



the Meadows
children and
family wing



The Meadows Children and Family Wing

Annual General Meeting Report April 2020 – March 2021



*'We acknowledge the grant we have received from the **Outlook, Hopkins Homes and Covid emergency response funding**
a charitable fund managed by Cambridgeshire Community Foundation'*



**We support people and
communities to thrive.**
The National Lottery Community Fund

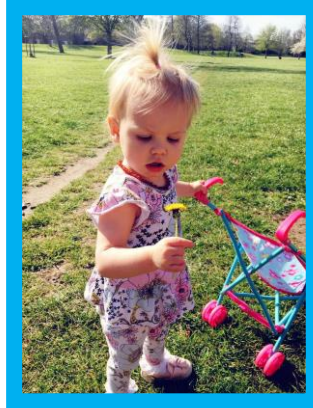


Registered Charity No 1075129

**The Meadows Children and Family Wing
1 St Catharine's Road, Cambridge CB4 3XJ**

Agenda

1. Welcome and introductions
2. Attendance and Apologies
3. Minutes of last AGM
4. Report from the Chairperson
5. Presentation of the Annual Report
6. Financial Report
7. Election of Trustees and Officers
8. A.O.B.
9. Date of next Management Committee Meeting



The Meadows Children and Family Wing has been operating since 1997. Following a consultation with local families and service providers, a programme of services was born to meet the identified needs of the local community and to fill the gaps in current provision. Our work focuses on working alongside local families and women providing family support and 'Life After abuse' support and activities. The Meadows Community Centre has a separate Youth Wing **and** the main building offers a whole host of services to the community from exercise to computer classes. Altogether we provide a Centre with a wealth of services and activities for the whole community. Our work has continued, developed, and grown to meet the needs of our local community, in line and in partnership with them.

Our Vision Statement

'To provide a fun, safe and stimulating environment where families can come and enjoy themselves together'

**The Meadows Children and Family Wing is a registered Charity
that is governed by its Constitution dated
19th January 2004.**

The Meadows Children and Family Wing

Minutes of the Annual General Meeting Thursday 19th November 2020

Attendance: Michelle Ramsey, Simon Kerss, Sharon Doherty, Junko Grant-Hotsuki, Jenny Allcock, Jo Hunt, Zhara Jawad, Stacey May, Claire Thompson, Szara Coote, Simon Humphrey.

Apologies: Zoe Smith, Rebecca Lubbock, Sharon Livermore, Elisha Randall, Emma Carruthers, Gemma Goodfellow, Sofia Karois, Eve Dziura, Petra Jackman

Staff in attendance: Michele Wright, Duncan Gaffney, Julie Wentworth, Donna Raynor and Lynn Tumber

1. Welcome - Sharon, the Chairperson, welcomed all and gave a brief introduction.

2. AGM presentation - Sharon ensured all attendees had a copy of the AGM report to hand. Claire did not have a copy so Michele Wright will email a copy

3. Minutes of the last AGM dated 15th November 2019 – these were read and approved as accurate by Sharon Doherty and seconded by Stacey May

4. Chairpersons Report - Sharon read through her report and then drew everyone's attention to the parent's feedback, reading through some. Sharon personally thanked all the staff and the parents for their feedback and attending the project. Sharon then read through all the names of the Charity's funders, giving sincere thanks to them all, stating that without their funding we would not be able to provide all our work.

5. Annual Accounts - The Annual Accounts were presented by Julie Wentworth who gave a summary of income and expenditure and notified attendees that the full sets of accounts are readily available for people to see. Julie explained the accounts have been independently reviewed and signed by an accountant, and that the trustees have reviewed and signed off the accounts in preparation to be submitted to the Charity Commission. Julie asked if there were any questions on the accounts. Zhara asked if the budget was in line with the previous years and whether there was an expectation to increase the budget in the next financial year. Julie explained the yearly financial position, the additional covid emergency funding that had been secured in this financial year, the change in usage of grants through the health pandemic and any carry forward funds that may be permitted. Zhara asked how this compare to last year's budget based on attendance number of families and if there is a trajectory of what it costs if more families attend next year. Michele explained that we are working, in comparison to last year, with the same number of families attending the family support drop-ins but the number of women for our domestic abuse activities have risen. Julie explained the cost per person this year will differ due to changes in budgets headings governed by the health pandemic giving an example of the Charity not paying full rent this year due to the lock downs.

6. Election of Officers and Trustees – At this point in the meeting Sharon stood down as Chairperson, with Michele taking over for the new election for the position of Chairperson

Chairperson: Sharon Doherty **Nominated by Claire Thompson** **Seconded by Jo Hunt**

Sharon was congratulated on her appointment and resumed chairing the rest of the elections and meeting.

Secretary: Junko Grant-Hotsuki **Nominated by Zhara Jawad** **Seconded by Stacy May**

Treasurer: Petra Jackman **Nominated by Stacy May** **Seconded by Jenny Allcock**

Vice Chairperson:

There were no formal offers for nomination. Claire Thompson enquired about the position and what it entails. It was agreed Michele will forward the details on and the position of vice chairperson can vote on at the next committee meeting

Trustees: The following Trustees and co-opted members were **nominated by Jo Hunt and seconded by Sharon Doherty on mass**

Trustees – Sharon Livermore, Emma Carruthers, Gemma Goodfellow, Stacy May, Claire Thompson, Michelle Ramsey

Co-opted members - Annie Laure-Wagstaff, Zahara Jawad, Jenny Allcock

Competition time – Everyone who wished to, showed, and talked about their mug. Sharon thanked everyone who entered saying it was very difficult to select a winner therefore each entrant will receive some fruit and vegetables

A.O.B.

Claire expressed her thanks to the Meadows Children and Family Wing for all the support and help they give to her and all families. Claire said without the MCFW she would never have made the contacts she has with others, becoming friends that will be lifelong.

Szara introduced herself briefly and said that, whilst doing so was completely out of her comfort zone, she wanted to attend to offer her support in any way she can to the Charity. Szara said she has never used our services but had heard about us from two separate people and that our reputation goes before us, therefore she wanted to attend, to introduce herself and offer any support.

Claire informed the group about a free course on gender and politics that she had heard about on the radio

Date of next committee meeting – this was set for Thursday 10th December at 5p.m.

