

ST PAUL'S FAMILY CENTRE

England & Wales · Charity number 1060020

Details

Status Registered

Legal form Other

Registered 1997-01-08

Register [View on the Charity Commission register](#)

Contact

Address St. Pauls Family Centre
Ger Y Llan
Llanelli
Dyfed
SA15 1DP

Phone 01554775338

Email stpauls749@gmail.com

Activities

Objects: 1) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION AND TO WORK BI-LINGUALLY WITH THEM AND OTHER ORGANISATIONS IN A COMMON EFFORT TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE AND EDUCATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS. 2) TO MAINTAIN AND MANAGE (WHETHER ALONE OR NOT) THE FAMILY CENTRE IN FURTHERANCE OF THE ABOVE OBJECT

Activities: Supporting children and families

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Children/young People, Other Defined Groups

Geography

- **Area of benefit:** RURAL DEANERY OF CYDWELI
- Carmarthenshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£147,122	£148,797	-	-
2024-03-31	£122,010	£132,163	-	-
2023-03-31	£130,747	£117,036	-	-
2022-03-31	£107,426	£100,590	-	-
2021-03-31	£93,294	£86,085	-	-

Trustees

Name	Role	Appointed
NICHOLAS CHARLES PATRICK GRIFFIN	Chair	2015-07-08
Ann O'Hare		2025-07-23
Carol Hodson		2017-10-18
Joanne Yeo		2025-07-23
Lillith Fenris		2022-07-27
Louvain Roberts		2017-07-12
Margaret Ann Evans		2016-01-12
Rev HELEN NICHOLLS		2021-07-14
Terry Davies		2019-07-17
VANESSA BLYTHE MARSH		2011-05-19

ST PAUL'S FAMILY CENTRE

England & Wales - Charity number 1060020

Accounts

Registered Charity Number: 1060020

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
ST PAUL'S FAMILY CENTRE**

ST PAUL'S FAMILY CENTRE
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

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ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. 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, the Charities Act 2011 and 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 2022).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number	1060020
Registered Office	Ger-y-Llan Bigyn Park Terrace Llanelli Carmarthenshire SA15 1DN
Trustees	Mr Nicholas Griffin - Chair Mrs Vanessa Marsh - Treasurer Miss Anne Evans - Secretary Rev Helen Nicholls – Vice Chair Mrs Gwladys Phillips (Resigned November 2024) Mr Allan Marsh (Passed away 27 December 2024) Clr Louvain Roberts Mrs Carol Hodson Clr Terry Davies Clr Lilleth Fenris Mr Paolo Piana
Centre Manager	Mrs Sarah Williams
Bankers	HSBC Llanelli Carmarthenshire
Independent Examiners	Harris Bassett Limited Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Paul's Family Centre is a charity governed by a constitution as adopted 11th January 2008. It is registered as a charity with the Charity Commission.

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

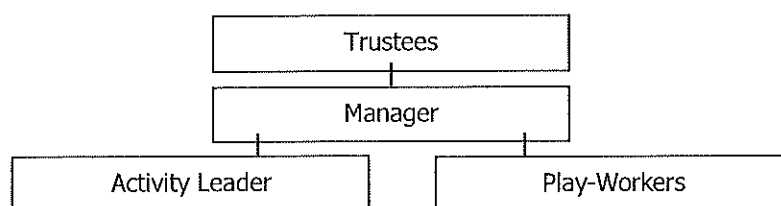
Appointment of Trustees

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 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 Manager is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre Manager.

Risk Management

St Paul's Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults.

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

ST PAUL'S FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025 Cont'd

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the charity is about prevention and early intervention. The constitution states the two objects as 1) to promote the benefit of the inhabitants of the area of benefit without distinction and to work bi-lingually with them and other organisations in a common effort to provide facilities in the interests of social welfare and education with the object of improving the conditions of life for the said inhabitants. 2) to maintain and manage (whether alone or not) the family centre in furtherance of the above object

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 continue to:-

- provide a safe, warm and welcoming environment
- provide access to various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families
- provide Flying Start Childcare

The changes we have noticed are that children are better prepared for school life. Also some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre their families have gained:-

- improved social and support networks
- improved skills on positive parenting
- improved relationships
- improved resilience
- increased confidence and self-esteem
- increased access to community resources

Public Benefit

Public benefit is evidenced 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 is therefore able to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd

A REVIEW OF OUR ACHIEVEMENTS AND PERFORMANCE

St Paul's Family Centre has reached out to a large number of families who were facing isolation. Staff provided support and advice on a variety of topics and concerns that suited their individual needs. The Family Centre was able to help the families feel more valued and get involved in their community. This achieved a sense of belonging and built social networks.

The Flying Start Nursery and Parent and Toddler sessions have followed Welsh Government Guidelines.

The Parent and Toddler sessions have had an increased number of new families register and attend the outdoor and indoor sessions. This includes referrals from local support agencies encouraging their clients to use the facilities and benefit from meeting other families living in the community, and families that have seen our adverts in the Dewis website, local notice boards and social media.

There are 210 families registered.

The Centre is registered with the Care Standard Inspectorate for Wales.

Staff have trained in Safeguarding A,B & C, Paediatric First Aid and First Aid at work, Food Safety level 2, Emotional Health, Health & Safety, Food & Allergy Intolerances, Infection and prevention control, Ace's, Parent plus -Early years, Systematic Practices, Fa la la, Trauma informed practice, Neurodiversity and Child Protection and Baby massage.

We have had no students or volunteers this year.

Conferences and meetings attended and via social media have been with Plant Dewi, Flying Start, Llanelli Community Partnership, Transforming Tyisha, The Safer Communities Action Group and The Carmarthenshire Family Centre Network.

The Centre continues with the 'Flying Start' Playgroup, which provides childcare for up to 16 children per day for families in the Flying Start area. The families are encouraged to make use of the other services on offer at the Centre.

The children and families had the opportunity to visit the Tenby, St Fagan's, Folly Farm, Margam Park and the National Botanic Gardens as well as local outings to the beach and parks.

The Children and Families joined in our Christingle service in December.

Regular fire drills have taken place during the family and nursery sessions, ensuring staff and children are familiar with the evacuation procedures. All the health and safety checks are done on a daily basis and these include a fridge check and playrooms risk assessments.

The Centre staff and Trustees reviewed and evaluated the sessions that have taken place throughout the past year, ensuring any issues that have been identified were addressed. In the past year, the Centre has supported 290 families.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd

Review of Progress and Achievements

I must begin this Report by recording my thanks to Debbie James who has moved on from her position at the Family Centre after many years' service. I must also congratulate Sarah Williams on taking on her new position. Everyone at the centre works hard to support the families it serves. I must also pay tribute to my fellow Trustees and thank them for their support and help during the past year. I must in particular record my gratitude to Allan Marsh who sadly passed away this year, St Paul's Family Centre is supported by a team of dedicated staff, Trustees and volunteers, I wish to record my thanks to them all.

FINANCIAL REVIEW

Reserves Policy

The most significant current financial risk would be loss of grant income from a major fund provider. The trustees believe that a reserve should be held, were funding to be lost, services could be maintained for a period of time to look for alternative funds and appropriate action be taken should funding not be secured. The exception to this is Flying Start, where trustees believe that the service would cease if funding were not maintained. The trustees feel that a reserve equal to 2 – 4 months running costs, without reference to Flying Start funding would be sufficient. This policy is reviewed annually. The balance held as unrestricted funds as at 31 March 2025 was £40,950. Actual 2 – 4 months running costs are £8,741 to £17,482.

Custodian Trustees

The property known as St Paul's Family Centre is vested in the St David's Diocesan Board of Finance as custodian trustees on behalf of St David's DCSR. No rent is payable for use of the premises.

ST PAUL'S FAMILY CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd**

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS


The charity 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 of including the income and expenditure, 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 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...23.7.25..... and signed on its behalf by

..... Mr N Griffin

ST PAUL'S FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2025**

Independent examiner's report to the Trustees of St Paul's Family Centre

I report on the accounts of the Charity for the year ended 31 March 2025, which are set out on pages 9 to 14.

Responsibilities and Basis of Report

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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charities Commission under Section 145(5)(b) of the Act.

