

# In Touch

Midwinter 2016





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## Chief Executive

## Joanne Creighton

**May I begin by wishing you all a very Happy New Year – I hope that 2016 has been kind to you so far.**

As you read this edition of In Touch, I hope you will be struck by the sheer variety of activity that takes place throughout COT on a daily basis. There is certainly never a dull moment and it is that sense of life and vibrancy that lies at the heart of the strategy we have been working on in recent months.

In deciding upon our strategic vision, we returned to the Memorandum & Articles of Association that set out the purpose of the charity, over 30 years ago. We were all keen to reconcile the aspirations of our founders with the diversity of the charity today, and so the answer soon became clear:



***Brighter lives for adults with learning disabilities...and those who care about them.***

It's essentially about making a positive difference to *all* the lives we touch.



## Brighter Lives for...

### Our Mission

Our mission statement keeps us focussed on the reasons that COT exists. It guides our thinking and helps us focus our efforts in the most valuable places:

***To provide brighter lives for adults with learning disabilities by increasing options for independence, for learning and for acceptance***

### Our Goals

We will seek to achieve this by pursuing four key strategic goals:

***Goal 1: To provide a varied, responsive and financially sustainable mix of living options for adults with learning disabilities***

This will mean increasing our independent living places and creating future-proof residential and complex needs services for those who will always need them.

**Goal 2: To provide a varied, responsive and financially sustainable mix of learning opportunities for adults with learning disabilities**

We will build on our expertise and reputation in this area by delivering a suite of Life Skills services that are financially robust and can demonstrate progression at every level - and in all its forms.

**Goal 3: To raise awareness and acceptance of learning disability through our links with the community**

With over 100,000 people visiting our Farm, Granary Restaurant, Tea Rooms and Woodland each year, we will focus on sending positive advocates back out into the communities where our service users will be increasingly active.

**Goal 4: To continue to recruit, develop and retain a dedicated, qualified and stable workforce**

Through our approach to training, career development, well-being and remuneration, we will strive to render COT the employer of choice for our existing staff and for local people pursuing – or considering – a career in care.

## **Our Values**

As we set about achieving our goals, we will make constant reference to the following values. They will underpin our decision-making and help us preserve the essence of COT, whatever changes and challenges we face:

**Dependability** – offering consistent quality and peace of mind to those who use, commission and visit our services.

**Progression** – encouraging ongoing development for all those who live, study and work with COT

**Awareness** – helping our visitors to understand and engage with learning disability

**Quality** – maintaining high standards throughout the Trust, in a financially sustainable way

**Team-working** – one team, working to a common vision

**Integrity** – being open, honest and consistent in all we do

**Resilience** – withstanding external pressures whilst keeping sight of our vision and mission.

**Equality** – ensuring we are fair and equal in our dealings with all who live and work with us

With these principles to guide us, we are all feeling excited and positive about the future, whatever challenges may be around the corner. So I say, "Welcome 2016 – it's a pleasure to meet you!"

## **Trustees**

**Celia Hadfield**

### **Could you be a Trustee for Canterbury Oast Trust?**

At the next AGM in October 2016 we will be seeking two new Trustees to fill vacancies arising from the retirement of two of our current Board. Robin Apps, our Treasurer, will be retiring after giving long and excellent service to the Trust and I will be retiring too, having served the maximum period allowable under our Articles of Association. Over the following two years a number of our other long standing Trustees will also reach the maximum period of service and will stand down. As a result we are actively seeking new Trustees to join the Board of Trustees from October of next year.

Like all Boards, we look for a mix of skills amongst our Trustees so that between us we have all the abilities necessary to oversee a complicated organisation like Canterbury Oast Trust. Whilst the majority of our income and expenditure comes from the care side of our business, we run a variety of life skills projects as well as the Rare Breeds Centre, a major tourist attraction, all of which require a diversity of skills as well as knowledge and experience of the care and finance sectors, such as PR and marketing; fundraising; IT; tourism; education and training and property.

Having reviewed the likely changes over the next three years we particularly wish to strengthen the skills on the Board by recruiting Trustees with specific knowledge and experience of the care, finance and property development sectors. The essentials include a commitment to the Trust and a wish to be involved in what we do and, with this as a basis, we recognise that other relevant skills could be beneficial to us.

