

Trustees' Annual Report for the period

Period start date

1 Sept 2022

Period end date

31 Aug 2023

From

To

Section A Reference and administration details

Charity name

Monkscroft Pastoral Care Project

Other names charity is known by

None

Registered charity number (if any)

1070022

Charity's principal address

Hesters Way Library

Goldsmith Road

Cheltenham, Gloucestershire

Postcode

GL51 7RT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Susan Gifkins	Secretary		
2	Mrs Victoria Stewart	Treasurer		
3	Geoff Moss			
4	Adrian Gifkins	Chair		
5	Rita Cole			
6				
7				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Jo Cannon – Project Coordinator

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Trust Deed

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

Proposed and elected by other members of Board of Trustees. Reviewed annually at the AGM.

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

There is a Child Protection Policy in place and DBS checks are carried out every three years for Trustees and Staff.

All Trustees give their time voluntarily and received no remuneration.

Summary of the objects of the charity set out in its governing document

To provide support to children who are experiencing social, emotional and behavioural difficulties To provide support to families, to ensure children of all ages thrive holistically from the basis of a secure attachment with their primary carer(s).

The following activities were carried out having due regard for guidance on Public Benefit.

1 – Provided core family support services for vulnerable children and families in the Hesters Way and St. Marks area of Cheltenham.

Support services included mainly face to face direct contact with child/parent(s) and also telephone contact and included:

- assessment of need and ongoing reviews
- one to one sessions with children, parents and sibling groups, to support parents with modelling positive parenting techniques in their own environment
- support to engage with education and health services.

Access to primary health care and waiting lists for health care services post pandemic remain challenging adding to the pre-existing stress and mental health issues

2 – Established our Family Wellbeing Hub (incorporating our group sessions) for families to:

- reduce isolation
- enable and support parents to meet other parents in their community
- Infants / children to interact with others and improve social and emotional development
- Model and encourage play and interaction with children
- Provide healthy snack at each session.
- Provide weekly warm meal, shared and enjoyed by families and staff together
- Themed support for parents on areas such as finance and budgeting, physical and mental wellbeing, child development and so on.
- Support through cost of living challenges

3 – Monitored and evaluated outputs and outcomes for the service.

This involved the use of:

- 'Ages and Stages – Social and Emotional' questionnaire
- 'Stress on the Caregiving Relationship' questionnaire (to identify risk factors to successful attachment)
- 'UCLA Loneliness Scale' at initial referral stage and at review.
- 'Maternal Attitude Scale'
- 'Parental Stress Scale'
- 'Karitane Parenting Confidence Scale'

4 – We have continued to have sole use of the 'Garden' providing a well-equipped outdoor space for group activity sessions providing the following services:

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

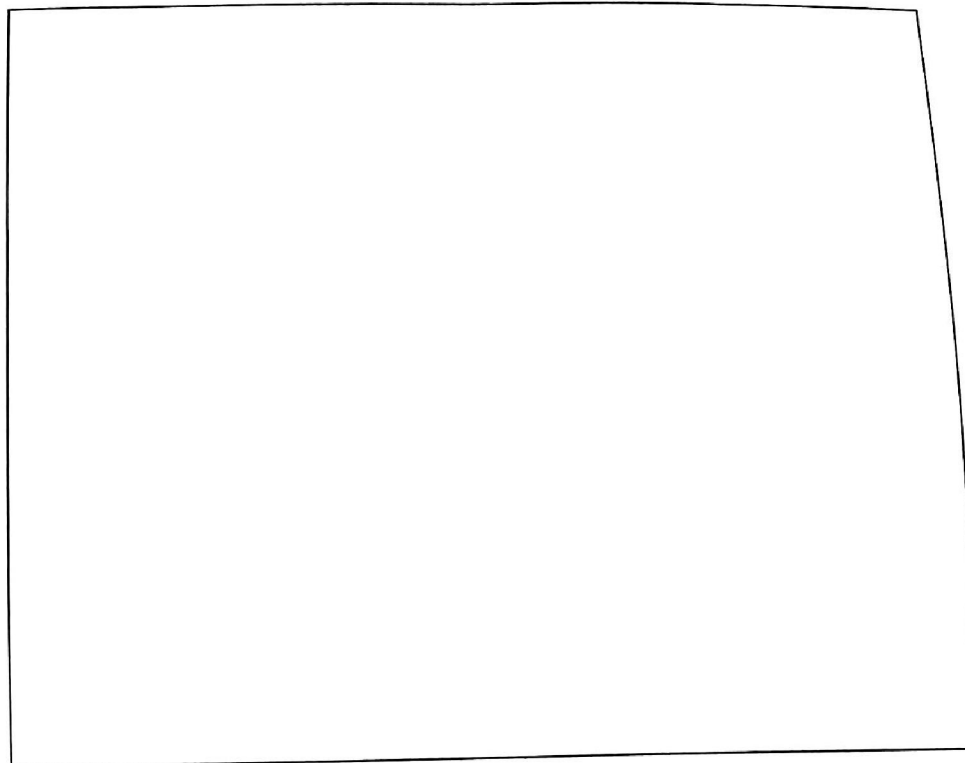
- family support and mentoring
- safe play area with clean and high quality play resources and equipment, supporting fine and gross motor skill development, along with opportunity to develop speech, social interaction skills and confidence, cognition and imagination.
- Safe community play space for young children to explore and develop in together with other children, which was of particular importance for this cohort of children as some of the children were 'COVID babies' having spent their first year or two in various lockdowns and restrictions and had previously had little to no opportunity to meet other people nor explore the world away from their immediate families and homes (often flats without gardens).

