

REGISTERED COMPANY NUMBER: 03773810 (England and Wales)
REGISTERED CHARITY NUMBER: 1076830

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
TRADING AS FAMILY WELFARE**

Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
TRADING AS FAMILY WELFARE**

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for the Year Ended 31 December 2020**

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**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
TRADING AS FAMILY WELFARE**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
TRADING AS FAMILY WELFARE**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity is a long established Christian organisation whose membership is drawn from across the churches and communities of the Wigan Borough. Working in partnership the charity seeks to serve the whole community, of all faiths and none, by celebrating the gift of family life in all its variety and helping heal where it is bruised and broken.

The services we offer focus on support for families, and their individual members, in all the situations of modern life from birth to death. This can mean helping rediscover what is life giving in the family environment or, when necessary, helping individuals value themselves in new circumstances.

To underpin this work we have established eight key principles that drive all that we do:

1. To respect family life as we encounter it in all its variety and imperfection.
2. Respecting the Individual.
3. Strengthening Communities.
4. Working in Partnership.
5. Identifying and using local resources effectively.
6. Learning from experience.
7. Remaining independent in the face of changing times.
8. We take referrals from (or support) people regardless of their ethnicity, sexuality, disability or creed/religion/non-religion and age.

We believe that by working together and planning ahead we can achieve better and more accessible services to make the Borough of Wigan a better place for all.

The charity's objects are as follows;

1. To promote any charitable purpose for the benefit of families and individuals and in particular the relief of poverty through the provision of financial help and other resources which include information, advice and support.
2. To promote the advancement of education for the benefit of families and individuals through the provision of guidance, advice, counselling and training relating to family relationships.

In furtherance of the objects but not otherwise the charity may exercise the following powers:

1. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments and to operate bank accounts in the name of the charity.
2. To raise funds and to invite and receive contributions; provided that in raising funds the charity shall not undertake any substantial permanent trading activities and shall conform to any relevant statutory regulations.
3. To acquire, alter, improve and (subject to consents as may be required by law) to charge or otherwise dispose of property.
4. Subject to 5 below to employ such staff, who shall not be directors of the charity as are necessary for the proper pursuit of the objects and to make all reasonable and necessary provision for the payment of pensions and superannuation to staff and their dependents.
5. To establish or support any charitable trusts, associations or institutions formed for all or any of the objects.
6. To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects or similar charitable purposes and to exchange information and advice with them.
7. To pay out of the funds of the charity the costs, charges and expenses of and incidental to the formation and registration of the charity.

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

8. To do all such other lawful things as are necessary for the achievement of the objects.

Assessment of aims and achievements

The charity is a highly successful charity based on clear key performance indicators agreed with those who commission its services at the point of tendering. It uses random outcome measure and wellness scales (the same as its colleagues in both adult and young peoples Improved Access to Psychological Therapies) to show significant change in its therapies. These are published in the charity's Annual Report which is a public document as well as being given to commissioners on a quarterly basis. The charity in its advocacy work also abides by legislation and the guidance given thus being able to identify its achievements.

In order to reinforce the above clients and referrers are also asked to give feedback on the services they have received. Once again in an attempt to be fully transparent these are published in the charity's Annual Report.

To further its aims it welcomes representatives of its service users on to the Board of Trustees.

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

OBJECTIVES AND ACTIVITIES

Significant activities

The charity offers advocacy and counselling to both adults and children. The counselling provided is in a variety of settings from secondary schools to Sure Start children centres.

Key statistics for the 2020 financial year were as follows;

- Counselling services were provided to 1177 individuals.
- Advocacy services were provided to 775 individuals.
- Practical help both materially and financially was provided to 354 individuals.
- Advice and information/signposting was offered to 177 individuals.