Independent Examiners' Statement

I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination:

- 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: *28.07.25*

ST PAUL'S FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
INCOME					
Bank interest earned		54	-	54	112
Fundraising Events		866	-	866	606
Gifts and Donations		2,647	-	2,647	2,315
Grants		-	138,995	138,995	115,420
Miscellaneous		47	220	267	-
Room Hire		2,340	-	2,340	1,262
Crèche provision		<u>1,953</u>	-	<u>1,953</u>	<u>2,295</u>
Total income	2	<u>7,907</u>	<u>139,215</u>	<u>147,122</u>	<u>122,010</u>
EXPENDITURE					
Cost of raising funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure on charitable activities					
Centre Provisions		-	2,698	2,698	1,317
Room Hire		-	12	12	-
Office Expenses		-	26	26	716
New Printer		-	-	-	356
Computer Costs		1,156	1,374	2,530	499
Garden Maintenance		-	-	-	4,500
Food		-	395	395	921
Repairs and Maintenance		-	14,984	14,984	1,350
Salaries and NI	3	907	98,115	99,022	96,319
Staff Expense		-	114	114	215
Telephone		-	477	477	445
Toys/Crafts		-	1,237	1,237	3,926
Training		-	952	952	495
Trips and Events		-	3,714	3,714	2,195
Miscellaneous		23	123	146	-
Utilities		<u>2,154</u>	<u>4,610</u>	<u>6,764</u>	<u>3,932</u>
Total direct charitable expenditure		<u>4,240</u>	<u>128,831</u>	<u>133,071</u>	<u>117,186</u>
Governance costs					
Bank Service Charge		-	85	85	89
Professional Fees		-	12,760	12,760	12,392
Membership/Subscriptions		-	-	-	-
Insurance		<u>53</u>	<u>2,828</u>	<u>2,881</u>	<u>2,496</u>
Total Governance Costs	4	<u>53</u>	<u>15,673</u>	<u>15,726</u>	<u>14,977</u>
Total Expenditure		<u>4,293</u>	<u>144,504</u>	<u>148,797</u>	<u>132,163</u>
Net Income		<u>3,614</u>	<u>(5,289)</u>	<u>(1,675)</u>	<u>(10,153)</u>
Total funds brought forward		<u>38,611</u>	<u>26,081</u>	<u>64,692</u>	<u>74,845</u>
Movement in funds		(1,275)	1,275	-	-
Total funds carried forward		<u>40,950</u>	<u>22,067</u>	<u>63,017</u>	<u>64,692</u>

ST PAUL'S FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2025

	Note	2025		2024	
		£	£	£	£
ASSETS					
Fixed assets	1		-		-
Current assets					
Debtors and prepayments	6	<u>8,928</u>		<u>15,822</u>	
Total other current assets		<u>8,928</u>		<u>15,822</u>	
Cash at bank and in hand					
Petty cash		206		206	
Current Account		75,301		27,290	
Money Market Account		-		<u>22,431</u>	
Total cash at bank and in hand		<u>75,507</u>		<u>49,927</u>	
Total current assets			84,435		65,749
Current liabilities					
Accounts payable					
Accounts payable	7	500		500	
Accruals		<u>20,918</u>		<u>557</u>	
Total accounts payable		<u>21,418</u>		<u>1,057</u>	
Total current liabilities			(21,418)		(1,057)
Net Assets			<u>63,017</u>		<u>64,692</u>
The funds of the charity					
Unrestricted funds			40,950		36,611
Restricted funds	2		<u>22,067</u>		<u>26,081</u>
Total charity funds			<u>63,017</u>		<u>64,692</u>

Signed on behalf of the Trustees..... V. D. ManselName..... VANIESSA BLYTH MARCHDate:..... 23.7.2025

The notes on pages 11 to 14 form part of these accounts

**ST PAUL'S FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

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 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 2022 (Charities SORP) (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

St Paul's 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). The financial statements are prepared in sterling, which is the functional currency of the charity.

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 becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

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 unconditional entitlement to 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.

ST PAUL'S FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 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 receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

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.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs

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

ASSETS**Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year, and are valued at cost, or if gifted, at the value to the charity on receipt.

Depreciation is on a straight line basis on furniture and equipment at 25%.

Fixed assets

	Premises Costs	Fixtures & Equipment	Total
	£	£	£
Cost as at 1 April 2024	-	10,488	10,488
Additions	-	-	-
At 31 March 2025	-	<u>10,488</u>	<u>10,488</u>
Depreciation at 1 April 2024	-	10,488	10,488
Charge for the year	-	-	-
At 31 March 2025	-	<u>10,488</u>	<u>10,488</u>
Net book value at 31 March 2025	-	-	-
Net book value at 31 March 2024	-	-	-

ST PAUL'S FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd**Stocks and works in progress**

These are valued at the lower of cost or market value.

Allocation and apportionment

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension schemes

The charity operates a pension scheme.

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:

Fund	B/F	Income/ Additions	Expenditure	Movement in funds	C/F
	£	£	£	£	£
Flying Start	1,982	64,644	67,903	1,277	-
Sylvia Adams	2,335	-	1,797	-	538
Flying Start family support	-	7,400	7,400	-	-
Ground work Tesco	(500)	500	-	-	-
Postcode Trust	-	25,090	18,275	-	6,815
Moondance Foundation	7,452	-	7,452	-	-
Staff contingency	3,000	-	-	-	3,000
Community Fund in Wales	5,000	-	5,000	-	-
FIS Sustainability	-	11,241	11,239	(2)	-
NTN	-	10,000	9,961	-	39
FIS	-	340	-	-	340
M & G Davies	3,944	-	3,944	-	-
Waterloo	-	10,000	8,966	-	1,034
Garfield Weston	<u>2,868</u>	<u>10,000</u>	<u>2,567</u>	<u>-</u>	<u>10,301</u>
Total	<u>26,081</u>	<u>139,215</u>	<u>144,504</u>	<u>1,275</u>	<u>22,067</u>

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 Cont'd**

3. FUNCTIONAL ANALYSIS OF EXPENDITURE

Expenditure has been broken down according to the activity headings as recommended by the 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 2022).

Total staff costs comprised:	£
Wages and salaries	91,907
Employer National Insurance	5,400
Pension contribution	1,570
Travel Costs reimbursed	<u>145</u>
Total staff costs	<u>99,022</u>

The average monthly head count was 6 staff with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

No employees received emoluments of more than £60,000
No trustees were paid any expenses in the year.

4. GOVERNANCE COSTS

There was no trustee remuneration. Governance costs were as follows:

Accountancy fees	708
HR and H&S costs	1,080
Plant Dewi Consultancy	10,972
Insurance	2,881
Membership fees	-
Miscellaneous	-
Bank Service Charge	<u>85</u>
	<u>£ 15,726</u>

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 & 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. DEBTORS

There was £7,910 due at the year end for outstanding fees.

7. CREDITORS

Amounts falling due within one year were £21,418 . No amounts were due to St David's DCSR.

ST PAUL'S FAMILY CENTRE

England & Wales - Charity number 1060020

Accounts

Registered Charity Number: 1060020

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
ST PAUL'S FAMILY CENTRE**

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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, the Charities Act 2011 and 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 2022).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number	1060020
Registered Office	Ger-y-Llan Bigyn Park Terrace Llanelli Carmarthenshire SA15 1DN
Trustees	Mr Nicholas Griffin - Chair Mrs Vanessa Marsh - Treasurer Miss Anne Evans - Secretary Rev Helen Nicholls – Vice Chair Mrs Gwladys Phillips Mr Marc Howells Mr Allan Marsh Cllr Louvain Roberts Mrs Carol Hodson Cllr Terry Davies Cllr Jordan Elliot Cllr Lilfeith Ferris
Centre Manager	Mrs Sarah Williams
Bankers	HSBC Llanelli Carmarthenshire
Independent Examiners	Harris Bassett Limited Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Paul's Family Centre is a charity governed by a constitution as adopted 11th January 2008. It is registered as a charity with the Charity Commission.

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

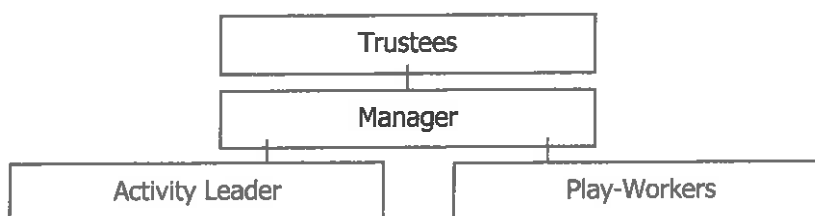
Appointment of Trustees

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 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 Manager is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre Manager.