Our Board includes family members and if you would consider becoming a Trustee and also have knowledge and experience in the sectors of care, finance and property development we would love to hear from you.

I have been a Trustee for nearly nine years and my time on the Board runs out in October 2016, when I complete three years as Chairman. We have a Board of eleven elected Trustees – elected by the members at the AGM – and currently one co-opted Trustee.

We meet every other month, from January, together with the management team for half day Board meetings and have Care, Finance, HR and Nominations Committees. Every Trustee sits on at least one of the committees. In addition Trustees regularly visit our residential homes and life skills services which would involve 4-5 visits a year. A separate Strategy meeting is held off-site in October each year.

It's a great way to find out what is happening in all parts of the Trust and to be at the heart of the debate and decision making process. All our Trustees are passionate about the Trust and work to ensure it prospers and provides the best possible future for our residents and tenants.

If you are interested in receiving more information and meeting up for an informal chat about what is involved please contact Celia Hadfield: [cs@c-o-t.org.uk](mailto:cs@c-o-t.org.uk)

## Care and Living

### Care Services Office

### Carol Senior

A New Year and Christmas is all behind us – how did that happen? I am sure I can't be the only member of the Care office team to feel like the festivities flew past in the blink of an eye.

It has to be said that the weeks during the lead up to Christmas were nothing short of manic for us, as we were called upon to meet more than the odd challenge or two involving multiple meetings with social workers, professional teams, and indeed parents all while our numbers were already sadly depleted through ill-health. Admittedly it was a battle at times, but I am glad to say that, having worked diligently to achieve the best outcomes for all concerned, we were finally able to relax a bit as Christmas Eve itself approached. ....Or were we?

A week or two before the Christmas break we were informed by COT Estates team that the worn grubby and stained old green carpet tiles which have graced our offices since Moses was a lad (and even then I think they were second hand) had come up on the cyclical maintenance plan for renewal and would be replaced in the quiet period between Christmas and New Year. Yee-ha!! With much delight and anticipation we all conferred over the swatches of carpet samples provided and made our selection.

Then of course it dawned on us that – to lay new carpet - everything in the office would first need to be removed. OMG (as they say in text speak). One glance around the place wasn't needed to inform us that this is easier said than done! So while everyone else was busily munching mince pies and hanging the tinsel, we had to set to with a will to turf out, pack up and move everything in sight. Naturally, it is only at times like this, the realisation hits as to just how much stuff we hoard on a "just in case" basis. So, I probably have to put my hands up at this juncture and issue an all-points apology to everyone on the Woodchurch site. If you found the waste and recycling skips somewhat unaccountably overfull around this time, it was probably us that filled them up in the first place.



It was of course a little unsettling, having to camp out in the meeting room while the lovely new blue carpet was fitted, but now that we are back again in our rightful place, we can sit back and admire our lush and rather smart-looking office. Dire threats are currently issued on almost a daily basis to anyone endeavouring to enter our 'hallowed turf' with muddy boots on – "come in here like that, and you will become intimately acquainted with the Hoover". So please, if you are ever visiting the Care Office – which naturally you are very welcome to do so if only to admire our stylish new look – please do step carefully over that pile of muddy footwear residing at the foot of our stairs.

## Farmhouse

Farmhouse had a fun time at their Christmas lunch at the Beefeater in December, followed by a trip to the cinema to see "Christmas with the Coopers" which we all enjoyed (although some were so full from the meal that there was some snoring heard during the film!) Everyone at Farmhouse enjoyed Christmas with their families. Tom Lovegrove celebrated his birthday on New Year's Eve and had a party when he got back to Farmhouse, involving a very large chocolate cake. We will also be celebrating Emma Hancock's birthday later in January.



Jackie Bowles is moving to Ivy Cottage in February around the time of her birthday. We are sad to see her go but happily she will only be next door! She is excited about her big move.



## Warren Mews

Hi all

I have recently been on a day trip in Brugge, have caught the coach from Red Lion Square and went through Eurotunnel which I have enjoyed! Got there and had lunch, had a look around the town and its monuments, had a look around shops and bought a few souvenirs for family and friends. I really enjoyed Brugge and hope one day to return!

## Ian Marven



## New! Screen Scene

Tell us what you've been watching and what you thought of it.

**This edition : The Professionals – The box set.**

**Reviewer: Symon Young**



Symon has been watching a 70's throwback The Professionals. He watched all 14 episodes (one each day!).