Descriptions of the scope and aims of the various projects which resulted in the delivery of the above services are as follows;

Project name	Scope of service	Aim of project
Independent Mental Capacity Advocate/Deprivation of Liberty Safeguards(IMCA/DOLS)	The focus of this role is to provide representation to some of the most vulnerable people in our society that may be deprived of their liberty under the provisions of the Mental Capacity Act (the Act) and Deprivation of Liberty Safeguards. A crucial role provided in the deprivation of liberty process, providing the relevant person with independent representation and support.	To give information or make submission to assessors, which assessors must take into account. To consider any concerns about the outcome of the assessment process. To apply to the Court of Protection if necessary.
Person's Representative		To provide and maintain contact with the relevant person. To represent and support the relevant person in all matters relating to DOLS. To access and organisations complaints procedure if necessary. To apply to the Court of Protection if necessary
Independent Mental Health Advocacy (IMHA)	The purpose of the IMHA project is to empower and support people who qualify to speak up about their views around care and treatment under the Mental Health Act. This includes supporting those detained under the Mental Health Act (including those on Community Treatment Orders and Guardianship) to understand their rights. This statutory role is provided to and for people regardless of whether there are relatives involved or not. IMHA workers can support people who qualify regardless of their capacity - or lack of - at any point of the detention. IMHA workers are afforded rights such as accessing relevant notes and interviewing professionals involved in care.	To support people in speaking up to professionals within health and social care. To support clients in understanding their rights under the Act, including the role and rights of the nearest relative. To facilitate access to appropriate records regarding care and treatment under the Act. To increase understanding of the relevant parts of the Act. To help clients understand the reasons for medical treatment. To represent a person's rights and views in accordance with their wishes, e.g. verbally and/or in writing. To act in accordance with an individual's wishes unless working in a non-instructed capacity. To provide confidential and independent advocacy support whilst ensuring there is no conflict of interest. To provide signposting to other organisations where appropriate. To work in an open and transparent way.

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

OBJECTIVES AND ACTIVITIES

Children's Advocacy	Advocacy is a service which will help children and young people aged under 18 put their views across to other people or Organisations.	To promote positive parenting.To build parents' self-esteem and skills to use at home or workplace.To build confidence and aid in personal development.To listen to views and opinions.To ensure children are empowered to speak for themselves.To act if necessary on a child's behalf. Including attending meetings.To assist with understanding forms and letters.
Counselling in Schools	The organisation offers a generic counselling service working with young people who have social, emotional or behavioural problems. The ability to provide the service in school offers equal access to all.	To minimise disruption to a young person's education.To ensure sessions are rotated throughout the timetable ensuring that the same lesson is not missed on a regular basis.
PND Sure Start CounsellingPeri Natal	This service provides counselling to those experiencing post natal depression.	To provide ten weekly sessions enabling clients to discuss their feelings and experiences in a safe and non-judgemental environment.
Counselling for children and young people experiencing loss and bereavement	This service provides counselling to those experiencing childhood bereavement. This can be a risk factor om later difficulties including anxiety, depression, teenage pregnancies and involvement in crime.	To provide support to children and young children aged 5 - 19.To help young people to understand and cope with their loss.To promote the health and well being of each child.
Counselling for adults with difficulties controlling their anger	There is a growing body of evidence that links anger to a range of emotional, social and physical problems. Anger has been linked to coronary disease, cancer, stroke and general poor health.This service seeks to mitigate against these risk factors by provision of counselling to those aged 19+.	To improve their anger management skills.To improve social interaction and relationships.To reduce episodes of verbal and physical aggression.
Counselling for children and young people with difficulties controlling their anger	This project aims to work with children and young people with difficulties controlling their anger	To prevent exclusion from the education system due to anger issues. This, will then enable more positive outcomes in later life.
CAMHS (Child and Adolescent Mental Health Services)	In partnership with CAMHS we offer group work and individual counselling sessions to young people on the CAMHS waiting list.	This service not only supports CAMHS services but also increases access to mental health provision for young people within the Borough of Wigan.
Lean on Me	This project aims to work with adults by providing both advocacy and counselling.	To prevent the need for individuals to access statutory services.
Healthy Schools	This project was funded by the Government and Greater Manchester health authority to allow evidence based therapies to be available in schools.	Provision of this funding enabled counselling in more schools. Feed back from the work completed has been included in the National Minimum Mental Health dataset .