Risk Management

St Paul's Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults.

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

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the charity is about prevention and early intervention. The constitution states the two objects as 1) to promote the benefit of the inhabitants of the area of benefit without distinction and to work bi-lingually with them and other organisations in a common effort to provide facilities in the interests of social welfare and education with the object of improving the conditions of life for the said inhabitants. 2) to maintain and manage (whether alone or not) the family centre in furtherance of the above object

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 continue to:-

- provide a safe, warm and welcoming environment
- provide access to various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families
- provide Flying Start Childcare

The changes we have noticed are that children are better prepared for school life. Also some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre their families have gained:-

- improved social and support networks
- improved skills on positive parenting
- improved relationships
- improved resilience
- increased confidence and self-esteem
- increased access to community resources

Public Benefit

Public benefit is evidenced 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 is therefore able to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

A REVIEW OF OUR ACHIEVEMENTS AND PERFORMANCE

St Paul's Family Centre has reached out to a large number of families who were facing isolation. Staff provided support and advice on a variety of topics and concerns that suited their individual needs. The Family Centre was able to help the families feel more valued and get involved in their community. This achieved a sense of belonging and built social networks.

The Flying Start Nursery and Parent and Toddler sessions have followed Welsh Government Guidelines.

The Parent and Toddler sessions have had an increased number of new families register and attend the outdoor and indoor sessions. This includes referrals from local support agencies encouraging their clients to use the facilities and benefit from meeting other families living in the community, and families that have seen our adverts in the Dewis website, local notice boards and social media.
There are 145 families registered.

The Centre is registered with the Care Standard Inspectorate for Wales.

The Centre is registered with Early Years Wales Quality for All and has a 'Highly Commended' achievement award.

Staff have trained in Safeguarding Children, ASD Awareness, First Aid, Food Hygiene, Welsh, Emotional Health, Health and Safety, Domestic Abuse, Prevent and Child Protection, Baby Massage, Grobrain, Decider Skills and ROSPA.

We have had no students or volunteers this year.

Courses for Centre Users have been postponed.

Conferences and meetings attended and via social media have been with Plant Dewi, Flying Start, Llanelli Community Partnership, Llanelli Town Council and the Family Centre Networks.

The Centre continues with the 'Flying Start' Playgroup, which provides childcare for up to 16 children per day for families in the Flying Start area. The families are encouraged to make use of the other services on offer at the Centre.

The children and families had the opportunity to visit the Porthcawl, St Fagan's, Folly Farm, Margam Park and the National Botanic Gardens as well as local outings to the beach and parks.

The Children and Families joined in our Christingle service in December.

Regular fire drills have taken place during the family and nursery sessions, ensuring staff and children are familiar with the evacuation procedures. All the health and safety checks are done on a daily basis and these include a fridge check and playrooms risk assessments.

The Centre staff and Trustees reviewed and evaluated the sessions that have taken place throughout the past year, ensuring any issues that have been identified were addressed. In the past year, the Centre has supported 240 families.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd

Review of Progress and Achievements

We have once again come to the end of a busy year at the Family Centre. It is important to acknowledge, despite the restrictions of the pandemic, the Centre has continued to support the families who use the Centre, whether in the Centre or through outreach and home activities. The work done throughout the year demonstrates the importance of Family Centres based in their communities. All sessions followed Welsh Government guidelines. As Chair of Trustees, in what has been a difficult year, I am pleased to acknowledge the achievements of the Centre by dedicated staff and volunteers

FINANCIAL REVIEW

Reserves Policy

The most significant current financial risk would be loss of grant income from a major fund provider. The trustees believe that a reserve should be held, were funding to be lost, services could be maintained for a period of time to look for alternative funds and appropriate action be taken should funding not be secured. The exception to this is Flying Start, where trustees believe that the service would cease if funding were not maintained. The trustees feel that a reserve equal to 2 – 4 months running costs, without reference to Flying Start funding would be sufficient. This policy is reviewed annually. The balance held as unrestricted funds at 31 March 2024 was £38,611 (of which £29,000 may be needed for staff redundancies). Actual 2 to 4 months running costs are £7,200 to £14,400.

Custodian Trustees

The property known as St Paul's Family Centre is vested in the St David's Diocesan Board of Finance as custodian trustees on behalf of St David's DCSR. No rent is payable for use of the premises.

ST PAUL'S 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 charity 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 of including the income and expenditure, 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 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.....02.10.24..... and signed on its behalf by

.......... Mr N Griffin

ST PAUL'S FAMILY CENTRE

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

Independent examiner's report to the Trustees of St Paul's 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 14.

Responsibilities and Basis of Report

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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charities Commission under Section 145(5)(b) of the Act.

Independent Examiners' Statement

I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination:

- 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: 02.10.24.

ST PAUL'S 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>INCOME</u>					
Bank interest earned		112	-	112	23
Fundraising Events		606	-	606	2,012
Gifts and Donations		2,315	-	2,315	665
Grants		1,000	114,420	115,420	125,733
Reimbursed Expenses		-	-	-	1,517
Room Hire		1,262	-	1,262	-
Crèche provision		2,295	-	2,295	797
Total income	2	<u>7,590</u>	<u>114,420</u>	<u>122,010</u>	<u>130,747</u>
<u>EXPENDITURE</u>					
Cost of raising funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure on charitable activities					
Centre Provisions		134	1,183	1,317	973
Room Hire		-	-	-	425
Office Expenses		-	716	716	318
New Printer		-	356	356	-
Computer Costs		1	498	499	480
Garden Maintenance		-	4,500	4,500	-
Food		66	855	921	619
Repairs and Maintenance		138	1,212	1,350	2,770
Salaries and NI	3	792	95,527	96,319	88,333
Staff Expense		-	215	215	168
Telephone		-	445	445	397
Toys/Crafts		259	3,667	3,926	1,602
Training		-	495	495	63
Trips and Events		1,200	995	2,195	3,200
Utilities		48	3,884	3,932	3,662
Total direct charitable expenditure		<u>2,638</u>	<u>114,548</u>	<u>117,186</u>	<u>103,010</u>
Governance costs					
Bank Service Charge		19	70	89	87
Professional Fees		-	12,392	12,392	11,605
Membership/Subscriptions		-	-	-	-
Insurance		-	2,496	2,496	2,334
Total Governance Costs	4	<u>19</u>	<u>14,958</u>	<u>14,977</u>	<u>14,026</u>
Total Expenditure		<u>2,657</u>	<u>129,506</u>	<u>132,163</u>	<u>117,036</u>
Net Income		<u>4,933</u>	<u>(15,086)</u>	<u>(10,153)</u>	<u>13,711</u>
Total funds brought forward		<u>33,178</u>	<u>41,667</u>	<u>74,845</u>	<u>61,134</u>
Movement in funds		500	(500)	-	-
Total funds carried forward		<u>38,611</u>	<u>26,081</u>	<u>64,692</u>	<u>74,845</u>

ST PAUL'S FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024		2023	
		£	£	£	£
ASSETS					
Fixed assets	1		-		-
Current assets					
Debtors and prepayments	6	<u>15,822</u>		<u>5,921</u>	
Total other current assets		<u>15,822</u>		<u>5,921</u>	
Cash at bank and in hand					
Petty cash		206		201	
Current Account		27,290		46,904	
Money Market Account		<u>22,431</u>		<u>22,319</u>	
Total cash at bank and in hand		<u>49,927</u>		<u>69,424</u>	
Total current assets			65,749		75,345
Current liabilities					
Accounts payable					
Accounts payable	7	500		500	
Accruals		<u>557</u>		-	
Total accounts payable		<u>1,057</u>		<u>500</u>	
Total current liabilities			(1,057)		(500)
Net Assets			<u>64,692</u>		<u>74,845</u>
The funds of the charity					
Unrestricted funds			38,611		33,178
Restricted funds	2		<u>26,081</u>		<u>41,667</u>
Total charity funds			<u>64,692</u>		<u>74,845</u>

Signed on behalf of the Trustees..... *V.B. Marsh*.....Name: *Vanessa Marsh*.....Date: *02.10.24*.....*The notes on pages 11 to 14 form part of these accounts*

**ST PAUL'S 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 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 2022 (Charities SORP) (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

St Paul's 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). The financial statements are prepared in sterling, which is the functional currency of the charity.

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 becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

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 unconditional entitlement to 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.

ST PAUL'S 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 receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

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.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs

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

ASSETS**Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year, and are valued at cost, or if gifted, at the value to the charity on receipt.

