

Registered Charity Number: 1047689

**CARMARTHEN FAMILY CENTRE
ANNUAL ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2024**

CARMARTHEN FAMILY CENTRE
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FOR THE YEAR ENDED 31 MARCH 2024

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CARMARTHEN FAMILY CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed and, the Charities Act 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1047689

Registered Office Ty Hapus, 114 Parc Hall, Carmarthen,
SA31 1JG

Trustees	Emlyn Schiavone	Chairperson/Trustee
	Rose Rowland	Vice Chairperson/Trustee
	Doug Rose	Trustee
	Nigel Roberts	Trustee
	Richard Edwards	Trustee
	Frankie Owens	Trustee
	Mary Thorley	Trustee

Bankers Lloyds Bank
King Street
Carmarthen
Carmarthenshire

Independent Examiners Harris Bassett Limited
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

CARMARTHEN FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

Carmarthen Family Centre is a charity governed by a constitution as adopted 6 February 1995. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are to develop at a local level skills and nurturing capacity of families, parents and carers so that the well-being and life chances of their children are enhanced.

Public Benefit

The public benefit through having a service that provides families with children aged 0-4 years (0-11 school holidays) with free access to a wide variety of play activities, free accredited training/courses on parenting skills, free trips and outings, and an open-door policy promoting equal opportunities for all families. The centre also works closely with other like-minded organisations and are able, therefore, to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

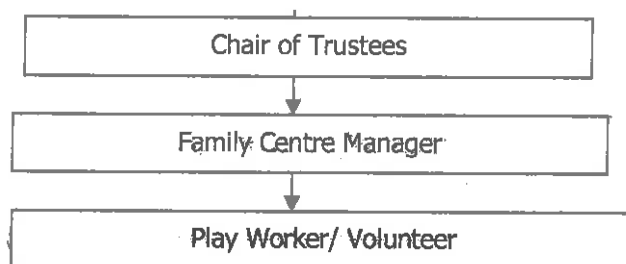
Appointment of Trustees

Trustees are appointed as set out in the constitution. Professionals and service users within the community, who have a personal interest in the charity, are invited to join the management committee. Nomination forms are completed, and applicants are voted onto the committee as appropriate. Committee members can also be co-opted when appropriate.

Trustee Induction and Training

As part of induction all trustees are DBS checked and shown the relevant documentation regarding the running of the Family Centre.

Organisation Structure



Trustees are consulted on all aspects of accounting, policies and procedures and involved in the decision making regarding the day-to-day running of the Centre. The Co-ordinator is responsible for keeping order of files, office work and overseeing all other day-to-day activities at the Centre.

Related Parties

Plant Dewi's Family Centre Strategic manager support the Trustees and Family Centre Manager.

Risk Management

Risk Management has been reviewed in terms of safeguarding policies, risk assessments of events and trips, the undertaking of Disclosure and Barring checks and health and safety issues. The trustees feel that they have taken all reasonable steps to protect beneficiaries, staff, volunteers and the organisation itself.

CARMARTHEN FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

Financial risks have been reviewed and procedures put in place accordingly. A reserves policy has been established in line with the identified risks.

OBJECTIVES AND ACTIVITIES

The object of the charity is about prevention and early intervention.

The charity works in partnership with parents and carers. It empowers them in order to better cope with family life and therefore gives their children a better start in life.

The Aims of the Family Centre is to ensure children:-

- Have a flying start in life.
- Have a range of education and learning opportunities.
- Enjoy the best possible health, free from abuse.
- Have access to play, leisure and cultural activities.
- Are listened to and respected and have their identity recognised.
- Have a safe home and community.
- Are not disadvantaged by poverty.

The objectives for the next year are to:-

- Provide a safe, warm, and welcoming environment.
- Provide access to high quality play equipment and activities.
- Empower Parents by offering training and support.
- Provide opportunities to go on trips and outings.
- Provide open-door policy where everyone is welcomed.
- Continue outreach work to identify isolated families.
- Continue to provide courses, workshops, play activities for parents and their children to do together.

ACHIEVEMENT AND PERFORMANCE

Carmarthen Family Centre is a registered charity based in two areas of Carmarthen – in Carmarthen Town South, Ty Ni opened its doors in 1995 and in Carmarthen Town North, Ty Hapus in Park Hall opened in 2004. The centres operate independently of Plant Dewi as a charity.

The Ty Hapus site has been consistent in its provision over the year as a family centre. Ty Ni was returned to the local authority in November 2023.

With a team of two staff, a Centre Manager and one Play Worker who have worked for the organisation for a number of years, we have been able to facilitate the activities, with a volunteer supporting the centre. All working with the support of the trustees.

The priority of the centres is to engage local families and provide professional support. Working closely with local nurseries and schools, consulting with professionals, and regularly updating our social media page to engage with the community.

CARMARTHEN FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

Highlights

Providing various fun days and sessions with other agencies throughout the year including, a family fun day out with activities to the National Botanic Gardens of Wales with Plant Dewi plus several opportunities for families to visit the gardens free of charge throughout the year. An outdoor autumn forest school session with Black Mountain Adventures and we also attended an event and provided activities at Carmarthen Park to celebrate National Playday.