**WIGAN AND LEIGH CHURCHES ASSOCIATION
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE

No one could have prepared this Organisation for the events of 2020 and the Covid pandemic. As an Organisation who works across the Borough, we had already begun agile ways of working for some years. In 2020 this paid off as we were told to work from home we closed our laptops, unplugged our phones and began to work from home. With the systems that had already been put in place the disruption to services were minimal. We moved from offering face to face work to telephone support. This proved very popular and offered a lifeline to many during this difficult time. Family Welfare are committed to the Borough of Wigan and immediately offered it support to the Local Authority. We were awarded key worker status and accepted referrals using our own resources to support the most vulnerable and isolated within our Borough. The Organisation offered 512 telephone contacts to these people during 2020. This year the charity worked with 433 less individuals and families than the year before, however it offered 18,485 interventions and 13,480 individual face to face/telephone sessions. This is an increase on the year before. This reflects the lockdowns and that many of our referring services were closed. It does however show the increase in demand for telephone support and where possible face to face work. The reduced travel time as people spent most of the year working from home was used on the phone offering more support to those referred. The demand on our service was clearly greater from those referred and therefore more time was spent on each case offering a higher quality of service at this extraordinary time of need. The charity's DNA and cancellation rate remains at 3% and 2% respectively (this once again is an improvement on last year's figures). This level continues to be the envy of statutory and 3rd sector organisations alike. This year has continued to see increased partnership working especially with Children and Adolescent Mental Health services and the CCG (Care Commissioning Group) and Wigan Local Authority. Even in these difficult times the new initiatives begun in 2020 will mean we will be able to work with even more young people in the years to come.

From a school counselling perspective 89.5% of all young people seen showed an improvement and only 10% stayed the same with only 0.5% identifying a deterioration. This is based on a wellbeing scale administered at the beginning and end of therapy. This reflects positive once again on last year's figures. Considering we have had a pandemic and schools have been shut for long periods of time these results are marvellous to see.

During the pandemic we were also informed by the Anglican Diocese of Liverpool that we would have to vacate St Catharine's House; the Organisation's home for the past 10 years. As the charity had committed its own considerable resources to the building thinking this would be a permanent move this news came as a shock to the Trustees especially as a lease had been agreed and costs incurred for legal advice to finalise it. In the middle of the pandemic we identified new property, worked with architects and the renovation, instructed builders and completed renovations. The Organisation moved into new premises in December 2020. This came as an unexpected cost. Some of the finances to move was found but half was from the organisation's own reserves.

FINANCIAL REVIEW

Financial position

The financial statements show a surplus of £43,465 for the year. The charity has significantly changed its financial monitoring in order to improve its awareness of its financial position at any time during the financial year. This has already begun to show benefits.

Reserves policy

The Trustees have examined the charity's requirements for reserves and it was agreed that the level of reserves at any time should be enough to cover six months running costs, in order to achieve a controlled exit strategy should the need arise.

This is believed to be financially prudent as well as morally correct in protecting the employment of its staff (and their families) and continuity of work with clients. Six months would allow work with clients to be finished or a reasonable and measured transfer of cases to other organisations to be arranged.

At the reporting date the charity had reserves of £537,699 of which £291,456 relates to restricted funds. As the organisation is due to move in the near future this surplus will be kept to support the move and the new accommodation.

Funds in deficit

At the reporting date Child Anger was in deficit by £7,300

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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

FUTURE PLANS

The charity has published a revised five year Business plan for 2019 detailing its short term and longer term objectives.

The 2021 financial year will see the charity entering a new round of tendering.

The charity has published a revised five year Business plan for 2019 detailing its short term and longer term objectives.

The 2021 financial year will see the charity entering a new round of tendering for all its advocacy projects.

The charity now has more control over its finances than ever before. The surplus made in 2020 has been dedicated to the new building and the exciting projects it has planned.

This new accommodation offers increased opportunities for partnership working tremendously. Working in partnership with an anchor organisation like Wigan and Leigh College will improve the work we do and give the Organisation increased opportunities for future work.

The charity plans to expand outside of the Borough of Wigan in order to bring more finances into the Wigan Borough and therefore help more families, individuals and children. This will commence in the next financial year.

Training with other organisations will continue to be a focus in 2021.

Stronger relationships with partners are envisaged especially with our new premises. We will continue to work with children and adolescent mental health services to reduce their waiting lists in Wigan.