Depreciation is on a straight line basis on furniture and equipment at 25%.

Fixed assets

	Premises Costs £	Fixtures & Equipment £	Total £
Cost as at 1 April 2023	-	10,488	10,488
Additions	-	-	-
At 31 March 2024	-	10,488	10,488
Depreciation at 1 April 2023	-	10,488	10,488
Charge for the year	-	-	-
At 31 March 2024	-	10,488	10,488
Net book value at 31 March 2024	-	-	-
Net book value at 31 March 2023	-	-	-

ST PAUL'S FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024 Cont'd**Stocks and works in progress**

These are valued at the lower of cost or market value.

Allocation and apportionment

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension schemes

The charity operates a pension scheme.

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:

Fund	B/F	Income/ Additions	Expenditure	Movement in funds	C/F
	£	£	£	£	£
Flying Start	1,759	66,038	(65,815)	-	1,982
Sylvia Adams	3,677	-	(1,342)	-	2,335
Flying Start family support	-	23,500	(23,500)	-	-
Ground work Tesco	1,000	-	(1,500)	-	(500)
Awards for All	9,924	-	(9,924)	-	-
Moondance Foundation	14,662	-	(7,210)	-	7,452
Staff contingency	3,000	-	-	-	3,000
Community Fund in Wales	-	5,000	-	-	5,000
FIS Sustainability	-	4,882	(4,882)	-	-
Asda Foundation	500	-	-	(500)	-
M & G Davies	-	5,000	(1,056)	-	3,944
Waterloo	7,145	-	(7,145)	-	-
Garfield Weston	-	10,000	(7,132)	-	2,868
Total	<u>41,667</u>	<u>114,420</u>	<u>(129,506)</u>	<u>(500)</u>	<u>26,081</u>

ST PAUL'S FAMILY CENTRE

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

3. FUNCTIONAL ANALYSIS OF EXPENDITURE

Expenditure has been broken down according to the activity headings as recommended by the 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 2022).

Total staff costs comprised:	£
Wages and salaries	89,539
Employer National Insurance	5,041
Pension contribution	1,557
Travel Costs reimbursed	<u>182</u>
Total staff costs	<u>£96,319</u>

The average monthly head count was 7 staff with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

No employees received emoluments of more than £60,000
No trustees were paid any expenses in the year.

4. GOVERNANCE COSTS

There was no trustee remuneration. Governance costs were as follows:

Accountancy fees	678
HR and H&S costs	1,080
Plant Dewi Consultancy	10,634
Insurance	2,496
Membership fees	-
Miscellaneous	-
Bank Service Charge	<u>89</u>
	<u>£14,977</u>

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 & 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. DEBTORS

There was £14,977 due at the year end for outstanding fees.

7. CREDITORS

Amounts falling due within one year were £500. No amounts were due to St David's DCSR.

ST PAUL'S FAMILY CENTRE

England & Wales - Charity number 1060020

Accounts

Registered Charity Number: 1060020

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
ST PAUL'S FAMILY CENTRE**

ST PAUL'S FAMILY CENTRE
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

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Notes to the Financial Statements	11 - 14

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

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Trustees	Mr Nicholas Griffin - Chair Mrs Vanessa Marsh - Treasurer Miss Anne Evans - Secretary Rev Helen Nicholls – Vice Chair Mrs Gwladys Phillips Mr Marc Howells Mr Allan Marsh Cllr Louvain Roberts Mrs Carol Hodson Cllr Terry Davies Cllr Jordan Elliot – appointed 27.07.22 Cllr Lilleth Fenris –appointed 27.07.22
Centre Manager	Mrs Sarah Williams
Bankers	HSBC Llanelli Carmarthenshire
Independent Examiners	Rimmer & May Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Paul's Family Centre is a charity governed by a constitution as adopted 11th January 2008. It is registered as a charity with the Charity Commission.

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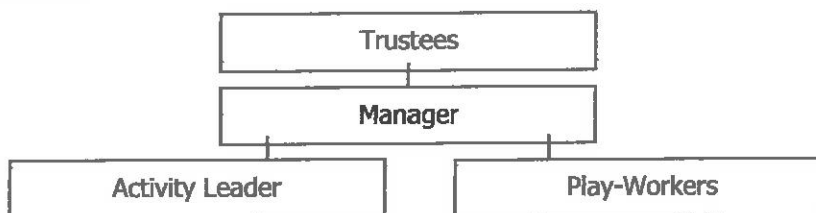
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As part of induction all trustees are shown the relevant documentation regarding the running of the family centre.

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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 Manager is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

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ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the charity is about prevention and early intervention. The constitution states the two objects as 1) to promote the benefit of the inhabitants of the area of benefit without distinction and to work bi-lingually with them and other organisations in a common effort to provide facilities in the interests of social welfare and education with the object of improving the conditions of life for the said inhabitants. 2) to maintain and manage (whether alone or not) the family centre in furtherance of the above object

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- 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 continue to:-

- provide a safe, warm and welcoming environment
- provide access to various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families
- provide Flying Start Childcare

The changes we have noticed are that children are better prepared for school life. Also some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre their families have gained:-

- improved social and support networks
- improved skills on positive parenting
- improved relationships
- improved resilience
- increased confidence and self-esteem
- increased access to community resources

Public Benefit

Public benefit is evidenced 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 is therefore able to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

ST PAUL'S FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 Cont'd

A REVIEW OF OUR ACHIEVEMENTS AND PERFORMANCE

St Paul's Family Centre has reached out to a large number of families who were facing isolation. Staff provided support and advice on a variety of topics and concerns that suited their individual needs. The Family Centre was able to help the families feel more valued and get involved in their community. This achieved a sense of belonging and built social networks.

The Parent and Toddler sessions have had an increased number of new families register and attend the outdoor and indoor sessions. This includes referrals from local support agencies encouraging their clients to use the facilities and benefit from meeting other families living in the community, and families that have seen our adverts on, The Family Information Service, The Dewis website, local notice boards and social media.

The Centre is registered with the Care Standard Inspectorate for Wales.

The Centre is registered with Early Years Wales Quality for All and has a 'Highly Commended' achievement award.

Staff have trained in Safeguarding Children, ASD Awareness, First Aid, Food Hygiene, Welsh, Emotional Health, Health and Safety, Makaton, Finance procedures, Speech & Language, Evaluation and Monitoring, Planning in the Moment, and ALN.

We have had no students or volunteers this year.

Staff advertised the Family Centre at Llanelli Pride, Christmas Around the World, The Multicultural Networks Connecting to Nature projects, Transforming Tyisha events and the Family Centre Network Sports Day,

The Centre has held two fundraising events, a sponsored walk and an autumn craft fayre raising £428 and £655.50 respectively.

We have worked in partnership with Flying Start to offer a crèche facility for parents/carers to attend two Family Links Nurture Parenting courses. The 10 week courses were delivered from the Family Centre.

Conferences and meetings attended and via social media have been with Plant Dewi, Flying Start, Llanelli Community Partnership, Llanelli Town Council, Family Centre Network, Tyisha Children, Families and Community work stream.

The Centre continues with the 'Flying Start' Playgroup, which provides childcare for up to 16 children per day for families in the Flying Start area. The families are encouraged to make use of the other services on offer at the Centre.

The children and families have continued growing fruit and vegetables at the Centre's allotment.

The children and families had the opportunity to visit the Porthcawl, St Fagan's, Folly Farm, Margam Park, The National Botanic Gardens and St David's as well as local outings to the beach and parks.

The Children and Families joined in our Christingle service in December.

Regular fire drills have taken place during the family and nursery sessions, ensuring staff and children are familiar with the evacuation procedures. All the health and safety checks are done on a daily basis and these include a fridge check and playrooms risk assessments.

The Centre staff and Trustees reviewed and evaluated the sessions that have taken place throughout the past year, ensuring any issues that have been identified were addressed. In the past year, the Centre has supported 275 families.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd

Review of Progress and Achievements

This has been a busy year at the Family Centre. One in which we have all endeavoured to make sure that we have returned to a pattern of normality, after the pandemic. The Centre has worked tirelessly to provide support for the families that use the Centre. It is clear that Family Centres play a vital role in their communities. All our sessions and activities follow Welsh Government guidelines. As Chair of Trustees, I am pleased to pay tribute to the achievements of St Paul's Family Centre, by all its dedicated staff and volunteers.