5 – Fund raising activities – to enable continuation and expansion of services

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D Achievements and performance

Summary of the main achievements of the charity during the year

OUTCOMES FOR CHILDREN AND FAMILIES

0-4 year olds, improvements were achieved in the following:

- More secure attachment with primary carer and positive relationships with family
- Improved attendance at early years' settings e.g 'Stay and Play' sessions / nursery classes which in turn will promote / improved social development.
- Mental Health of parents supported / maintained. This was critical work post pandemic and into a cost of living crisis and has continued to be a focus. Our parents experience isolation and loneliness, along with anxiety / low mood depression, with a history of childhood trauma in most cases. The pandemic and now cost of living crisis is having a significant impact on mental health. Much time and increased support levels were needed to support the parents mental health and benefit the children as a result. The Garden Activity sessions and more recently the introduction of our Family Wellbeing Hub have been an invaluable extension and progression of this support, often still being the main social interaction the families had outside their own homes.

Families were supported with a range of difficulties acting as barriers to meeting their children's holistic needs. These included:

Housing and issues of poverty / financial hardship
Mental Health difficulties (mainly anxiety and depression)
Isolation (social and economic) and the impact of this on parenting and the rest of the family
Relationships between parent(s) and the children. Play and quality time
Relationships between adults in the home

Siblings were also supported with understanding their emotions, expressing themselves non aggressively and enjoying the family more, thus becoming happier and more secure and stable.

MENTAL WELLBEING

Mental well-being of parents continued to be a high priority to achieve positive outcomes for the children. High levels of contact with parents to support them mentally as episodes of anxiety and low mood / depression affected them – and their children.

Also supporting the families to manage life during a time of such insecurity and lack of stability caused by the pandemic, followed now by a cost of living crisis. Links with local food banks and food pantries, as well as raising funds to open our Family Wellbeing Hub has enabled families to keep warm, prevent worsening / improving mental wellbeing and the children to develop.

Additional funds raised enabled us to provide items for families such as blow heaters, heated blankets, clothes airers, Christmas parcels and wellbeing 'pick me up' items for parents such as face packs, candles, socks, nail varnishes and so on (distributed fortnightly in the Hub).

Our links with Hesters Way Knit & Knatter group enabled families to make individual requests for donated knitted / crotched items to help through winter. These included blankets, along with clothing items such as hats, scarves,

Section D Achievements and performance

cardigans and jumpers. They also donate 'baby packs' for when a new arrival comes into our services.

Attendance at Family Wellbeing Hub:

No. Adults	TOTAL Child spaces taken up	TOTAL attendees	M	F	Child age Unborn	Child age 0-1	Child age 1	Child age 2	Child age 3	Child Age 4+
450	786 (+19 unborn)	1236	427	359	19	89	162	162	83	290

Feedback from families:

Monkscroft Pastoral Care Project



FEEDBACK QUESTIONNAIRE

Name: (optional)

