

**IPSWICH OPPORTUNITY GROUP**  
**ANNUAL GENERAL MEETING**  
**HELD ON 6<sup>th</sup> OCTOBER 2025 at the SALVATION ARMY HALL, WOODBRIDGE ROAD**

**Present:** Cheryl King, Val Howe, Chris Futter, Anne Green, Sandra Davy, Jacqui Cawkwell-East, Bryony Goodchild, Rachel Hill, Maura Flatman, Chris Southwell, Claire Rush, Nicola Murdoch,

**Apologies:** Liz Boyle, Andrea Pittock, Anna Davies, Robert Crozier, Carina Sewell, Sanchia Brandreth, Gemma Knipe, Stephanie Newton, Clare Brook, Louise Harman, Clara Jacobs, Barbara Hughes, Anna Hughes

The notes from the previous AGM were proposed as a true record by Sandra Davy and seconded by Val Howe.

**Matters Arising**

Nothing arising.

**Policies**

No changes to policies, reviewed and new logo being applied to documents.

New website will require cyber security policy. Chris Southwell (SCC- AU) offered template policy.

**Chairpersons Report** – Sandra Davy

This is my first year as Chair and I would like to thank all the trustees for their help and support. We have a very strong committee and all meetings have been able to go ahead as planned. A new logo has been designed and we have been working hard on a new website which should go live in January. Special thanks to Louise and Chris for their hard work.

There have been ups and downs throughout the year. Highlights have included seeing the children thrive and move onto successful school placements. Another highlight particularly for me was seeing every child contribute to the painting of our Hare for the St Elizabeth Trail. Introduction of Sensory Stories by Nicola Murdoch have been a success.

The staff and volunteers have, as always given their “All” to support the children and their families. Thanks to everyone for providing such a happy welcoming atmosphere in every session. Caroline Cummings has moved on and we are fortunate to have appointed Gemma Knipe.

The downs have been unsuccessful bids to Children in Need and the NHS pathway bid. Both involved very detailed bids. But we are in a better financial position than this time last year and other Grant applications have been successful. Thanks to Activities Unlimited (AU) for their continued support. However, ongoing fundraising continues to be priority.

There have been no safeguarding issues this year and staff volunteers and Trustees have all completed safeguarding training.

Numbers attending some sessions are low. This has become an issue since school placements now start at the beginning of the Autumn term rather all year round. Hopefully, through our contacts, leaflets and the new website, this issue will be resolved. Ideally, we would like to appoint a parent liaison worker but this will be dependent upon adequate funding.

**Treasurers Report** - Bryony Goodchild

Total Income: £50,088.08

Total Expenditure: £28,553.99

Closing Balance at Year End: £31,194.08

Our financial year up from April 2024 until March 2025 was a much healthier financial year than the previous one, with our income exceeding our expenditure by £21,534.09. This figure combined with the surplus brought forward from last year of £9,659.99 left us with an opening balance for our current financial year of £31,194.08.

I would like to thank Activities Unlimited for their ongoing support, and for helping us with extra funds when we were in need. I would also like to thank all our donors listed in your account packs.

We have been successful in several of our grant applications, and again you can see these listed in your account packs.

We have had a number of fundraisers and are very grateful to everyone who contributed in any way.

Finally, I'd like to thank Anna Hughes for examining our accounts again. She has indicated that she is happy to continue to do so but that at some time in the future she is planning to pass on the role to her son who is also an accountant.

### **Any questions**

No questions or concerns raised.

### **Acceptance of Accounts**

The accounts were proposed as a true record by Bryony Goodchild and seconded by Claire Rush.

### **Co-ordinators Report**

I feel that I have managed to step back a bit this year thanks to the support of the staff, volunteers, and Trustees. Thank you to Nic who has taken on the role of Lead Playleader. Sessions are running smoothly, the team work so well together even though we have had another change of playleader, Caroline left in May and Gemma joined us in June but it seems like she has been with us longer as she has fitted in so well!

Thank you to all the staff and volunteers for planning and running such successful sessions. Feedback from parents is very positive. The music therapy sessions in October/November were very popular. Also, the Hare that we were able to decorate for the Hospice trail thanks to Greater Anglia sponsorship was a great group activity.

Thank you also to the Trustees who have taken some of the admin tasks on, helping with reducing my involvement and not feeling so overwhelmed with admin. Next aim is to get the new website set up which will be fantastic!

