



*the Meadows  
children and  
family wing*



## The Meadows Children and Family Wing

### Annual General Meeting Report April 2021 – March 2022



**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 – ***to be approved by those present at the last AGM***
4. Report to read by the Chairperson Sharon Doherty
5. Presentation of the Annual Report - ***and any questions***
6. Financial Report to be read by Julie Wentworth - ***and any questions***
7. Election of Trustees and Officers
8. A.O.B.
9. Date of next Management Committee Meeting – ***Thursday 19<sup>th</sup> January 2023 time TBC***



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 local community.

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  
governed by its Constitution dated  
19<sup>th</sup> January 2004.**

## **The Meadows Children and Family Wing**

### **Minutes of the Annual General Meeting Thursday 4<sup>th</sup> November 2021**

1. **Welcome:** Sharon, the Chairperson, welcomed all and brief introductions took place.
2. **Attendance:** Suzie Buttress, Simon Kerrs, Sharon Doherty, Junko Grant-Hotsuki, Jo Hunt, Zhara Jawad, Stacey May, Claire Thompson, Sharon Livermore, Julie Cornwell, Ro, Petra Jackman, Suzie Rodgers, Kathy Murphy, Maria David and Sally Page.  
**Apologies:** Simon Humphries, Louise Walker, The Cog Wheel Trust, Lindsey Dorrington, Nicki Phillipson, Angelina Muller and Jackie Hanson  
**Staff in attendance:** Michele Wright, Julie Wentworth, Donna Raynor and Lynn Tumber
3. **Minutes of the last AGM dated 19<sup>th</sup> November 2020:** these were read and approved as an accurate account proposed by Sharon Doherty and seconded by Simon Kerrs
4. **Chairpersons report:** Sharon read through her report
5. **Presentation of the Annual General Report:** Sharon ensured all attendees had a copy of the report to hand. Sharon highlighted the parent / adult feedback running through the report saying how great it is to read these comments showing the impact of our work. Sharon drew everyone's attention to the levels of support being sought noting mental health concerns being the highest level and the staggering number of phone contacts that had been made throughout the year. Sharon read through all the names of the Charity's funders, giving sincere thanks to them all, saying that without their grants we could not provide our work
6. **Annual Accounts:** The annual Accounts were presented by Julie Wentworth who gave a summary of the income and expenditure, explaining the increase in funding received through additional Covid-19 grants. In total we had 17 funders with Cambridge City Council being the largest funder for the universal family support drop-ins with The Police and Crime Commissioner Cambridgeshire and Peterborough along with other grant funders providing vital additional funding for our domestic abuse work. Julie highlighted the use of the Government Furlough scheme and the significant reduction in rent payments, due to lockdowns / home working, which grant funders kindly permitted us to repurpose to further support families throughout the challenging year or to carry forward into the next financial year. 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 notified everyone that a full set of accounts are readily available for anyone to see. Julie asked for any questions on the accounts – none were asked.
7. **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 Petra Jackman    Seconded by Claire Thompson  
Sharon was congratulated on her appointment and resumed chairing the rest of the elections and meeting.  
**Secretary: Junko Grant-Hotsuki**  
Nominated by Stacey May    Seconded by Sharon Doherty  
**Treasure: Petra Jackman**  
Nominated by Sharon Doherty    Seconded by Sharon Livermore  
**Vice Chairperson: Claire Thompson**  
Nominated by Sharon Doherty    Seconded by Petra Jackman  
**Trustees:** The following Trustees were nominated by Sharon Doherty and seconded by Petra Jackman on mass  
**Trustees –**  
**Sharon Livermore**  
**Angelina Muller**  
**Stacey May**  
**Zhara Jawad**  
**Michelle Ramsey**
8. **A.O.B.:** Michele gave thanks to Simon Kerrs and the students from Anglia Ruskin University for their support and the production of an evaluation report on our Domestic abuse work. Simon said we were very welcome, gave thanks for enabling the students to undertake this work and said they are still talking about it. Claire Thompson, Jo Hunt and Sally Page requested a copy of the report to be sent to them. There was no other business.
9. **Date of next Management Committee meeting:** This was set for 6pm on Thursday 25<sup>th</sup> November 2021 via Zoom
10. Sharon thanked everybody for attending and formally closed the annual general meeting.

