

SPEECH BUBBLE
(a Scottish Charitable Incorporated
Organisation)



Annual Report and Accounts
For the year ended 28 November 2024



Registered Charity – SC049332

SPEECH BUBBLE

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SPEECH BUBBLE

Charity Information

Charity name Speech Bubble

Charity number SC049332

Principal address

Website Address

Email

Trustees

Bankers

Co-op Bank Online
Business Customer Services
PO Box 250
Skelmersdale
WN8 6WT

Independent Examiner

SPEECH BUBBLE

Trustees' Report For the year ended 28 November 2024

The Trustees present their Report and Receipts and Payments accounts of the charity for the year ended 28 November 2024.

Structure, Governance, and Management

Governing Document

Speech Bubble is a Scottish Charitable Incorporated Organisation (SCIO) and received its charitable status on 28 May 2019 with the charity number SC049332. The charity is governed by a constitution.

Appointment of Trustees

The Charity Trustees who are the members of the charity, are also known as the Board of Trustees and consists of the Charity's Office Bearers – chair, treasurer, and a secretary.

Under the Constitution, there must be a minimum of 3 trustees and a maximum of 12. At each Annual General Meeting (AGM), three of the Charity Trustees must retire from office but may be re-elected. There is no limitation on the number of terms served. Any other vacancy can be filled by appointment as required.

Employees of the organisation are not eligible to become a trustee, unless appointed as the Chief Executive.

Organisational Structure

As a single-tier SCIO, the Trustees are the members of the organisation.

The members have the right to attend any meeting including the AGM and have important powers when taking any decisions in relation to changes to the Constitution.

The day-to-day work of the charity is carried out by sessional workers and two employees, including the Chief Executive Officer.

The Charity Trustees set the policy and the strategy of the charity, control and supervise the activities undertaken and are responsible for monitoring its financial position.

Risk Assessment

The Charity Trustees have agreed that it is mandatory that all employees and volunteers complete Child Protection training.

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Trustees' Report For the year ended 28 November 2024

Objectives and Activities

Charitable Purposes

Speech Bubble was established with the following Charitable Purposes:

- The advancement of education
- The advancement of health
- The advancement of the arts, heritage, culture or science
- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended
- The promotion of equality and diversity
- The relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.

Activities

Speech Bubble is a young and developing charity that provides “speech centred” drama workshops specifically for young people aged 5-24 with physical disabilities, impacting on their speech. Cerebral palsy, other types of brain injury, cancer and stroke are conditions which can have an impact on a child’s ability to coordinate the muscles to produce sounds. Communication and self-expression are vital to everyone but particularly for young people. A strong, confident voice reduces frustration, improves self-esteem and confidence. Without it, young people who are already physically challenged, face a huge social barrier to opportunities of all kinds. We aim to:

- Build confidence.
- Improve communication skills.
- Enhance social, educational and employment outcomes.
- Promote positive representation of disability in the arts with a view to improving inclusion and integration into the wider community.



*Some of our young people at
the Film in a Day event*

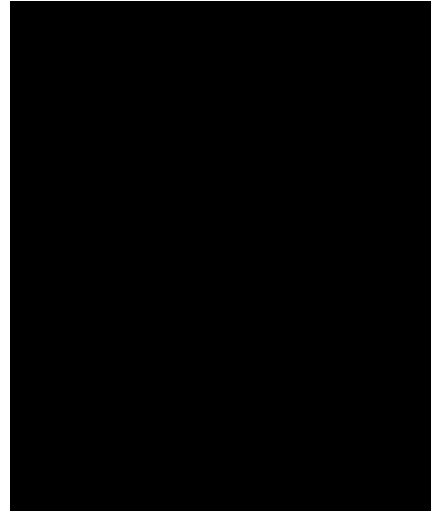
In recent years, the charity has been successful in accessing grant assistance to provide free, online, drama workshops. Developed in response to the COVID-19 restrictions, these virtual sessions widen participation to include the whole country. Our young people have experienced fun activities with our vocal coaches with specifically designed sessions that engage the young people and allow them time and space to improve their speech skills in terms of breath, diction, and volume. The structure of the workshop also lends itself to social interaction, builds confidence and encourages friendship.