Sharon thanked everybody for attending and formally closed the annual general meeting

Signed as a true account by Chair of the management meeting:

Name:

Position:

Date: 04/11/21

Report from Chair of The Management Committee

Sharon Doherty

The Meadows Children and Family Wing have carried out amazing work this year, all the staff have been flexible and consistent in their approach to the work this past year. With additional funding secured we were able to increase staff hours and enable staff to work remotely by providing staff with the necessary equipment to do so, we were able to reach the increased need of support during such a difficult time.

This effort offers us a valuable insight to the level of commitment the staff offer the project, and this commitment has made a difference to each family that we have been able to offer support to.

Due to the flexibility and generosity of our funders, staff were provided with resources to enable them to work from home which included laptops, printers, and mobile phones.

This empowered staff to adapt quickly during the pandemic and aided to continue communication with families and each other.

The project was able to find new ways of reaching families during the lockdowns, creating WhatsApp groups, story time videos and interactive zoom sessions which included a live art class, keep fit sessions and weekly quizzes.

Staff were able to meet up with families between lockdowns offering walk and talk sessions and were able to keep in regular contact with families with phone calls.

Families reported the support they found most useful was the phone calls, because these calls for some broke the isolation of the lockdown.

With generous funding the project was able to provide 686 food boxes to families who were struggling financially or isolating, and we were able to have 62 special Christmas dinner boxes delivered.

One message the project has portrayed throughout the pandemic is the importance of mental health and wellbeing, handing out many wellbeing packs to families, and being able to provide staff consistent clinical supervision.

We will continue to apply and try to secure the much-needed funding to enable the continuation of the amazing work the project delivers.

Thank you to all of our families, our staff, trustees, volunteers and all of the generous funders that have helped to make this happen, throughout a worldwide pandemic – you are all truly amazing.

Future plans

To continue sourcing funding for the continuation and furtherance of the Charity's work to provide this valuable and crucial resource for the local community.

To continue working alongside the increased number of beneficiaries we have seen throughout this last year, to meet increased needs and to support women and families as we navigate through the aftermath of the health pandemic, in a person centered and timely manner

To continue using new, streamlined and innovative ways of working that were developed throughout the health pandemic whilst resuming in full all our face-to-face activities

The Charities Objectives are:

- 1) To educate families and the public in better standards of childcare, and in the importance of sound relations between parents and children for the maintenance and enrichment of family life.
- 2) The relief of poverty and the provision of recreational facilities or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life of persons having need of these facilities by reason of their youth, poverty or social and economic circumstances.

In planning our program of activities each year, we have kept in mind the Charity Commission's general guidance on public benefit and prevention and the relief of poverty for the public benefit.

The trustees always ensure that the program of activities we undertake are in line with our charitable objectives and aims.

Our Management Committee

Trustees are elected yearly at our Annual General Meeting

The following trustees were elected on 20th November 2020

Chair – Sharon Doherty

Secretary – Junko Grant-Hotsuki

Treasurer – Petra Jackman

Trustees –Emma Curuthers, Gemma Goodfellow, Stacey May, Sharon Livermoore, Claire Thompson, Michelle Ramsey.

Coopted member – Zhara Javed, Annie Wagstaff, Jenny Allcock

I would like to take this opportunity to thank The Committee Members for the time and commitment they give. The trustees share their skills, experiences and expertise helping shape the future of the Meadows Children Wing Charity.

Having our volunteers who give many hours of ongoing commitment we can ensure that these vital services are available to women and local families.

Our Service Provision Pre Covid

Tuesday and Friday Family Support drop-ins

Family Support Drop-ins for families with pre-school aged children

Operating 50 weeks of the year

Tuesdays 9.30 a.m. – 12.30 p.m. and Fridays 9.30 a.m. – 12.00 p.m.

Our family support workers always offer a warm welcome to local families offering them advice, guidance, and support within a safe friendly environment.

We work in close partnership with many organisations to provide additional services so families can gain and develop new skills.

We provide a community lunch on a Tuesday and a community breakfast on a Friday.

Our play worker facilitates positive play and learning activities for families to enjoy together, providing a good range of activities used to encourage children and their parents to have fun together. **Open access**

All About Me course

This is a 6-week confidence building course with a free crèche; the course is facilitated by a trained counsellor.

The course is a self-esteem, confidence building course which looks at individuals next steps for the future, sharing difficulties and learning new ways to move forward. **Referral only**

12 week Freedom Program / 10 week Freedom Forever Program

'An enlightening opportunity to develop different ways of thinking to protect yourself and your children from harm'

This Programme is open to any women who wish to learn more about the reality of domestic abuse.

The main aims of the Freedom and Together Programme are as follows:

To help women understand the effects of domestic abuse and to recognise which of these beliefs they have shared. To illustrate the effects of domestic violence on children. To help women gain self-esteem and the confidence to improve the quality of their lives

To help women gain in practical life skills, information, knowledge and support enabling them to move forward with their lives. **Referral only**

Together

2 hours per week for 50 weeks of the year with a free crèche – this project was devised and bought to life completely from the women's, who attend our Freedom programme, expressed wishes and vision. A peer-to-peer group with women collectively designing, sharing their own skills / leading on / volunteering with activities / learning that they want e.g. Yoga, art therapy, knitting, singing, cooking. During the school holidays the women undertake activities they have designed together with all their children. **Invitation only**

Specialist drop-in

2 hours per week for 50 weeks of the year – for women and children together, covering the whole range of family support, reparative work with children, parenting, safeguarding, debt, housing, and mental health concerns. With play, arts and crafts for women and children to learn and enjoy together, building upon enrichment and bonding between mother and child, role modelling, supporting and empowering women in their crucial parenting role. **Invitation only**

Service provision during Covid

During this unusual time that we all found ourselves in, we moved all our services to remote working, including joining the world of Zoom, Teams and YouTube. After sourcing the much-needed equipment, all support staff offered remote support from home throughout the lockdowns. We continued to support local families and with funders permitting us to utilise our awarded funding differently or permitted us to carry forward funding to use when restrictions were eased.