Symon said: "They were fast paced stories with lots of action, but I wasn't too keen on some of the shooting." I give it one star.

If you'd like to be our reviewer in the next edition of In Touch let us know.



## Life Skills

### Poulton Wood

Well, we've just about finished munching our way through the enormous amount of chocolates and biscuits we were given over Christmas and lots of us at Poulton Wood are now either dieting, detoxing or nutriblasting their way to slimmer figures and better health for the coming year.



We had a fantastic Christmas Karaoke party up at the Walnut Tree last month with everyone eating, drinking, singing, dancing and generally making merry, however, our numbers have grown so much over the past few years that next time we may be on the hunt for a new venue as the pub is getting far too small! We've developed a really good relationship with Aldington Eco Centre over the past couple of

months, having made them some beautiful wooden signs, so we are considering holding our next Christmas Karaoke there if the price is right which will make a very interesting change.



We are heartened by the fact that the bluebells have started to push through and cover the woodland like grass, the moss is the greenest green, the bird boxes have been brought in, cleaned out and put back up and it won't be long before spring is springing. However, we have the worst of the weather still to



come and as I write this we are embarking on the first proper cold snap of the winter up at the wood. The sun is streaming down which has lifted everyone's spirits but we're waiting for the frost to make the ground hard enough to enable us to do some chipping and get woodchip down on the yard and woodland paths to soak up some of the mud! The wet winter so far has caused atrocious conditions underfoot, the ditches have filled, the bourne is rushing along and lakes and ponds have developed all over the place in the woodland. Nonetheless we have been cracking on with our winter work, coppicing back from the paths to create shrub layers, processing timber for log sales and harvesting the willow plots.

We have been working hard to re-create the poly tunnel to incorporate work space and sensory areas as well as re-designing and making new vegetable beds and we are looking forward to the end result. The professional signage for the woodland is now complete







and the next step is to get it up where it can add an informative and educational dimension for our visitors. The new workshop is finally on its way up (how long have I been saying that), so

come the springtime we should be basking in the glory of jobs well done, except that is for our mess hut roof which is currently still leaking and languishing by the wayside. However, creativity abounds at Poulton Wood and the latest food for thought is to replace the canvas with corrugated tin which, if it is felted on the inside to stop condensation, should endure for many years without a second thought. Big thanks to all our volunteers and friends, and all of our Rangers who continue to make it such a joy up at Poulton Wood, with special thanks to the Estates Team who are currently giving us so much help and to Hi Trade for their seemingly unending financial support.



## Art at the Farm

Alan Davies

In the run up to Christmas we attended Godinton House Winter Arts Fair and had a great time selling our art to members of Ashford Visual Artists and members of the public who turned out to support the event. We also staged a new event in the Art at the Farm calendar, ART, TEA and CAKE! This proved hugely successful and was a lovely evening giving our supporters a chance to come



and celebrate a new display of work in the Granary restaurant and showcase the other items we made in 2015. I would like to take this opportunity to thank all those staff and volunteers of COT who made cakes and desserts for us to offer our visitors, without your input and generosity the event would not have been the same. Looking forward now into 2016 we are once again busy planning exhibitions and events and we hope you will all be able to join us. We will be releasing dates in the next issue so watch this space.

Thank you from myself and the team at Art at the Farm for your continued support, we look forward to seeing you soon.

## Fundraising

Angela Phipps

### Kent charities draw

Thank you to everyone who purchased raffle tickets for the Kent Charities Draw. COT is part of this group whose member charities support over 10,000 people in need across Kent.

The draw was made by the Mayor of Tonbridge & Malling, Councillor Owen Baldock at the Mayor's Parlour on 7<sup>th</sup> December.

Our sales totalled £390 and the group as a whole raised over £5,000!