LESSONS LEARNT FROM CURRENT OR PAST EXPERIENCES

The charity has a long history (formed in 1958) and prides itself on learning from the past. The notice given by the Diocese of Liverpool to move out of its current premises reinforced the need for strong financial monitoring and management.

The charity has learnt in the current financial and political environment to be more adaptable to change.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company, limited by guarantee, incorporated on 20 May 1999 and registered as a charity on 31 July 1999. The company established under a memorandum of association which established the objectives and powers of the charitable company and is governed under its articles of association. In the event of the company being wound up, members are required to contribute an amount not exceeding £5.

Recruitment and appointment of new trustees

The Trustees who served during the year and since the year end are set out below. Trustees are appointed each year at the annual general meeting.

Trustees are recruited from the charity's membership or from users of the service.

The charity is a fully independent organisation and does not allow external bodies to appoint its trustees.

Training is offered to Trustees at the point of induction and ongoing as identified

The charity currently has Trustee indemnity insurance cover of £100,000.

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The organisational structure consists of a minimum of five and no more than twelve Trustees on the Board of Trustees at any one time.

The Chief Officer Stuart Parsons is responsible for the day to day management of the charity. He has three managers allocated to counselling, advocacy and administration. All other staff and volunteers report to their designated line manager.

Induction and training of new trustees

All new Trustees have a full induction to the organisation in line with staff and other volunteers. This includes roles and responsibilities both financial and those under charitable law.

Key management remuneration

In August of each year the Board of Trustees review the remuneration of key management personnel and authorise any increments.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03773810 (England and Wales)

Registered Charity number

1076830

Registered office

Leigh Adult Learning College
Walmsley Road
Leigh
Greater Manchester
WN7 1XL

Trustees

Rev Fr C Stainton- Pollard Chairman
A Johnson
C D Latham
Ms J Murdoch
Ms S Cole
Reverend W Gibbons
Mrs J Hyde

Company Secretary

S Parsons

Independent Examiner

Gary Edgerton FCA Cert PFS
Institute of Chartered Accountants in England and Wales
Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

**WIGAN AND LEIGH CHURCHES ASSOCIATION
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

The Cooperative Bank
P O Box 250
Skelmersdale
WN8 6WT

Solicitors

Healds Solicitors
Moot Hall Chambers
8 Wallgate
Wigan
WN1 1JE

Chief Officer

Stuart Parsons

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

Approved by order of the board of trustees on24.10.21..... and signed on its behalf by:


.....
Rev Fr C Stainton- Polland - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE**

Independent examiner's report to the trustees of Wigan and Leigh Churches Association for Family Welfare ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



Gary Edgerton FCA Cert PFS
Institute of Chartered Accountants in England and Wales
Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

Date: 5-10-2021

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
TRADING AS FAMILY WELFARE**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 December 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	2,037	1	2,038	849
Charitable activities	5				
Counselling & Advocacy		291,057	477,252	768,309	820,724
Investment income	4	1,178	-	1,178	1,851
Total		294,272	477,253	771,525	823,424
EXPENDITURE ON					
Charitable activities	6				
Counselling & Advocacy		349,584	378,476	728,060	799,762
NET INCOME/(EXPENDITURE)		(55,312)	98,777	43,465	23,662
Transfers between funds	17	56,746	(56,746)	-	-
Net movement in funds		1,434	42,031	43,465	23,662
RECONCILIATION OF FUNDS					
Total funds brought forward		244,809	249,425	494,234	470,572
TOTAL FUNDS CARRIED FORWARD		246,243	291,456	537,699	494,234

The notes form part of these financial statements

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
TRADING AS FAMILY WELFARE**