We would like to take this opportunity to sincerely thank all our funders for their understanding, flexibility and support throughout this time enabling us to continue supporting women, families and children

Our service provision was adapted to enable us to meet the needs of the families we were supporting and other local City residents who were signposted to us for support during this difficult time. Staff job roles changed, and we thank them all for giving 110% during this time, all support staff hours were increased to work in this new way of working and to meet increased beneficiaries needs

Family support services - were moved to zoom calls, telephone support and when permitted introduced walk and talks especially after running out of quiz questions. Staff took advantage of the beautiful open green spaces that Cambridge has to offer and met with families at St Albans rec, Cherry Hinton Hall, Milton country park we even enjoyed walks around the Cambridge science park; staff definitely met their daily steps quotas 😊.

Life after Abuse services – We saw an increase in need for domestic abuse support and moved all our courses to being run remotely. With secured funding and funders allowing us to adapt services we were able to increase the number of women we were able to support. The peer-to-peer support services and specialist support was moved to remote working and, as with the family support services, we introduced walks and talks, telephone support, meet ups and zoom classes which included quizzes, an exercise session and a techno art class.

Food boxes

During and following the lockdowns families contacted us as they were really struggling with getting food supplies for varying reasons including supply shortages in shops, families isolating, contracting covid, declines in mental health, and reductions in income including being moved onto the furlough scheme and being made unemployed

By securing funding from Big Lottery, Police and Crime Commissioner, ARM, Cambridge City Food bank and Cambridge City Council we were able to offer families much needed food boxes which were delivered by Cambridge Fruit and Veg Company

We ordered and had delivered **686** food boxes to families in need.

“It's really been helpful having the food boxes and having someone to talk to when everything has been shut down”.



“It's made things a bit easier having the food box and having someone to chat to.”



Volunteering

One heartwarming thing that we saw during this year was how families rallied, coming together, with many offering others emotional support and practical help including collecting food/prescriptions and we even had our very own giving / swapping WhatsApp group. We sent out information and shared resources on our Facebook page which included online courses/Food Hub locations and community support networks that were available. I We would like to take this opportunity to say a special thanks to Zhara who ran a virtual marathon and raised over £600 for the charity, Abi who videoed an amazing story time with special effects and a fabulous thank you to Orla and Polly who made weekly videos of activities and cooking to share on Facebook.



Christmas

Was slightly different this year but we were able to send out **62** Christmas dinner boxes with all the trimmings with funding from The National Lottery Community Fund and Cambridge City Area Committee. With support from Cambridge City Foodbank, Cambridge City Council and Cambridge Sustainable Food **84** Christmas hampers and a family board game were delivered to local families.

The elves didn't let covid stop Christmas and our staff supported them in delivering gifts to **124** children. Cambridge Central Aid applications enabled us to provide supermarket vouchers to **13** families to help them purchase food and presents and with The Big Lottery funding, we were able to support another **38** families with supermarket vouchers to make Christmas a little cheerier.

Wellbeing packs

We delivered and posted **181** wellbeing packs to adults which included pamper items face packs / hot chocolate / colouring pens / mind wellbeing activity books. We would like to thank Megan from the Lenard Cheshire 'Can Do Project' who provided a fun interactive Zoom session, putting together 43 pamper packs and these were then posted out to women.



Family Emergency support

With funding secured from The National Lottery Community Fund, donation of money from ARM and Cambridge Central Aid funding we were able to support **54** families with emergency items i.e., cost of taxi to attend hospital / new beds / fridges / washing machines / essential clothing / food / fuel costs etc.

Activity packs

We worked in partnership with the Fitzwilliam Museum who kindly delivered **20+** activity art and craft packs to families and we shared their activity sessions on our Facebook page. We delivered and posted **76** children craft and cooking activity packs.



“A big difference, mentally it has helped. Not the same as face to face but still helpful.”

Walk and chat

We organized **38 walk and talks** with a total of **90 families** attending.



A huge thank you to all of our families who shared pictures with us over the year (**to too** many to share). We have shared the joys of new babies who have been born, activities and crafts you have tried at home, new kittens and bunnies that have joined your family, adventures you have been on around our beautiful open spaces, dinners you have created using foodbank food and the food boxes we sent out and vegetable gardens you have created at home. It was so lovely and a real privilege and kept us all going throughout this difficult time, thank you.

Attendance numbers

This year with Covid safety measures in place and with working a mixture of remote homeworking / walk and chat / face to face / zoom sessions

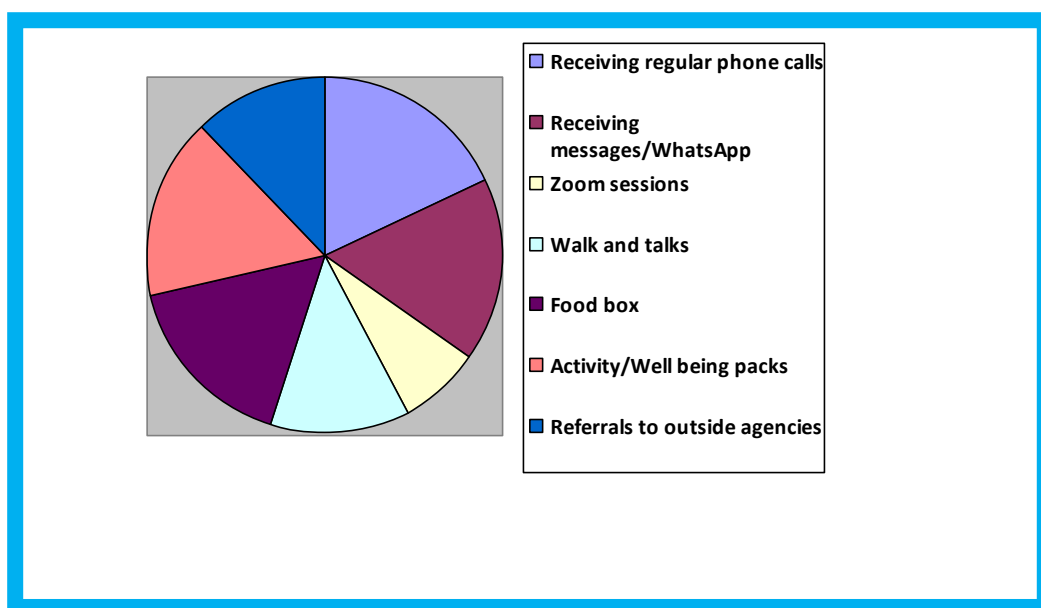
We have support **301 adults** who have in total between them **129 children aged 4 years or under** and **174 older siblings**.

