

# **Family Friends**

A company limited by guarantee and not having a share capital

## **Annual Report and Accounts**

**31 March 2024**

**Company registration number 02863464**

**Charity registration number 1028214**

## **Family Friends**

(A company limited by guarantee and not having a share capital)

### **Report and accounts**

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## **Family Friends**

(A company limited by guarantee and not having a share capital)

## **Report and accounts**

### **REFERENCE AND ADMINISTRATIVE INFORMATION**

Directors / Trustees	Mr T Bernstein Mr C Madel Mr G Smith Mrs A Blasch Ms R Bowles (resigned 22 July 2024) Ms C Sandler Ms K Hearne
Chief Executive	Ms Melanie Christodoulou
Registered Office	Unit 1, 10 Acklam Road London W10 5QZ
Charity Registration number	1028214
Company Registration number	2863464
Bankers	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ  Flagstone (c/o CAF Bank) 1 <sup>st</sup> Floor, Clareville House 26-27 Oxendon Street London SW1Y 4EL
Auditors	Bullimores LLP Chartered Accountants Old Printers Yard 156 South Street Dorking Surrey RH4 2HF

## **FAMILY FRIENDS**

**A Company limited by guarantee and not having a Share Capital**

### **REPORT OF THE TRUSTEES AND DIRECTORS**

**FOR YEAR ENDED 31<sup>ST</sup> MARCH 2024**

#### **Structure, Governance and Management**

The trustees and directors present their Report and Accounts for the year ending 31st March 2024. Legal and administrative information set out on page 1 forms part of this report.

#### **Governing Document**

The organisation is a charitable company limited by guarantee, incorporated on 19<sup>th</sup> October 1993 and registered as a charity on 9<sup>th</sup> November 1993. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

#### **Trustee Selection and Organisation**

The directors of the company are also charity trustees for the purposes of charity law and throughout this report are collectively referred to as trustees. The trustees are appointed by the board of trustees as and when required. The board of trustees is usually made up of approximately 5-8 members and meets 5/6 times each year.

Trustees who served during the year and up to the date of this report were as follows: Tony Bernstein (Chair), Chris Madel (Deputy Chair), George Smith, Allison Blasch, Catherine Sandler, Rosalyn Bowles and Kelly Hearne. To better inform our work, the trustee board includes current or former volunteers.

The trustees also have a finance sub-committee which is chaired by Allison Blasch and meets four times a year.

#### **Risk Management**

The trustees have examined the major strategic and operational risks that the charity faces and confirm that systems have been put in place to enable regular reports to be produced so that steps can be taken to lessen these risks.

#### **Elective Resolution**

The accounts will be presented at the Annual General Meeting. Members are entitled to call for a meeting to be held by giving notice to the company not later than 21 working days before the date of the meeting at which the resolution is to be moved.

#### **Objectives and Activities**

The charity's objectives as set out in its Memorandum of Association are relief of children or parents in despair and distress and the prevention of emotional and physical abuse of such children. The aims of the charity are to give long-term befriending and mentoring support to parents and children in need through trained volunteers. The charity helps families to find their strengths to make positive changes in their lives. The charity's mission is 'to help families to help themselves'.

In furtherance of these objectives, Family Friends recruits, trains, and oversees a support network of individual volunteers to befriend and give practical and emotional help to families with children who, in the opinion of the charity, are in need of assistance. In accordance with this, 140 families were directly supported between April 2023 and March 2024, impacting a total of 400 people. Having considered the Charity Commission's guidance on public benefit, the trustees believe that the activities fall within this definition.

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**FOR YEAR ENDED 31<sup>ST</sup> MARCH 2024**

Family Friends has developed a three year strategy, which sets out our priorities and plans in the furtherance of our charitable objectives.

