



The Hamlet Centre Trust

supporting children and young people with special needs



REVIEW 2009

From the Chair, Judy Clift

This has been a year of great change for the Hamlet Centre: In August we said goodbye to Marian Pearson after many years of devoted service, within the Centre and strategically on its behalf. Pat Horn, our CEO, retired in September. Our grateful thanks go to them both.

We were very fortunate to appoint Michael Rooney as our new CEO. Michael took over the reins from Pat at the end of September, and immediately embraced the plans to increase services, secure funding and seek larger premises.

Despite the recession, our provision of targeted services for children and young people has continued to grow and to attract funding. The trustees are very grateful to the Committee of the Saint Raphael Club who agreed to offer their premises for Adult Services use on several days each week. The pilot project has been successful, and appreciated by staff and

service users alike: we look forward to further imaginative collaboration between the two charities to the benefit of both.

The success of our bids for Pathfinder money underlines the invaluable contribution the Hamlet Centre makes to the lives of children and their families.

We are particularly grateful to Michael, the staff and the volunteers who have embraced so much change in September, and worked with dedicated enthusiasm to respond to the needs of our service users, and to plan future developments of Hamlet Centre services.

We thank all our funders: individual, corporate and local authority. Without their support, The Hamlet Centre could not be the vibrant organisation it has become.

Last, and not least, we thank all our service users for their enthusiasm and fun, and their families for their support.

We look forward to another exciting year.

The Hamlet Centre Trust was set up in 1972 by Margaret and Jack Wymer, who were themselves disabled. They believed passionately that with the right support, people with disabilities could make their own decisions and move towards a good quality of life which they had chosen for themselves. This ethos continues to underpin our work. Starting out as the Norwich Toy Library we now organise a range of high quality services for children and young people with disabilities in Norfolk, developed in response to identified needs.

CEO REPORT

Michael Rooney

In September I had the privilege of becoming CEO at the Hamlet Centre Trust. I would like to recognise the legacy left by my predecessor Patricia Horn. Much of what is reported on is down to Pat's hard work and dedication.

During this year we have seen a steady build up in all of our services as can be seen by the reports from the individual managers. The Hamlet Centre's reputation for high quality services is well established. Our challenge is to ensure we can meet the increasing demand. To continue to provide the volume and breadth of service that is both needed and wanted, we must add to our premises capacity. Our use of the St Raphael club is acknowledged elsewhere and we look forward to continuing with this partnership. Effective partnerships with the children and adults who use our services, their families and carers, NHS Norfolk and Norwich City Council, are crucial, as the Hamlet Centre meets the challenges presented to it.

We are particularly grateful for the support and effective partnership with Norfolk County Councils Children's Services and Adult Social Services.



I have looked to increase the students, families and staff's input into decisions that are made within the Hamlet Centre and to that end we have had a number of working groups, looking at such things as finance, transport, Public Relations, Internal communication and Inclusion. To work together, in an environment where everybody has a voice and can own change and development is one of the keys to a dynamic and successful workplace. An example of this collaboration is our new logo which gives us the opportunity to better publicise the huge variety of work the Hamlet Centre does, whilst staying true to the original design.

I would like to thank all of our volunteers, partners and other professionals who have worked with us throughout the year. I would particularly like to thank the staff team. I have inherited a very talented and committed group of people, who have been very supportive since I have been in post. We have exciting times ahead.

Children's Services

Manager Terri Nelson

Deputy Manager Mary-Ann Foxcroft

Acting Deputy Manager Debra Woodrow

The Children's services continues to develop, providing the following services.

Short Break Playschemes

The school holiday and Saturday short break, playschemes for children with complex health needs, continue to be popular. Places have increased from 12 to 16 per day, but there is still a waiting list. The summer playscheme provides short breaks for young people with additional needs as well as those children with complex needs. The transition scheme for older children at our city flat also continues to thrive and will increase from three to five days per week next year.

Early Support Opportunities Group

The Early Support Opportunities Groups, increased from two to three days per week increasing to five in May 2009. Numbers are building steadily on the additional days and we have offered places to all children on the waiting list. The groups are inclusive of all children under five, although priority is given to children with special needs. This is working well and children are learning from each other, enjoying each other's company, promoting integration and understanding different abilities.

Norfolk County Council's Childrens Service is a pathfinder authority for Aiming High for Disabled Children, and successful bids to this fund has enabled the expansion of the above.



Youth Club

The youth clubs, funded by Children in Need, continue to provide a range of fun activities for 12 young people, two evenings a week. They show great enthusiasm for the club, contributing new ideas for their activity programme including some in the community. The waiting list continues to grow as it establishes a reputation for a high quality service.

Toy Library & Play Sessions

The play sessions, funded by the Big Lottery, via Norwich City Council have become more established. Word of mouth has led to more interest from early years providers resulting in more sessions in a variety of settings.