In total we have been in contact with families **6,191** times either by the phone text or WhatsApp messages and a whopping **104 zoom sessions** were held by staff members including keep fit sessions / quizzes / story time / adult evening chat / activity sessions / art classes

“When they have called it’s been nice to have a chat, I can’t fault the support staff, they are brilliant”.

Annual survey

We collected feedback from families via sending out a survey via either text or WhatsApp message and 52 adults responded.



Family A - *“We have received numerous phone calls of support and guidance from all the staff and we have attended a family walk to discuss our current issues and great reassurance from the team in helping us in our situation. We attended a COVID safe inhouse meeting with support staff which was really nice to be back indoors, like a safe haven for myself and family. The support we have received as a family has been nothing short of impeccable and very much a life saver during what has and still is one of our toughest times we have endured as a family. From being in hospital throughout the year, my chronic illness was getting worse, being declared homeless and currently in temporary accommodation, the whole team have been there for myself and family. Like a much-needed safety net that without their continued support we would have all fallen apart. We are incredibly grateful for all the services the group offer, we have received so many... from Christmas presents for our children as we were unable to afford Christmas, funding for our boiler to be fixed during last year whilst we were in the middle of being declared homeless and all throughout the pandemic. The staff have always been available to help guide us through the most difficult of times”*

Family B - *"Our lives have been transformed so much with MCFW involvement. Isolated before it's helped me learn about other stories, carry less shame and be more open about my experience from a pragmatic approach. I've been able to assimilate my involvement with the relationship and have been able to become a stronger resilient mother for my daughter. I have healthier boundaries now and have discovered self-respect. It's impacted every area of my life. I now have a new job, better relationships with friends and family and am more trusting of myself. Thanks again".*

Family C - *"The group has supported me through the toughest year of my life, helping me move my children's school, giving me advice. When my children were out of school we attended more of the groups and they were very accommodating and understanding to the girls, also supported me with challenges past the job description. Once I moved home my kids had been sleeping on mattresses on the floor, they provided vouchers so I could order a bed which was a relief and made such a difference and food packages, support phone calls and emotional support. MCFW is amazing and a lifeline for many. I can't rate it enough as it is the most supportive organisation that me and my family have ever had".*

What else you have told us

"It's helped me having someone to talk to, de-stress and emotional support".

"It is good to have someone there who is responsive and interested. I have asked for advice and the staff are very knowledgeable they are like an umbrella that directs you to the right services, unlike many other places that only know what their organisations does".

"Massive, I have not had any contact from other agencies since December and the calls and messages have been so important to me, I can't stress enough how important it has been to have someone to talk to about everything".

"Helped to talk to someone about all the worries, schooling, etc. Great to have re-assurance that I am not the only one struggling and that I'm doing ok".

"It's really nice, there is not any other group like it that continues to give support".

"Support to apply for a non-molestation order and application to National Centre for Domestic Violence."

"It really helps to know someone is there"

"There is someone there looking out for you."

"It's made me feel like I'm not isolated and that they are there when I need them".

"I have really missed having the group, so phone calls take some of that away. I have the numbers and know that I can call if I need to someone to talk to"

"It has been lovely to know that the Meadows team are still available during lockdown. The continued support has helped with my mental wellbeing and not feeling lonely"

"It has made a very good difference to my life and my children's lives. It has made me more confident in myself and parenting. I have gained friends and got my social life back. X"

"Someone to talk to and trust, that are not going to judge you whatever situation you are in."

"I don't feel alone to deal with difficult problems and difficult situations. The know-how of how to deal with the present life situation as a result of the past. I would describe the support as being a lifeline. The service and the team have been a God sent to me and my family. Thank you."

"The help was invaluable for me. I felt alone and didn't know what to do. My home life was deteriorating, and my daughters were in danger and the support helped me to make good decisions".

"Made me feel more confident to have support from all the staff".

"They've been amazing, knowing that the staff are there is really helpful."

"It's made a huge difference, stops the isolation, helps me not to go into depression spiral".

"It helped with anxiety around Covid and helped me not to feel isolated during lockdown along with practical support and just to have someone to talk to about problems".

"Group activities are therapeutic and a chance to meet new people who have been in similar situations, a place where you can feel safe and not judged. It gave me a social life. Activities were fun and informative".

"Support that I never want to lose, helpful to be in touch with people that understand what you are going through. It has kept my sanity really. I know that if I call staff and they will call me right back. If I need anything a food box or anything else I know that I can just call, and they will be there for me".

"It's been nice to have someone to message as it was hard to talk with my child being off school".

"Made us all so much happier, sleep much better with the amazing support. So thankful."

"Always helpful with listening to me rant, helping with any kind of debt that I have had. Helping to apply for help when I have needed something. Each staff member is kind and caring and patient and there to listen to any problem I may have, it's comforting to know that they are there if I ever need anything".

"I've received telephone calls from yourselves, that have helped me feel less isolated, nice conversations with caring staff, a kind ear when I have been worried about things and I've needed someone to talk to. Your support has made life a little easier for me to cope with leaving my old home, being in temporary accommodation during lockdown and moving to a new home. Which meant I could support my children better too. Thanks for all your support".

"The difference it has made to our lives is incredible and I am so grateful."

"I've really appreciated the food boxes; it has helped so much. I've had loads of support with emotional stuff and children challenges. The staff have kept me sane. Great to have someone I can call to say help me. I had to have an operation and staff set up a support group of other parents to support me whilst recovering. The packs and the zoom art were good, and it was good to see people. The zoom made me feel better. I'm so thankful to be in an area where there is so much support".

"When you have been through difficulties in life, it is nice to find people that understand what you are going through and if you have a breakdown, they don't say pull yourself together and get out of your pjs but help you find the first step to feeling better again."

"It was very helpful to me and helped me to keep in touch with other members etc. Nice to still keep in touch with family support workers too. The food boxes were gratefully received."