FINANCIAL REVIEW

Reserves Policy

The most significant current financial risk would be loss of grant income from a major fund provider. The trustees believe that a reserve should be held, were funding to be lost, services could be maintained for a period of time to look for alternative funds and appropriate action be taken should funding not be secured. The exception to this is Flying Start, where trustees believe that the service would cease if funding were not maintained. The trustees feel that a reserve equal to 2 – 4 months running costs, without reference to Flying Start funding would be sufficient. This policy is reviewed annually. The balance held as unrestricted funds at 31 March 2023 was £33,178 (of which £29,000 may be needed for staff redundancies). Actual 2 to 4 months running costs are £7,200 to £14,400.

Custodian Trustees

The property known as St Paul's Family Centre is vested in the St David's Diocesan Board of Finance as custodian trustees on behalf of St David's DCSR. No rent is payable for use of the premises.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity 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 of including the income and expenditure, 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 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.....^{26.7.23}..... and signed on its behalf by


..... Mr N Griffin

ST PAUL'S FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2023**

Independent examiner's report to the Trustees of St Paul's Family Centre

I report on the accounts of the Charity for the year ended 31 March 2023, which are set out on pages 9 to 14.

Responsibilities and Basis of Report

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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charities Commission under Section 145(5)(b) of the Act.

Independent Examiners' Statement

I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination:

- 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
Rimmer and May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date: 15.08.23

ST PAUL'S FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<u>INCOME</u>					
Bank interest earned		23	-	23	2
Fundraising Events		2,012	-	2,012	47
Gifts and Donations		665	-	665	360
Grants		1,620	124,113	125,733	105,387
Reimbursed Expenses		1,517	-	1,517	56
Utilities refund		-	-	-	1,574
Crèche provision		797	-	797	-
Total income	2	<u>6,634</u>	<u>124,113</u>	<u>130,747</u>	<u>107,426</u>
<u>EXPENDITURE</u>					
Cost of raising funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure on charitable activities					
Centre Provisions		109	864	973	1,682
Fire Inspection		-	-	-	266
Room Hire		-	425	425	1,877
Office Expenses		182	136	318	548
Computer Costs		19	461	480	271
Garden		-	-	-	151
Food		39	580	619	-
Repairs and Maintenance		1,517	1,253	2,770	327
Salaries and NI	3	816	87,517	88,333	75,218
Staff Expense		-	168	168	134
Telephone		-	397	397	357
Toys/Crafts		962	640	1,602	2,084
Training		-	63	63	536
Trips and Events		340	2,860	3,200	3,369
Utilities		-	3,662	3,662	3,620
Total direct charitable expenditure		<u>3,984</u>	<u>99,026</u>	<u>103,010</u>	<u>90,440</u>
Governance costs					
Bank Service Charge		2	85	87	33
Professional Fees		-	11,605	11,605	8,067
Membership/Subscriptions		-	-	-	-
Insurance		-	2,334	2,334	2,050
Total Governance Costs	4	<u>2</u>	<u>14,024</u>	<u>14,026</u>	<u>10,150</u>
Total Expenditure		<u>3,986</u>	<u>113,050</u>	<u>117,036</u>	<u>100,590</u>
Net Income		<u>2,648</u>	<u>11,063</u>	<u>13,711</u>	<u>6,836</u>
Total funds brought forward		<u>30,943</u>	<u>30,191</u>	<u>61,134</u>	<u>54,298</u>
Movement in funds		(413)	413	-	-
Total funds carried forward		<u>33,178</u>	<u>41,667</u>	<u>74,845</u>	<u>61,134</u>

ST PAUL'S FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023		2022	
		£	£	£	£
ASSETS					
Fixed assets	1		-		-
Current assets					
Debtors and prepayments	6	<u>5,921</u>		<u>6,109</u>	
Total other current assets		<u>5,921</u>		<u>6,109</u>	
Cash at bank and in hand					
Petty cash		201		201	
Current Account		46,904		33,027	
Money Market Account		<u>22,319</u>		<u>22,297</u>	
Total cash at bank and in hand		<u>69,424</u>		<u>55,525</u>	
Total current assets			75,345		61,634
Current liabilities					
Accounts payable					
Accounts payable	7	<u>500</u>		<u>500</u>	
Total accounts payable		<u>500</u>		<u>500</u>	
Total current liabilities			(500)		(500)
Net Assets			<u>74,845</u>		<u>61,134</u>
The funds of the charity					
Unrestricted funds			33,178		30,943
Restricted funds	2		<u>41,667</u>		<u>30,191</u>
Total charity funds			<u>74,845</u>		<u>61,134</u>

Signed on behalf of the Trustees..... *V.B. Marsh*Name..... *VANESSA BLYTH MARSH*Date: *26.7.2023*

ST PAUL'S FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd**Stocks and works in progress**

These are valued at the lower of cost or market value.

Allocation and apportionment

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension schemes

The charity operates a pension scheme.

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:

Fund	B/F	Income/ Additions	Expenditure	Movement in funds	C/F
	£	£	£	£	£
Flying Start	2,749	58,190	(59,180)	-	1,759
Sylvia Adams	3,500	6,500	(6,323)	-	3,677
Flying Start family support	-	25,718	(25,938)	220	-
Ground work Tesco	-	1,000	-	-	1,000
Awards for All	-	9,924	-	-	9,924
Winter of wellbeing	-	2,492	(2,492)	-	-
CCG	-	4,725	(4,725)	-	-
Moondance Foundation	-	14,662	-	-	14,662
Staff contingency	3,000	-	-	-	3,000
Community Fund in Wales	5,000	-	(5,028)	28	-
William Brown Hill	117	-	(238)	121	-
FIS Sustainability	-	402	(402)	-	-
Asda Foundation	-	500	-	-	500
M & G Davies	5,000	-	(5,003)	3	-
Waterloo	10,000	-	(2,855)	-	7,145
Garfield Weston	825	-	(866)	41	-
Total	<u>30,191</u>	<u>124,113</u>	<u>(113,050)</u>	<u>413</u>	<u>41,667</u>

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 Cont'd**

3. FUNCTIONAL ANALYSIS OF EXPENDITURE

Expenditure has been broken down according to the activity headings as recommended by the 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).

Total staff costs comprised:	£
Wages and salaries	82,309
Employer National Insurance	4,701
Pension contribution	<u>1,323</u>
Total staff costs	<u>88,333</u>

The average monthly head count was 7 staff with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

No employees received emoluments of more than £60,000.
No trustees were paid any expenses in the year.

4. GOVERNANCE COSTS

There was no trustee remuneration. Governance costs were as follows:

Accountancy fees	702
HR and H&S costs	1,080
Plant Dewi Consultancy	9,823
Insurance	2,334
Membership fees	-
Miscellaneous	-
Bank Service Charge	<u>87</u>
	<u>£14,026</u>

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 & 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. DEBTORS

There was £5,114 due at the year end for outstanding fees.

7. CREDITORS

Amounts falling due within one year were £500. No amounts were due to St David's DCSR.

ST PAUL'S FAMILY CENTRE

England & Wales - Charity number 1060020

Accounts

Registered Charity Number: 1060020

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
ST PAUL'S FAMILY CENTRE**

ST PAUL'S FAMILY CENTRE
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 - 14

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. 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, the Charities Act 2011 and 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number	1060020
Registered Office	Ger-y-Llan Bigyn Park Terrace Llanelli Carmarthenshire SA15 1DN
Trustees	Mr Nicholas Griffin Mrs Gwladys Phillips Mrs Vanessa Marsh Mr Marc Howells Miss Anne Evans Mr Allan Marsh Cllr Beatrice Louvain Roberts Mrs Carol Hodson Cllr Terry Davies Reverend Helen Nicholls (appointed 14.4.2021)
Centre Manager	Mrs Sarah Williams
Bankers	HSBC Llanelli Carmarthenshire
Independent Examiners	Rimmer & May Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Paul's Family Centre is a charity governed by a constitution as adopted 11th January 2008. It is registered as a charity with the Charity Commission.

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

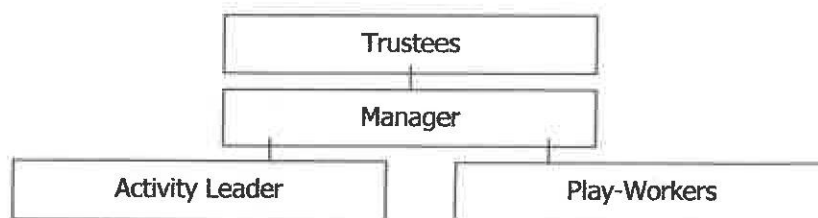
Appointment of Trustees

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 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 Manager is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre Manager.

