

FRIENDS FOR LEISURE

Annual Report

April 2021 - March 2022

Friends for Leisure - Registered Office
Ground Floor, Albert Chambers
Canal Street, Congleton.
Cheshire CW12 4AA
Tel: 01260 275333

Registered Charity No. 1068991
Registered Company No. 3508369
An Independent Charity

Website: www.friendsforleisure.org.uk

E-mail: info@friendsforleisure.org.uk

Friends for Leisure Aims and Objectives

Disabled children and young people have the same rights to get involved in everyday friendship and leisure activities as other children and young people.

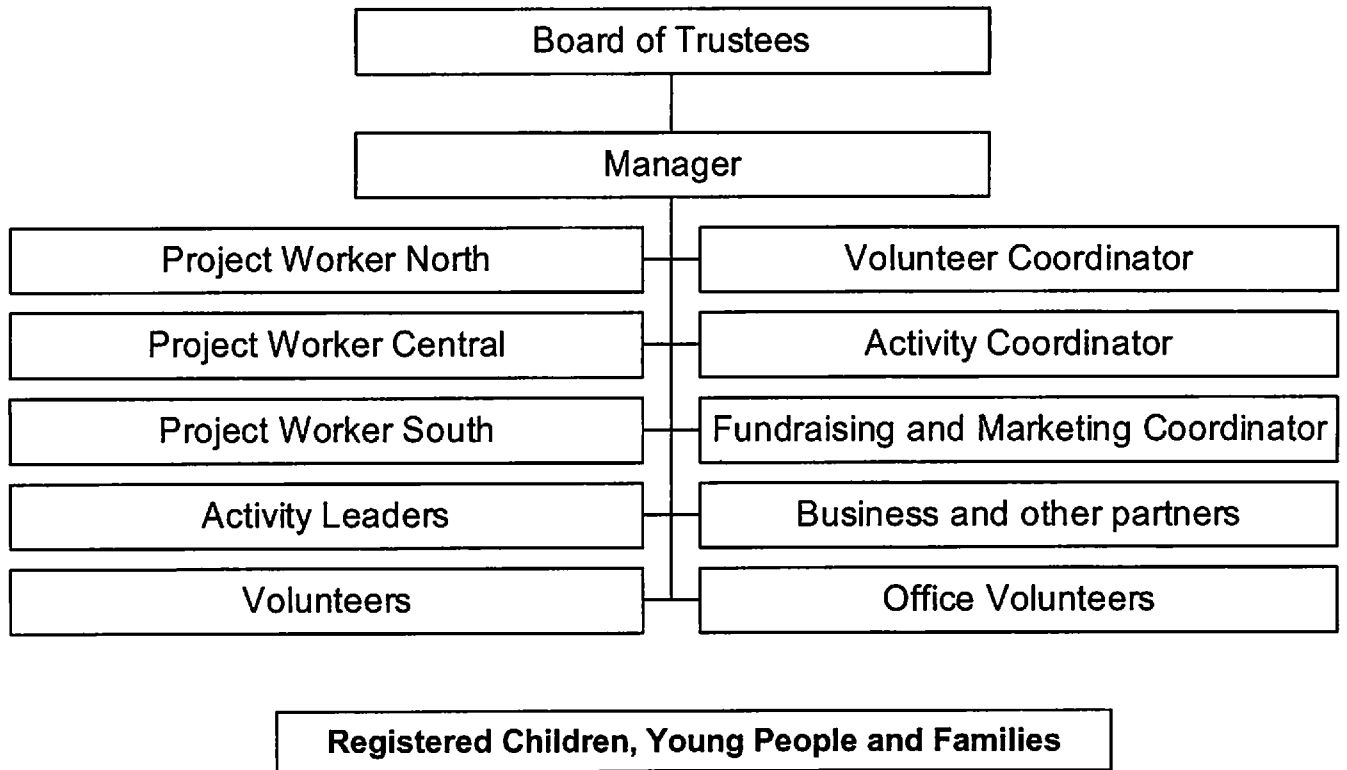
Our Aims

- To establish, promote and develop mainstream leisure and friendship opportunities for children and young people with physical, sensory and learning disabilities aged between five and twenty-one years within Cheshire East.
- To raise awareness about disability issues and the importance of equality and inclusion.

Our Objectives

- To enable disabled children and young people to have access to and participate in everyday leisure activities.
- To create opportunities for disabled children and young people to develop friendships.
- To support young volunteers to develop and maintain positive, supporting friendships with disabled children and young people.
- To provide a flexible and individual service responding to the needs and aspirations of disabled children and young people.
- To consult with disabled children, young people, parents and carers and promote their needs to providers of leisure activities.
- To ensure that our focus is always the leisure needs of the disabled young person.

Friends for Leisure Organisation Chart



**The Trustees and Staff at Friends for Leisure
April 21 to March 2022**

Trustees

Paul Walker (Chairman)

Mel Stockdale

David Powell (to 24/11/21)

John Wilde (to 24/11/21)

Charles Booth

Tim Slater

Pam Carey (Treasurer) (from 24/11/21)

Staff & Office Support

Gillian Jones	F/T Manager
Maggie Readman	P/T Project Worker
Lisa Nixon	P/T Project Worker
Frankie Goodwin	P/T Project Worker – to 1/10/21
Hannah Guthrie	F/T Activity Coordinator
Lizzie Fry	F/T Volunteer Coordinator
Claire Addis	P/T Fundraising & Marketing Coordinator
Sue Bowden	Activity Leader – to 31/08/21
Jo Stokes	Activity Leader
Maria Potter	Activity Leader
Lesley Ingham	Activity Leader
Tess Hulme	Activity Leader
Cathy Florentine	Activity Leader
Pam Carey	Volunteer Treasurer – to 23/11/21
Claire Hodgkinson	Volunteer Office Assistant – to 31/08/21
Barry Wilson	Volunteer Office Assistant
Chris Jones	Volunteer Office Assistant
Martyn Connolly	Volunteer Database Administrator – from October 2021
Annette Kinsella	Volunteer Database Administrator – from October 2021

Independent Examiner

Kime O'Brien, Macclesfield. (Accountants)

Strategic Information

The trustees are its directors and carry an executive responsibility for the prudent, legal, and ethical running of the charity. Because of these responsibilities, an understanding of the structure and ethos of Friends for Leisure is required. This may be gained by involvement in the day-to-day operations of FFL, attending and observing trustee meetings, understanding the legal requirements and demands placed upon trustees and fully comprehending the underlying ethos of the charity.