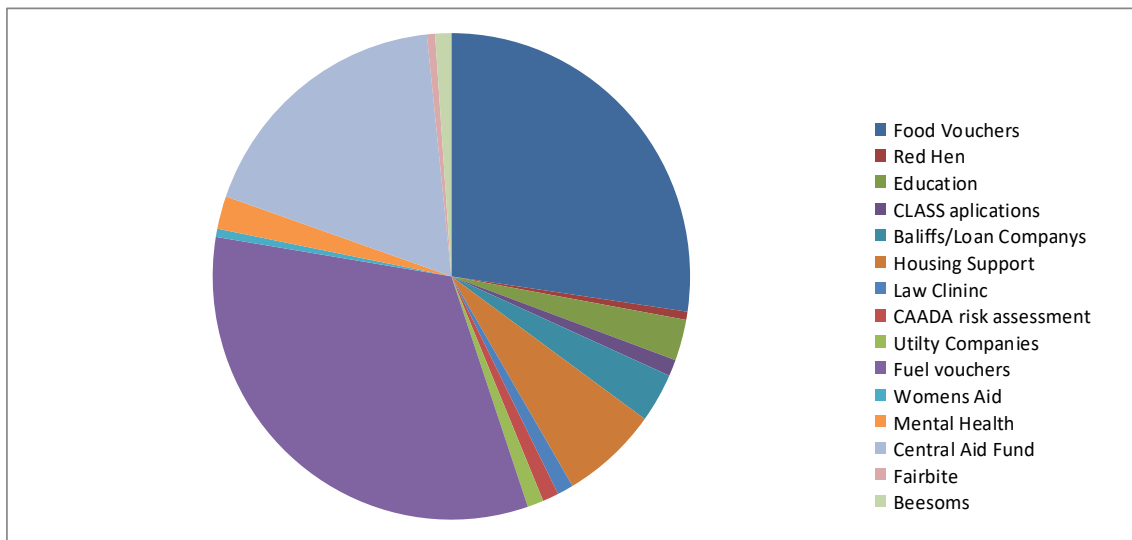
Feedback from the Freedom and Forever programme's

Woman A - *"I really appreciate the time and preparation that has gone into these programs, I wish I'd done it sooner. The ladies are always there to support and give advice. Thank you I just want to say thank you from the bottom of my heart! What you offer to us all in the group, and how you offer it, both with your unique and wonderful personalities and care is so comforting, nurturing and caring and supportive! You've helped me more than I feel I can express in words. Although topics of sessions are sometimes difficult, the group and environment you both help to create together is so powerfully uplifting, and a real boost to my own mental health, self-esteem and confidence! I've come so far, and I owe you both great thanks for allowing me to attend a space and providing the right environment where I felt able to grow in knowledge, self-awareness and understanding, but also where I could heal, make some wonderful friends, and feel better about myself around! I am forever grateful"*

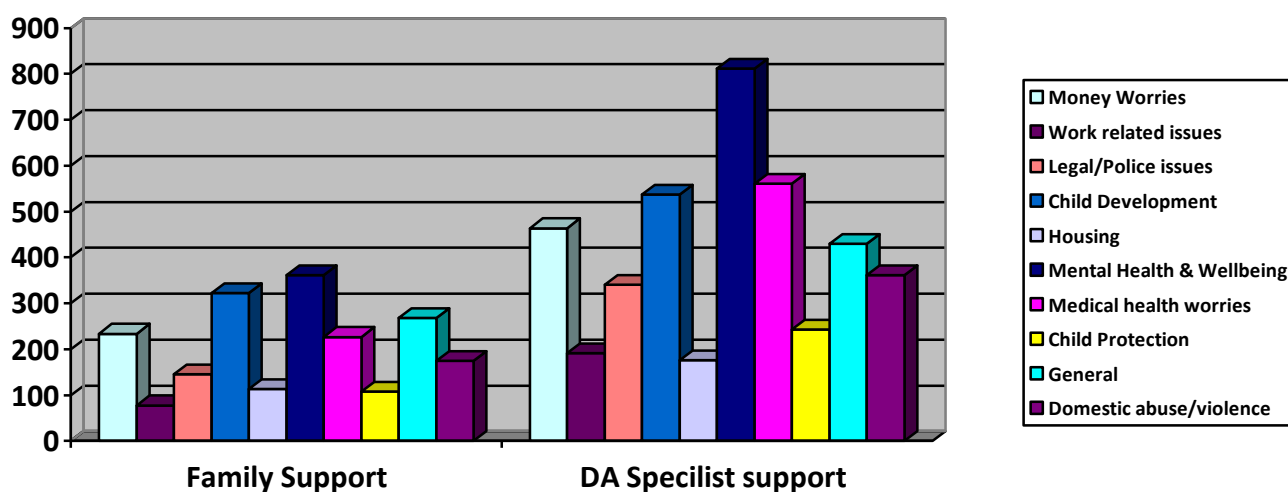
Woman B - *"The community support and confidentiality the group provides, along with the non/judgmental understanding, care and advice that is offered from both facilitators and members was invaluable. Attending the group and learning about abusive relationships and hearing other people's experiences allowed for me to not feel so alone in my journey or experience and has helped me to feel brave enough to be more honest about this with others. Just being in group, was like a breath of fresh air, seeing familiar smiling faces who get the struggles you are going through and who want to be there for you was so comforting. The group also offered a place for me to express my worries and concerns for moving forward and learning to trust myself again to make better decisions in relationships and helped me believe this was possible. It is such a valuable place for knowledge, understanding, friendship and support that I had so desperately needed".*

Woman C - *"I have a better understanding of abuse and how it might affect my children. I feel more connected with my kids as I better understand and listen to them. We spend more quality time together and i enjoy parenting more. I am planning to go to university as it is something I always wanted to do but I feel more confident now. I understand the importance of self-care and practice it daily".*

We have worked in partnership with many statutory and voluntary agencies and made referrals to the following agencies on behalf of families



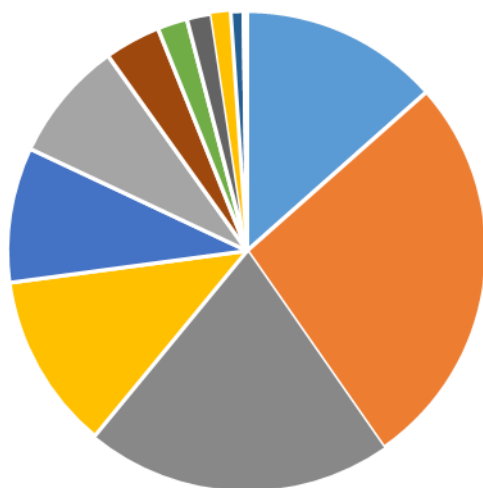
Types of Support



We have been part of 16 families Social Care and Early Help Hub plans during the year, we have kept families up to date with information by sending out broadcast messages and using our Facebook page. We have supported families in becoming part of research, working in partnership with Cambridge 2030 vision and Cambridge food bank, to shape services.