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Trustees' Report For the year ended 28 November 2024

Our programmes

- We currently run two weekly Zoom workshops split by age/capacity.
- We also run one weekly in-person workshop for young adults with Down's Syndrome.
- We offer in person outreach taster sessions.
- We provide tailored 1:1 vocal coaching session on request. These are for young people to work on individual speech issues. They can be privately funded but we provide free blocks to participants when funding is available.
- We provide bespoke workshops for children and young people with disabilities.



Patron's Message



As someone with a speech impairment, it fills me with immense pride to serve as a patron of Speech Bubble. Witnessing the transformative impact this charity has on young people with physical disabilities in Scotland has been massively rewarding. From the innovative online drama workshops, which have broadened access across the country, to the thriving in-person sessions, including the pioneering work with young adults with Down's Syndrome, Speech Bubble is demonstrably advancing education, health, and the arts. I am particularly moved by the tangible achievements: the 60 online sessions, the successful "Film in a Day" events, the participation in the Scottish Youth Film Festival, and the creation of 10 original films. These accomplishments not only build confidence and improve communication skills but also promote positive representation of disability, fostering inclusion and integration within the wider community. It is a privilege to support an organisation that so effectively empowers young people to find their voice and express their creativity.



Creative Director Birds of Paradise Theatre Company
Patron Speech Bubble

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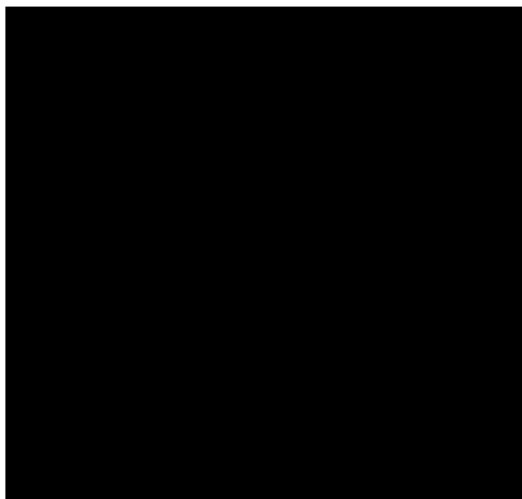
Trustees' Report

For the year ended 28 November 2024

Achievements and Performance

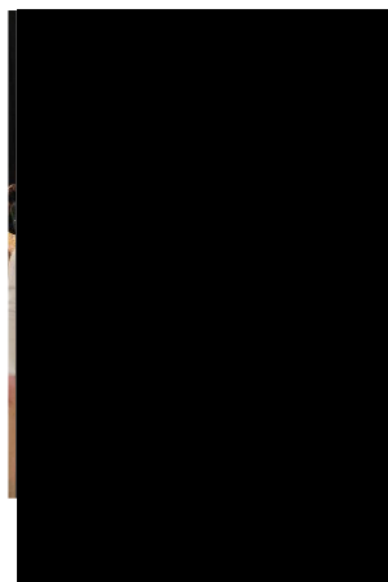
2024 was another busy and exciting year for us, beginning and ending with trips to the theatre in Edinburgh and Glasgow. It has also been a year of firsts, our first regular in person workshop started in January, as did our first Film in a Day workshop, we took part in a film festival for the first time and we had our first Speech Bubble Development Day. Building on last year's Away Days we have created some regular in-person events to allow our young people to get together and all of this has happened alongside our regular online workshops which we continue to deliver to young people across the country.

Increasing social opportunities for children and young people with physical disabilities, particularly those impacting speech.



We provided 60 online sessions last year and in January introduced our first, regular, in-person workshops for young people with Down's Syndrome and three in-person events. This took the place of our third online workshop for older teens which we piloted last year. These sessions are 90 minutes rather than 45 and incorporate more physical activity, feedback suggested that these young people benefited from a bit more direction so in response we piloted an in-person course which has proved to be successful. We've already had enquiries about doing something similar in Edinburgh.

Due to the response to our "Away Days" project last year we built in some additional in-person activities to bring our online participants together. We started with a whole group outing to the Royal Lyceum in Edinburgh to see The Snow Queen, followed by a whole group film workshop, on location filming for the 12pm group, our Premiere in June, a Halloween workshop at the Macrobert Arts Centre and we ended the year with a Panto at the Tron Theatre in Glasgow and a Christmas show back at the Royal Lyceum in Edinburgh. Most of our young people attended all or most of the events. We know from our feedback how important it is for our young people to get together in real life and to meet their coaches in person too. It also gives families an opportunity to socialise too.