## Report from Chair of The Management Committee

Sharon Doherty

The Meadows Children and Family Wing Charity have carried out amazing support this year, to an excellent level. The staff have shown understanding and flexibility in the adjustments post Covid-19. We are offered a small glimpse into the commitment the staff offer the project in the way they have managed these adjustments. It is this commitment that makes the difference in each and every families life, the support is delivered in a professional manner with empathy and unconditional positive regard.

Due to the flexibility and generosity of our funders, staff were able to continue working remotely to support families during the tail end of the Covid-19 restrictions. Staff continued the walk and talk sessions and regular phone calls alongside WhatsApp groups, Zoom sessions and YouTube videos shared on our Facebook page and sent directly to families who don't access social media until around June 2021. This is when restrictions began to lift and, with a few numbers to begin with, staff were able to meet face to face with each other and families again. Staff continued to work in a hybrid fashion switching between face to face sessions while continuing remote work to ensure they reached as many families as possible.

Families reported the support they found most useful was the phone calls, because these calls for some broke the isolation of the restrictions. During this year staff contacted families via calls or WhatsApp messages 5236 times. The project was able to provide 120 Christmas hampers, along with smaller Christmas parties celebrations.

One message the project has portrayed throughout the pandemic is the importance of mental health and wellbeing, and as we come out of the pandemic this message is more critical than ever, in the small amount of time we have been face to face this year, we have had 167 new families coming for support and other local City residents who have been signposted to us for support during this difficult time.

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

### 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 programme 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 programme 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 4<sup>th</sup> November 2021

**Chairperson:** Sharon Doherty

**Secretary:** Junko Grant-Hotsuki

**Treasure:** Petra Jackman

**Vice Chairperson:** Claire Thompson

**Trustees –** Sharon Livermore  
Angelina Muller  
Stacey May  
Zhara Jawad  
Michelle Ramsey

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. Through Trustees and Volunteers, who give many hours of ongoing commitment, we can ensure that these vital services are available to women and local families.



## The Team

**Project Manager and Course Facilitator** - Michele Wright

**Fundraiser / Development Worker and Course Facilitator** – Lynn Tumber

**Bookkeeper** - Julie Wentworth

**Administrator** – Justina Gaikwad

**Family Support Workers** – Donna Rayner and Lina Davey

**Playworkers** – Duncan Gaffney and Victoria Simpson

**Crèche workers** – Rosa Apuzzo-Jeanes, Victoria Simpson, Justina Gaikwad and Lauren Barnes



## Our Service provisions

### 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**

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 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'***

**These programme's are open to any women who wishes to learn more about the reality of domestic abuse and how to move forward.**

The main aims of the Freedom and Freedom and Forever 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 – 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 lockdown and returning to face-to-face services

We started the financial year with some Covid restrictions still in place, we continued with a mixture of remote working, face to face sessions, walk and talks and zoom activities. As of June, we were able to reopen activities with restrictions in place, so we operated a booking in service, then slowly we were able to increase the numbers to sessions as restrictions were lifted. With the limited spaces permitted within sessions staff continued providing remote support, YouTube story links, zoom quizzes during the day and evenings and walk and talks. We would like to take this opportunity to sincerely thank all our funders for their understanding, flexibility and support throughout the health pandemic and permitting us to be flexible during this time enabling us to continue supporting women, families and children

Again due to restrictions in place 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.

## Christmas

With support from Cambridge City Foodbank, Cambridge City Council and Cambridge Sustainable Food **120** Christmas hampers and fruit and vegetable bags were given out to families. These went to households consisting of a total of **333** adults and children.

We were able to have smaller Christmas parties this year and Santa came along for a visit and all children received a gift. Cambridge Central Aid applications enabled us to provide an amazing **£2,975** in supermarket vouchers to families to help them purchase food and presents.



## Additional Support

We have provided **39 food boxes** which were delivered to family's homes and **£500 of supermarket vouchers to those in need.**

We have promoted the Cambridgeshire County Council Household support fund to all our families and applied for this support for **16 families.**

## Attendance numbers

As we returned to face-to-face sessions within the Meadows on 8<sup>th</sup> June 2021 under Covid safety practices we offered a booking system for families and women to attend face to face sessions and staff continued offering a mixture of remote homeworking / walk and chat / face to face / zoom sessions.