- 2 x five-week Baby massage courses.
- Provided opportunities for families of various courses and workshops including, 2x six-week Flying start 'Nurturing minds' and 'Discovering your child's world' parenting courses. A 'Tric a Chlic' and 'Healthy Lunchbox' workshop and a six-week budgeting course with Carmarthenshire education and learning services. Clwb Cwtsh held a six-week Welsh language course at the centre and Foothold Cymru provided 4 x Nutrition workshops.
- Weekly Multiply Maths sessions for part of the year and employment support with communities for work sessions.
- 2 x coach trips to Pembrey Country Park and Burry Port Beach and Park, other half-term fun events such as, A water play day, trips to the park for ball games and picnics, Reservoir walks and bug hunts and teddy bears picnic with stories and crafts.
- We held several sessions throughout the year to celebrate national and international days such as, St David's day and Chinese New Year, Remembrance Day and St Dwynwen's day. We provided various fun activity and craft sessions to celebrate Easter, held a Princess and Superhero summer party with PS Parties entertainment, and a Christmas party at Carmarthen Leisure centre soft play.
- Several families provided with donated books and clothing. We also held a toy and clothing swap event with New2U and a nappy library with Eco Babanod.
- Staff training and professional development including Language and Play training, Level 2 Safeguarding, Sandy Bear bereavement training and VAWDA (Violence Against Women and Domestic Abuse) awareness training.

Regular Group Sessions throughout the year

- Weekly baby language and play themed sessions with songs, stories and rhymes, activities and play to enhance the language and communication skills of babies', aged 0-16mths.
- Weekly toddler language and play themed sessions with songs, stories and rhymes, activities and play to enhance the language and communication skills of toddlers', aged 16mths+.
- Weekly Stay and Play sessions for all ages. Lots of free play, socialising, exploring and discovering activities, both indoors and outdoors, to enhance all areas of children's development.
- Regular walks and outdoor play and fortnightly visits to the local care home.
- Regular online links to advice and support.
- During the language and play sessions parents have had the opportunity to learn new songs, stories and activity ideas with their children. The sessions incorporated weekly themes and were held both outdoors and indoors.

CARMARTHEN FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

• **Outcome – From Survey**

- 100% Families feel they have reduced their isolation
- 95% Parents feel they have improved confidence
- 100% Parents feel they have improved relationships with their children
- 95% Parents feel they have improved their and their children's well-being.

What our families tell us about the centre:

The Centre has been very busy and feedback from parents/carers has been positive. Examples below:

"They provide so many fun and educational opportunities for families. Attending the Centre is the highlight of my week." SM

"The staff are so welcoming; they genuinely care and listen without judgement that they put you at ease and give you so much confidence in your own ability. I was such a nervous first-time Mum but gained so much confidence from the sessions and made lifelong friends." CO

"I felt isolated and anxious, struggling with post-natal depression. The family Centre became a lifeline for me and my children" VB

Families supported

Throughout the year Carmarthen Family Centre was consistently busy with families and preschool aged children attending the regular weekly sessions during term times, and with families with older children returning to attend sessions and events during school holidays.

Carmarthen Family Centre is regularly active on their social media page, posting updates and information regarding events and weekly sessions, and supports families online with links to opportunities and professional advice and support.

Carmarthen Family Centre supported 154 Adults, 201 Children and 143 families during the financial year of 23/24.

Reserves Policy

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The greatest area of risk to the effectiveness of the charity is loss of grant/ contract funding. In the event of such a loss the trustees wish to be able to maintain services for at least 3 months to enable other sources of funding to be secured or to make changes to existing services. The trustees therefore feel that reserves should normally be approximate to 3 – 6 months running costs. This equates to approximately £13,082-£26,165. As of 31st March 2024, reserves held equated to £23,859, which is within this range. The trustees are considering designating the excess towards specific charitable activities and will continue to monitor reserves on an annual basis.

FINANCIAL REVIEW

During the year the centre was funded by CAF/CASS, Families First and Flying Start, Children In Need, Garfield Weston, TK Maxx and Homesense Foundation, and The Postcode Community Trust. The charity is grateful for the support of its funders.

CARMARTHENSHIRE FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources including the income and expenditure, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the Provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Report was approved by the Trustees on 17th January 2025 and signed on its behalf by

E. Schiavone

E Schiavone

CARMARTHEN FAMILY CENTRE

REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2024

Independent examiner's report to the Trustees of Carmarthen Family Centre

I report on the accounts of the Charity for the year ended 31 March 2024, which are set out on pages 9 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit and is eligible for independent examination, it is my responsibility to:

- to examine the accounts under section 145 of the Charities 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

E. Truman

E Truman FCA
Harris Bassett Limited
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date: 20.01.2025