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Trustees' Report

For the year ended 28 November 2024

Increasing opportunities to take part in creative activities for children and young people with physical disabilities, particularly those impacting speech

We try to encourage our participants to be creative in whatever way they can and offer opportunities for them to step out of their comfort zones. This year we were able to offer 7 themed in-person workshops across Glasgow, Edinburgh and Stirling. The Snow Queen Themed workshop was run in conjunction with the Royal Lyceum Theatre education team, we ran a film specific workshop in Glasgow allowing young people to create a "Film in a Day" using props as prompts for the participants to write a script around as well as giving them the opportunity to take on a variety of roles, camera, sound, direction etc, as well as acting. We followed this up with a location shoot for the 1pm group kindly supported by Voco hotels who allowed us some space in the Central hotel where we were able to film two films with one young person directing.

We celebrated Halloween with a well-attended afternoon workshop held at the Macrobert Arts Centre in Stirling. The participants split into groups and worked with tutors to come up with some short performances which they performed for their families later in the day.

We rounded off our creative workshops with two Christmas activities. The decision to have two separate events was driven by the difficulty of accommodating all of our wheelchair users in one theatre as these tend to be limited. We were able to access The Tron Theatre's education suite, and they provided us with an excellent workshop

based on Peter Pan. We were also able to hire space at the Royal Lyceum where [REDACTED] provided a Treasure Island themed workshop.

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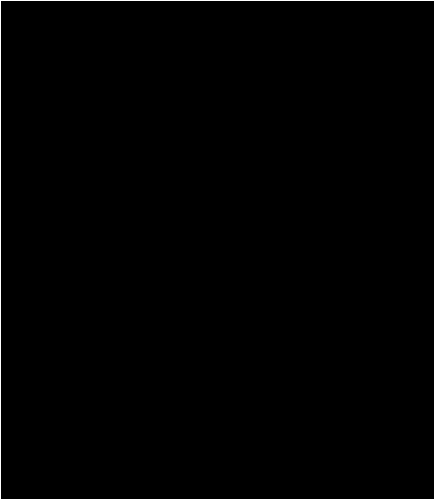
Trustees' Report

For the year ended 28 November 2024

As well as various activities including improv, poetry and spoken word writing and performing, this year, our participants produced 10 films, with storyboards, scripts and film posters involving 27 young people, including siblings in production and performance. One of our young people was offered paid work this year through our links with BoP Young Artists, before taking up a place at university to study film.

When applying to university I thought about the things I really wanted to do with my time, I immediately thought about how much I enjoyed making films, I realised that I wasn't as passionate about English as I was about film. Without having the experiences with Speech Bubble I don't think I would have considered it.

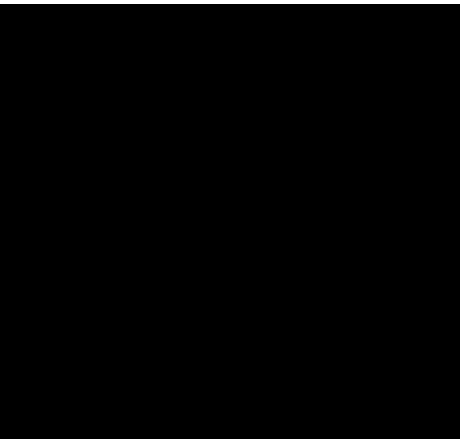
Improving the confidence of children and young people with physical disabilities, particularly relating to communication.



Speech Bubble activities often require our young people to step out of their comfort zone. This will look different for different participants. For example, for some young people, just using their voice in a session is a major achievement, for someone else it could be performing in front of an audience.

This year we offered our young film makers the opportunity to enter their films in the Scottish Youth Film Festival. An annual competition for a variety of different genres and each of our seven films were keen to do so with three being nominated for awards.

As we have moved into offering regular in-person workshops we have been able to move towards small performances. Our Halloween Workshop in October gave our young people the opportunity to take to the stage with their own short pieces, performing in front of their peers and families. Fancy Dress was optional but very popular and extremely creative! This was held at the Macrobert Arts Centre as one of the most accessible venues in the central belt. The event was well received and is something we plan to continue to develop over the coming months.