Across all our activity provision we have supported **357 adults** who have in total between them **440 children.**

**167** new families accessed support from us during the year

In total we have been in contact with families **5,236** times either by the phone text or WhatsApp messages.

## Annual survey Comments

### We asked beneficiaries what difference has support from the Meadows made to you?

**"A big, big difference, a staff member came to meetings with me and explained what forms I need to fill in but also helped to fill them in"**

**"Having someone to share with and then feeling lighter afterwards"**

**"A massive difference I don't feel so isolated, being able to discuss things I need a different perspective on"**

**"You feel supported that they are there when you need them, I'm less loneliness, before I felt like I didn't know what to do or where to go but now I do"**

**"I've only been coming for a couple of weeks but so far its flawless"**

**"It's been nice to have someone to talk to about different things"**

**"Me and extended family all had covid and I had no support network in place, but the meadows supported me through it all"**

**"I've had financial support with food, interaction with people and gets me out of the house to get support"**

**"I've never felt so welcome anywhere, I always feel great when I've been there and my children also like it there, the other ladies on the course are also really nice"**

**"My life has completely changed as staff wrote a support letter, so we were able to move"**

**"Life is easier, I have someone to turn to if I can't speak to anyone else"**

**"The fact that I can call up any time and will not be dropped from the service is really helpful as the support from other organisations stops after a certain time"**

**"During the lock down, you were like a lifeline to us, helping me to know where to get food and giving advice and support"**

**"I didn't have a bed and they got me money so I could buy one, I am also less lonely"**

**"They have been amazing, we have had an awful year, we both lost our jobs due to Covid, had 3 deaths in the family all whilst trying to look after our family. They helped us in every way, from a random text to see how we are to foodbank vouchers, help with Christmas food and presents. We are proud and hate to ask for help, but they made us feel ok, unjudged and in our darkest times just so helpful and caring! They are amazing! I can't think or put into words how lovely and helpful they are. I really don't think they know how much they have helped! So grateful"**

**"A bit more at ease and relaxed, it was all very tense especially when my daughter was self harming"**

**"It is huge support, it is a safe place where I can go and be myself, it gives me structure for the week and helps me to get up in the morning. I have depression and anxiety, so it is nice to be able to go and do craft activities and feel safe"**



**“It’s made me feel validated and that I wasn’t alone and there were people there for me”**

“Knowing that support is available is reassuring, I felt that I was heard and any concerns I had they were there to try and help. The best support that I have had. They have more understanding of what I have been through than any of the other organisations”

**“Just knowing what’s on offer in the area and how they always keep in touch”**

“It is my life; it is like a family”

**“It has made me feel supported and not alone in my situation, it makes me feel safer and the team are very understanding. Your friends don't always understand, but they always understand where you are coming from. No matter how many thousands of people they are supporting, they always make time for you”**

“I've met so many women in the groups so that I now have friends and I am able to see the red flags in everyday life. This year has been really good, and I think that the Meadows has been partly responsible for that”

**“By doing the courses I feel like I’m not alone”**

“It made realise that what I had experienced was not normal”

**“It helped me to close the door on the emotional stuff, a lot of which I didn't even know was still there. It changed things completely and empowered me. I have only positive things to say about the course”**

“My anxiety has gone down a lot. I can sleep now, before I would wake about 3 in the morning and it has helped me to be assertive with different agencies. It has helped me to pick carefully about who I share with. I feel that I am able to point others to where to get support”

**“The Freedom program helped to give me strength”**

“I don't know where I would be without the support of everyone. It has been incredible to finally understanding and be able to move on and be the best parent I can”

**“A big difference, if I need anything there is always someone there to give support”**

“It’s made me think about my choices differently. I now look at things differently when thinking about going into a relationship I am more careful”