Risk Management

St Paul's Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults.

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

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the charity is about prevention and early intervention. The constitution states the two objects as 1) to promote the benefit of the inhabitants of the area of benefit without distinction and to work bi-lingually with them and other organisations in a common effort to provide facilities in the interests of social welfare and education with the object of improving the conditions of life for the said inhabitants. 2) to maintain and manage (whether alone or not) the family centre in furtherance of the above object

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 continue to:-

- provide a safe, warm and welcoming environment
- provide access to various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families
- provide Flying Start Childcare

The changes we have noticed are that children are better prepared for school life. Also some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre Staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre their families have gained:-

- improved social and support networks
- improved skills on positive parenting
- improved relationships
- improved resilience
- increased confidence and self-esteem
- increased access to community resources

Public Benefit

Public benefit is evidenced 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 is therefore able to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

ST PAUL'S FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022 Cont'd

A REVIEW OF OUR ACHIEVEMENTS AND PERFORMANCE

St Paul's Family Centre has reached out to a large number of families who were facing isolation. Staff provided support and advice on a variety of topics and concerns that suited their individual needs. The Family Centre was able to help the families feel more valued and get involved in their community. This achieved a sense of belonging and built social networks.

The Flying Start Nursery and Parent and Toddler sessions have followed Welsh Government Guidelines and successfully welcomed children and families to a Covid safe environment.

The Parent and Toddler sessions have had an increased number of new families register and attend the outdoor and indoor sessions, all sessions are restricted in number and a new session has been added to the timetable. This includes referrals from local support agencies encouraging their clients to use the facilities and benefit from meeting other families living in the community, and families that have seen our adverts in the Llanelli Star, The Dewis website, local notice boards and Facebook. There are 141 families registered.

The Baby and Toddler groups have continued to be delivered from the Family Centre and at Ty Gwyn Community Church. Working in partnership with Ty Gwyn Church has enabled staff to provide sessions in a larger venue, which has cut waiting lists and allowed family fun sessions to be delivered indoors.

The Centre is registered with the Care Standard Inspectorate for Wales.

The Centre is registered with Early Years Wales Quality for All and has a 'Highly Commended' achievement award.

Staff have trained in Safeguarding Children, ASD Awareness, First Aid, Food Hygiene, Welsh, Emotional Health, Health and Safety, Domestic Abuse, Attachment theory, Prevent and Child Protection, Baby Massage, Grobrain, Decider Skills and ROSPA

We have had no students or volunteers this year due to the pandemic.

Courses for Centre Users have been postponed.

Conferences and meetings attended via social media have been with Plant Dewi, Flying Start, Llanelli Community Partnership, Llanelli Town Council and the Family Centre Networks.

The Centre continues with the 'Flying Start' Playgroup, which provides childcare for up to 16 children per day for families in the Flying Start area. The families are encouraged to make use of the other services on offer at the Centre.

The children and families have continued growing fruit and vegetables at the Centre's allotment.

The children and families had the opportunity to visit the Dinosaur Park in Tenby as well as local outings to the beach and parks.

The Children and Families were invited to join the Plant Dewi Christingle service in December held via Zoom.

Regular fire drills have taken place during the nursery sessions, ensuring staff and children are familiar with the evacuation procedures. All the health and safety checks are done on a daily basis and these include a fridge check and playrooms risk assessments.

The Centre staff and Trustees reviewed and evaluated the sessions that have taken place throughout the past year, ensuring any issues that have been identified were addressed. In the past year, the Centre has supported 240 families.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd

Review of Progress and Achievements

We have once again come to the end of a busy year at the Family Centre. It is important to acknowledge, despite the restrictions of the pandemic, the Centre has continued to support the families who use the Centre, whether in the Centre or through outreach and home activities. The work done throughout the year demonstrates the importance of Family Centres based in their communities. All sessions followed Welsh Government guidelines. As Chair of Trustees, in what has been a difficult year, I am pleased to acknowledge the achievements of the Centre by dedicated staff and volunteers

FINANCIAL REVIEW

Reserves Policy

The most significant current financial risk would be loss of grant income from a major fund provider. The trustees believe that a reserve should be held, were funding to be lost, services could be maintained for a period of time to look for alternative funds and appropriate action be taken should funding not be secured. The exception to this is Flying Start, where trustees believe that the service would cease if funding were not maintained. The trustees feel that a reserve equal to 2 – 4 months running costs, without reference to Flying Start funding would be sufficient. This policy is reviewed annually. The balance held as unrestricted funds at 31 March 2022 was £30,943 (of which £25,000 may be needed for staff redundancies). Actual 2 to 4 months running costs are £5,497 to £10,994

Custodian Trustees

The property known as St Paul's Family Centre is vested in the St David's Diocesan Board of Finance as custodian trustees on behalf of St David's DCSR.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity 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 of including the income and expenditure, 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 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 27/07/22 and signed on its behalf by

Mr N Griffin Mr N Griffin

ST PAUL'S FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2022**

Independent examiner's report to the Trustees of St Paul's Family Centre

I report on the accounts of the Charity for the year ended 31 March 2022, which are set out on pages 9 to 14.

Responsibilities and Basis of Report

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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charities Commission under Section 145(5)(b) of the Act.

Independent Examiners' Statement

I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination:

- 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
Rimmer and May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date: 28.07.22

ST PAUL'S FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOME					
Bank interest earned		2	-	2	32
Fundraising Events		47	-	47	-
Gifts and Donations		360	-	360	150
Grants		2,060	103,327	105,387	93,259
Reimbursed Expenses		56	-	56	25
Utilities refund		<u>787</u>	<u>787</u>	<u>1,574</u>	<u>35</u>
Total income	2	<u>3,312</u>	<u>104,114</u>	<u>107,426</u>	<u>93,501</u>
EXPENDITURE					
Cost of raising funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure on charitable activities					
Centre Provisions		3	1,679	1,682	1,062
Fire Inspection		-	266	266	120
Room Hire		-	1,877	1,877	-
Office Expenses		-	548	548	380
Computer Costs		-	271	271	-
Garden		-	151	151	-
Office Equipment		-	-	-	1,123
Repairs and Maintenance		-	327	327	1,282
Salaries and NI	3	405	74,813	75,218	67,432
Staff Expense		-	134	134	280
Telephone		-	357	357	630
Toys/Crafts		-	2,084	2,084	1,746
Training		-	536	536	216
Trips and Events		-	3,369	3,369	-
Utilities		-	<u>3,620</u>	<u>3,620</u>	<u>4,148</u>
Total direct charitable expenditure		<u>408</u>	<u>90,032</u>	<u>90,440</u>	<u>78,419</u>
Governance costs					
Bank Service Charge		-	33	33	-
Professional Fees		175	7,892	8,067	8,284
Membership/Subscriptions		-	-	-	49
Insurance		-	<u>2,050</u>	<u>2,050</u>	<u>1,534</u>
Total Governance Costs	4	<u>175</u>	<u>9,975</u>	<u>10,150</u>	<u>9,867</u>
Total Expenditure		<u>583</u>	<u>100,007</u>	<u>100,590</u>	<u>88,286</u>
Net Income		<u>2,729</u>	<u>4,107</u>	<u>6,836</u>	<u>5,215</u>
Total funds brought forward		<u>27,391</u>	<u>26,907</u>	<u>54,298</u>	<u>49,083</u>
Movement in funds		823	(823)	-	-
Total funds carried forward		<u>30,943</u>	<u>30,191</u>	<u>61,134</u>	<u>54,298</u>

ST PAUL'S FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022	2021
		£	£
ASSETS			
Fixed assets	1	-	-
Current assets			
Debtors and prepayments	6	6,109	5,091
Total other current assets		<u>6,109</u>	<u>5,091</u>
Cash at bank and in hand			
Petty cash		201	200
Current Account		33,027	31,212
Money Market Account		<u>22,297</u>	<u>18,295</u>
Total cash at bank and in hand		<u>55,525</u>	<u>49,707</u>
Total current assets		61,634	54,798
Current liabilities			
Accounts payable			
Accounts payable	7	500	500
Total accounts payable		<u>500</u>	<u>500</u>
Total current liabilities		(500)	(500)
Net Assets		<u>61,134</u>	<u>54,298</u>
The funds of the charity			
Unrestricted funds		30,943	27,391
Restricted funds	2	<u>30,191</u>	<u>26,907</u>
Total charity funds		<u>61,134</u>	<u>54,298</u>

Signed on behalf of the Trustees *V.B. Marsh*Name *Mrs VANESSA Blyth MARSH*Date: *24. 7. 2022*

**ST PAUL'S FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

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 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).