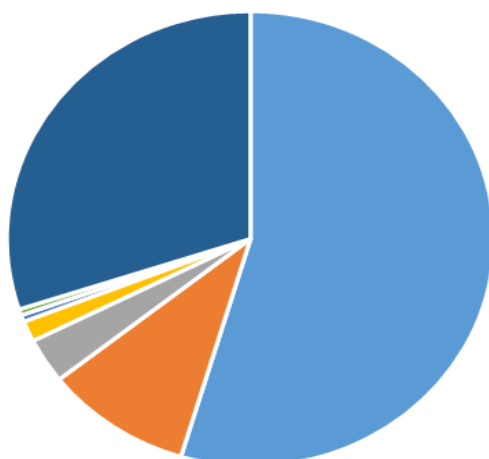
Money Matters for the year ending 31st March 2020

Income - £201,349



- Reserves at beginning of year - £31,336
- Cambridge City Council - Community Grants - £57,500 Area Committee £5,000
- The Big Lottery - £47,994
- Cambridgeshire Police and Crime Commissioner - £27,726
- CCF - Outlook £12,000, Covid £4,944, Hopkins Homes £2,500, other £1,800
- Peoples Postcode Lottery - £18,959
- The Peoples Health Trust - £8,799
- HMRC Job Retention Scheme - £4,706
- Small hardship grants - CAF £1969, Cam City Foodbank £1000, Tesco £500, Neighbourly fund £400
- ARM - £3,000
- Comic Relief - £2,000
- Other donations - £552

Expenditure - £162,835



- Staff costs (salaries, pension, training, travel) - £127,101
- Payments to families, vouchers and food boxes - £22,730
- Office, administration and IT equipment - £7,446
- Groceries, materials, special projects and equipment - £3,435
- Insurance - £1,110
- Rent - £1,013
- Money in bank at end of the year - £69,850

***Full set of End of year Accounts available on request**

Partnership working

To provide better joined up support for the families who attend our program of services we have worked in partnership with the following organisation

Cambridgeshire &
Peterborough

Adult and Children's
Social Care Social

NHS Health
professionals
Health Visitors
GP's
CAMH
Midwives

Cambridgeshire
County Council
Early Help Hub
Family Workers

Cambridge Law Clinic

Cambridge Women's
Aid

Community Fire
Champions

Citizens Advice Bureau

IDVA
ISVA
YPIDVA
Cambridgeshire and
Peterborough Safer
Communities
Partnership

Cambridgeshire
Constabulary

Local Education
Providers

Other local
Community Charities

Local housing
authorities and
housing associations

Cambridge City Food
Bank

Besom

Bobby scheme

A HUGE THANK YOU

To all our funders as without their support we wouldn't be able to continue to grow from strength to strength and support local families within their community.

***Cambridge City Council - Community Grants and Area Committee
The National Lottery Coronavirus Community Fund
Police and Crime Commissioner Cambridgeshire and Peterborough***

***Peoples Postcode Trust
The Peoples Health Trust Active Communities Programme***

***Cambridge City Foodbank
Tesco Bags of Help Covid 19 Communities Fund
Neighbourly Micro grant Covid-19 Community fund
ARM Ltd***

Ground work UK/Comic Relief

***Grants received through Cambridge Community Foundation –
Outlook Fund
Cambridgeshire Coronavirus Community Fund
Hopkins Homes Building Communities Fund***



*the Meadows
children and
family wing*



Registered Charity No 1075129 since 1997

**The Meadows Children and Family Wing
1 St Catharine's Road,
Cambridge
CB4 3XJ**

Office 01223 508144

Support staff - 07561 611326 / 07871 780921

fsw@mcfw.co.uk

familysupport@mcfw.co.uk

Life After Abuse 07735 747311 / 07871 780932

info@mcfw.co.uk

Admin 07857 970388

admin@mcfw.co.uk

The Meadows Children and Family Wing



THE MEADOWS CHILDREN

AND FAMILY WING

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

REGISTERED CHARITY NO: 1075129

THE MEADOWS CHILDREN AND FAMILY WING
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Contents	Page
Trustee's Report	1-2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the financial statements	6-8

Charity Number
1075129

Principal Address

C/O 1 St Catharine's Road
Cambridge
Cambridgeshire
CB4 3XJ

Independent Examiners

Teresa Reynolds FMAAT ATT
TJR Accounting Ltd
16 Mill Road
Waterbeach
Cambridge
CB25 9RQ

BANKERS

National Westminster Bank plc

**THE MEADOWS CHILDREN AND FAMILY WING
TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

TRUSTEES

S Doherty (Chair)	S May
P Beranova (Treasurer)	S Livermore
J Grant-Hotsuki (Secretary)	G Goodfellow
E Carruthers	C Thompson
M Ramsey	

The Trustees are re-elected annually at the AGM which was held on 19 November 2020

V Davey and E Pergande stepped down at the AGM which was held on 19 November 2020.

ADDRESS

1 St Catherine's Road
Cambridge
Cambridgeshire
CB4 3XJ

Legal Status

The charity is registered with the Charity Commission, registration number 1075129.
It was formed as an unincorporated association under a constitution adopted on
19th March 1997 and amended on 30th March 1999.

Objects

The objects of the charity, for the benefit of children and families in Cambridgeshire, are:

1. To educate families and the public in better standards of childcare, and in the importance of sound relations between parents and children for the maintenance and enrichment of family life.
2. The relief of poverty and the provision of recreational facilities or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life of persons having need of these facilities by reason of their youth, poverty, or social and economic circumstances.