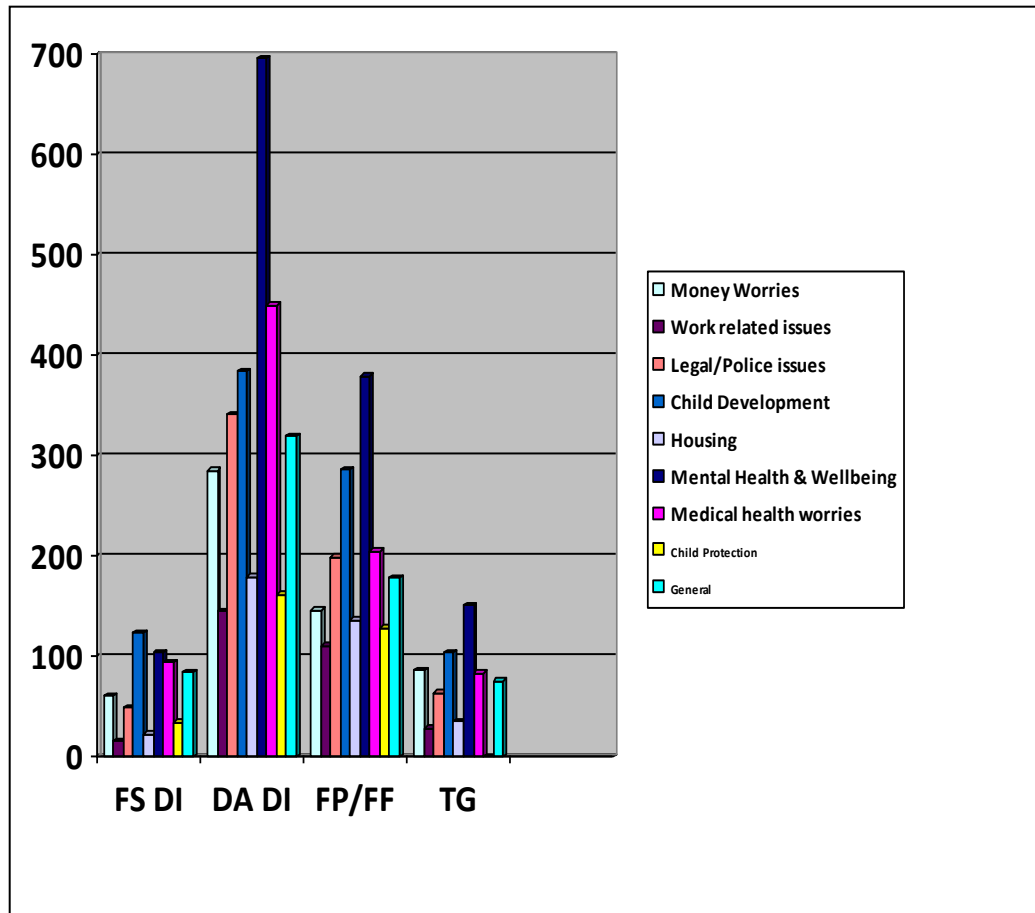
**“It has had a huge impact, I have more confidence, it has made me realise that there were many people who have been through the same situation which really helped.**

“Massive amount of help, I wouldn't have got through the last through years if it wasn't for the support”

**“It has made me more aware of my situation and much stronger, great practical support, such a great help”**

## Types of Support sought within all our activities

The chart below shows the rates and the types of support from all our service provision (Family Support drop-in (FS DI) / Domestic Abuse drop-in (DA DI) / Freedom and Freedom Forever courses (FP/FF) / Together (TG)



## Partnership working

To be able to provide joined up support for the families and women who attend our services we have worked in partnership with the following organisations

Bobby scheme  
 Health partners including, Health Visitors, GP's, CAMH, Union House, Midwives  
 Women's Aid  
 Cambridgeshire County Council Early Help Hub, Adult and Children's Social Care Social  
 Local Education Providers  
 Citizens Advice Bureau  
 Cambridgeshire Constabulary  
 Domestic Abuse and Sexual Violence Partnership and Independent Domestic Violence Advisors  
 Besom in Cambridge  
 Cambridge Aid  
 Local housing authorities and housing associations  
 The Red Hen Project  
 Cambridge Community Safety Partnership  
 ARU Cambridge Law Clinic  
 Cambridge City Food Bank and Cambridge Sustainable food  
 Fitzwilliam museum  
 Kobe University Japan  
 Other local Community Charities  
 Cambridge City Council

## Referrals undertaken

- 71 x Foodbank vouchers
- 4 x FairBite referrals
- Provided 26 x Supermarket vouchers
- 13 families have received financial support from our own Emergency family fund
- 64 families have had applications for funding to Cambridge Aid for white goods/clothing
  - 33 x Christmas funding from Cambridge Central Aid
  - 5 x referrals to Cambridge Rape Crisis
  - 2 x referrals to Besom in Cambridge
  - 16 x Housing Support Fund applications