Initial and refresher training in charity management is available to new and existing trustees to enable them to gain the necessary skills to perform the task effectively.

Trustees have to be nominated and voted into post at the AGM (or EGM) and a third of trustees must step down each year in rotation and offer themselves for re-election should they wish to do so.

The aim is to strive for a balanced and broad spectrum of skills and experience with representation from all sectors of the charity. Professionally qualified trustees are preferred to cover the financial and legal roles. Although not subject to full audit, annual accounts and reports are professionally reviewed to ensure compliance with Charity Commission guidelines.

Friends for Leisure has a robust recruitment procedure in place whereby all staff and volunteers are subject to an appropriate Disclosure and Barring Service (DBS) check. Unsupervised contact with children and young people is not permitted until the report is received. We also require submission of two references and all trustees, paid staff and volunteers are required to sign the FFL Confidentiality Statement upon joining the organisation.

FFL continues to operate under the Every Child Matters framework and Working Together to Safeguard Children 2018 (a guide to inter-agency working to safeguard and promote the welfare of children).

The trustees of Friends for Leisure are responsible for ensuring that those who benefit from or working with the charity are not harmed in any way through contact with it. Disabled children and young adults may be more vulnerable to abuse and neglect than their non-disabled peers.

Friends for Leisure's safeguarding policies and procedures are designed to promote children's safety and welfare in relation to their contact with the charity. We assess and manage risks, including the following areas:

- Protection of children & vulnerable adults
- Assessment of children and young people
- Planning and assessment of activities
- Photography
- Medication
- Bullying
- Social media
- Physical and emotional abuse
- Neglect
- Child Sexual Exploitation and Child Criminal Exploitation
- Domestic abuse
- Extremism
- Modern slavery

The charity is committed to the inter-agency approach set out in Working Together to Safeguard Children. This statutory guidance sets out how organisations and individuals should work together to safeguard and promote the welfare of children and how practitioners should conduct the assessment of children

Guidelines produced by the Charity Commission recommend that charities maintain a level of financial reserves and advise that a reserves policy is implemented to explain and justify their agreed reserves level. The trustees have approved a reserves policy. This takes into account the need to cover fluctuations in income, current and longer-term liabilities, committed expenditure and restricted

funding. For this purpose, an amount equating to six months' running costs of the charity has been considered to be an appropriate and prudent minimum position and is consistent with similar organisations.

The trustees formally declare that there are no serious incidents (or other matters relating to the charity) that should be brought to the attention of the Charities Commission, that have not been reported.

FFL's strategic direction statement is reviewed on a quarterly basis and is included at Appendix 2 of this report.

Friends for Leisure Overview and Key Projects

This year brought several challenges for the charity.

COVID restrictions continued to affect service delivery and the impact on young people and their families became more apparent as we began to deliver activities face-to-face again.

Recruiting to replace staff and covering absences were particularly testing. However, remaining staff showed tremendous resilience and our service provision continued.

I am delighted to report on some of the year's highlights.

SERVICE PROVISION

This year 60 new young people registered with us, which is almost back to pre-pandemic numbers.

Project workers carried out 60 initial assessments and 27 reassessments; thereby ensuring that we have the most up-to-date information about young people.

FUNDRAISING & MARKETING

As always, we strive to raise funds to sustain the charity. Our fundraising and marketing coordinator, Claire, worked remotely from Spain for much of the year, but continued to submit applications and maintain excellent relationships with our funders.

A successful application to the National Lottery will enable us to continue our volunteering programme.

OPPORTUNITIES

Friends for Leisure has continued to deliver a range of opportunities for disabled children and young people to make friends at everyday leisure activities from which they are often excluded. During the year we were acutely aware of the anxieties and loneliness that had been felt by many of our registered young people because of COVID lockdowns and restrictions.

In accordance with Government guidance, we delivered all activities virtually until May. During the half-term holiday, we were able to invite young people to join their friends for picnics in the park. Zoom sessions continued through June, and then most activities were delivered face-to-face from July onwards.

Our new Short Breaks contract with Cheshire East Council commenced on 1st June.

"Friends for Leisure has been a lifeline to us as a family and to so many others, especially over the last year or so in lockdown." (Parent)

BEFRIENDING & BUDDYING

Most of the befriending and buddying provision was virtual. However, as restrictions were lifted, some friendships followed a hybrid model, with a mixture of online and face-to-face contact.

"J has loved talking to C (virtual volunteer befriender). They've enjoyed watching films together and games and chats. It's been lovely for J, and he's looked forward to it. J hasn't any friends to call from school or anyone to come over, so it has been lovely to have some company for him. C is so easy to talk to and is just an all-round lovely person. Thank you to all for making it happen. A lovely idea for children who don't have friends to call and spend time with." (Parent)

Volunteers provided 220 hours of friendship with individual young people.

YOUTH GROUPS (virtual and face-to-face) – 653 attendances

Our virtual sessions delivered a range of exciting activities to engage young people when life was very uncertain. Once we were able to meet up in person, we began to see friendships renewed and lots of happy faces!