## Flip charts! On our farm?!

Can we say a huge thank you to Roger Williams, Director of Intelligent Linking. Roger has been sharing his skills and talents to help us map the future of the Rare Breeds Centre. He is an extremely experienced consultant who specialises in customer service delivery and improvement programmes for businesses. He is very generously giving his time to us on a pro-bono basis and over the past few months has helped us build a strategy to ensure a strong future for the RBC. Roger comes to us through the Worshipful Company of Management Consultants whose membership, are encouraged to provide support to charities on a pro-bono basis <http://wcomc.org/>

Now it's not usual for us farming types to use flipcharts, power point and talk management consultant speak (!) but Roger is an inspiration! He's shown incredible enthusiasm for our charity and his energy is infectious! Through his creativity and clear thinking he has helped us identify some key improvement ambitions which will ensure the RBC goes from strength to strength. Roger has given far, far more of his time than is expected of him by the Company and we are so fortunate to have him as part of our team for now. Please do take a look at his website: [www.intelligentlinking.co.uk](http://www.intelligentlinking.co.uk)

## It's a messy business



Now there's an old wives' tale that says the farm's mess hut was given to COT in exchange for a few sheep! Well, whatever the story, it's certainly done us proud over the years. It's a special place where everyone meets on the farm at the start of the day, for lunch or to just chill for a few moments. Used every day, it is to be kind, now a little tatty around the edges. Our amazing friends at Hitrade have come to the rescue and offered to help us refurbish and extend it. They have pledged to fund the whole project! Jerry and his team are finalising the costs now and so we hope to be able to start works sometime in the near future. Our HUGE thanks to all of the volunteers who work tirelessly to grant our wishes.

## Capturing our history for the future

Can I make a plea for your memories about COT? We've had some brilliant stories from people that have made us laugh, cry and be proud to be part of this charity. But we need more!! Please do take a few moments to send us your thoughts; as many as you like! Another sheet is included for you to use and we can't wait to hear from you.....soon!

## Rare Breeds Centre

Nikki Sara

Christmas, a resounding success, sold out long before the last Santa session. Word seems to be getting out to our customers that we have the most original and Magical Christmas offering for many miles.

I hope you all got to view the most stunning grotto I have ever seen and certainly tops anything that Davy has built before. It took many, many hours of really hard work to create this labour of love and Davy deserved his well-earned rest after Christmas, as did Hayley who worked alongside him. Not content with just the grotto, they then embarked upon building Santa's post office (which will be turned into a something wonderful for Easter). The whole farm was decorated beautifully by Sarah and the farm team!



I have to say a huge thank you to Santa (Ben Jones), The Naughty Snowman (John Laws) and Elfish Costello (Siana Weston) and Elfish Presley (Holly, Charlie & Coralie), who entertained everyone in the grotto and all the children had their personal time with Santa whilst parents took photos.



We have had some wonderful comments from parents and children and hope they will return for 2016.



On a slightly sad note, I'm sure all of you have seen or heard of Mr Wong (one man panto) who has performed here, in various guises for fifteen years and sadly performed Mr Wong for the very last time in 2015. Adrian Sullivan and his wife Sue have always put on a fantastic show and they will be sadly missed by all.

Lastly but certainly not least, a thank you to everyone who manned Mummy Christmas's workshop, which has now become very much a part of our Christmas offer. Whether decorating cup cakes with brightly coloured icing or making a candle and turning it into a table decoration for the Christmas table, both are very popular with grown-ups and kids alike!



Lastly a thank you to Jill, Carl and everyone in the restaurant who coped with the marauding hoards manfully and Sarah and her team in the shop too.

Let's hope this year is even better....no pressure everyone !!!

## Family and Supporters

### Hitrade

### Barbara and Phyllis

All at the shop would like to wish every one a Happy New Year and lets hope a healthy one.

As the shop was closed over the Holidays and did not open until the 2nd of January the donations came in thick and fast and have not stopped since. People must have had a grand clear out over the holidays.

Sadly one of our original members of staff, Glenys, passed away on the 1st of January. She was a very kind person and will be missed by us all.

On a lighter note at the close of 2015 we were able to send a cheque to the Trust for the sum of £30,000 to be put aside for the next project they would like Hitrade to support. Thank you to all our staff and customers without them this would not be possible.

### Volunteers

We are always looking for more help so if you are reading this and have any spare time and live within the Sidcup area please contact Barbara on 01322 524 193

### Millie

I had a lovely holiday over Christmas. We went to Fuerteventura and visited a water park!





## Thanks for the memory

## Shirley Causer



Sammy Causer and her family would like to send a very big thank you to Lynn Cooke and her staff and rangers at Poulton Wood, especially Hilary Millen, for making a memorial bench for her grandpa, who passed away in 2014.

Sammy's grandpa had been involved with the Scout movement for over 80 years and in the summer of 2014 had a reunion with many of his former scouts (now all pensioners) at the scout ground, he knew so well, in Downe, Kent.