**This year we have been part of 38 family's professional meetings including: Child In Need/Protection, Early Help Hub Team around the family**

## What beneficiaries told us they found helpful

- All of it
- Structure and routine
- Coming to the courses
- It being a safe place
- They go away and found out information that is useful
- Emotional support
- Reassurance
- Food vouchers and food boxes
- Craft packs and activities
- Lunch
- Kindness
- Non judgmental
- Support with debt and budgeting
- Looking for course further education / CV / applying for jobs
- Advice
- Consistency
- Check calls
- Funding to get items we needed
- Attendance at meetings
- Support letters
- Phone support
- The walk and chat
- To be able to call
- Just to be listened to

***"It's been so great to have someone on the end of the phone just to bring some perspective to things or just to listen. I know I've not used the service as much as others, but I know it is there is a great comfort. Sometimes there is just no one else that gets it and can listen without judging or passing comment. It's amazing and I thank you all for being there!"***

***"That they know when you aren't ok, and they are really easily to talk to"***

***"The emotional support was crucial and fantastic"***

***"All the support is helpful, and someone is there if I need advice"***

***"Doing the freedom course and knowing that they were there if I needed them"***

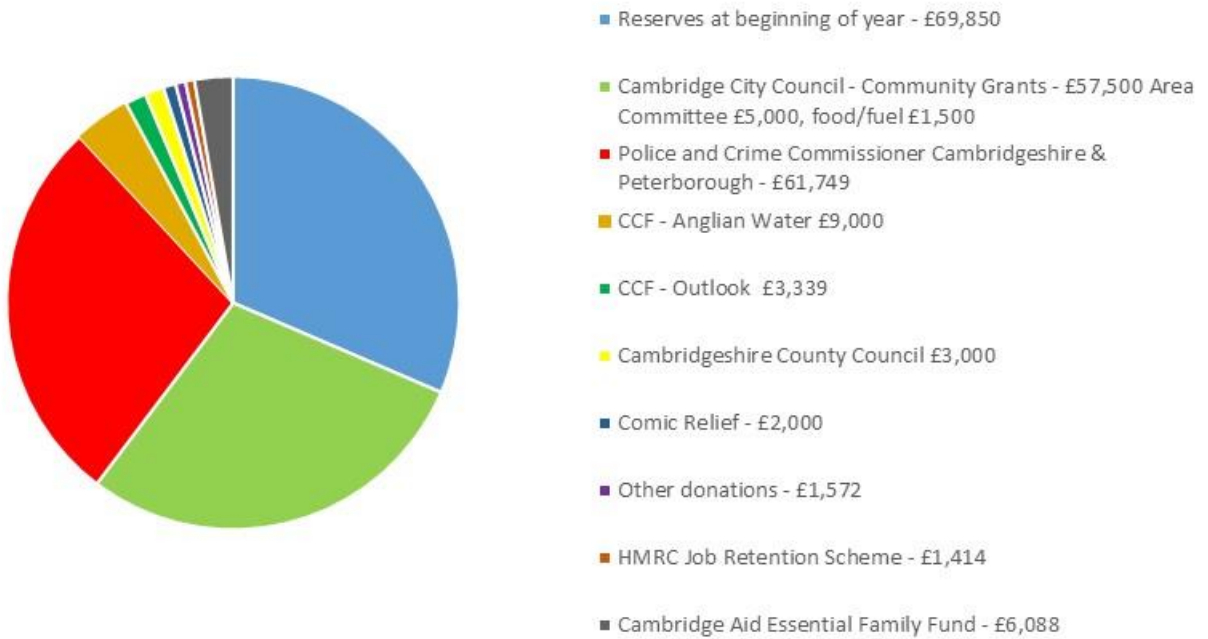
***"I found it really helpful that I can just contact them"***