#### **Level of Support Services**

Family Friends is committed to serving communities within the Royal Borough of Kensington & Chelsea (RBKC), the London Borough of Hammersmith & Fulham (LBHF), the London Borough of Brent (LBB), and Westminster City Council (WCC). In addition to these core areas, we continue to support families even after they have moved out of these regions during their engagement period. Our primary service involves a comprehensive 12-month volunteer home-visiting scheme, offering befriending and mentoring support to families facing challenges.

Since our inception, Family Friends has been a pillar of support in Kensington & Chelsea, starting in 1993, extending services to Hammersmith & Fulham in 2007, to Brent in 2016, and most recently to Westminster in 2023.

We offer two key services:

1. **Parent Befriending:** Targeted support for parents of children under 18, helping them navigate parenting challenges and community engagement.
2. **Child/Adolescent Mentoring (Big Buddies):** Dedicated mentoring for children and adolescents aged 10-18 years, focusing on personal development and social skills.

To further enrich our services, we conduct monthly groupwork sessions for volunteers, parents, young people, and sessions specifically designed for those with Special Educational Needs (SEN). Over the years, Family Friends has successfully fostered a robust peer network and has established a suite of training and support groups for families.

#### **Volunteers**

This year has been dynamic for our volunteer program. We organized four training weekends, welcomed over 50 new volunteers, and conducted eleven monthly support group sessions for all existing volunteers. Our volunteers benefit from bespoke training opportunities tailored to meet the evolving needs of our services, allowing them to extend their skills and expertise beyond traditional befriending roles.

All volunteers can access our online portal, which serves as a tool for documenting sessions, planning future interactions, and facilitating monthly supervisions with one of our volunteer coordinators.

#### **Operations**

Operational challenges this year primarily involved recruitment and retention, prompting a strategic realignment of our service delivery model to include a broader pool of workers:

- **Head of Families:** This role is crucial for managing the entry and journey of families within our system, overseeing a team of part-time family connectors who tackle various projects on an as-needed basis.
- **Head of Volunteers:** A new position dedicated to managing all volunteers across different levels and projects, this role also involves strategic oversight of the volunteer coordinators and associated staff, focusing on project development and service enhancement.

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**FOR YEAR ENDED 31<sup>ST</sup> MARCH 2024**

- **Pool Workers:** We have engaged a group of on-call workers who assist with group activities, assessments, and outreach efforts. This flexibility has allowed us to expand our geographic reach and tailor our services more precisely to community needs.

#### **Partnership Work**

Our collaborative initiatives have been vital in enhancing our service delivery. A significant partnership with Golborne GP Surgery has enabled us to support child health checks aligned with the Grenfell NHS project, improving our capacity to assist local families through effective signposting and groupwork.

Further, our involvement in the DRIF I project alongside the Young H&F Foundation, West London Free School, and Violence Intervention Project has been instrumental in supporting the transitional age group within schools, thereby helping to bridge the gap between home, school, and community environments.

#### **Referrals and Service Adaptation**

Family Friends is deeply integrated into local networks, with referrals primarily coming from Early Help, Social Care, GPs, Social Prescribers, school teachers, pastoral staff, and other Voluntary and Community Sector (VCS) partners. Due to the volume of referrals, we have maintained a waiting list with a maximum initial wait time of three weeks.

This year, we also refined our service levels to accommodate a broader range of needs:

- Level 1: Signposting
- Level 2: Group activities and trips
- Level 3: Phone support for up to three months
- Level 4: Befriending and Big Buddies for up to a year

This tiered approach allows us to efficiently transition individuals through our services or to appropriate external services, optimising support timelines.

Throughout the past year, our core Befriending and Mentoring programs have directly supported 140 families across our service areas, impacting approximately 400 individuals when considering the extended benefit to family members. Our ongoing commitment to adapt and respond to community needs continues to be the cornerstone of our mission at Family Friends.

#### **Financial Review**

##### **Funding and Fundraising**

The Statement of Financial Activities on page 10 discloses total income to March 2024 of £294,570 (2023: £290,956) and total expenditure of £307,546 (2023: £261,722).