Towards the end of the year, we were contacted by casting agents looking to offer opportunities to our participants. This is something we are looking into in terms of how best to support our young people if this is something they feel they would like to take part in.

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Trustees' Report

For the year ended 28 November 2024

We are continuing to support volunteering wherever we can and this year we as well as our young board member we have taken on a young disabled volunteer to help with and fundraising. We hope that volunteering with us will help with her skills and employability.

Promoting a positive image of children and young people with disabilities.

Our long-term goal is to improve the representation of disabilities in all forms of media. We believe the best way to do that is for young people to write their own stories and include themselves in the narrative. The short films created by our young people showing them acting out the roles they have chosen for themselves in the stories they have written or contributed to. These films are shared with family, friends, schools and the wider public through our You Tube channel and in the last year through taking part in a film festival. We now have thirty films on our you tube channel, and it has had over 1600 views this year alone.

Lead Coach Update

Throughout the year I have noticed a real change in the participants. Each, in their own way, has grown in confidence, creativity and expression. It is extremely apparent that the sessions are helping the young people find and explore themselves, who they are and what they can offer – not just in workshops but integrating the skills they are gaining into their everyday lives.

One of our young people finished secondary school and started a Degree at Stirling University earlier this year.

We have an incredibly strong team of tutors,

welcome back on to the facilitating team. comes with a wealth of knowledge in Musical Theatre and in TV and Film Production.

We are pleased to

This year we were able to start an in-person workshop for young people with Downs Syndrome. These sessions are going well, and the participants seem very engaged. There is lots of fun being had whilst being creative and building confidence.

In connection with this new session, we were able to offer a volunteer position to a young person looking for experience in workshop facilitation and working with young people with disabilities. is this young woman, and I'm pleased to report she has added a tremendous positive energy to the team. will hopefully be heading to Drama School to complete a degree.

Lead Vocal Facilitator

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Trustees' Report For the year ended 28 November 2024

Financial Review

Overview

During the year, the charity had receipts of £51,838 (2023: £72,000). The main sources of income were grants and donations. The charity made payments of £57,804 (2023: £43,797) in carrying out its charitable activities. For the year ended 28 November 2024, the charity made a deficit of £5,966 (2023: surplus £28,203).

As at 28 November 2024, the charity held funds of £34,606 (2023: £40,472), of which £26,269 were restricted (2023: £32,797).

Reserves Policy

At 28 November 2024, the charity's unrestricted reserves stood at £8,237 (2023: £7,675).

The Trustees have agreed a reserves policy of three month's operational cost. Based on the 2024 actual results and predicted spending going forward, this is approximately £10,000 to £15,000.

The Trustees believe the unrestricted reserves at 28 November 2024 are sufficient, as most of these operational costs are covered by restricted funds held and committed in 2024-25.

Trustee's remuneration

One trustee was remunerated for their role as Chief Executive Officer, in line with provisions under the constitution. This amounted to £23,970 (2023: £18,295).

No other remuneration or expenses were paid to other trustees during the year (2023: £nil)

Donated Facilities & Services

The Charity Trustees would like to thank the service provided by all the charity's volunteers, who have helped contribute towards the success and achievements made within this past year.

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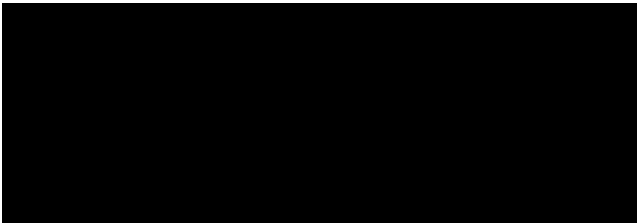
Trustees' Report

For the year ended 28 November 2024

Future Plans

One of the last events of 2024 was a “Development Workshop” which brought together members of the board, coaching team and staff, young people and parents to discuss progress and agree a future vision for the organisation. The outputs are being shaped into an action plan for next five years. The essence of the day was that Speech Bubble should try to maintain its unique approach whilst focusing on growth by networking with appropriate organisations, building its target audience and strengthening its image by rebranding and incorporating some new initiatives. Although this undoubtedly presents challenges, Speech Bubble aims to create a significant impact on the lives of young people with disabilities by enhancing opportunities in the arts and building a strong creative community.