This in turn, has increased the awareness of the Hamlet Centre and as a result the base library is very busy. The number of mobile visits and locations has increased and we are building up good relationships with a number of Children's centres. More mobile visits to rural locations to target families of children with special needs are planned.

Adult's Service

Manager **Joan Welsby**

Deputy Manager **Kate Newham**

The service continues to offer a huge variety of options and activities for young adults aged from 19 – 40, with complex physical and learning needs. With referral requests increasing, this year has seen exciting service developments to cater for all our students, ensuring a service, that is creative, personalised and integrated.

The summer visit to Easton College again proved to be a great success with students thoroughly enjoying the opportunity to spend time in different surroundings.

Outreach

With space at a premium, the use of the Trinity Street flat five days per week helps enormously and the students and staff attending enjoy a unique experience mirroring independent living.



Out of Hours Coordinator **Michelle Lewin**

The Out of Hours project is in its third year. We now have a members council which decide future activities and social opportunities for over 70 young people across Norfolk. We have offered over 250 activities including theatre trips, discos, meals out and a trip to the Norfolk Show. Each month we run around 12

The start of the New Year heralded the latest venture: the use of the St Raphael Club, initially for two days a week. Four students and two staff use the club to pursue various activities including soft furnishings, art work, cookery and sports. Physical fitness, health and wellbeing are important parts of daily sessions. Proximity to the city for both 'satellite' projects is a bonus. The two groups also get together on occasions to share activities that are mutually beneficial.

Many thanks as always to the inspirational staff team, volunteers and placements and especially to the students for all their hard work.



activities, two of those being at the weekend. We have a large number of volunteers and we have recently received funding to employ an assistant who can come to activities which are more popular. Thanks to everyone involved in making Out of Hours a great success.



FINANCIAL STATEMENT

Incoming Resources from generated funds	Restricted Funds 2009 £	Unrestricted Funds 2009 £	Total Funds 2009 £	Total Funds 2008 £
Voluntary income	78,331	106,874	185,205	153,388
Activities for generating funds	83,641	19,171	102,812	85,545
Investment income	-	6,047	6,047	9,528
Incoming resources from charitable activities	-	319,063	319,063	292,967
Other incoming resources	-	6,248	6,248	5,005
Total Incoming Resources	161,972	457,403	619,375	546,433
Resources Expended				
Charitable activities	143,822	485,051	628,873	568,193
Governance costs	-	3,105	3,105	5,504
Total Resources Expended	143,822	488,156	631,978	573,697
Movement in total funds for the year - net Income/(Expenditure) for year	18,150	(30,753)	(12,603)	(27,264)
Total Funds at 1 April 2008	155,252	304,172	459,424	486,688
Total Funds at 31 March 2009	173,402	273,419	446,821	459,424

Trustee's Statement

The audited accounts were approved by the Board of Trustees on 16th September 2009. They will be submitted to the Charity Commissioners and the Registrar of Companies. The full accounts, the auditors' report and the Trustees' Annual Report can be obtained from the registered offices. Signed by Judy Clift on behalf of the Board of Trustees.

Auditor's Statement to the Trustees of The Hamlet Centre Trust

We have examined the summarised financial statements above. You are responsible as trustees

for the preparation of the summary financial statements. We have agreed to report to you our opinion on the summarised statements' consistency with the full financial statements, on which we reported to you on 17th September 2009. We have carried out the procedures we consider necessary to ascertain whether the summarised financial statements are consistent with the full financial statements from which they have been prepared. In our opinion the summarised financial statements are consistent with the full financial statements for the year ended 31 March 2009.

Trustees

Judy Clift, Chair Appointed 17 March 05
 Frances Delamare, Vice-Chair Appointed 14 June 04
 Aleathia Mann, Treasurer Appointed 11 August 04
 Anna Gill Appointed 14 June 04
 Jon Nelson Appointed 07 October 04

Roger Belshaw Appointed 07 October 04
 James Porter Appointed 17 March 05
 Stephen Godwin Appointed 17 March 05
 Sally Brooks Appointed 07 December 05
 Carole Clayson Appointed 27 November 07
 Pamela Fielder Appointed 19 February 08

THANK YOU

We would like to thank the many trusts and companies, groups and individuals for their support during the last year, a full list is available on the annual report

Testimonials from users and parents:

Julie Chamberlain, foster carer of Rebecca age 12

“ You can leave the children with confidence ”

Gaynor Leader, mum of Scott aged 11

“ I love it because he is happy, safe and he enjoys it ”

Talita aged 9

“ I like going on the computer and the trips out and seeing my friends ”

Sarah Grimble, Adult Service Student

“ I like my art and my cooking and I love being able to use my laptop, because it helps me talk ”

Sara Cottrell, Adult Service Student

“ I like the Hamlet, I like to go and see all my friends ”



Company Registered No. 2518973. Charity Registered No. 1000653
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Company Secretary Michael Rooney

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Bankers CAF Bank Limited, PO Box 289, West Malling, Kent, ME19 4TA