The restricted fund is showing a deficit of £23,060 (2023 surplus: £23,000). Restricted funds have been awarded to be expended on work specified by the donor to further the Befriending and Mentoring services provided by the Charity. Family Friends is grateful to all the funders – the support of families would not be possible without your generosity.

The unrestricted fund surplus is £10,084 (2023 surplus: £6,234) which increased our general reserves to £164,444 (2023: £154,360).

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### **REPORT OF THE TRUSTEES AND DIRECTORS**

**FOR YEAR ENDED 31<sup>ST</sup> MARCH 2024**

#### **Reserves Policy**

Family Friends has a policy on unrestricted reserves as follows: 'in order to help guarantee the completion of service programmes to existing clients, Family Friends has a reserves policy of maintaining an unrestricted reserves of the equivalent of 5 months of its annual gross expenditure budget'.

Unrestricted reserves as at 31st March 2024 total £164,444 which represents five months of current budgeted expenditure and therefore comply with this policy. The Trustees will continue to review this and are committed to maintaining sufficient unrestricted reserves.

#### **Going Concern**

Beyond monitoring the financial performance and management for the immediate year through the quarterly reporting cycle, the Trustees assess the financial wellbeing of the Charity by contributing to and reviewing the Budget & Business Plan for the subsequent year as well as the longer-term Strategic Planning.

The going concern status of the charity is a key focus of reporting for the Finance Sub-Committee which monitors actual and forecast financial reports and the robustness of the charity's income sources at each quarterly meeting; this is then reported on and discussed at each Trustees Meeting. The charity does recognise that future funding opportunities may become more difficult in light of the current economic situation, and we endeavour to explore different types of income generation to mitigate the uncertainty.

#### **Trustees' Responsibilities for the Financial Statements**

The trustees (who are also the directors of Family Friends for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charity SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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**REPORT OF THE TRUSTEES AND DIRECTORS**

**FOR YEAR ENDED 31<sup>ST</sup> MARCH 2024**

**Statement as to Disclosure of Information to Auditors**

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charity's auditors are unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on .....20/09/24..... and signed on its behalf by:



Tony Bernstein (Chair)



George Smith (Trustee)



## **FAMILY FRIENDS**

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### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF FAMILY FRIENDS**

#### **Opinion**

We have audited the financial statements of Family Friends (the "Charity") for the year ended 31<sup>st</sup> March 2024 which comprise Statement of Financial Activities, the Summary Income and Expenditure, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31<sup>st</sup> March 2024 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **FAMILY FRIENDS**

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### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF FAMILY FRIENDS**

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- we have not obtained all the information and explanations necessary for the purposes of our audit;
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

#### **Our responsibilities for the audit of the financial statements**

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the Charity and determined that the most significant which are directly relevant to specific assertions in the financial statements are those related to the reporting frameworks (FRS102, the Charities SORP and the Charities Act 2011).

## FAMILY FRIENDS

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### INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF FAMILY FRIENDS

We understood how the Charity is complying with those legal and regulatory frameworks by making enquiries of the trustees and management.

We did not identify any matters relating to non-compliance with laws and regulations or relating to fraud.

We assessed the susceptibility of the Charity's financial statements to material misstatement, including how fraud might occur by discussions with the trustees and management to understand areas where they considered there was susceptibility to fraud. We also considered pressures on the trustees and management to meet any external pressures in reporting the financial results of the Charity.

Audit procedures performed by the engagement team on the areas where fraud might occur included:

- evaluation of management's internal processes designed to prevent and detect irregularities
- testing, with a focus on entries determined to be large or relating to unusual transactions
- review of data to detect unusual transactions

Assessment of the appropriateness of the collective competence and capabilities of the engagement team included consideration of the engagement team's:

- understanding of, and practical experience with audit engagements of a similar nature and complexity through the appropriate training and participation
- knowledge of the sector in which the Charity operates
- understanding of the legal and regulatory requirements specific to the Charity.

#### Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Signed Bullimores LLP

Date 10/10/2024

Bullimores LLP  
Statutory Auditor and Chartered Accountants  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
Old Printers Yard  
156 South Street  
Dorking  
Surrey RH4 2HF

## Family Friends

### Statement of financial activities

(Incorporating an income and expenditure account)

For the year ended 31 March 2024

	Note	Unrestricted £	Restricted £	2024 Total £	2023 Total £
<b>Income from:</b>					
Donations and legacies	3	46,515	191,689	238,204	245,940
Charitable activities: Befriending & Mentoring Services	4	-	49,750	49,750	44,500
Other trading activities	5	250	-	250	-
Investment income	6	6,366	-	6,366	516
<b>Total income</b>		<b>53,131</b>	<b>241,439</b>	<b>294,570</b>	<b>290,956</b>
<b>Expenditure on:</b>					
Raising funds	7	4,532	42,970	47,502	22,469
Charitable activities: Befriending & Mentoring Services	7	38,515	221,529	260,044	239,253
<b>Total expenditure</b>		<b>43,047</b>	<b>264,499</b>	<b>307,546</b>	<b>261,722</b>
<b>Net income/(expenditure) for the year</b>	8	<b>10,084</b>	<b>(23,060)</b>	<b>(12,976)</b>	<b>29,234</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		154,360	37,821	192,181	162,947
<b>Total funds carried forward</b>		<b>164,444</b>	<b>14,761</b>	<b>179,205</b>	<b>192,181</b>

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

**Family Friends**  
**Balance Sheet**  
**As at 31 March 2024**

	Note	2024 £	2024 £	2023 £	2023 £
<b>Fixed assets:</b>					
Tangible assets	11		5,410		4,062
<b>Current assets:</b>					
Debtors	12	11,955		10,902	
Cash at bank and in hand		<u>267,182</u>		<u>310,261</u>	
		279,137		321,163	
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	13	<u>(105,342)</u>		<u>(133,044)</u>	
<b>Net current assets</b>			<u>173,795</u>		<u>188,119</u>
<b>Total assets less current liabilities</b>			<u>179,205</u>		<u>192,181</u>
<b>Funds</b>	15				
Restricted funds			14,761		37,821
Unrestricted funds:					
General funds		164,444		144,360	
Designated funds				10,000	
Total unrestricted funds			<u>164,444</u>		<u>154,360</u>
<b>Total funds</b>			<u>179,205</u>		<u>192,181</u>

For the year ended 31 March 2024 the charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the trustees on .....20/09.....2024  
and signed on their behalf by:



Tony Bernstein  
Chair



George Smith  
Trustee

Company registration no. 02863464

The attached notes form part of the financial statements.

**Family Friends**  
**Notes to the financial statements**  
**For the year ended 31 March 2024**

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**1 Accounting policies**

**Basis of preparation**

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRS102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charitable company is exempt from preparing a cash flow statement due to the adoption of the exemption available to the charities with income less than £500,000.

**Going concern**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. Key judgements that the charitable company has made which have a significant effect on the accounts include estimating the liability from multi-year grant commitments. The trustees do not consider that there are any sources of estimation at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

**Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Designated funds are unrestricted funds which the trustees have decided, at their discretion, to set aside for a specific purpose. The aim of each designated fund is set out in the attached notes.

**Income**

All incoming resources are included in the Statement of Financial Activities when:

- (1) the charity is legally entitled to the funds
- (2) any performance conditions attached to the income have been met or are fully in control of the charity
- (3) it is probable that the income will be received
- (4) the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

**Charitable activities**

Trading activities - other professional income is included in income in the period in which the relevant activity takes place.

Project specific funding - when donors specify that donations and grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this will be included in income of restricted funds when receivable.