***"All of it, the phone conversations to talk things out, knowing that the drop in is there if I need it"***

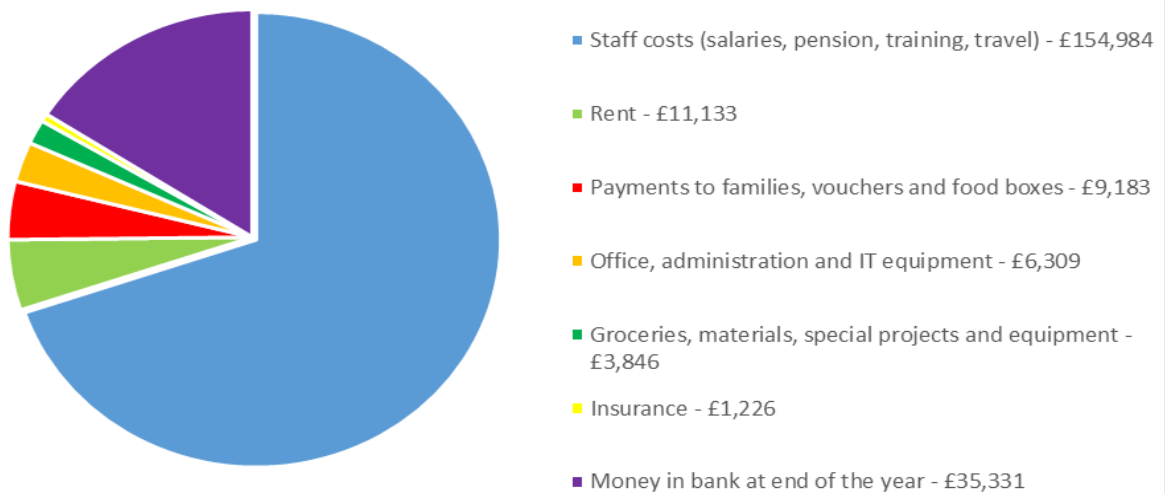
***"If they are unable to help with something they always point you in the right direction to get the help"***

## Money Matters for the year ending 31<sup>st</sup> March 2022

### Income - £152,162



### Expenditure - £186,681



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

## **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 and women within the community.

*Cambridge City Council - Community Grants and Area Committee*

*Police and Crime Commissioner Cambridgeshire and Peterborough*

*Cambridgeshire County Council*

*Peoples Postcode Lottery*

*Charles Hayward Foundation*

*Comic Relief Community Fund (England)*

*We acknowledge the grants we have received from Anglian Water Positive Difference, Outlook fund and Hopkins Homes, charitable funds managed by Cambridge Community Foundation*

## **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 and the cost of living crisis, in a person centered and timely manner

To continue using new, streamlined, and innovative ways of working that were developed throughout the health pandemic to enhance our service provision.

## **We are moving**

During February we will be relocating to the newly built Meadows Community Centre, we will have a new address as of February 2023

***The Meadows Children and Family Wing – 299 Arbury Road, Cambridge, CB4 2JL***

***Registered Charity No 1075129***

***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](mailto:fsw@mcfw.co.uk) or [familysupport@mcfw.co.uk](mailto:familysupport@mcfw.co.uk)***

***Life After Abuse 07561611325 / 07871 780932 [info@mcfw.co.uk](mailto:info@mcfw.co.uk)***

***Admin 07857 970388 [admin@mcfw.co.uk](mailto:admin@mcfw.co.uk)***

***Fundraising [fundraiser@mcfw.co.uk](mailto:fundraiser@mcfw.co.uk)***



**THE MEADOWS CHILDREN**

**AND FAMILY WING**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**REGISTERED CHARITY NO: 1075129**

**THE MEADOWS CHILDREN AND FAMILY WING  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**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 2022**

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**TRUSTEES**

S Doherty (Chair)	S May
P Beranova (Treasurer)	S Livermore
J Grant-Hotsuki (Secretary)	A Muller
C Thompson (Vice Chair)	Z Jawad
M Ramsey	

The Trustees are re-elected annually at the AGM which was held on 4 November 2021

G Goodfellow and E Carruthers stepped down at the AGM which was held on 4 November 2021

**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 2022 are set out on pages 4 to 8.

The Charity has continued to receive financial support from Charitable Trusts and grant giving 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.

**THE MEADOWS CHILDREN AND FAMILY WING  
TRUSTEE'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2022**

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**Achievements and Performance**

Due to the continuing health pandemic this year it has been another challenging year for most but we are delighted to report that the Charity has been able to continue meeting increased demands for activities and services, supporting women, and their children, who are survivors of domestic abuse and local families throughout.

Many of our activities were provided remotely initially but gradually, throughout the year, we have been able to increase the face to face work, ending the year being open to a pre-covid level whilst still offering remote support to those requiring it.