**STATEMENT OF FINANCIAL POSITION
31 December 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	12	129,905	5,176	135,081	22,172
CURRENT ASSETS					
Debtors	13	18,330	44,304	62,634	136,473
Cash at bank and in hand		308,858	373,833	682,691	567,661
		<u>327,188</u>	<u>418,137</u>	<u>745,325</u>	<u>704,134</u>
CREDITORS					
Amounts falling due within one year	14	(34,347)	(19,665)	(54,012)	(58,044)
NET CURRENT ASSETS		<u>292,841</u>	<u>398,472</u>	<u>691,313</u>	<u>646,090</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		422,746	403,648	826,394	668,262
ACCRUALS AND DEFERRED INCOME	16	(176,501)	(112,194)	(288,695)	(174,028)
NET ASSETS		<u>246,245</u>	<u>291,454</u>	<u>537,699</u>	<u>494,234</u>
FUNDS	17				
Unrestricted funds				246,245	244,809
Restricted funds				<u>291,454</u>	<u>249,425</u>
TOTAL FUNDS				<u>537,699</u>	<u>494,234</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE (REGISTERED NUMBER: 03773810)
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**STATEMENT OF FINANCIAL POSITION - continued
31 December 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 04.10.21 and were signed on its behalf by:


C Stainton- Polland - Trustee

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
TRADING AS FAMILY WELFARE**

**STATEMENT OF CASH FLOWS
for the Year Ended 31 December 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	243,194	(97,753)
Net cash provided by/(used in) operating activities		<u>243,194</u>	<u>(97,753)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(117,516)	(4,786)
Net cash used in investing activities		<u>(117,516)</u>	<u>(4,786)</u>
Change in cash and cash equivalents in the reporting period		<u>125,678</u>	<u>(102,539)</u>
Cash and cash equivalents at the beginning of the reporting period	2	<u>536,613</u>	<u>639,152</u>
Cash and cash equivalents at the end of the reporting period	2	<u><u>662,291</u></u>	<u><u>536,613</u></u>

The notes form part of these financial statements

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
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**NOTES TO THE STATEMENT OF CASH FLOWS
for the Year Ended 31 December 2020**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net income for the reporting period (as per the Statement of Financial Activities)	43,465	23,662
Adjustments for:		
Depreciation charges	4,607	4,673
Decrease/(increase) in debtors	73,839	(74,791)
Increase/(decrease) in creditors	121,283	(51,297)
Net cash provided by/(used in) operations	<u>243,194</u>	<u>(97,753)</u>

2. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2020 £	2019 £
Cash in hand	1,257	556
Notice deposits (less than 3 months)	681,434	567,105
Overdrafts included in bank loans and overdrafts falling due within one year	(20,400)	(31,048)
Total cash and cash equivalents	<u>662,291</u>	<u>536,613</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/1/20 £	Cash flow £	At 31/12/20 £
Net cash			
Cash at bank and in hand	567,661	115,030	682,691
Bank overdrafts	(31,048)	10,648	(20,400)
	<u>536,613</u>	<u>125,678</u>	<u>662,291</u>
Total	<u>536,613</u>	<u>125,678</u>	<u>662,291</u>

The notes form part of these financial statements

**WIGAN AND LEIGH CHURCHES ASSOCIATION
FOR FAMILY WELFARE
TRADING AS FAMILY WELFARE**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2020**

1. STATUTORY INFORMATION

The Wigan Churches' Association for Family Welfare is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found in the Report of the Trustees.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements and assessment of going concern

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The principal accounting policies adopted in the preparation of the financial statements are set out below.

The Trustees consider that there are no material uncertainties regarding the charitable company's ability to continue as a going concern.

Income

All incoming resources are included on the Statement of Financial Activities when the company is entitled to the income and the amount can be quantified with reasonable accuracy.

Income from schools counselling services is recognised at the fair value of the consideration receivable for services provided. Income is recognised according to the period to which it relates. Amounts invoiced in advance of the service being performed are accounted for as deferred income and recognised as income when the service has been performed.

Grant income is accounted for under the accruals model. Grant income is recognised at the fair value of consideration received in the period which it is received. Where performance related conditions are specified income is recognised to the extent that the conditions have been met.

Donations are recognised upon receipt, unless the donor either requests that income be utilised in a future accounting period or the charitable company reaches a certain performance level. In such cases donation income is deferred until these conditions are met.

Investment income is recognised on a receivable basis upon notification of the amount payable by the bank.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Support costs

Support costs include those relating to human resource, administration expenses, finance, and information systems.

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**NOTES TO THE FINANCIAL STATEMENTS - continued
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2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation and impairment losses.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 20% on reducing balance and 15% on reducing balance

Taxation

The charitable company is exempt from taxation on activities relating to its primary trading purpose.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs

Contributions payable to employees personal pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The company has elected to apply the provisions of FRS 102 Section 11 'Basic Financial Instruments' to all of its financial instruments.