"A loves the FFL Zoom sessions & we love hearing her laughter as she catches up with everyone. The sessions have been an absolute highlight of an otherwise very stressful time."

(Parent)

DRAMA GROUP – 222 attendances

The "Friends of Falli" group continued on Monday evenings, led by Jude Theatre CIC. We are grateful to COOP shoppers in Macclesfield, who supported this group through the Local Community Fund initiative. Our thanks go to Ian MacKay and the team at Jude Theatre CIC for their support.

"I am so glad [my daughter] has your groups as they brighten up her life - she would be feeling rather bored and sad without them I think." *(Parent)*

PALS (Personal and Life Skills) – 94 attendances

These new sessions were delivered in Macclesfield and Crewe during school holidays and at weekends. Activities were designed to develop personal and life skills and were funded by Cheshire East Council (Macclesfield) and N-Compass (Crewe). Sessions included drama, mindfulness, cycle riding and maintenance, fitness, healthy lifestyles, and life support awareness.

"The PALS sessions have been great; really well thought out and ideal for my son." *(Parent)*

"I really enjoyed it; I thought it was brilliant. I would love to do something similar again in the future. I tasted gnocchi and learned more ways to keep healthy and fit. I love making new friends and it made me feel cheerful and I was very happy after the session telling my mum all about it. I enjoyed asking questions and it has made me think about healthier foods." *(Young person)*

SATURDAY CLUBS & BOWLING – 208 attendances

Our Saturday morning groups were as popular as ever. It was wonderful to see the regulars returning as well as lots of new faces!

"W has desperately missed attending group activities. He loves FFL and has especially missed bowling." *(Parent)*

HOLIDAY ACTIVITIES – 193 attendances

Easter sessions were delivered virtually and included a disco, a magic show, a personal training sessions and afternoon tea.

"J thoroughly enjoyed the virtual picnic and came down with a huge smile and was really upbeat all afternoon. Thanks so much for organising and running it."

"I find all the sessions J attends through FFL are so well organised and thought through and even though J isn't very good at explaining what he did, I can hear the giggles and his mood changes after the event." *(Parent)*

Over the summer, we delivered 2 virtual sessions and 8 activities in various locations across the borough.

"A's had an amazing time with FFL; completely taken out of his comfort zone with every activity he's done. As far as summer holiday activities have gone yours have to be the most outstanding of them all, very well organised, completely structured and a very tired young man too, from our point of view fantastic!" *(Parent)*

In October, sessions were delivered in Sandbach, Macclesfield and Congleton.

In February 2022, young people enjoyed dance fitness in Crewe and tested their Ninja warrior skills in Congleton.

PARENT/CARER INFORMATION SESSION – 19 attendances

Thanks to funding from N-Compass, were able to deliver two sessions.

A virtual marketplace session was delivered on 28/01/2022 and a face-to-face marketplace event was held in Macclesfield on 8/2/22. We would like to thank all the organisations who attended and made these sessions so successful.

There were over 2155 hours of delivery, with a total of 1389 attendances at group activities during the year – an increase of 33% from the previous year.

VOLUNTEERING

Friends for Leisure's volunteer programme comprises the recruitment, training, and ongoing support of volunteers.

During the period of this report, recruitment was still curtailed because of COVID restrictions. However, we were still able to recruit 25 new volunteers; 92% of whom were aged 25 and under.

Young volunteers gain essential skills from their experience, and many tell us that it has helped with UCAS and job applications.

"Since joining FFL I have definitely gained in confidence and the 1-1 buddy scheme really helped me to be able to reach out and keep in contact with people during the lockdowns. I do also feel I have given back, although it may not have been quite the time I thought, I feel that I made the most of it." (Young volunteer)

"[The thing I am enjoying the most is] the ability to make a difference to others and see their progress e.g., seeing them more engaged in activities, speaking to more people willingly, being more confident in themselves. Seeing how a young person may sometimes come in who doesn't want to be there that week but see them leave with a happy smile on their face (or even prizes in their hands!)." (Young volunteer)

Volunteers were offered on-line and face-to-face training and there were 31 attendances at safeguarding and virtual friendships courses.

33 volunteers gave over 393 hours of their time supporting group activities during the year.

We also had volunteers supporting our work in other ways, and we would like to thank:

- Barry Wilson, Martin Connolly, and Annette Kinsella who maintain our database.
- Pam Carey, our treasurer (until 24/11/2021 when she joined the board of trustees).
- Claire Hodgkinson (until 31/08/2021) who helped in the office.
- Chris Jones, who carries out maintenance in the office and supports activities.

STAFFING

Two staff left us during the year.

Sue Bowden, one of our Activity Leaders, retired in August. Sue had been a valued member of the team for 9 years and has been missed by everyone. We wish her a long, happy, and healthy retirement.

Frankie, one of our Project Workers, left us in October to start up her own business. We wish her well with her new project.

10 staff members undertook training in Epilepsy awareness.

CONCLUSION

Despite all the challenges we have faced during this year, especially staffing shortages, I am proud to report that Friends for Leisure has continued to deliver the services that young people and their families rely on.

As the charity's manager I am fortunate to work with such a professional, talented, and resourceful team of staff, a dedicated board of trustees and amazing volunteers.

Gillian Jones
Charity manager

Friends for Leisure is extremely grateful to the following individuals and organisations for their generous support during the year.

Thank you also to those people who have undertaken sponsored events, including the Virtual London Marathon, made regular donations by standing order, and those who have Friends for Leisure collection boxes at home.