FAMILY SUPPORT

Please rate the following items you have had support with as to how helpful you found it?				COMMENTS
	Extremely helpful	Very helpful	Some help	
Having Family Support	86%		14%	She has gone beyond to support me and my children
Being listened to?	56%	44%		
Feeling understood?	56%	44%		
Chatting & feeling you understand your child more?	56%	33%	11%	
Understanding how you impact your child?	63%	13%	24%	
Strategies for managing your child/ren?	75%	13%	12%	
Support to liaise with other agencies, like health, education, nursery etc	85%	15%		
ASQ's on your child/ren	71%	29%		
Doing the Solihull Approach course on a one to one	34%	66%		
Do you feel your relationship with your small child has:	Improved completely	Usually going well	The same	
	66%	33%		

Please tell us here in your own words what difference this support has made for you and your child/ren and how? Please also tell us here if the support Jo & the team offer is a vital lifeline to me & my children as we get to socialise with other families as well as being supported in different strategies to manage the children's behaviour. The support provided by the staff has been great support and a huge difference in physical and emotional development. He has come on in leaps & bounds from the social interaction & activities provided at the Hub. 1 regarding personal situations has been a great help & very beneficial help for me to progress. I'm very thankful for all the support both received. I feel my mental health is improving. She goes above & beyond to help in any way the children need. It has helped us with support and helping understand things. Jo has been a blessing to me & my family, always helpful and willing to deserve a medal.

FAMILY WELLBEING HUB

Please rate the following items as to how helpful you found it?				COMMENTS
	Amazing	Good	Ok	
Play resources for the children	60%	40%		Jo & Caroline Better shade
Activities	60%	28%	12%	
Snacks	66%	34%		It has been a outstanding support
Dinner on Thursdays	88%	12%		
The garden	78%	22%		It has helped feel my men is improving
Staff	90%	10%		
Access to other information	75%	12%	13%	
ASQ's on your child/ren	78%	22%		
Has coming to the Hub?	YES	NO		COMMENTS
Reduced your loneliness?	100%			Became good friends with other m
Increased your confidence?	80%	20%		To do more things outside of group
Helped with your mental health?	100%			I am leaving the house.
Helped you make new friends / meet new people?	100%			Everyone is lovely
Helped your child/ren learn how to do new things	100%			all activities have been great
Helped your child/ren to try new foods / eat more variety / sit to the table	100%			learning to be frequent at the table
Helped your child to interact and play with other children	100%			My son was very shy before hand
Helped with the cost of living? If yes, what helped? For example	100%			Gifts
Blow heater, airer, heated blanket, knitted items, slow cooker, gifts for mums				Amazing support supplying airers, t
heated blankets Slow cooker & Airer				Everything received is very gratefu
Tips on keeping warm / cost of fuel down	N/A	89%	11%	Shared info has been great
Being out the house, so using less heating		100%		Great getting out the house

Please tell us here in your own words what difference the Hub has made for you and your child/ren and how?

The Hub has made me so much more confident in going out and being social, the tips on saving money on heating have also been amazing. Being able to chill and be calm with the children and help build up their social skills. Bringing out more of my daughters confidence. It is an amazing space and safe space for all & my girls love it. My children meet new people & interact more; also helps to get out very new to group but so far found it really helpful and useful. My daughter really enjoys it. Relaxed and chilled. Always welcome I enjoy coming to group and Jo has helped me so much. My children are more outgoing now. Having dinner with the children on Thursdays. Coming to the Hub has really helped my daughter to play with the other children. It's great as all the mum's don't judge and everybody family. I love that I can relax and feel safe and I know my daughter can play and have a lovely time and I can have some adult chat with a parent which I find lonely. When I was feeling at my lowest went to sit down, had a girly chat with a heated blanket and felt like

We placed significant focus during the spring and summer prior to commencement of school ensuring that families were aware of the stepping stones to starting school and we saw good progress. We also make sure, where possible, that children are enrolled and attend nurseries to improve socialisation, speech and reduce separation anxiety.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity does not retain significant reserves. Most revenue comes as restricted funds and is used in accordance with the grant timetable. Any small amounts of funding received that are unrestricted as used from time to time to cover funding gaps from grant givers, be it timing regarding continuity of staff or resources.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Currently, the charity's principal sources of funds are grant giving organisations. The charity currently enjoys the support of the Peter Lang Children's Trust. (additional during the year from Gloucestershire Community Foundation Cost of Living Fund (2470 food) and NHS Integrated Care Board – Fam Supp & Cheltenham Borough Council Health and Wellbeing Fund – towards establishing Family Wellbeing Hub) The vast majority of these grants and the associated expenditure is for salaries in order to deliver the services described above.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Victoria Stewart

Full name(s)

VICTORIA STEWART

Position (eg Secretary, Chair, etc)