Sammy's mum and auntie asked Poulton Wood if they could make a special memorial bench to be put on the scout ground in September 2015. And that they certainly did!

The rustic oak bench, which they made, was amazing and beautifully carved with fleur de lys (the Scout logo) and 'Skip Ford'.



When the Scout camp warden saw how lovely/fantastic the bench was, he insisted we placed it next to the camp flagpole, where it would be seen by all visitors.

Once in place, a few words were spoken, and memories of John Ford's scouting days were shared by family and friends.

The bench is a truly fitting memorial to Sammy's grandpa and hopefully will be an enjoyable place for scouts to sit for many years into the future.

Thank you again from Sammy and all her family.

## Pearl games

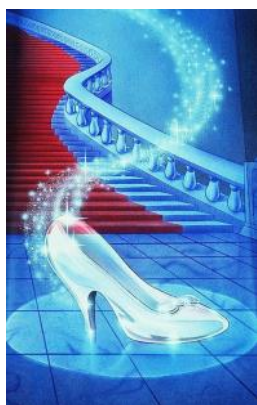






## Friends of COT

## Margaret E Hanlon



**Cinderella** and Prince Charming came to see us on 18th December, playing to a large audience of residents, tenants and staff. The two performers – who played all the necessary parts - certainly gave it their all with a great deal of energy, which was all the more impressive when we heard that ours was the third performance of the day! SG Productions have brought song and dance shows to us for many years and are always very well received by everyone.

The **COT Christmas Party** was a great success, as it is every year. This is not run by Friends but we provide a present for every resident and tenant and this year we gave wallets and fingerless gloves.

**Tombola presents** are still at the top of the begging list – I'm hoping to run a tombola stall on East-er Monday but whether that will be possible depends on your generosity ... remember that we're starting from scratch this year. After you'd read the last edition of In Touch did you put the 24th September in your diary? That's when the Snowdown Colliery Welfare Male Voice Choir will be re-turning for another concert, giving us a wonderful evening of music and song.

## Janet Shears

The friends group organised a very successful disco in November, fronted by our new D.J. Sasha Brooman. She is a former agency support worker and remembered several of our residents and tenants.. She has agreed to hold our next disco on Friday 19th February. We also held a very suc-cessful fun Pearl Games (see pictures above) in November and many thanks go to Shirley and Pe-ter Causer and their family and friends for their great support and organisational skills. They plan to hold another in the summer.

OH YES THEY DID !

Just over 100 people from COT went along to The Marlowe Theatre, Canterbury on Friday 8th Jan-uary and enjoyed a noisy but hugely entertaining performance of Snow White and the Seven Dwarfs . Friends of COT have been providing this annual Christmas treat for many years now and it's so good to see the smiles that it brings.

The visit by S.G. Productions was also great fun and well supported. They really are good value for money.

We have also continued to support individual houses and life skills departments requests. Please keep them coming!

Last summer we asked all residents and tenants to complete a survey to give us ideas and suggestions for social activities. The response was excellent and most helpful. As a result we are currently trying to organise more events to include as many residents and tenants as possible. We ask for your patience as this is not an easy task. We will keep all houses informed with any progress on this matter.

## ZUMBA TO CONTINUE!!

After a very successful course of classes Claire has agreed to continue until Easter. It has been so much fun and everyone who attended before Christmas has benefited in many ways. We are all fitter and hopefully a bit lighter in weight. Claire makes sure that everyone has a great time. By the time you read this the classes will have just started but you are all welcome to come along on Tuesdays between 7.30 and 8.30 p.m. So, come and give it a try.....we would love you to join us.

The fee is just £2 and a drink will be provided.

Finally!! We enjoy spending our money. That is the easy part, so please let us know of any planned visits or events where you may require funding. We are happy to help. We are most grateful for any donations we receive to make this possible.

## Volunteers

Gill Marsden

There has been plenty of volunteering activity throughout the past months, despite the challenges of continual rain and recent freezing temperatures.

Our magnificent regular volunteers have continued to support the various services, although I sometimes have difficulty recognising faces under the many layers of waterproofs! I spent a few happy minutes at Christmas watching a highly efficient production line of present wrapping by a team of staff, volunteers and students. The output was fantastic!