**Donated services and facilities**

Donated services or facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

**Family Friends**  
**Notes to the financial statements**  
**For the year ended 31 March 2024**

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**1 Accounting policies (continued)**

**Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes direct and operational costs of delivering services and other educational activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance, personnel, payroll and governance costs which support the Trusts programme and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 7.

**Operating leases**

Rental charges are charged on a straight line basis over the term of the lease.

**Tangible fixed assets**

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	33% straight line basis
Fixtures and fittings	25% reducing balance

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Pensions**

Employees of the charity are entitled to join the Pensions Trust Pension Scheme which is funded by contributions from employees and the charity as employer. The pension charge recorded in these accounts is the amount of contributions payable in the accounting year.

**Family Friends**  
**Notes to the financial statements**  
**For the year ended 31 March 2024**

**2 Detailed comparatives for the statement of financial activities**

	2023 Unrestricted £	2023 Restricted £	2023 Total £
<b>Income from:</b>			
Donations and legacies	51,791	194,149	245,940
Charitable activities:			
Befriending & Mentoring Services	-	44,500	44,500
Investment Income	516	-	516
<b>Total income</b>	<b>52,307</b>	<b>238,649</b>	<b>290,956</b>
<b>Expenditure on:</b>			
Raising funds	4,850	17,619	22,469
Charitable activities:			
Befriending & Mentoring Services	41,223	198,030	239,253
<b>Total expenditure</b>	<b>46,073</b>	<b>215,649</b>	<b>261,722</b>
Net income / (expenditure) for the year	6,234	23,000	29,234
<b>Reconciliation of funds:</b>			
Total funds brought forward	148,126	14,821	162,947
Total funds carried forward	154,360	37,821	192,181

**3 Income from donations and legacies - current year**

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
<b>Donations</b>				
DMGT plc in Partnership with The Kensington & Chelsea Foundation	-	10,000	10,000	12,500
Girdlers' Company Charitable Trust	-	5,000	5,000	5,000
Individual Donations	2,765	-	2,765	11,791
John Armitage Charitable Trust in partnership with New Philanthropy Capital	40,000	-	40,000	40,000
John Lyon's Charity	-	30,000	30,000	46,250
The Earls Court Development Fund	-	-	-	3,837
Kensington & Chelsea Foundation - Children and Young People Fund	-	-	-	7,500
National Lottery Fund - Evolve project	-	35,208	35,208	49,607
K&C Social Council Healthier Futures	-	16,338	16,338	25,507
K&C Social Council Vaccine Awareness	-	-	-	7,990
Edward Gostling CT	-	4,167	4,167	5,833
John Lyons Drift programme	-	49,792	49,792	23,250
Julia & Hans Rausing	-	15,000	15,000	3,750
NW London Suicide Prevention	-	15,625	15,625	3,125
NHSE Legacy Health & Equity Partnership	-	4,892	4,892	-
London Community Fund - Vanquis	-	4,167	4,167	-
Hammersmith United Charities	3,750	-	3,750	-
Campden Charities	-	1,500	1,500	-
	<b>46,515</b>	<b>191,689</b>	<b>238,204</b>	<b>245,940</b>



**Family Friends**  
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**3 Income from donations and legacies - prior year**