TREASURER

Date

29-6-24

Monkscroft Pastoral Care Project

Financial Accounts

For the year ending 31 August 2023

Monkscroft Pastoral Care Project

Annual Accounts to August 2023

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Prepared by:

Victoria Stewart
Treasurer to the Trustees

**Monkscroft Pastoral Care Project
Financial Report
For the Year ending 31 August 2023**

During the year the Project continued to enjoy the support of The Peter Lang Children's Trust. Additionally during the year, the Project secured additional funding from Gloucestershire Community Foundation Cost of Living Fund, NHS Integrated Care Board (via The Barnwood Trust) and Cheltenham Borough Council Health and Wellbeing Fund

There has been no significant fund raising activity this year.

Due to the focus on service delivery, the main expenses of the Project are salaries for Project Workers and staffing the wellbeing hub groups. The project has some facilities' running costs (mostly insurance and telephony/communications) and expenditure on professional fees (payroll services, pension fees). Other expenditure in the financial year included the provision of food for families and children via the Wellbeing hub group sessions and some consumable items for activities.

During the year a historic loan between the Charity's sub-funds was settled.

**Monkscroft Pastoral Care Project
Consolidation Account**

Treasurers Report

The Accounts for the year ended 31st August 2023, set out on pages 4 and 5 have been prepared by me, under the historic cost convention from the books, vouchers and from information and explanations supplied to me.



Victoria Stewart
Treasurer to the Trustees


Date 29.6.24

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**Monkscroft Pastoral Care Project
Consolidation Account**

Trustees Declaration

I have examined the enclosed accounts and confirm that they are in accordance with the books, papers and information provided to me.

Signature 
Print name ADRIAN GIFKINS
Date 29/06/24

Consolidated Income and Expenditure Account year end August 2023

	2023	2022
	Total £	Total £
INCOME		
Fees	0	0
Donations:		
Cheltenham Borough Council Health and Wellbeing Fund	9640	0
The Peter Lang Children's Trust	42393	40000
NHS Integrated Care Board (via The Barnwood Trust)	10000	0
Glos. Community Foundation Cost of Living Fund	2470	0
Bank Interest	0	0
Fund raising	0	0
	<u>64503</u>	<u>40000</u>
DONATIONS - out	<u>64503</u>	<u>40000</u>
EXPENSES		
Donations	0	0
Fund raising	0	0
Salaries, NI, Pension costs	53774	33441
Additional salary	0	0
Rent	600	0
Bank charges	0	0
Staff training & volunteers	0	0
Consultancy & advice	1060	834
General running expenses	5167	1542
Information Production	0	0
Community Chest	0	0
Equipment	0	0
Trustee expenses	0	0
	<u>60601</u>	<u>35817</u>
Profit / Loss for year	<u><u>3902</u></u>	<u><u>4183</u></u>

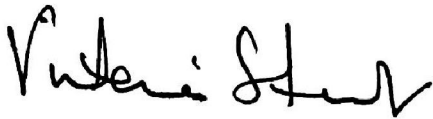
Consolidated Balance Sheet year end August 2023

	2023		2022	
	£	£	£	£
CURRENT ASSETS				
Cash at bank		27407		23505
Income due not received		0		0
		<u>27407</u>		<u>23505</u>
		<u>27407</u>		<u>23505</u>
CURRENT LIABILITIES				
Accountancy				
Inland Revenue		0		0
Training fees				
Rent				
		<u>0</u>		<u>0</u>
Net Assets		<u><u>27407</u></u>		<u><u>23505</u></u>
FINANCED BY:				
Balance brought forward		23505		19322
Profit / Loss		3902		4183
		<u><u>27407</u></u>		<u><u>23505</u></u>

Monkscroft Pastoral Care Project

Treasurers Report

The Accounts for the year ended 31st August 2023, set out on pages 7 and 8 have been prepared by me, under the historic cost convention from the books, vouchers and from information and explanations supplied to me.




Victoria Stewart
Treasurer to the Trustees

Date 29.6.24

Monkscroft Pastoral Care Project

Trustees Declaration

I have examined the enclosed accounts and confirm that they are in accordance with the books, papers and information provided to me.