**Our Programme of charitable activities:**

Twice weekly family support drop-ins  
Weekly specialist domestic abuse drop-in  
The Freedom Programme  
The Freedom Forever Programme  
'All About Me' Course  
Peer to Peer support group  
Outreach, phone support, advocacy and 1-1 support

Our support staff have continued to provide extensive practical and emotional support, guidance, advice, advocacy and skill development on areas including domestic abuse, relationships, child development, debt management, positive parenting, mental health and well-being. 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 2022 we held a balance of £16,707 in unrestricted reserves, equivalent to around 6 weeks normal operating expenses.

**Looking to the Future**

Funding for the year to 31 March 2023 has been substantially secured, with Cambridge City Council, Police and Crime Commissioner Cambridgeshire and Peterborough and many others helping to ensure the continuance of the charity's work with women, children and families in our community.

On behalf of the Board of Trustees:

Trustee name

Sharon DOHERTY  
PETRA JACKMAN

Trustee signature




**THE MEADOWS CHILDREN AND FAMILY WING  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2022**

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I report on the accounts of the Meadows Children and Family Wing for the year ended 31 March 2022 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: 15/9/22.



**THE MEADOWS CHILDREN AND FAMILY WING  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022**

		Unrestricted funds	Restricted funds	Total	Total
	Note	2022 £	2022 £	2022 £	2021 £
<b>INCOME FROM:</b>					
Donations		1,572	-	1,572	552
Charitable activities	2	-	150,590	150,590	200,797
<b>Total Income</b>		<u>1,572</u>	<u>150,590</u>	<u>152,162</u>	<u>201,349</u>
<b>EXPENDITURE ON:</b>					
Raising funds	3	-	10,788	10,788	10,231
Charitable activities	4	-	175,893	175,893	152,604
<b>Total Expenditure</b>		<u>-</u>	<u>186,681</u>	<u>186,681</u>	<u>162,835</u>
Net income/(expenditure)		1,572	(36,091)	(34,519)	38,514
Transfer between funds		-	-	-	-
Net movement in funds		<u>1,572</u>	<u>(36,091)</u>	<u>(34,519)</u>	<u>38,514</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		15,135	54,715	69,850	31,336
Total funds carried forward		<u>16,707</u>	<u>18,624</u>	<u>35,331</u>	<u>69,850</u>

**THE MEADOWS CHILDREN AND FAMILY WING  
BALANCE SHEET  
AS AT 31 MARCH 2022**

		Unrestricted funds	Restricted funds	Total	Total
	Note	2022 £	2022 £	2022 £	2021 £
<b>Current assets</b>					
Cash at bank and in hand		16,707	35,624	52,331	65,901
Accrued Income		-	-	-	4,399
<b>Current Liabilities</b>					
Creditors		-	-	-	(450)
Deferred Income		-	(17,000)	(17,000)	-
<b>Net Assets</b>		<u>16,707</u>	<u>18,624</u>	<u>35,331</u>	<u>69,850</u>
<b>The funds of the charity</b>					
Restricted income funds	6	-	18,624	18,624	54,715
Unrestricted income funds	7	16,707	-	16,707	15,135
		<u>16,707</u>	<u>18,624</u>	<u>35,331</u>	<u>69,850</u>

These financial statements were approved by the trustees on 15/09/22 and signed on their behalf by:

Trustee name

SARON Doherty

Trustee signature



**THE MEADOWS CHILDREN AND FAMILY WING**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**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
	2022	2022	2022	2021
	£	£	£	£
Cambridge City Council	-	64,000	64,000	62,500
Police & Crime Commissioner Cambridgeshire & Peterborough	-	61,749	61,749	27,726
Cambridgeshire Community Foundation Anglian Water	-	9,000	9,000	-
Cambridge Aid	-	6,088	6,088	1,969
Cambridgeshire Community Foundation Outlook Fund	-	3,339	3,339	12,000
Cambridgeshire County Council	-	3,000	3,000	-
Groundworks Comic Relief	-	2,000	2,000	2,000
HMRC Job Retention Scheme	-	1,414	1,414	4,706
The Peoples Health Trust	-	-	-	8,799
The Big Lottery	-	-	-	47,994
Peoples Postcode Trust	-	-	-	18,959
Cambridgeshire Community Foundation Coronavirus Emergency Fund	-	-	-	4,944
ARM Family Fund	-	-	-	3,000
Cambridgeshire Community Foundation Hopkins Homes	-	-	-	2,500
Cambridgeshire Community Foundation Donation	-	-	-	1,800
Cambridge City Foodbank	-	-	-	1,000
Groundwork Tesco Bags of Help	-	-	-	500
Neighbourly Fund	-	-	-	400
	-	150,590	150,590	200,797