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
<b>Donations</b>				
DMGT plc in Partnership with The Kensington & Chelsea Foundation	-	12,500	12,500	10,000
Girdlers' Company Charitable Trust	-	5,000	5,000	5,416
Goldman Sachs Gives Annual Giving Fund	-	-	-	7,500
The Grove Trust	-	-	-	20,438
United in Hammersmith & Fulham	-	-	-	3,950
United in Hammersmith & Fulham - Period Poverty	-	-	-	1,000
Independence @ Home	-	-	-	389
Individual Donations	11,791	-	11,791	9,278
John Armitage Charitable Trust in partnership with New Philanthropy Capital	40,000	-	40,000	40,000
The CHK Foundation (via The Grove Trust)	-	-	-	11,250
London Community Foundation - Grenfell Young People's Fund	-	-	-	15,000
John Lyon's Charity	-	46,250	46,250	21,000
John Lyon's Summer Activities	-	-	-	2,600
The Earls Court Development Fund	-	3,837	3,837	8,763
Kensington & Chelsea Foundation - Children and Young People Fund	-	7,500	7,500	10,000
National Lottery Fund - Evolve project	-	49,607	49,607	14,671
K&C Social Council Healthier Futures	-	25,507	25,507	-
K&C Social Council Vaccine Awareness	-	7,990	7,990	-
Edward Gostling CT	-	5,833	5,833	-
John Lyons Drift programme	-	23,250	23,250	-
Julia & Hans Rausing	-	3,750	3,750	-
NW London Suicide Prevention	-	3,125	3,125	-
	<b>51,791</b>	<b>194,149</b>	<b>245,940</b>	<b>181,255</b>

**4 Income from charitable activities**

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
<b>Befriending &amp; Mentoring Services</b>				
Royal Borough of Kensington & Chelsea F & C Services	-	39,750	39,750	37,500
London Borough of Brent	-	10,000	10,000	7,000
<b>Total for Befriending &amp; Mentoring Services</b>	-	49,750	49,750	44,500
<b>Total income from charitable activities</b>	-	49,750	49,750	44,500

**5 Income from other trading activities**

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Speakers fee	250	-	250	-
	250	-	250	-

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**6 Income from investments**

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Bank interest	6,366	-	6,366	516
	<u>6,366</u>	<u>-</u>	<u>6,366</u>	<u>516</u>

**7 Analysis of expenditure - current year**

	Basis of allocation	Cost of raising funds £	Charitable Activities Befriending & Mentoring Services £	Support costs £	Governance costs £	2024 Total £	2023 Total £
Staff costs	Staff time	19,958	171,636	-	7,983	199,577	173,402
Direct costs	Direct	18,252	9,428			27,680	17,095
Premises costs	Staff time	2,267	19,271	1,134		22,672	25,098
Staff recruitment/training	Staff time			6,392		6,392	1,789
Office costs/comms	Staff time	2,493	21,194	1,247		24,934	20,940
Depreciation	Staff time			3,697		3,697	2,577
Audit & Accountancy fees	Staff time				22,559	22,559	20,610
Other Governance costs	Staff time				35	35	211
		<u>42,970</u>	<u>221,529</u>	<u>12,470</u>	<u>30,577</u>	<u>307,546</u>	<u>261,722</u>
Support costs		1,313	11,157	(12,470)	-	-	-
Governance costs		3,219	27,358	-	(30,577)	-	-
<b>Total expenditure 2024</b>		<u>47,502</u>	<u>260,044</u>	<u>-</u>	<u>-</u>	<u>307,546</u>	<u>261,722</u>
Total expenditure 2023		22,469	239,253	-	-	261,722	

Of the total expenditure, £43,047 was unrestricted (2023: £46,073) and £264,499 was restricted (2023: £215,649).

This year the percentage of costs, allocated towards our core service on staff time basis, has increased due to the additional staff employed to directly deliver the charitable services and their increased use of the office and facilities.

This year the split has been:

- 10: 85: 5 to "Befriending & Mentoring: Support Costs" (2023 - 81:19:0) and
- 10: 85 : 5 to "Fundraising: Befriending & Mentoring: Support Costs" (2023 - 10:83:7)

This change has impacted on restricted funds as additional costs have been allocated to specific projects.