Astbury Golf Club	Miss K Khan
Mr I Bradley	Knutsford 10K
Bramhall Runners	Macclesfield College
Mrs K Cubley	Mr Mrs P Machin
Mr M Dwire	Mr D Pickering
Mrs D Franklin	Springfield School
Mrs J Hodgkinson	Miss B Stockdale
In memory of Andy Hulme	Mr P Walker
Miss A Holland	Watermill School
Miss J Kelly	Mr P B Wilson

FRIENDS FOR LEISURE

A COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022

COMPANY REGISTERED NUMBER 3508369

REGISTERED CHARITY NUMBER 1068991

THESE ACCOUNTS FORM APPENDIX 1 TO THE FULL ANNUAL REPORT

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
COMPANY INFORMATION**

COMPANY NUMBER 3508369

CHARITY NUMBER 1068991

DIRECTORS M Stockdale
P Walker
J Wilde - resigned 24 November 2021
D Powell - resigned 24 November 2021
C Booth
T Slater
C Carey - appointed 24 November 2021
M Heywood - appointed 20 June 2022

REGISTERED OFFICE Albert Chambers
Canal Street
Congleton
Cheshire
CW12 4AA

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST MARCH 2022**

The directors present their report and the financial statement for the year ended 31st March 2022

After three years developing under the umbrella of Macclesfield District CVS, Friends for Leisure became a company limited by guarantee on 11th February 1998 and a registered charity on 1st April 1998.

PRINCIPAL ACTIVITY

The main focus of Friends for Leisure is to promote opportunities for children and young people with disabilities to enjoy friendships and participate in the mainstream leisure activities of their choice by building links with leisure groups and clubs, so that children and young people are able to become fully involved in these integrated activities with Friends for Leisure support.

DIRECTORS

The directors, who are also the trustees, who served during the year were as follows:

M Stockdale
P Walker
J Wilde (resigned 24 November 2021)
D Powell (resigned 24 November 2021)
C Booth
T Slater
P Carey (appointed 24 November 2021)

SMALL COMPANY PROVISIONS

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

This report was approved by the board on 28 November 2022 and signed on its behalf.



**Paul Walker
Chair of Trustees**

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
CHAIRMAN'S REPORT
FOR THE YEAR ENDED 31ST MARCH 2022**

During the last 12 months, we have once again had to endure the consequences of the COVID pandemic, and like other charities, as with many other sectors, we have found it difficult to recruit, which has meant our current staff have had to work tirelessly, often carrying out tasks outside their normal roles, to allow the charity to continue to provide our services.

We again received major funding from both Cheshire East Council and from BBC Children in Need. We also received important funding from The Steve Morgan Foundation (match funded by the Department for Digital Culture Media and Sport), Cheshire Freemasons, Cheshire Community Foundation, Albert Hunt Trust, Baily Thomas Charitable Trust, Card Factory Foundation, C4C, Congleton Inclosure Trust, Crewe Town Council, Edward Gosling Foundation, Georgia Leigh Ogden Foundation, Macclesfield Town Council, National Lottery Community Fund, NCompass, Sir Jules Thorn Charity Trust, Tesco Community Fund and the Williams Family Foundation.

Prism have continued to give IT support which has been invaluable and Thrive Creative have again been a great help in marketing the charity.

The general financial status of the charity remains steady. Income received totalled £158,968 and expenditure amounted to £166,950. This left the charity with unrestricted reserves of £82,690 thus allowing the charity to maintain running costs in accordance with the policy of the charity of about six months.

The total number of new young people registered amounted to 60, with 249 young people registered at the year end. As of year-end there were 39 young people on our waiting list for one-to-one friendships. We maintained 5 friendship links, 3 buddy links and 15 virtual friendships during the year as well as holding 10 link meetings (all but one being virtual). There were 25 new volunteers joining us during the year, down on usual numbers due to COVID. A total of 133 individual young people attended at least one activity.

Activities included an extensive summer programme with a mix of virtual face to face activities, which included tennis at Prestbury tennis club, a puppet making workshop, a climbing tower, indoor archery, karate, and a bike ride.

As always, our gratitude should be noted to Gillian and the staff for their efforts during a very challenging year.



Paul Walker
Chair of Trustees
12 July 2022

**INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS OF
FRIENDS FOR LEISURE
FOR THE YEAR ENDED 31ST MARCH 2022
SET OUT ON PAGES 4 TO 11
CHARITY NUMBER 1068991 COMPANY NUMBER 3508369**

We report to the charity trustees on our examination of the accounts of the company for the year ended 31 March 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (who are also the directors of the company for the purposes of company law), you are responsible for the the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied ourselves that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, we report in respect of our examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out our examination, we have followed the directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINERS' STATEMENT

We have completed our examination. We confirm that no material matters have come to our attention which gives me cause to believe that:

accounting records were not kept in accordance with section 386 of the Companies Act 2006; or

the accounts do not accord with such records; or

the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or

the accounts have not been prepared in accordance with the Charities SORP (FRS102).