St Paul's 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 becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

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 unconditional entitlement to 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.

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 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 receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

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.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs

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

ASSETS**Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year, and are valued at cost, or if gifted, at the value to the charity on receipt.

Depreciation is on a straight line basis on furniture and equipment at 25%.

Fixed assets

	Premises Costs	Fixtures & Equipment	Total
	£	£	£
Cost as at 1 April 2021	-	10,488	10,488
Additions	-	-	-
At 31 March 2022	<u>-</u>	<u>10,488</u>	<u>10,488</u>
Depreciation at 1 April 2021	-	10,488	10,488
Charge for the year	-	-	-
At 31 March 2022	<u>-</u>	<u>10,488</u>	<u>10,488</u>
Net book value at 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
Net book value at 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

Stocks and works in progress

These are valued at the lower of cost or market value.

Allocation and apportionment

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension schemes

The charity operates a pension scheme.

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:

Fund	B/F	Income/ Additions	Expenditure	Movement in funds	C/F
	£	£	£	£	£
Flying Start	5,655	48,569	(51,475)	-	2,749
Sylvia Adams	1,391	3,500	(1,391)	-	3,500
Flying Start family support	497	14,750	(14,509)	(738)	-
Children in Need	3,030	-	(3,030)	-	-
Awards for All	7,628	-	(7,656)	28	-
Winter of wellbeing	-	2,468	(2,468)	-	-
Oakdale	-	1,000	(1,000)	-	-
Time to shine	-	3,338	(3,338)	-	-
Staff contingency	3,000	-	-	-	3,000
Community Fund in Wales	4,353	5,000	(4,325)	(28)	5,000
William Brown Hill	1,000	-	(883)	-	117
FIS Sustainability	268	3,989	(4,257)	-	-
Church Fund	85	-	-	(85)	-
M & G Davies	-	5,000	-	-	5,000
Waterloo	-	10,000	-	-	10,000
Early Years Wales	-	500	(500)	-	-
Garfield Weston	-	5,000	(4,175)	-	825
Pobl	-	1,000	(1,000)	-	-
Total	<u>26,907</u>	<u>104,114</u>	<u>(100,007)</u>	<u>(823)</u>	<u>30,191</u>

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

3. FUNCTIONAL ANALYSIS OF EXPENDITURE

Expenditure has been broken down according to the activity headings as recommended by the 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).

Total staff costs comprised:	£
Wages and salaries	70,717
Employer National Insurance	3,501
Pension contribution	<u>1,000</u>
Total staff costs	<u>75,218</u>

The average monthly head count was 8 staff with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

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

4. GOVERNANCE COSTS

There was no trustee remuneration. Governance costs were as follows:

Accountancy fees	642
HR and H&S costs	1,080
Plant Dewi Consultancy	6,345
Insurance	2,050
Membership fees	-
Miscellaneous	-
Bank Service Charge	<u>33</u>
	<u>£10,150</u>

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 & 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. DEBTORS

There was £Nil due at the year end for outstanding fees.

7. CREDITORS

Amounts falling due within one year were £500. No amounts were due to St David's DCSR.

ST PAUL'S FAMILY CENTRE

England & Wales - Charity number 1060020

Accounts

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
ST PAUL'S FAMILY CENTRE**

ST PAUL'S FAMILY CENTRE

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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8	Report of the Independent Examiner
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10	Balance Sheet
11 - 14	Notes to the Financial Statements

**ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. 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, the Charities Act 2011 and 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 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1060020

Registered Office

Ger-y-Llan
Bigyn Park Terrace
Llanelli
Carmarthenshire
SA15 1DN

Trustees

Mr Nicholas Griffin
Mrs Gwladys Phillips
Mrs Vanessa Marsh
Mr Marc Howells
Miss Anne Evans
Mr Allan Marsh
Cllr Beatrice Louvain Roberts
Mrs Carol Hodson
Cllr Terry Davies

Centre Manager

Mrs Sarah Williams

Bankers

HSBC
Llanelli
Carmarthenshire

Independent Examiners

Rimmer & May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Paul's Family Centre is a charity governed by a constitution as adopted 11th January 2008. It is registered as a charity with the Charity Commission.

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

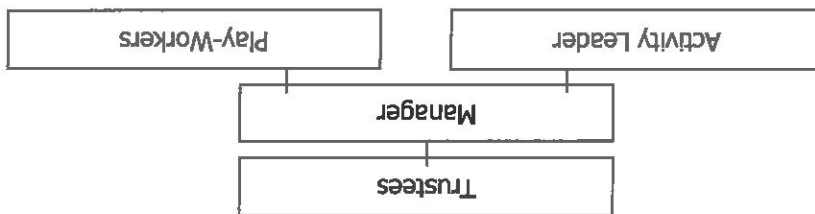
Appointment of Trustees

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 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 Manager is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre Manager.

Risk Management

St Paul's Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults. Financial risks have been reviewed and procedures put in place accordingly. A reserves policy has been established in line with the identified risks.

ST PAUL'S FAMILY CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021 cont'd**

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the charity is about prevention and early intervention. The constitution states the two objects as 1) to promote the benefit of the inhabitants of the area of benefit without distinction and to work bi-lingually with them and other organisations in a common effort to provide facilities in the interests of social welfare and education with the object of improving the conditions of life for the said inhabitants. 2) to maintain and manage (whether alone or not) the family centre in furtherance of the above object

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 continue to:-

- provide a safe, warm and welcoming environment
- provide access to various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families
- provide Flying Start Childcare

The changes we have noticed are that children are better prepared for school life. Also some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre Staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre their families have gained:-

- improved social and support networks
- improved skills on positive parenting
- improved relationships
- improved resilience
- increased confidence and self-esteem
- increased access to community resources

Public Benefit

Public benefit is evidenced 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 including online and face-to-face sessions. The centre works closely with other like-minded organisations and is therefore able to sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

St Paul's Family Centre has reached out to a large number of families who were facing isolation. Staff provided support and advice on a variety of topics and concerns that suited their individual needs. The Family Centre was able to help the families feel more valued and get involved in their community. This achieved a sense of belonging and built social networks.

The Centre staff worked from home due to the Covid 19 pandemic between March and July, during this time staff planned and prepared for re-opening and improved their knowledge and skills by attending online training programmes. The Flying Start Nursery re-opened in July, staff followed Welsh Government guidelines and successfully welcomed children back to a Covid safe environment.

The Parent and Toddler sessions remained online consisting of Zoom groups, telephone calls, a social media timetable of activities and delivery of home activity packs until mid-August. Following guidelines and in a risk assessed environment we met families for the first time in 6 months face to face in Park Howard and Lanelli Beach. Staff have consistently provided blended support for families offering a mixture of online support and face to face support. Staff continue to follow Welsh Government guidelines.

The Parent and Toddler sessions have had an increased number of new families register and attend the outdoor sessions, all sessions are restricted in number and a new session has been added to the timetable. This includes referrals from local support agencies encouraging their clients to use the facilities and benefit from meeting other families living in the community, and families that have seen our adverts in the Lanelli Star, The Dewis website, local notice boards and Facebook. There are 120 families registered.

The Centre is registered with the Care Standard Inspectorate for Wales.

The Centre is registered with Early Years Wales Quality for All and has a 'Highly Commended' achievement award.

Staff have trained in Safeguarding Children, ASD Awareness, First Aid, Food Hygiene, Welsh, Emotional Health, Health and Safety, Domestic Abuse, Attachment theory, Prevent and Child Protection

We have had no students or volunteers this year due to the pandemic.

Courses for Centre Users have been postponed.

Conferences and meetings attended via social media have been with Plant Dewi, Flying Start, Lanelli Community Partnership, Lanelli Town Council and the Family Centre Networks.

The Centre continues with the 'Flying Start' Playgroup, which provides childcare for up to 16 children per day for families in the Flying Start area. The families are encouraged to make use of the other services on offer at the Centre.

The children and families have continued growing fruit and vegetables at the Centre's allotment.

The Children and Families were invited to join the Plant Dewi Christmas service in December held via Zoom.