Tina and Don Reed kindly volunteered for a day to help clear a pile of filing that was taking up valuable space in the care office. Their challenge for the day was to make a start on shredding and organising the papers; a task that was anticipated would take several weeks. Tina and Don cleared the lot in just one day of intensive organisation and industry! Charles Underhill, City & Guilds Training Coordinator, was absolutely delighted with the newly created space and declared his undying gratitude. What a difference a volunteering day makes ....

Corporate volunteer groups have been supporting our services too, with teams from Pfizer, Department of Work & Pensions, Waitrose and Laing O'Rourke all contributing hard work and humour. Santa's little helpers from Laing O'Rourke helped create a magical entrance to Santa's Grotto.

**\*\*A request for help please. We have some collecting boxes around the area that need changing over occasionally and wondered whether anyone would be able to volunteer please to undertake this? The areas are HADLOW, MAIDSTONE, EAST / WEST FARLEIGH, BOUGHTON MONCHELSEA, CANTERBURY, FOLKESTONE, HAWKINGE & DENSOLE, DYMCHURCH and NEW ROMNEY. Generally the boxes need replacing every 6 months although some are more frequently. If you would be able to help with any of these locations please contact Angela in the fund-raising office [ap@c-o-t.org.uk](mailto:ap@c-o-t.org.uk) 01233 861493 xn 241.**





I will be emailing all volunteers over the next week or so about the first volunteer gathering. This will be an informal couple of hours during which we can say hello to one another, ensure all of our volunteers have the same information about volunteering with COT and to update everyone about new volunteering opportunities that are available. I will also be introducing the new, variously coloured volunteer lanyards!

The dates are Tuesday 23<sup>rd</sup> February & Friday 11<sup>th</sup> March, both sessions will be 10.30am – 12.30pm in the Falcons Centre and will be the same so you only need to come to one! To book your place now, please e mail or call me: [gm@c-o-t.org.uk](mailto:gm@c-o-t.org.uk) 01233 861493 xn 279.

If you do not currently volunteer but would be interested in coming along to the meeting, do let me know. You will be very welcome.

I look forward to seeing you all soon!

## Operations

Jerry Kenwood

2015 was a busy year and 2016 looks to be about the same. The property is generally in very good condition but, as a lot of it was built at the same time, it all wears out at the same time.

People often say (amongst other things) that I look puzzled and they may well be right. We have a jigsaw puzzle each year to put together and there are several bits that need placing.

Every year the Estates department has to arrange to have the safety checks completed and we are just agreeing with suppliers to have this done for 2016. On top of the safety checks we have to respond to the requisitions put in by Houses, the Farm or Lifeskills. In 2015 that was about 900 requests.

Some requests are very easy to manage, others can take several weeks of work. A water leak reported at one house sounded easy to fix, but it was in fact a bad leak that had been going for years before showing and the timbers were falling through. This is major unplanned work and it took one of the team out of action for 3 weeks to repair.

We do have emergencies but the plan is to get to a problem before it is a problem. We have what we call planned maintenance. Every year Jeff as Estates Manager and myself will look at all the property and we consider what is likely to wear out. Last year Old School House got a new kitchen, bathroom replacements at the Mariners, heating at Farmview, decking and external decorations at the Bungalow, Roads and buildings on the farm - these projects come as part of planned maintenance.

Last but not least we have to look at making changes to meet future needs. This can involve altering what we already have, upgrading, or it may be a new build. We have to plan for these, both in terms of the money we need to do the work and also to make sure we get planning consents and have the labour and contractors on board to make it happen. We remain indebted to fundraising and the funders who raise and give large sums of money that allow us to move forward. Rosemary has benefited in this way with an upgrade to 2 bathrooms part funded by the Trust and part by donations.

In 2016 you will see an extension to Beaver Lodge – this will create two large self-contained flats. The specification will be such that people with mobility needs could use the flats, or an individual or a couple.

Hi Trade are funding an improvement (subject to planning) for an extension to the mess hut. Not before time! The work can't come a moment too soon!

I would like to finally say thank you to my team. They have cleared so much work, they have great skills and in an emergency seem to come up with good solutions.

So new year, new challenges and here we go!

## Privacy Notice

This privacy policy sets out how COT fundraising uses and protects your information.

### How do we collect your information?

If you have supported COT in the past, eg made a donation, volunteered, attended an event or visited the RBC, then you will have provided/volunteered certain personal details such as your name, address and contact details.