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

1 Church Mews
Churchill Way
Macclesfield
Cheshire
SK11 6AY

28 November 2022


**Kime O'Brien Limited
Chartered Accountants**

FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2022

		2022			2021		
	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds £	Restricted Funds £	Unrestricted Funds £	Total Funds £
Incoming resources							
Donations	3	-	9,258	9,258	-	10,047	10,047
Fundraising	4	-	4,132	4,132	-	2,979	2,979
Provision of service	5	79,716	-	79,716	123,898	-	123,898
Commissioned Income	6	54,101	-	54,101	28,673	-	28,673
Other grants and income	7	128	7,032	7,160	3,612	5,074	8,686
Activity-related income (Subs. etc)		-	1,951	1,951	-	955	955
Interest		-	23	23	-	33	33
Earned income		-	250	250	-	-	-
Gift aid		-	2,377	2,377	-	1,236	1,236
Total incoming resources		133,945	25,023	158,968	156,183	20,324	176,507
Resources expended							
Salaries		91,223	24,080	115,303	102,530	12,854	115,384
Employer National Insurance		1,766	3,085	4,851	3,564	5,255	8,819
Employer pension contributions	8	340	1,646	1,986	1,014	1,107	2,121
Travel and Subsistence (staff)		1,026	7	1,033	299	13	312
Vol expenditure		940	672	1,612	884	-	884
Governance		-	-	-	18	-	18
Training		20	-	20	744	120	864
Recruitment		176	-	176	-	-	-
Activities		11,552	552	12,104	2,855	-	2,855
Emergency Activities (COVID)		-	-	-	2,585	-	2,585
Stationery		131	-	131	174	-	174
Postage		1,127	-	1,127	388	5	393
Telecommunication		2,005	-	2,005	1,980	-	1,980
Rent & utilities		8,022	-	8,022	7,761	-	7,761
Insurance		1,752	-	1,752	1,641	-	1,641
Admin.		2,205	458	2,663	1,849	-	1,849
Publicity and Promotion		1,392	20	1,412	389	-	389
Equipment		-	-	-	1,192	52	1,244
Other expenditure		-	-	-	-	15	15
Parent/Carer information sessions		51	-	51	622	-	622
Total resources expended		123,728	30,520	154,248	130,489	19,421	149,910
Fundraising costs	9	10,242	2,310	12,552	10,482	2,674	13,156
Capital expenditure	10	75	75	150	1,050	-	1,050
Total Costs		134,045	32,905	166,950	142,021	22,095	164,116
Net movement in funds		(100)	(7,882)	(7,982)	14,162	(1,771)	12,391
Total funds brought forward		46,432	90,572	137,004	32,270	92,343	124,613
Total funds carried forward		46,332	82,690	129,022	46,432	90,572	137,004

The notes on page 6 to 11 form part of these financial statements.

FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
COMPANY NUMBER 3508369 (England & Wales)
BALANCE SHEET
AS AT 31ST MARCH 2022

	Notes	2022 £	2021 £
CURRENT ASSETS			
Bank accounts:			
Deposit account		29,157	29,144
Current account		104,025	107,347
Petty Cash		758	128
Debtors	11	10	385
		<u>133,950</u>	<u>137,004</u>
CREDITORS: amounts falling due within one year	12	<u>(4,928)</u>	<u>-</u>
		<u><u>129,022</u></u>	<u><u>137,004</u></u>
REPRESENTED BY:			
Restricted funds			
Albert Hunt Trust		2,000	860
Baily Thomas Charitable Trust		2,332	-
BBC Children in Need		1,951	2,016
BBC Children in Need Next Steps		72	216
British Science Association		-	82
C4C		900	166
Card Factory Foundation		122	-
Cheshire Community Foundation IWill Fund		-	233
Cheshire Community Foundation Main Grant		-	3,581
Cheshire East Council COVID-19 Response & Recovery Grant		623	834
Cheshire Freemasons		5,438	-
Cheshire Police Safer Communities		-	224
Commissioned Cheshire East		14,519	8,897
Congleton Inclosure Trust		1,137	-
Congleton Town Trust		-	500
COOP Community Fund		230	4,715
Crewe Town Council		1,621	769
Edward Gostling Foundation		2,172	-
Garfield Weston Foundation Fund		-	10,577
Georgia Leigh Ogden Foundation		1,732	-
Macclesfield Town Council		1,130	-
Morrisons Foundation		-	116
MOTO in the Community		-	674
National Lottery Awards 4 All		-	1,357
National Lottery Community Fund		2,550	394
NCompass Carers' Choice Grant		1,041	-
Ncompass Take a Break Grant		2,406	-
Rotary Club of Wilmslow Dean		-	295
Sir Jules Thorn Charitable Trust		1,500	-
Sobell Foundation		-	3,894
Steve Morgan Foundation		-	1,745
SMF/DCMS Community Match Challenge		424	-
Tesco Community Fund		770	1,006
The Russell Trust		-	2,408
True Colours Trust		-	273
William Dean Trust		174	600
Williams Family Foundation		1,488	-
	13	<u>46,332</u>	<u>46,432</u>
General Funds	14	<u>82,690</u>	<u>90,572</u>
		<u><u>129,022</u></u>	<u><u>137,004</u></u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under the provision of Section 477 of the Companies Act 2006. The members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2022. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime.

M. J. Stockdale 12.12.22.

M Stockdale

Director

Approved by the Board on 28 November 2022

The notes on page 6 to 11 form part of these financial statement.

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

1 ACCOUNTING POLICIES

Basis of Preparation of Financial Statements

The accounts have been prepared under the historic cost convention and in accordance with FRS102. The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

Company Status

The charity is a company limited by guarantee. If the charity is dissolved the trustees/members must contribute such sum (not exceeding £10 each) as may be demanded of them towards payment of the debts and liabilities of the charity.

Fund Accounting

Unrestricted Funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated Funds are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects. Any amounts not utilised are carried forward where the specific purpose or project remains part of the charity's objectives.

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

Resources Expended

Resources expended are allocated to the particular activities to which they relate. Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

Tangible Fixed Assets and Depreciation

The trustees have reviewed the company's fixed asset capitalisation and depreciation policies. Assets such as office equipment are not considered to have any realisable value and the capitalisation thereof only serves to overstate the funds available for the beneficiaries of Friends For Leisure.

Accordingly, these assets have been written off in the year of acquisition.

Taxation

The company is exempt from any corporation tax liability due to its charitable status.