The Centre took part in the Lanelli Community Partnership event to celebrate Carmarthenshire Wellbeing week through Facebook, the Centre's video had over 1000 views and helped to reach the wider community of Carmarthenshire and to advertise the work of the Family Centre.

Regular fire drills have taken place during the nursery sessions, ensuring staff and children are familiar with the evacuation procedures. All the health and safety checks are done on a daily basis and these include a fridge check and playrooms risk assessments.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021 Cont'd

The Centre staff and Trustees reviewed and evaluated the sessions that have taken place throughout the past year, ensuring any issues that have been identified were addressed. In the past year, the Centre has supported 200 families.

Review of Progress and Achievements

We have once again come to the end of a very busy year at the Family Centre, which I am pleased to report continues to thrive and has demonstrated the importance of community based Family Centres, Despite the Covid pandemic the Nursery only closed for a short period of time and the children who didn't attend were supported at home through social media, phone calls and home activity packs. The family sessions continued to be provided and offered support through online sessions and face to face activities. All session followed Welsh Government guidelines. As Chair of trustees, in these difficult times, I am pleased to acknowledge the achievements of the Centre by dedicated staff and volunteers.

FINANCIAL REVIEW

Reserves Policy

The most significant current financial risk would be loss of grant income from a major fund provider. The trustees believe that a reserve should be held, were funding to be lost, services could be maintained for a period of time to look for alternative funds and appropriate action be taken should funding not be secured. The exception to this is Flying Start, where trustees believe that the service would cease if funding were not maintained. The trustees feel that a reserve equal to 4 – 6 months running costs, without reference to Flying Start funding would be sufficient. This policy is reviewed annually. The balance held as unrestricted funds at 31 March 2021 was £27,391 (of which £22,000 may be needed for staff redundancies). Actual 4 to 6 months running costs are £9,000 to £13,500.

Custodian Trustees

The property known as St Paul's Family Centre is vested in the St David's Diocesan Board of Finance as custodian trustees on behalf of St David's DCSR.

ST PAUL'S FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021 Cont'd

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS


The charity 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 of including the income and expenditure, 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 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 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 14.7.21 and signed on its behalf by


..... Mr N Griffin

ST PAUL'S FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2021**

Independent examiner's report to the Trustees of St Paul's Family Centre

I report on the accounts of the Charity for the year ended 31 March 2021, which are set out on pages 9 to 14.

Responsibilities and Basis of Report

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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charities Commission under Section 145(5)(b) of the Act.

Independent Examiners' Statement

I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination:

- 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
Rimmer and May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date: 21/07/21

ST PAUL'S FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Total Funds 2021 £	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Note	
INCOME					
Bank interest earned	32	-	32		
Room Rental	-	-	-		
Fundraising Events	800	-	800		
Gifts and Donations	270	-	270		
Grants	86,802	93,259	-		
Reimbursed Expenses	2,224	25	-		
Utilities refund	35	35	-		
Total income	<u>90,671</u>	<u>93,294</u>	<u>207</u>	2	
EXPENDITURE					
Cost of raising funds	-	-	-		
Expenditure on charitable activities	2,130	1,062	7		
Centre Provisions	302	120	-		
Fire Inspection	-	-	-		
Miscellaneous Expense	-	-	-		
Recruitment	-	-	-		
Office Expenses	277	380	380		
Play Equipment	-	-	-		
Postage and Delivery	30	-	-		
Office Equipment	-	-	-		
Repairs and Maintenance	631	1,282	873		
Salaries and NI	76,328	67,432	324	3	
Staff Expense	215	280	943		
Telephone	651	630	280		
Toys/Crafts	155	630	-		
Training	132	1,746	1,746		
Trips and Events	485	216	162		
Utilities	3,845	4,148	54		
Total direct charitable expenditure	<u>85,181</u>	<u>78,419</u>	<u>2,201</u>		
Governance costs	6,893	8,284	8,284		
Bank Service Charge	-	-	-		
Professional Fees	160	49	49		
Membership/Subscriptions	2,351	1,534	1,534		
Insurance	9,404	9,867	9,867	4	
Total Governance Costs	<u>9,404</u>	<u>9,867</u>	<u>-</u>		
Total Expenditure	<u>94,585</u>	<u>88,286</u>	<u>2,201</u>		
Net Income	<u>(3,914)</u>	<u>5,215</u>	<u>(1,994)</u>		
Total funds brought forward	52,997	49,083	29,385		
Movement in funds	<u>49,083</u>	<u>54,298</u>	<u>27,391</u>		
Total funds carried forward	<u>49,083</u>	<u>26,907</u>	<u>27,391</u>		

ST PAUL'S FAMILY CENTRE

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021	2020
		£	£
ASSETS			
Fixed assets	1	-	-
Current assets			
Debtors and prepayments	6	5,091	566
Total other current assets		5,091	566
Cash at bank and in hand			
Petty cash		200	200
Current Account		31,212	31,807
Money Market Account		18,295	18,263
Total cash at bank and in hand		49,707	50,270
Total current assets		54,798	50,836
Current liabilities			
Accounts payable		500	500
Accounts payable in advance		-	1,253
Total accounts payable		500	1,753
Total current liabilities		(500)	(1,753)
Net Assets		54,298	49,083
The funds of the charity			
Unrestricted funds		27,391	29,385
Restricted funds	2	26,907	19,698
Total charity funds		54,298	49,083

Signed on behalf of the Trustees
I.B. Nuss

Name: *Vanessa Bright Mason*

Date: *14.7.21*

The notes on pages 11 to 14 form part of these accounts

**ST PAUL'S FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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 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 2019 (Charities SORP) (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

St Paul's 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 becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

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 unconditional entitlement to the resources.

Tax reclaim on donations and gifts

Incoming resources from tax reclaim 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.

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021 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 receivable.

Investment gains and losses This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

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.

Grants with performance conditions Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

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

ASSETS

Tangible fixed assets for use by the charity These are capitalised if they can be used for more than one year, and are valued at cost, or if gifted, at the value to the charity on receipt.

Depreciation is on a straight line basis on furniture and equipment at 25%.

	Premises Costs £	Fixtures & Equipment £	Total £
Fixed assets			
Cost as at 1 April 2020	10,488	10,488	10,488
Additions	-	-	-
At 31 March 2021	10,488	10,488	10,488
Depreciation at 1 April 2020	-	-	-
Charge for the year	-	-	-
At 31 March 2021	-	-	-
Net book value at 31 March 2021	10,488	10,488	10,488
Net book value at 31 March 2020	10,488	10,488	10,488

ST PAUL'S FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021 CONT'

Stocks and works in progress
These are valued at the lower of cost or market value.

Allocation and apportionment
Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension schemes

The charity operates a pension scheme.

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:

Fund	B/F	Income/ Additions	Expenditure	Movement in funds	C/F
Flying Start	2,976	51,237	(48,558)	5,655	5,655
Sylvia Adams	-	3,000	(1,609)	1,391	1,391
Flying Start family support	2	15,500	(15,005)	497	497
Children in Need	8,729	-	(5,699)	3,030	3,030
Awards for All	4,985	10,000	(7,357)	7,628	7,628
Tesco	6	500	(506)	-	-
Carms Covid	-	1,000	(1,000)	-	-
Time to shine	-	2,289	(2,289)	-	-
Staff contingency	3,000	-	-	3,000	3,000
Community Fund in Wales	-	5,000	(647)	4,353	4,353
William Brown Hill	-	1,000	-	1,000	1,000
FIS Sustainability	-	2,516	(2,248)	268	268
Church Fund	-	1,252	(1,167)	85	85
Total	19,698	93,294	(86,085)	26,907	26,907

3.

FUNCTIONAL ANALYSIS OF EXPENDITURE

Expenditure has been broken down according to the activity headings as recommended by the 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).

Total staff costs comprised:

Wages and salaries	63,279
Employer National Insurance	3,260
Pension contribution	893
Total staff costs	67,432

The average monthly head count was 6 staff with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

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

ST PAUL'S FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021 Cont'd**

4.

GOVERNANCE COSTS

There was no trustee remuneration. Governance costs were as follows:

Accountancy fees	624
HR and H&S costs	1,080
Plant Dewi Consultancy	6,580
Insurance	1,534
Membership fees	49
Miscellaneous	
	<u>£9,867</u>

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 & 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.

DEBTORS

There was £Nil due at the year end for outstanding fees.

7.

CREDITORS

Amounts falling due within one year were £500. No amounts were due to St David's DCSR.