Financial Review

The financial accounts for the year ended 31 March 2021 are set out on pages 4 to 8.

The charity has continued to receive support from the City Council, together with a number of other charitable trusts and grant making organisations. A full list of all grants received and details of expenditure are set out in notes 2 and 5 of the accounts. The Trustees are very grateful to all of these benefactors without whose help the project could not continue. Funding for the year to 31 March 2022 has been substantially secured, with the City Council and many others helping to ensure the continuance of the charity's work with families in our community.

**THE MEADOWS CHILDREN AND FAMILY WING
TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

Achievements and Performance

In normal times the Charity runs the following services:

Twice weekly family support drop-ins for families with pre-school aged children.

Courses to assist and support women at risk of domestic abuse and violence (Freedom Programme) - 12 weeks
Follow up courses for women who had already attended the Freedom Programme (Freedom Forever) - 10 weeks
Confidence building courses (All About Me) - 6 weeks

Weekly specialist drop in service for women affected by domestic violence.

Women led peer support and activity group for those affected by domestic abuse

Due to Covid19 and the restrictions this had on face to face meetings including the closure of the community centre for much of the year we were forced to change the way we delivered our services. We quickly came up with new ways of working and supporting our families and service users. We were able to provide support via telephone and on-line delivery platforms such as Whatsapp and Zoom. Our playworker delivered 2 weekly story sessions through Facebook and we have provided support including a number of courses, quizzes and support sessions over Zoom. When restrictions eased we met families and women outside through walk and talks and also in the Community Centre towards the end of 2020 before the most recent lockdown forced the centre to re-close.

Our family support workers continued to provide extensive support to a large number of families located in North Cambridge offering advice, guidance and support on many key areas such as child development, adult relationships, mental health and well being, medical issues and money concerns.

We were fortunate to receive additional emergency funding to support our work, and we thank all our funders for this money including the Big Lottery, Cambridgeshire Police and Crime Commissioner and the CCF. This funding enabled us to provide a high level of support during the pandemic including the supply of emergency food boxes, vouchers and payouts for families facing financial hardship.

Our Freedom Programme and Freedom Forever courses, together with the specialist drop in sessions are all run in small friendly groups and have helped women to be more aware of issues surrounding domestic violence and abuse so they recognise the signs and the impact this may have on both themselves and their children. It gives them the confidence and support to recognise and deal with the issues arising, and by meeting in small groups they are able to share experiences and provide support to each other. Our All About Me courses have enabled vulnerable women to gain confidence and improve their self esteem at an often difficult time in their lives. Whilst we were able to run a small number of courses over Zoom it cannot entirely replace face to face meetings. A number of our funders allowed us to carry over the funds to this financial year where we hope to restart our face to face courses and support sessions, albeit in a covid safe and managed way.

A full report of all our activities and achievements will be presented at the AGM.

Reserves Policy

The Trustees aim to hold reserves sufficient to pay at least one month's operating costs so that an orderly closure of the project could be achieved should this be necessary.

As at 31 March 2021 we held a balance of £15,135 in unrestricted reserves, equivalent to around 6 weeks normal operating expenses.

On behalf of the Board of Trustees:

SHARON LIVERMORE

Trustee name



Trustee signature

**THE MEADOWS CHILDREN AND FAMILY WING
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

I report on the accounts of the Meadows Children and Family Wing for the year ended 31 March 2021 which are set out on pages 4 to 8.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below:

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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



Teresa Reynolds FMAAT ATT
TJR Accounting Ltd
16 Mill Road
Waterbeach
Cambridge
CB25 9RQ

Date: 9.9.2021.

THE MEADOWS CHILDREN AND FAMILY WING
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds	Restricted funds	Total	Total
	Note	2021 £	2021 £	2021 £	2020 £
INCOME FROM:					
Donations		552	-	552	1,094
Charitable activities	2	-	200,797	200,797	125,857
Total Income		<u>552</u>	<u>200,797</u>	<u>201,349</u>	<u>126,951</u>
EXPENDITURE ON:					
Raising funds	3	-	10,231	10,231	10,654
Charitable activities	4	-	152,604	152,604	127,789
Total Expenditure		<u>-</u>	<u>162,835</u>	<u>162,835</u>	<u>138,443</u>
Net income/(expenditure)		552	37,962	38,514	(11,492)
Transfer between funds		-	-	-	-
Net movement in funds		<u>552</u>	<u>37,962</u>	<u>38,514</u>	<u>(11,492)</u>
Reconciliation of funds					
Total funds brought forward		14,583	16,753	31,336	42,828
Total funds carried forward		<u>15,135</u>	<u>54,715</u>	<u>69,850</u>	<u>31,336</u>

**THE MEADOWS CHILDREN AND FAMILY WING
BALANCE SHEET
AS AT 31 MARCH 2021**

		Unrestricted funds	Restricted funds	Total	Total
	Note	2021 £	2021 £	2021 £	2020 £
Current assets					
Cash at bank and in hand		15,135	50,766	65,901	31,124
Accrued Income		-	4,399	4,399	212
Current Liabilities					
Creditors		-	(450)	(450)	-
Net Assets		<u>15,135</u>	<u>54,715</u>	<u>69,850</u>	<u>31,336</u>
The funds of the charity					
Restricted income funds	6	-	54,715	54,715	16,753
Unrestricted income funds	7	15,135	-	15,135	14,583
		<u>15,135</u>	<u>54,715</u>	<u>69,850</u>	<u>31,336</u>

These financial statements were approved by the trustees on 9.9.2021 and signed on their behalf by:

SHARON LIVERMCEE

Trustee name



Trustee signature

THE MEADOWS CHILDREN AND FAMILY WING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Principal Accounting Policies

The financial statements comply with applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" published in March 2005. A summary of the material accounting policies and estimation techniques adopted follows.

Basis of preparation

The Board prepares its annual financial statements on the basis of historical cost.

Fund accounting

The charity maintains general unrestricted fund representing unrestricted income that is expendable, at the discretion of the trustees, in the furtherance of the objects of the charity. Grant income for specified projects is accounted for within restricted funds.