2 EMPLOYEES

	2022	2021
	Number	Number
Average number of persons employed by the company	<u>12</u>	<u>13</u>

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

3 DONATIONS

Donations and legacies received during the year include those from the following:

Astbury Golf Club	Miss J Kelly
Mr I Bradley	Macclesfield College students
Bramhall Runners	Mr Mrs P Machin
Mrs K Cubley	Springfield School pupils
Mr M Dwire	Mr PM Walker
Miss A Holland	Watermill School
In memory of the late Andy Hulme	Mr PB Wilson

4 FUNDRAISING	2022	2021
	£	£
Includes the following events:		
Captain Tom 100 Challenge	340	-
Carol Singing	432	-
Congleton Rotary Swimathon	-	234
Debbie Douglas Sky Dive	169	-
Raffles	115	-
Sales of donated items	158	166
Waitrose	400	667
Knutsford 10K	250	-
Money Boxes	235	34
Congleton Santa Float	491	-
Virtual London Marathon	1,462	-
2.6 Challenge	-	1,797
Others	80	81
	<u>4,132</u>	<u>2,979</u>
Less fundraising costs	<u>(12,552)</u>	<u>(13,156)</u>
	<u><u>(8,420)</u></u>	<u><u>(10,177)</u></u>

Fundraising costs includes the costs associated with applying for income beyond the fundraising income noted above, such as grant applications.

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

5 PROVISION OF SERVICE	2022	2021
	£	£
Includes the following:-		
Albert Hunt Trust	2,000	2,000
Baily Thomas Charitable Trust	3,000	-
BBC Children in Need	19,288	18,324
BBC Children in Need Next Steps	7,540	5,261
C4C	900	300
CAF Emergency Fund	-	995
Card Factory Foundation	1,000	-
Cheshire Community Foundation COVID Grant	-	6,048
Cheshire Community Foundation Main Grants	-	7,538
Cheshire Community Foundation Pandemic Recovery Grant	1,870	-
CCF/DCMS Community Match Challenge	-	1,400
Cheshire East Council COVID-19 Response & Recovery Grant	-	1,000
Cheshire East Council Early Help Grant	-	2,707
Cheshire Freemasons	6,000	-
Congleton Inclosure Trust	1,500	-
Congleton Town Council		264
Congleton Town Trust		1,000
Co-op Community Fund		2,565
Crewe Town Council	1,521	-
Edward Gostling Foundation	3,000	-
Garfield Weston Foundation	-	20,000
Georgia Leigh Ogden Foundation	3,000	-
Macclesfield Town Council	1,380	-
Morrisons Foundation	-	600
National Lottery Awards 4 All	-	7,250
National Lottery Community Fund	9,300	4,875
NCompass Carers' Choice Grant	1,640	-
Ncompass Take a Break Grant	3,653	-
Rotary Club of Wilmslow Dean	-	295
Sir Jules Thom Charitable Trust	1,500	-
Sobell Foundation	-	5,000
St James's Place Foundation	-	2,500
Steve Morgan Foundation	-	5,527
Steve Morgan Foundation COVID Emergency Fund	-	7,436
SMF/DCMS Community Match Challenge	8,624	17,247
Tesco Community Fund	1,500	1,166
The Russell Trust	-	2,000
William Dean Trust		600
Williams Family Foundation	1,500	-
	<u>79,716</u>	<u>123,898</u>
6 COMMISSIONED INCOME	2022	2021
	£	£
Cheshire East Council - Short Breaks for Disabled Children	54,101	28,673
	<u>54,101</u>	<u>28,673</u>
7 OTHER GRANTS AND OTHER INCOME	2022	2021
	£	£
Arnold Clarke Community Fund	1,000	-
Congleton Young People's Trust	200	-
Ecclesiastical Charities Trust		1,000
Equilibrium Charitable Foundation	5,000	-
HMRC Job Retention Grant	128	3,612
Lee Bakirgian Family Trust	300	300
Leeds Building Society	-	1,000
Marketing & Publicity	32	324
Martyn Bracegirdle Charitable Foundation	500	500
Pennycress Trust	-	300
Sir Jules Thom Charitable Trust	-	1,250
Warburtons COVID Grant	-	400
	<u>7,160</u>	<u>8,686</u>

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

8 WORKPLACE PENSION

A workplace pension is provided through the SALVUS Master Trust.

9 Fundraising Cost	2022	2021
	£	£
Marketing and fundraising coordinator	12,444	12,628
Fundraising Expenses	<u>108</u>	<u>528</u>
	<u><u>12,552</u></u>	<u><u>13,156</u></u>

10 Capital Expenditure	2022	2021
	£	£
Website Development	<u>150</u>	<u>1,050</u>
	<u><u>150</u></u>	<u><u>1,050</u></u>

11 Debtors	2022	2021
	£	£
Prepayments and accrued income	<u><u>10</u></u>	<u><u>385</u></u>

12 Creditors	2022	2021
	£	£
Pension Fund	473	-
Accruals and deferred income	<u>4,455</u>	<u>-</u>
	<u><u>4,928</u></u>	<u><u>-</u></u>