Signature 
Print name ADRIAN GIFKIAS
Date 29/06/24

Pastoral Care Project Income and Expenditure Account year end August 2023

	2023		2022	
	£	£	£	£
INCOME				
Fees				
Donations:				
Cheltenham Borough Council Health and Wellbeing Fund	9640			
The Peter Lang Children's Trust	42393		40000	
NHS Integrated Care Board (via The Barnwood Trust)	10000			
Glos. Community Foundation Cost of Living Fund	2470			
Bank Interest				
Fund raising				
		<u>64503</u>		<u>40000</u>
DONATIONS - out				
		<u>64503</u>		<u>40000</u>
EXPENSES				
Donations - out	0		0	
Fund raising				
Salaries, NI, Pension costs	53774		33441	
Additional salary				
Rent	600		0	
Bank charges	0		0	
Staff training & volunteers				
Consultancy & advice	1060		834	
General running expenses	5167		1542	
Food				
Equipment	0		0	
Trustee expenses				
		<u>60601</u>		<u>35817</u>
Profit / Loss for year		<u><u>3902</u></u>		<u><u>4183</u></u>

Pastoral Care Project Balance Sheet year end August 2023

	2023		2022	
	£	£	£	£
CURRENT ASSETS				
Cash at bank		23296		21394
Income due not received		<u> </u>		<u> </u>
		23296		21394
Owed to Special Projects		0 <u> </u>		2000 <u> </u>
		23296		19394
CURRENT LIABILITIES				
Accountancy				
Inland Revenue				
Training fees				
Rent	<u> </u>	0	<u> </u>	0
Net Assets		<u> </u>		<u> </u>
		<u>23296</u>		<u>19394</u>
FINANCED BY:				
Balance brought forward		19394		15211
Profit / Loss		<u> </u>		<u> </u>
		<u>3902</u>		<u>4183</u>
		<u>23296</u>		<u>19394</u>

Monkscroft Special Projects

Treasurers Report

The Accounts for the year ended 31st August 2023, set out on pages 10 and 11 have been prepared by me, under the historic cost convention from the books, vouchers and from information and explanations supplied to me.



Victoria Stewart
Treasurer to the Trustees

Date 29.6.24

Monkscroft Special Projects

Trustees Declaration

I have examined the enclosed accounts and confirm that they are in accordance with the books, papers and information provided to me.

Signature 

Print name ADRIAN GIFFKINS

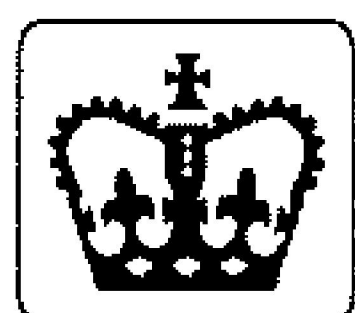
Date 29/06/24

Special Projects Income and Expenditure Account year end August 2023

	2023		2022	
	£	£	£	£
INCOME				
Fees		0		0
Donation		0		0
Private Donation		0		0
Bank Interest		0		0
Fund raising		0		0
		<u>0</u>		<u>0</u>
DONATIONS - out		0		0
		<u>0</u>		<u>0</u>
EXPENSES				
Donations				
Fund raising		0		0
Salaries, NI, Pension costs				
Additional salary				
Recruitment costs				
Information production				
Staff training & volunteers		0		0
Consultancy & advice				
General running expenses		0		0
Rent				
Food				
Equipment				
Trustee expenses				
		<u>0</u>		<u>0</u>
Profit / Loss for year		<u><u>0</u></u>		<u><u>0</u></u>

Special Projects Balance Sheet year end August 2023

	2023			2022	
	£	£		£	£
CURRENT ASSETS					
Cash at bank		4,111		2111	
Loan - PCP		0		2000	0
		0			0
		<u>4,111</u>		<u>4111</u>	
CURRENT LIABILITIES					
Accountancy		0		0	
Inland Revenue		0		0	
Rent		<u>0</u>		<u>0</u>	
Net Assets		<u><u>4,111</u></u>		<u><u>4111</u></u>	
FINANCED BY:					
Balance brought forward		4,111		4111	
Profit / Loss		<u>0</u>		<u>0</u>	
		<u><u>4,111</u></u>		<u><u>4111</u></u>	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Monkscroft Pastoral Care Project

On accounts for the year
ended

31 August 2023

Charity no
(if any)

1070022

Set out on pages

1-11

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011, and that an independent examination is needed.

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed:

Date:

28 June 2024

Name:

Sue Thompson (Book-Rite Ltd)

Relevant professional
qualification(s) or body
(if any):

MIAB

Address:	2 Princess Elizabeth Way
	Cheltenham, Gloucestershire
	GL51 7PJ

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.