Approved by the Trustees and signed on their behalf:



Chair

17 June 2025

SPEECH BUBBLE

Independent Examiner's Report For the year ended 28 November 2024

Independent Examiner's Report to the Trustees of Speech Bubble

I report on the accounts of the charity for the year ended 28 November 2024, which are set out on pages 12 and 13 and the related notes on pages 14 to 16.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006(as amended) ("the 2006 Regulations"). The charity's Trustees consider that the audit requirement of Regulation 10(1) (d) of the Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

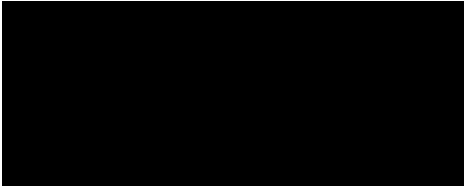
Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.



**EA Independent Ltd
5 South Charlotte Street
Edinburgh
EH2 4AN
25 Jun2 2025**

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Receipts and Payments Account For the year ended 28 November 2024

| | Notes | Unrestricted 2024 £ | Restricted 2024 £ | Total 2024 £ | Total 2023 £ |
|---|-------|---------------------------|-------------------------|------------------------------|----------------------|
| Receipts | | | | | |
| Grants and donations | 2 | 1,003 | 48,785 | 49,788 | 64,916 |
| Charitable activities | | 2,050 | - | 2,050 | 7,084 |
| | | <u>3,053</u> | <u>48,785</u> | <u>51,838</u> | <u>72,000</u> |
| Payments | | | | | |
| Charitable activities | 3 | 2,492 | 54,912 | 57,404 | 43,396 |
| Governance costs | 3 | - | 400 | 400 | 401 |
| | | <u>2,492</u> | <u>55,312</u> | <u>57,804</u> | <u>43,797</u> |
| Net (payments) receipts before transfers | | 561 | (6,527) | (5,966) | 28,203 |
| Transfers | | <u>(130)</u> | <u>130</u> | <u>-</u> | <u>-</u> |
| Net (payments)/receipts for the year | | <u><u>431</u></u> | <u><u>(6,397)</u></u> | <u><u>(5,966)</u></u> | <u><u>28,203</u></u> |

The notes on pages 13 to 15 form part of these accounts

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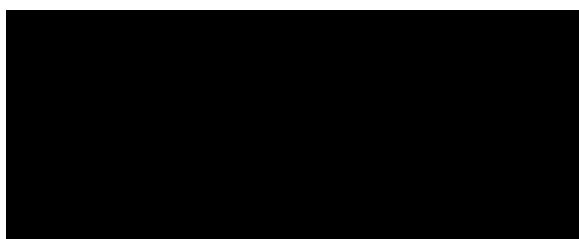
Statement of Balances As at 28 November 2024

| | Notes | Unrestricted 2024 £ | Restricted 2024 £ | Total 2024 £ | Total 2023 £ |
|--------------------------------|-------|---------------------------|-------------------------|----------------------|--------------------|
| Funds reconciliation | | | | | |
| Opening balance at 29 November | | 7,675 | 32,797 | 40,472 | 12,269 |
| Net receipts for the year | | 431 | (6,397) | (5,966) | 28,203 |
| Closing balance at 28 November | 5 | <u>8,106</u> | <u>26,400</u> | <u>34,506</u> | <u>40,472</u> |
| Represented by | | | | | |
| Cash at bank | | <u>8,106</u> | <u>26,400</u> | <u>34,506</u> | <u>40,472</u> |

Creditors

| | £ | £ |
|-------------------------|-------------------|------------|
| Independent examination | <u>400</u> | <u>400</u> |

Approved by the Trustees on 17 June 2025 and signed on their behalf by:



Chair

The notes on pages 14 to 16 form part of these accounts

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Notes to the Accounts

For the year ended 28 November 2024

1. Accounting Policies

Basis of accounting

The accounts have been prepared on a Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

VAT

The charity is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Resources expended

Expenditure incurred has been classified on a basis appropriate to the charity's circumstances. All expenditure relates to the charitable activities.

Fund Accounting

The charity holds money in different funds as follows:

- Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.