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**7 Analysis of expenditure - prior year**

	Basis of allocation	Cost of raising funds £	Charitable Activities Befriending & Mentoring Services £	Support costs £	Governance costs £	2023 Total £	2022 Total £
Staff costs	Staff time	17,340	143,924	-	12,138	173,402	162,320
Direct costs	Direct	279	16,816	-	-	17,095	15,596
Premises costs	Staff time	-	20,329	4,769	-	25,098	15,890
Staff recruitment/training	Staff time	-	-	1,789	-	1,789	950
Office costs/comms	Staff time	-	16,961	3,979	-	20,940	21,449
Depreciation	Staff time	-	-	2,577	-	2,577	1,053
Audit & Accountancy fees	Staff time	-	-	-	20,610	20,610	21,090
Other Governance costs	Staff time	-	-	-	211	211	80
		<b>17,619</b>	<b>198,030</b>	<b>13,114</b>	<b>32,959</b>	<b>261,722</b>	<b>238,428</b>
Support costs		1,381	11,733	(13,114)	-	-	-
Governance costs		3,469	29,490		(32,959)	-	-
<b>Total expenditure 2023</b>		<b>22,469</b>	<b>239,253</b>	<b>-</b>	<b>-</b>	<b>261,722</b>	<b>238,428</b>
Total expenditure 2022		24,020	214,408	-	-	238,428	

Of the total expenditure, £46,073 was unrestricted (2022: £50,606) and £215,649 was restricted (2022: £187,822).

This year the percentage of costs allocated towards our core service on staff time basis, has increased due to the additional staff employed to directly deliver the charitable services and their increased use of the office and facilities.

This year the split has been:

- 81:19 to "Befriending & Mentoring: Support Costs" (2022 - 70:30) and
- 10:83:7 to "Fundraising: Befriending & Mentoring Support Costs" (2022 - 10:80:10)

This change has impacted on restricted funds as additional costs have been allocated to specific projects.

**8 Net expenditure for the year**

This is stated after charging	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Operating lease rentals:		
Property	18,092	14,368
Depreciation	3,697	2,577
Auditor's remuneration:		
Audit fees	4,700	4,500
(Over)/under provision	240	(170)
Total remuneration charged in the year	<u>4,940</u>	<u>4,330</u>

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**9 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel**

Staff costs were as follows:

	2024	2023
	£	£
Salaries and wages	182,102	156,462
Social security costs	11,126	10,431
Employer's contribution to defined contribution pension schemes	6,349	6,509
	<u>199,577</u>	<u>173,402</u>

The number of employees whose total employee benefits, excluding employer pension contributions, earning over £60,000, classified within bands of £10,000 is as follows:

	2024	2023
£60,000 to £69,999	-	1
£70,000 to £79,999	1	-

The total employee benefits including pension contributions of the key management personnel were £199,577 (2023: £173,402).

The charity trustees were not paid or received any benefits from employment with the Trust in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil). No Charity trustee received payment for professional or other services supplied to the charity (2023: £nil).

**Staff numbers**

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2024	2023
	No.	No.
Charitable activities	8	4
	<u>8</u>	<u>4</u>

**10 Taxation**

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**11 Tangible fixed assets**

	Office equipment	Fixtures & Fittings	Total
	£	£	£
<b>Cost</b>			
At the start of the year	6,804	1,238	8,042
Disposals in year	-	-	-
Additions in year	3,445	1,600	5,045
At the end of the year	<u>10,249</u>	<u>2,838</u>	<u>13,087</u>
<b>Depreciation</b>			
At the start of the year	3,670	310	3,980
Disposals in year	-	-	-
Charge for the year	3,065	632	3,697
At the end of the year	<u>6,735</u>	<u>942</u>	<u>7,677</u>
<b>Net book value</b>			
At the end of the year	<u>3,514</u>	<u>1,896</u>	<u>5,410</u>
At the start of the year	<u>3,134</u>	<u>928</u>	<u>4,062</u>

All of the above assets are used for charitable purposes.