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

13 Movements of Major Funds	At 01/04/21	Incoming	Outgoing	At 31/03/22
	£	resources	resources	£
		£	£	
Albert Hunt Trust	860	2,000	(860)	2,000
BBC Children in Need	2,016	19,288	(19,353)	1,951
BBC Children in Need Next Steps	216	7,540	(7,684)	72
Baily Thomas Charitable Trust	-	3,000	(668)	2,332
British Science Association	82	-	(82)	-
C4C	166	900	(166)	900
CAF Emergency Fund	-	-	-	-
Card Factory Foundation	-	1,000	(878)	122
Cheshire Community Foundation COVID Grant	-	-	-	-
Cheshire Community Foundation #1 Will Fund	233	-	(233)	-
Cheshire Community Foundation Main Grants	3,581	-	(3,581)	-
Cheshire Community Foundation Pandemic Recovery Grant	-	1,870	(1,870)	-
CCF/DCMS Community Match Challenge	-	-	-	-
CEC COVID Response & Recovery Grant	834	-	(211)	623
Cheshire East Council Early Help Grant	-	-	-	-
Cheshire East Council New Homes Bonus	-	-	-	-
Cheshire Freemasons	-	6,000	(562)	5,438
Cheshire Police Safer Communities Fund	224	-	(224)	-
Commissioned Cheshire East	8,897	54,101	(48,479)	14,519
Congleton Inclosure Trust	-	1,500	(363)	1,137
Congleton Town Trust	500	-	(500)	-
COOP Community Fund	4,715	-	(4,485)	230
Crewe Town Council	769	1,521	(669)	1,621
Edward Gostling Foundation	-	3,000	(828)	2,172
Garfield Weston Foundation	10,577	-	(10,577)	-
Georgia Leigh Ogden Foundation	-	3,000	(1,268)	1,732
HMRC Job Retention Grant	-	128	(128)	-
Macclesfield Town Council	-	1,380	(250)	1,130
Morrison's Foundation	116	-	(116)	-
MOTO in Community Trust	674	-	(674)	-
National Lottery Awards 4 All	1,357	-	(1,357)	-
National Lottery Community Fund	394	9,300	(7,144)	2,550
NCompass Carers' Choice Grant	-	1,640	(599)	1,041
Ncompass Take a Break Grant	-	3,653	(1,247)	2,406
Rotary Club of Wilmslow Dean	295	-	(295)	-
Sir Jules Thorn Charitable Trust	-	1,500	-	1,500
Sobell Foundation	3,894	-	(3,894)	-
Steve Morgan Foundation	1,745	-	(1,745)	-
SMF/DCMS Community Match Challenge	-	8,624	(8,200)	424
Tesco Community Fund	1,006	1,500	(1,736)	770
The Russell Trust	2,408	-	(2,408)	-
True Colours Trust	273	-	(273)	-
William Dean Trust	600	-	(426)	174
Williams Family Foundation	-	1,500	(12)	1,488
Total restricted funds	46,432	133,945	(134,045)	46,332
Unrestricted	90,572	25,023	(32,905)	82,690
Total Funds	137,004	158,968	(166,950)	129,022

**FRIENDS FOR LEISURE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

14 GENERAL FUNDS AND RESERVES POLICY

In line with Charities Commission guidelines, the Friends for Leisure Trustees feel it prudent to keep a level of reserve for the charity.

	2022	2021
	£	£
General funds show a surplus	<u>82,690</u>	<u>90,572</u>

	2022	2021
	£	£
Funding Requirement:		
To cover shortfall		
6 months running costs, in event of closing down the charity	<u>85,000</u>	<u>85,000</u>

15 LIMITED LIABILITY AND GUARANTORS

The liability of the members is limited to a guarantee to contribute a maximum of £10 each in the event of the company becoming insolvent.

16 COMMITMENTS AND LEASES

On 1 September 2019 the Charity entered into a lease agreement for office accommodation. The lease will expire on 31 July 2024. The annual rent is £6,500.

17 OTHER INFORMATION

Friends for Leisure is a private company limited by guarantee and incorporated in England.
Its registered office is:
Albert Chambers
Canal Street
Congleton
Cheshire
CW12 4AA

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
SERVICE PROVISION	Ensure that service provision is reviewed regularly.	P1. Maintain equitable spread of service provision across the borough, responding to identified local need.	Trustees & manager	Equitable and appropriate service offer to all registered young people.	All delivery virtual until May 2021; then outdoor activities only. Back to face-to-face for the summer holiday programme and continuing. We extended our PALS programme to the Crewe area and delivered some parent/carer information sessions.
PARTNERSHIP WORKING	Continue to build and develop alliances with relevant organisations across the borough. Build relationships with the business community	P2. Identify relevant opportunities for collaborative working; including VCFS organisations and leisure providers. P2. Promote FFL within the business community in order to: • secure funding • recruit apprentice volunteers • connect skills and expertise	All staff and trustees	FFL working with other relevant agencies from all sectors.	There have been fewer opportunities to promote the charity because of post-COVID restrictions. We have continued to maintain a relationship with Franklyn Financial Management. Thrive Creative and Prism have continued to offer their services free of charge. Venues within the community have been used to provide opportunities for young people.
RESOURCES	Ensure that physical and human resources are in place. Ensure that numbers and skills of staff are maximised to provide the service.	P1. Continuous review of office equipment and other physical resources to enable staff team to carry out their duties. P1. Maintain the correct balance of skills within the team to enable professional service provision.	Manager and trustees	FFL service is sustainable and professional.	The fundraiser worked remotely from Spain from September 2021 to March 2022, then from various parts of the UK. Sue Bowden retired in August 2021 and Frankie Goodwin left in October 2021. Recruitment has been challenging.

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
FINANCES & FUNDING	Ensure that adequate and sustainable funds are in place, in terms of: - current funding meeting immediate needs - being fully aware of funders' requirements and conditions	P1. Undertake rigorous research of funders' individual priorities and changing conditions to inform future applications. P1. Improve knowledge of national and local information to prepare for applications.	Trustees, manager and fundraising coordinator	Secure financial future of the charity. Medium- and longer-term funding plans are in place.	Funders included Sir Jules Thorn Foundation, Albert Hunt Trust, Card Factory Foundation, Cheshire East Council, Congleton Town Council, Georgia Leigh Ogden Foundation, Steve Morgan Foundation, BBC Children in Need, National Lottery N-Compass and Williams family Foundation. Finance and funding information is seen regularly by the trustees. Funding reports have been submitted. We have been commissioned by Cheshire East Council to deliver Short Breaks from 1/6/21 for 3 years.
OUTCOMES	Ensure that YP are given positive social opportunities for fun and friendship. Support families to help their children achieve their potential.	P1. Define baselines, outputs and outcomes P1. Review and refresh evaluation systems to demonstrate impact for YP, volunteers and families. Ensure that outcomes reflect: - Ethos of FFL - Requirements of funders - CEC young people's plan and national priorities.	All staff. Involve parents, children and other relevant agencies.	YP and families report improved outcomes. Staff fully aware of evaluation process. Funders satisfied with evidence provided.	All activities have been planned to ensure positive experiences for all participants. Funding reports have been well received because of the evidence provided.