Incoming resources

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt.

Expenditure

Expenditure is charged to the statement of financial activities on a cash basis and is allocated as follows:

Direct charitable expenditure relates to expenditure incurred in the fulfilment of the objects of the charity.

Management and administration costs relate to expenditure incurred in compliance with constitutional and statutory requirements.

2. Income from Charitable Activities

	Unrestricted funds	Restricted funds	Total	Total
	2021	2021	2021	2020
	£	£	£	£
Cambridge City Council Community Grants	-	57,500	57,500	60,500
The Big Lottery	-	47,994	47,994	-
Cambridgeshire Police and Crime Commissioner	-	27,726	27,726	-
Peoples Postcode Lottery	-	18,959	18,959	-
CCF Outlook Fund	-	12,000	12,000	-
Cambridge City Council Area Committee	-	5,000	5,000	4,000
CCF Coronavirus Emergency Fund	-	4,944	4,944	-
HMRC Job Retention Scheme	-	4,706	4,706	212
The Peoples Health Trust	-	8,799	8,799	11,000
ARM	-	3,000	3,000	2,500
CCF Hopkins Homes	-	2,500	2,500	-
Groundworks Comic Relief	-	2,000	2,000	-
Central Aid	-	1,969	1,969	825
CCF Donation	-	1,800	1,800	-
Cambridge City Foodbank	-	1,000	1,000	-
Groundworks Tesco	-	500	500	-
Neighbourly Fund	-	400	400	-
Cambs County Council Innovate & Cultivate	-	-	-	29,686
Educational Services	-	-	-	7,705
Hayward Foundation	-	-	-	7,000
Charities Trust	-	-	-	1,000
CCF Children's Charity	-	-	-	1,000
Family Action	-	-	-	250
Student Rag	-	-	-	180
	-	200,797	200,797	125,858

The comparatives have been restated to include £212 claimed in April 2020 from the HMRC Job retention

THE MEADOWS CHILDREN AND FAMILY WING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

3. Fundraising activities

	Unrestricted funds	Restricted funds	Total	Total
	2021 £	2021 £	2021 £	2020 £
Salaries and NIC	-	9,967	9,967	10,376
Pension Contributions	-	214	214	218
Printing and Postage	-	50	50	60
	-	10,231	10,231	10,654

4. Charitable activities

	Unrestricted funds	Restricted funds	Total	Total
	2021 £	2021 £	2021 £	2020 £
Salaries and NIC	-	112,831	112,831	98,968
Payments to families, food boxes and vouchers	-	22,730	22,730	976
Office and IT expenditure	-	4,160	4,160	283
Materials	-	2,420	2,420	3,838
Telephone	-	2,326	2,326	1,060
Staff training	-	2,103	2,103	-
Pension contributions	-	1,853	1,853	1,530
Insurance	-	1,110	1,110	1,091
Rent	-	1,013	1,013	17,352
Special projects	-	822	822	337
Stationery, printing and postage	-	550	550	545
Accountancy	-	300	300	300
Equipment	-	152	152	134
Travelling and volunteer expenses	-	133	133	256
Memberships	-	60	60	86
Groceries	-	41	41	1,033
	-	152,604	152,604	127,789

5. Information regarding employees and trustees

	Total 2021 £	Total 2020 £
Gross wages	117,330	104,980
Employer's National Insurance	5,468	4,364
Pension Contributions	2,067	1,748
	124,865	111,092

The average number of employees was 9 (2020:10)

THE MEADOWS CHILDREN AND FAMILY WING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

6. Restricted Funds

	Balance as at 1 April 2020 £	Income £	Expenditure £	Balance as at 31 March 2021 £
Cambridge City Council Community Grants	-	57,500	52,568	4,932
The Big Lottery	-	47,994	47,994	-
Cambridgeshire Police and Crime Commissioner	-	27,726	27,726	-
The Peoples Health Trust	2,382	8,799	11,181	-
Cambridge City Council Area Committee	-	5,000	5,000	-
CCF Coronavirus Emergency Fund	-	4,944	4,944	-
HMRC Job Retention Scheme	-	4,706	4,706	-
CCF Outlook Fund	-	12,000	2,927	9,073
Central Aid	425	1,969	1,794	600
ARM Family Fund	469	3,000	1,478	1,991
Barbara Ward Childrens Foundation	1,227	-	1,017	210
Cambridge City Foodbank	-	1,000	1,000	-
Groundworks Tesco	-	500	500	-
Peoples Postcode Lottery	-	18,959	-	18,959
Hayward Foundation	7,000	-	-	7,000
ARM (CCF)	3,000	-	-	3,000
CCF Hopkins Homes	-	2,500	-	2,500
Groundworks Comic Relief	-	2,000	-	2,000
CCF Donation	-	1,800	-	1,800
Cambridge Childrens' Charity Week Fund	1,000	-	-	1,000
Charities Trust	1,000	-	-	1,000
Neighbourly Fund	-	400	-	400
Family Action	250	-	-	250
	<u>16,753</u>	<u>200,797</u>	<u>162,835</u>	<u>54,715</u>

Emergency Covid Funding

The Big Lottery, CCF, Tesco, Police and Crime Commissioner, HMRC Job Retention Scheme.

Grants to support family drop ins and core activities

Cambridge City Council Community Grants and Area Committee, Student Rag, Barbara Ward and Childrens Charity Week, ARM.

Grants to support the domestic violence and confidence courses and specialist drop ins:

The Peoples Health Trust, Cambridge City Council Community Grants, Peoples Postcode Lottery Outlook Fund, Hayward Foundation, Hopkins Homes, Comic Relief

Central Aid and Family Action grants were received for specific individuals in need and paid out in the form of emergency grants

7. Unrestricted Funds

Balance at 1 April 2020	14,583
Surplus for the year	552
Balance at 31 March 2021	<u>15,135</u>

**THE MEADOWS CHILDREN AND FAMILY WING
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

I report on the accounts of the Meadows Children and Family Wing for the year ended 31 March 2021 which are set out on pages 4 to 8.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below:

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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



Teresa Reynolds FMAAT ATT
TJR Accounting Ltd
16 Mill Road
Waterbeach
Cambridge
CB25 9RQ

Date: 9.9.2021.