CARMARTHEN FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
<u>Receipts</u>					
Bank Interest Earned		80	-	80	14
Utilities Refund		-	674	674	312
Grants	2	-	48,550	48,550	56,665
Room Hire		300	-	300	30
Creche Services		264	-	264	-
Contribution to Activities		48	-	48	-
Total receipts		<u>692</u>	<u>49,224</u>	<u>49,916</u>	<u>57,021</u>
<u>Payments</u>					
<u>Charitable activities</u>					
Room Hire		-	-	-	48
Lunch Club Supplies		-	98	98	83
Party Supplies & Entertainment		-	150	150	471
Activity supplies		-	433	433	855
DBS check		-	20	20	71
Computer costs		-	657	657	-
Printing, postage and stationery		-	-	-	37
Pension recharge		-	1,513	1,513	1,333
Payroll costs		-	144	144	534
Salaries, tax and NIC	3	264	32,237	32,501	33,867
Telephone		-	353	353	832
Training		-	90	90	24
Repairs and renewals		-	828	828	408
Trips		48	353	401	1,665
Utilities		-	3,199	3,199	3,014
Water Rates		-	978	978	-
Sundry		-	16	16	-
Total charitable payments		<u>312</u>	<u>41,069</u>	<u>41,381</u>	<u>43,242</u>
Governance	4	<u>-</u>	<u>1,870</u>	<u>1,870</u>	<u>2,172</u>
Total Charitable Payments		<u>312</u>	<u>42,939</u>	<u>43,251</u>	<u>45,414</u>
Net Receipts		380	6,285	6,665	11,607
Total Funds brought forward		23,479	35,591	59,070	47,463
Transfer between funds		-	-	-	-
Total Funds carried forward		<u>23,859</u>	<u>41,876</u>	<u>65,735</u>	<u>59,070</u>

The notes form part of these financial statements

CARMARTHEN FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2024

	2024 £	2023 £
ASSETS		
Current assets		
Cash at bank and in hand		
Bank	65,712	59,047
Petty cash	<u>23</u>	<u>23</u>
Total cash at bank and in hand	<u>65,735</u>	<u>59,070</u>
 Total Current Assets	 65,735	 59,070
 NET CURRENT ASSETS	 65,735	 59,070
 TOTAL ASSETS LESS CURRENT LIABILITIES	 <u>65,735</u>	 <u>59,070</u>
 NET ASSETS	 <u>65,735</u>	 <u>59,070</u>
 Fund Breakdown		
Unrestricted funds - Reserve	23,859	23,479
Restricted funds	<u>41,876</u>	<u>35,591</u>
Total Funds	<u>65,735</u>	<u>59,070</u>

The Financial Statements were approved by the Board of Trustees on 17/1/25 and were signed on its behalf by:-

Name Emily H. SCHMIDT

Signature Chris

CARMARTHEN FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of Preparation

The financial statements have been prepared on a receipts and payments basis and in accordance with 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 2021 (Charities SORP) (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Section 1A.

Carmarthen Family Centre 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 note(s).

There are no material uncertainties regarding the charity's ability to continue as a going concern.

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity receives the resources.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has received the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for as a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

**CARMARTHEN FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd**

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when received.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as paid by the charity.

Governance costs

This includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or charity matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

2. RESTRICTED INCOME

Restricted funds are received for a specific purpose within the objects of the charity and must be accounted for separately. All income has therefore been shown as restricted where the donor has stated that the income can only be used for a specified purpose or where it has been raised through an appeal for a specified purpose. Fund movements were as follows:

Funder	B/fwd	Income	Expenditure	C/fwd
	£	£	£	£
CAFCASS	6,710	674	1,812	5,572
Children In Need	4,630	10,000	10,461	4,169
Garfield Weston	3,900	-	3,900	-
Families and Flying Start	-	9,750	8,750	1,000
Tesco	-	1,000	-	1,000
T K Maxx	500	-	322	178
Postcode Community Trust	21,171	-	17,694	3,477
Mayor's Race	-	500	-	500
CCC Poverty Fund	(1,320)	1,320	-	-
Persimmon Homes	-	6,000	-	6,000
Awards for all	-	19,980	-	19,980
Total Restricted	<u>35,591</u>	<u>49,224</u>	<u>42,939</u>	<u>41,876</u>

CARMARTHEN FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**3. SALARY AND WAGES**

£

Total staff costs comprised:

Wages

31,979

Employers National Insurance

-

Employers Pension

522

Total staff costs32,501

The average monthly number of employees in the year was 2.

No employees received emoluments of more than £60,000.

Pension Scheme

The Company does operate a pension scheme

4. GOVERNANCE COSTS

There was no trustee remuneration.

Governance costs were as follows:

£

Health and Safety Costs

1,188

Independence examination

612

Subscriptions

70

Insurance

-

Total

1,870**5. RISK MANAGEMENT**

The trustees have carried out a review of the major risks to the organisation and believe that the level of reserves aimed for in the reserves policy below is sufficient to cover adverse conditions that the organisation may face. In addition the organisation has in place financial, personnel and Health and Safety controls to limit the likelihood and impact of risks. All activities and events are risk assessed prior to commencement. Appropriate DBS checks are done of all staff and volunteers. The trustees will actively monitor risk and review their policies at least annually.

6. ULTIMATE CONTROLLING PARTY

The charity is controlled by the board of trustees.