### **Resignation of current committee**

## **Nomination and Election of Officers and Committee**

The nomination of officers is as follows:

**Chairperson** - Sandra Davy

Proposed by Cheryl King

Seconded by Claire Rush

**Vice Chairperson** – Chris Futter

Proposed by Claire Rush

Seconded by Rachel Hill

**Treasurer** – Bryony Goodchild

Proposed by Sandra Davy

Seconded by Jacqui Cawkwell-East

**Secretary** - Jacqui Cawkwell-East

Proposed by Claire Rush

Seconded by Val Howe

### **Committee Members**

Louise Harman

Clara Jacobs

Maura Flatman

Stephanie Newton

Claire Rush

Anne Green

Val Howe

Proposed by Rachel Hill

Seconded by Sandra Davy

### **Any Other Business**

Chris Southwell AU – offered to advertise Trustee roles and promotion of fundraisers on their social media. Also, opportunity to apply for capital funding for equipment and additional storage (subject to SA approval).

Update on Activities Unlimited offer from Chris Southwell – parent, sibling and provider training.  
Upgraded holiday accommodation in Fritton.

Claire Rush to update leaflet now logo is finalised.

Discussions around referral routes – Framlingham and Bergholt Wards at Ipswich Hospital, Facebook support groups.

### **Date of next AGM:**

Monday 5<sup>th</sup> October 2026 – 7.30pm

### **Date of next committee meeting:**

Monday 17<sup>th</sup> November 2025 – 9.30am

**IPSWICH OPPORTUNITY GROUP**

Statement of Receipts and Payments for the year ended 31 March 2025

Income	2024-25	2023-24	Payments	2024-25	2023-24
<b>Grants</b>			<b>People</b>		
Garrett Foundation Newsquest (RF Music Therapy)	1000.00		Salaries	21900.40	21351.06
Funding from Suffolk Community Foundation through BirkettsFund (RF Rent)	1980.00		Payroll Services	856.15	663.60
SCC AU Grant	17000.00	9000.00	Training	783.68	332.14
HHGET Grant	5000.00		DBS Checks	74.00	24.00
Bailey Thomas	5000.00				
Garfield Weston Foundation	3000.00				
VARRIERJONES Foundation Grant	5000.00				
YAPP	3000.00				
The Archer Trust	1500.00				
<b>Donations</b>			<b>Other direct costs of running the Groups</b>		
Wonderful	175.00	796.70	Hall Hire	1980.00	1980.00
Donation Cotton Club	2200.00		Taxi transport	526.56	884.52
Give as you Live	168.09	518.43	Equipment	376.81	192.51
Donations in memory of Roger Seaman	0.00	754.87	Music Therapy	1000.00	
Mazars Charitable Trust	0.00	1000.00	Snacks and Activities	138.82	221.22
Donations in memory of Paul Quantrill	0.00	750.00			
Donat Donations for Safeguarding Training	120.00		<b>Administrative Costs</b>		
Other Donations	1425.34	489.36	Telephone	80.00	40.00
<b>Fundraising</b>			Insurance	396.35	542.63
Spring Fayre	113.50		Membership Fees SAFE	60.00	50.00
Sale of Tomato Plants	83.00		Ofsted	0.00	0.00
Quiz Night	431.00		Miscellaneous	346.22	208.65
Concert	40.00		ICO Registration	35.00	35.00
Summer Concert	231.00				
Xmas Craft Stall	221.60		<b>Costs of Fundraising</b>		
Brook Inn Coffee Mornings	172.55	331.14	Concert Hall Hire		
Christmas Concert	268.71				
Craft Stall	65.00	369.20			
Sale of Christmas Cards	0.00	79.00			
ITFC Collection	0.00				
Brighton Marathon Sponsorship	0.00	75.00			
Gift Aid	213.10				
<b>Other income</b>					
Voluntary Attendance Fees	1469.00	1459.20			
Bank Interest	161.19	150.85			
Bank Compensation	50.00				
			<b>Total Costs</b>	<b>28553.99</b>	<b>26525.33</b>
<b>Surplus/(deficit)</b>				<b>21534.09</b>	<b>(10751.58)</b>
	<u>50088.08</u>	<u>15773.75</u>		<u>50088.08</u>	<u>15773.75</u>



Bryony Goodchild  
Hon. Treasurer



Anna Hughes AIA  
Independent Examiner

## **Independent examiner's report to the trustees of The Ipswich Opportunity Group**

I report to the trustees on my examination of the accounts of the Ipswich Opportunity Group for the year ended 31 March 2025.

### **Responsibilities and basis of report**

The trustees of the Ipswich Opportunity Group are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The trustees consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

I report in respect of my examination accounts, carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008, other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination, to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Anna Hughes, ACA

Brook Farm, Days Road, Capel St Mary, Suffolk, IP9 2LB

27 June 2025