**THE MEADOWS CHILDREN AND FAMILY WING**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**3. Fundraising activities**

	Unrestricted funds	Restricted funds	Total	Total
	2022 £	2022 £	2022 £	2021 £
Salaries and NIC	-	10,510	10,510	9,967
Pension Contributions	-	228	228	214
Printing and Postage	-	50	50	50
	-	10,788	10,788	10,231

**4. Charitable activities**

	Unrestricted funds	Restricted funds	Total	Total
	2022 £	2022 £	2022 £	2021 £
Salaries and NIC	-	141,220	141,220	122,798
Rent	-	11,133	11,133	1,013
Payments to families, food boxes and vouchers	-	9,183	9,183	22,730
Office and IT expenditure	-	3,276	3,276	4,160
Pension contributions	-	2,614	2,614	2,067
Materials	-	2,271	2,271	2,420
Telephone	-	1,389	1,389	2,326
Groceries	-	1,345	1,345	41
Stationery, printing and postage	-	1,234	1,234	550
Insurance	-	1,226	1,226	1,110
Accountancy	-	300	300	300
Travelling and volunteer expenses	-	262	262	133
Equipment	-	230	230	152
Staff training	-	150	150	2,103
Memberships	-	60	60	60
Special projects	-	-	-	822
	-	175,893	175,893	162,785

**5. Information regarding employees and trustees**

	Total 2022 £	Total 2021 £
Gross wages	143,256	117,330
Employer's National Insurance	8,474	5,468
Pension Contributions	2,842	2,067
	154,572	124,865

The average number of employees was 9 (2021:9)



**THE MEADOWS CHILDREN AND FAMILY WING  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**6. Restricted Funds**

	Balance as at 1 April 2021 £	Income £	Expenditure £	Balance as at 31 March 2022 £
Police & Crime Commissioner Cambridgeshire & Peterborough	-	61,749	61,749	-
Cambridge City Council	4,932	64,000	65,462	3,470
Peoples Postcode Trust	18,959	-	18,959	-
Cambridgeshire Community Foundation Anglian Water	-	9,000	9,000	-
Cambridgeshire Community Foundation Outlook Fund	9,073	3,339	9,073	3,339
Charles Hayward Foundation	7,000	-	7,000	-
Cambridge Aid	600	6,088	6,338	350
Groundworks Comic Relief	2,000	2,000	4,000	-
Cambridgeshire Community Foundation Hopkins Homes	2,500	-	2,500	-
HMRC Job Retention Scheme	-	1,414	1,414	-
ARM Family Fund	1,991	-	1,186	805
ARM (Cambridge Community Foundation)	3,000	-	-	3,000
Cambridgeshire County Council Innovate & Cultivate	-	3,000	-	3,000
Cambridgeshire Community Foundation 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
Barbara Ward Childrens Foundation	210	-	-	210
	<u>54,715</u>	<u>150,590</u>	<u>186,681</u>	<u>18,624</u>

**Grants to support family drop ins and core activities**

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

**Grants to support the domestic abuse support:**

Cambridgeshire Police and Crime Commissioner, The Peoples Health Trust, Cambridge City Council. Peoples Postcode Lottery, Outlook Fund, Charles Hayward Foundation, Hopkins Homes, Comic Relief

**Emergency Covid Funding**

HMRC Job Retention Scheme.

Cambridge Aid and Family Action grants were received for specific individuals in need and paid out in the form of emergency grants to service beneficiaries

In addition to the above we also received funding in advance for 2022-23 of £10,000 from Cambridge City Council and £7,000 from Charles Hayward Foundation. This has been recorded as deferred income in these accounts and will be recognised as income in the 2022-23 financial statements.

**7. Unrestricted Funds**

Balance at 1 April 2021	15,135
Surplus for the year	1,572
Balance at 31 March 2022	<u>16,707</u>



**THE MEADOWS CHILDREN AND FAMILY WING  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2022**

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I report on the accounts of the Meadows Children and Family Wing for the year ended 31 March 2022 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: 15/9/22.