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Notes to the Accounts

For the year ended 28 November 2024

2. Receipts from Grants and Donations

| | Unrestricted 2024 £ | Restricted 2024 £ | Total 2024 £ | Total 2023 £ |
|----------------------------|---------------------------|-------------------------|--------------------|--------------------|
| National Lottery | - | 24,236 | 24,236 | 35,448 |
| Agnes Hunter Trust | - | 8,349 | 8,349 | 8,349 |
| RS McDonald Trust | - | 5,000 | 5,000 | 2,910 |
| The Garfield Weston Fn | - | 5,000 | 5,000 | - |
| Hugh Fraser Foundation | - | 3,000 | 3,000 | - |
| McGlashen Trust | - | 2,500 | 2,500 | 2,500 |
| Glasgow City Council | - | 500 | 500 | - |
| Robertson Trust | - | - | - | 5,000 |
| The William Syson Fn | - | - | - | 4,000 |
| Society of Writers Trefoil | - | - | - | 2,500 |
| Mitchells Robertson | - | - | - | 2,000 |
| Allied Vehicles | - | - | - | 1,000 |
| Other | 1,003 | 200 | 1,203 | 1,209 |
| | 1,003 | 48,785 | 49,788 | 64,916 |

3. Payments on Charitable Activities

| | Unrestricted 2024 £ | Restricted 2024 £ | Total 2024 £ | Total 2023 £ |
|---------------------------|---------------------------|-------------------------|--------------------|--------------------|
| Administration – staffing | 132 | 33,121 | 33,253 | 26,161 |
| Workshops | 540 | 13,050 | 13,590 | 8,705 |
| Film-making | - | 3,218 | 3,218 | 6,262 |
| Self-funded 1:1 sessions | 1,820 | - | 1,820 | 1,910 |
| Venue hire | - | 2,138 | 2,138 | - |
| Catering/hospitality | - | 1,380 | 1,380 | - |
| Cutting edge project | - | - | - | 84 |
| Training | - | 238 | - | - |
| Volunteer expense | - | 176 | - | - |
| Marketing | - | 196 | - | - |
| Office costs | - | 270 | - | 274 |
| Travel expenses | - | 718 | - | - |
| Equipment | - | 407 | - | - |
| Governance | - | 400 | 400 | 401 |
| | 2,492 | 55,312 | 57,804 | 43,797 |

SPEECH BUBBLE

Notes to the Accounts

For the year ended 28 November 2024

4. Payments to Trustees and Related Parties

Remuneration of £23,970 (2023: £18,295) was paid to one trustee during the year in their role as Chief Executive. This is permissible under the SCIO's Constitution.

No other remuneration or expenses were paid to other trustees during the year (2023: £nil)

The charity's insurance policy includes trustee indemnity insurance cover for all of its trustees.

5. Funds

| | Balance at 29 Nov 2023 £ | Receipts £ | Payments £ | Transfers £ | Balance at 28 Nov 2024 £ |
|---------------------------|-----------------------------------|---------------|-----------------|----------------|-----------------------------------|
| Unrestricted Funds | | | | | |
| General fund | 7,675 | 3,053 | (2,492) | (130) | 8,106 |
| Restricted Funds | | | | | |
| Workshops | 5,363 | 11,000 | (13,688) | - | 2,675 |
| Staffing | 19,177 | 37,585 | (33,037) | - | 23,725 |
| Speech Bubble Away Days | 8,243 | 200 | (8,567) | 124 | - |
| Wellbeing | 14 | - | (20) | 6 | - |
| | 32,797 | 48,785 | (55,312) | 130 | 26,400 |
| Total Funds | 40,472 | 51,838 | (57,804) | - | 34,506 |

Purpose of funds:

Workshops – this represents funding received to deliver specific workshops. In 2023-24, funding was received from the RS McDonald Trust, the Hugh Fraser Foundation, the McGlashan Trust and Glasgow City Council.

Staffing – represents funding from the National Lottery Youngstart programme, the Agnes Hunter Trust and Garfield Weston Foundation to cover staffing posts within the charity to deliver activities.

Speech Bubble Away Days – funding from the National Lottery Community Fund to deliver away days was fully spent in the year.

Wellbeing – the small balance brought forward was fully spent in the year.

Transfers were made from unrestricted funding to cover small shortfalls on the restricted funds.