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**12 Debtors**

	2024	2023
	£	£
Trade debtors	250	5,434
Other debtors	9,845	3,694
Prepayments	1,860	1,774
	<u>11,955</u>	<u>10,902</u>

**13 Creditors: amounts falling due within one year**

	2024	2023
	£	£
Trade creditors	2,299	6,483
Taxation and social security	5,668	-
Other creditors	-	8,536
Accruals	6,403	4,678
Deferred income	90,972	113,347
	<u>105,342</u>	<u>133,044</u>

**Deferred income**

	2024	2023
	£	£
Balance at the beginning of the year	113,347	65,436
Amount released to income in the year	(113,347)	(65,436)
Amount deferred in the year	90,972	113,347
Balance at the end of the year	<u>90,972</u>	<u>113,347</u>

Deferred income comprises of grants received in the current year which relate to future periods.

**14a Analysis of net assets between funds - current year**

	General unrestricted	General designated	Restricted	Total funds
	£	£	£	£
Tangible fixed assets	5,410	-	-	5,410
Net current assets	159,034	-	14,761	173,795
Net assets at the end of the year	<u>164,444</u>	<u>-</u>	<u>14,761</u>	<u>179,205</u>

**14b Analysis of net assets between funds - prior year**

	General unrestricted	General designated	Restricted	Total funds
	£	£	£	£
Tangible fixed assets	4,062	-	-	4,062
Net current assets	140,298	10,000	37,821	188,119
Net assets at the end of the year	<u>144,360</u>	<u>10,000</u>	<u>37,821</u>	<u>192,181</u>

**15a Movements in funds - current year**

	At the start of the year	Incoming resources & gains	Outgoing resources & losses	Transfers	At the end of the year
	£	£	£	£	£
<b>Restricted funds:</b>					
Befriending & Mentoring Services	37,821	241,439	264,499	-	14,761
<b>Total restricted funds</b>	<u>37,821</u>	<u>241,439</u>	<u>264,499</u>	<u>-</u>	<u>14,761</u>
<b>Unrestricted funds:</b>					
General funds	144,360	53,131	33,047	-	164,444
Designated funds	10,000	-	10,000	-	-
<b>Total unrestricted funds</b>	<u>154,360</u>	<u>53,131</u>	<u>43,047</u>	<u>-</u>	<u>164,444</u>
<b>Total funds</b>	<u>192,181</u>	<u>294,570</u>	<u>307,546</u>	<u>-</u>	<u>179,205</u>

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**15b Movements in funds - prior year**

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At the end of the year £
<b>Restricted funds:</b>					
Befriending & Mentoring Services	14,821	238,649	215,649	-	37,821
<b>Total restricted funds</b>	<u>14,821</u>	<u>238,649</u>	<u>215,649</u>	<u>-</u>	<u>37,821</u>
<b>Unrestricted funds:</b>					
General funds	148,126	52,307	46,073	- 10,000	144,360
Designated funds	-	-	-	10,000	10,000
<b>Total unrestricted funds</b>	<u>148,126</u>	<u>52,307</u>	<u>46,073</u>	<u>-</u>	<u>154,360</u>
<b>Total funds</b>	<u>162,947</u>	<u>290,956</u>	<u>261,722</u>	<u>-</u>	<u>192,181</u>

**Purposes of restricted funds: Befriending & Mentoring Services**

The income of the charity includes grants received for specific restricted projects.

**Purpose of Designated funds**

During the year ended 31 March 2023 the trustees created a designated fund for the purpose of allocating funds for the 30th Anniversary and transferred £10,000 to it from general funds. During 2023/24 these funds have been spent.

**16 Operating lease commitments**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>Property</b>	
	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Due within one year	3,650	13,569
Due within two to five years	-	-
	<u>3,650</u>	<u>13,569</u>

**17 Legal status of the charity**

The charity is a company limited by guarantee incorporated in England and has no share capital. Each member is liable to contribute a sum not exceeding £10 in the event of the charity being wound up.

**18 Related party transactions**

There are no related party transactions to disclose for 2024 (2023: none).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.