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
PARTICIPATION OF SERVICE USERS	Ensure that children & YP participate in the strategic and operational planning, development and monitoring of services	P1. Ensure that: - Parents/carers are represented on the board of trustees - Families are kept informed of changes within the organisation - Designated trustee works with staff team to identify good practice	Chair of trustees All staff and trustees Designated trustee	YP and families are participating in the strategic planning and implementation of FFL's services.	Young people and families have been asked to give feedback throughout the year. Families have been advised of staffing changes.
INFORMATION AND ADVICE	Promote information and advice that is accessible and appropriate. Signpost/refer families to other appropriate services.	P2. Make sure that information held by FFL is up to date. P2. Review the means by which families are kept informed.	All Manager and marketing co-ord.	Robust system of relevant and current information and guidance.	Our Other Services leaflet has been updated to reflect new commissioned services, etc. Updates have been made to the website.
AWARENESS	Develop training services to improve awareness of disability issues and promote inclusion.	P1. Establish links with schools and colleges to promote the sale of training services. P2. Support leisure and play providers to promote integration and inclusion.	Manager, Activity co-ordinator & designated trustee.	Using education to: promote integration; challenge physical and attitudinal barriers to inclusion; and celebrate diversity.	We have been unable to go into schools because of ongoing COVID restrictions.

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
TRAINING	Ensure that staff, volunteers and trustees are trained appropriately.	P2. All staff to identify relevant training needs. P2. Trustees to access relevant training and development opportunities P2. Volunteer training programme is maintained.	Manager & staff Trustees Volunteer co-ord.	All staff, volunteers and trustees are competent and confident in their roles.	Safeguarding training has been provided for volunteers via the Cheshire East on-line Learning Lounge. All staff received online Epilepsy training. This was provided by an NHS Epilepsy specialist nurse.
VOLUNTEERS	Ensure that volunteers are recruited, trained, mentored, supported and valued.	P1. Demonstrate the impact of volunteering on: • Volunteers • FFL	Manager and Volunteer Co-ord.	Volunteers are retained and valued Evaluation will inform future funding bids and demonstrate positive outcomes to funders.	25 new volunteers were recruited. This was up on the previous year, but schools were reluctant to have visitors. Two new office volunteers were recruited to help with the database.
MARKETING & PUBLIC RELATIONS	Ensure that FFL is promoted positively at a strategic and local level. Make better use of social media.	P1. Promote FFL in a positive way across the borough. P1. Each trustee to develop a marketing/PR strategy to promote the charity P1. All staff to seek out and attend relevant networking/PR opportunities	Trustees and staff	FFL is recognised across Cheshire East by all relevant stakeholders	Closed Facebook pages for young people and parents/carers used extensively during this year. There were few face-to-face opportunities to promote the charity because of post-COVID restrictions. Paul and Gillian represented FFL at Chamber of Commerce events.

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
SAFEGUARDING	Ensure that culture, policies, procedures and practice have a clear focus on effective safeguarding.	P1. Regular reviews of activities, risk assessments, policy and procedures. P1. Ensure that providers comply with FFL policy. P1. Ensure that staff, volunteers and trustees are adequately trained and have up-to-date guidance relating to safeguarding. P1. Maintain relevant professional links and networks to ensure that FFL stays up to date with national and local safeguarding policy.	All staff & trustees Manager	Parents/carers are confident in FFL's ability to keep their child safe.	All activity risk assessments were reviewed as COVID guidance changed. Regular venues have provided insurance documents. Safeguarding training has been undertaken by 27 volunteers. This course is to be mandatory in future.
RISK MANAGEMENT	Ensure that a process is in place to identify monitor and manage potential risks in order to minimize the negative impact they may have on FFL.	P1. Draw up a risk register and consult with staff and trustees on content. P1. Ensure that the risk register is a working document.	Manager All staff & trustees	FFL can identify which risks pose the biggest threat and there are guidelines for handling them.	The risk register is a working document and is reviewed regularly. Changing COVID guidance was incorporated into the risk register. The impact of staffing changes was discussed regularly by staff and trustees. Changes to service delivery were approved by the contract manager at Cheshire East Council.

**FRIENDS FOR LEISURE
STRATEGIC DIRECTION STATEMENT
2021 - 2022**

BUSINESS AREA	OBJECTIVE	FOCUS & PRIORITY	RESPONSIBILITY	SUCCESS FACTORS	ACHIEVEMENTS BY year ending 31/03/2022
COVID-19 RESPONSE	Ensure that the charity's response complies with all Government guidance and that the safety of young people, volunteers and staff is considered. Ensure that funds are secured to enable continuity of service – in whatever format is appropriate.	P1. Involve staff and trustees in the return-to-work risk assessment. Ensure that it is incorporated into all working practices. P1. Adapt working practices in areas where face-to-face delivery is no longer possible/practicable. P1. Research all potential funding sources.	Manager, trustees and staff Manager and staff Fundraising coordinator and trustees.		Trustee meetings continued to be held via Zoom. All activities were delivered virtually until May 2021. All relevant staff were consulted on the safe resumption of working in the office. Staff have adopted a hybrid approach to home and office-based working. We received some COVID recovery funding.