### How do we store your information?

We will keep your details on our secure CRM system. We may keep this data for a minimum of 5 years, however we will remove your record at any time at your request. Only authorised users of our CRM system will have access to your personal information.

### How do we use the information?

We will use your details in order to send you relevant and appropriate information about our charity, by phone, mail or email. If at any time you want us to stop communicating with you please contact the fundraising office on 01233 861493 and we shall action your request immediately.

### Who do we share your information with?

We will never sell your information or share it outside of Canterbury Oast Trust, unless relevant to your donation to us (for example in making our Gift Aid claim to the Government).

### Have we got your details correct?

Please send any changes to your contact details or update to your preference on how you'd like to receive In Touch to:

email [intouch@c-o-t.org.uk](mailto:intouch@c-o-t.org.uk) or phone 01233 861 493 x 241

Name:
Address:
Tel No:
Email:

I would like to receive In Touch **By post** ☐  
**By email** ☐

Angela Phipps, Fundraising, Canterbury Oast Trust, Highlands Farm, Woodchurch, TN26 3RJ



**Canterbury Oast Trust**, Highlands Farm, Woodchurch,  
Kent TN26 3RJ Websites: [www.c-o-t.org.uk](http://www.c-o-t.org.uk)  
[www.rarebreeds.org.uk](http://www.rarebreeds.org.uk)

Registered company no. 1897198

Registered Charity no. 291662

Phone: 01233 861 493 email: [intouch@c-o-t.org.uk](mailto:intouch@c-o-t.org.uk)

Canterbury Oast Trust was established in 1985 as a registered charity and a company limited by guarantee. It provides a home, 24-hour care, a programme of personal development, work training and work experience for adults with a learning disability in Kent and East Sussex.

In the Trust we believe that people with a disability should have the same opportunities as everyone else to enjoy a rich quality of life, both as individuals and as members of the community. They should have a valued role within their community and deserve opportunities for self-fulfilment and independence.



## A large, dense collage of numerous small photographs. The photos feature a variety of people, including children and adults, many of whom are smiling. There are also several photos of animals, such as a white lamb, a brown horse, a black dog with a blue rope collar, a giraffe, and a ginger cat. Other photos show people in various settings, including a man in a Santa hat, a woman holding a book, a person on a horse, and a group of people standing in front of a large building. The overall theme appears to be a collection of memories from a community or school event.



## COT Events Calendar

Keep this calendar handy to stay up to date with everthing that's going on at COT.

For up to the minute updates see our website calendar at [www.c-o-t.org.uk/calendar](http://www.c-o-t.org.uk/calendar). Or for more detailed info on RBC events go to [www.rarebreeds.org.uk](http://www.rarebreeds.org.uk).

### February

3rd: RBC Storytelling Day  
15th-19th: Half-term  
17th: RBC Storytelling  
23rd: Volunteers' Gathering

### May

13th May: In Touch Summer contribution deadline  
14th May: Friends of COT Meeting, Woodchurch  
17th: Chamber of Commerce breakfast meeting  
19th: COT Problematic Pop Quiz night  
20th May: Rotary Golf Day in aid of COT  
21st May: Kent Chamber Choir, St Mildred's Church, Tenterden  
20th, 21 st, 22nd May: Marlie Farm football  
25th May: Care and Life Skills Open Day  
25th May: In Touch Summer edition  
27th: COT Board of Trustess meeting

### March

2nd: RBC Storytelling  
11th: In Touch Spring contribution deadline  
11th: Volunteers' Gathering  
18th: COT Board of Trustees meeting  
18th: Accredited training awards  
18th: Lambing starts on the farm  
19th: Smarden Players "Old Time Music Hall" show  
25th-28th: RBC Easter on the farm  
30th: In Touch Spring edition

### June

19th: Classic Car Show

### April

Remember:  
It's lambing time on the farm!  
To buy your Spring bulbs, perennials and vegetable plants from the nursery!  
From April through to May, come and see the bluebells in Poulton Wood!

### July

15th: In Touch Mid-Summer contribution deadline  
27th: In Touch Mid-Summer edition  
29th: COT Board of Trustees meeting

### Coming soon..

24th September:  
Concert, Snowdown Colliery Choir

Supporting adults with learning disability



Canterbury Oast Trust

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