts can be downloaded from [www.yellowsubmarine.org.uk](http://www.yellowsubmarine.org.uk) or will be emailed/posted on request.
2. Yellow Submarine Holidays was registered as a charity on the 6th July 2010 and as such the accounts for the period 2009/2010 which has a year end of the 30th June meet the requirements of company law.



# thank you & contact details

We would like to thank all who have supported us through donations and gifts in kind:

Bright Spark Trust Fund  
Oxfordshire Grassroots Fund  
Queens Park Rangers Football Club  
Agile Films  
Roslinah Rokhim  
Julian Morel  
James Caulfield  
Nick Defty  
Josh Ford  
Tom Alexander

And special thanks to all our volunteers whose help is invaluable and much appreciated

Roslinah Rokhim  
James Clasper  
Benjamin Shirlaw  
Julia Shirlaw  
Denise Clent  
Heather Parr  
John Hilsden  
Darrinda Lewis  
Connor Kelly

Elspeth Lee  
Alexander Humes  
Lucia Wells  
Tom Alexander  
Beth Scott  
Tilly Shirlaw  
Poppy Shirlaw  
Isobel Culliford  
William Culliford

A Yellow Submarine outing to see QPR play in a football match at Loftus Road stadium.



Our postal address and registered office is: Westhall Barn, Westhall Hill, Fulbrook, OXON, OX18 4BJ.  
Company limited by guarantee number- 6619694 and registered charity number - 1136735

Telephone- 01993 822098 Email- [info@yellowsubmarine.org.uk](mailto:info@yellowsubmarine.org.uk) Web- [www.yellowsubmarine.org.uk](http://www.yellowsubmarine.org.uk)