The following assets and liabilities are classified as financial instruments; bank accounts, trade debtors, trade creditors and accruals.

Financial instruments that are payable or receivable within one year are measured initially and subsequently at the undiscounted amount of the cash or other consideration that is expected to be paid or received.

3. DONATIONS AND LEGACIES

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Donations	1,815	-	1,815	275
Subscriptions	222	1	223	574
	<u>2,037</u>	<u>1</u>	<u>2,038</u>	<u>849</u>

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4. INVESTMENT INCOME

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Bank interest receivable	1,178	-	1,178	1,851
	<u>1,178</u>	<u>-</u>	<u>1,178</u>	<u>1,851</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2020 Counselling & Advocacy	2019 Total activities
	£	£
Grants	218,018	243,505
Childrens' fund	46,298	44,800
Sure Start	20,340	20,340
Schools counselling	274,333	298,985
IMCA	209,320	213,094
	<u>768,309</u>	<u>820,724</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Counselling & Advocacy	534,024	194,036	728,060
	<u>534,024</u>	<u>194,036</u>	<u>728,060</u>

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Counselling & Advocacy	88,025	106,011	194,036
	<u>88,025</u>	<u>106,011</u>	<u>194,036</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Independent examination costs	2,510	3,000
Depreciation - owned assets	4,605	4,673
	<u>7,115</u>	<u>7,673</u>

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9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

10. STAFF COSTS

	2020 £	2019 £
Wages and salaries	538,533	596,110
Social security costs	38,503	53,115
Other pension costs	24,974	29,488
	<u>602,010</u>	<u>678,713</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Management and administration	5	6
Counsellors	14	17
Advocates	5	5
	<u>24</u>	<u>28</u>

No employees received emoluments in excess of £60,000.

The charity considers its key management personnel comprise the trustees and the Chief Officer. The total remuneration of the key management personnel including pension contributions was £55,227 (2019: £55,213).

The company paid £24,974(2019: £28,821) into employees personal pension schemes during the reporting period. There were pension commitments of £nil (2019: £3,138) at the reporting date.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	850	(1)	849
Charitable activities			
Counselling & Advocacy	333,262	487,462	820,724
Investment income	1,851	-	1,851
Total	<u>335,963</u>	<u>487,461</u>	<u>823,424</u>
EXPENDITURE ON			
Charitable activities			
Counselling & Advocacy	419,757	380,005	799,762

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11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	(83,794)	107,456	23,662
Transfers between funds	52,116	(52,116)	-
Net movement in funds	(31,678)	55,340	23,662
RECONCILIATION OF FUNDS			
Total funds brought forward	276,487	194,085	470,572
TOTAL FUNDS CARRIED FORWARD	<u>244,809</u>	<u>249,425</u>	<u>494,234</u>

12. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 January 2020	-	45,463	105,258	150,721
Additions	115,384	-	2,130	117,514
At 31 December 2020	<u>115,384</u>	<u>45,463</u>	<u>107,388</u>	<u>268,235</u>
DEPRECIATION				
At 1 January 2020	-	40,374	88,175	128,549
Charge for year	-	763	3,842	4,605
At 31 December 2020	<u>-</u>	<u>41,137</u>	<u>92,017</u>	<u>133,154</u>
NET BOOK VALUE				
At 31 December 2020	<u>115,384</u>	<u>4,326</u>	<u>15,371</u>	<u>135,081</u>
At 31 December 2019	<u>-</u>	<u>5,089</u>	<u>17,083</u>	<u>22,172</u>

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13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	56,081	129,862
Prepayments and accrued income	6,553	6,611
	<u>62,634</u>	<u>136,473</u>

Trade debtors relate to restricted funds of £40,779 (2019: £100,220) and unrestricted funds of £15,302 (2019: £29,642).

Prepayments and accrued income relate to restricted funds of £3,525 (2019: £2,901) and unrestricted funds of £3,028 (2019: £3,710).

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Bank loans and overdrafts (see note 15)	20,400	31,048
Creditors and Accruals	33,612	26,996
	<u>54,012</u>	<u>58,044</u>

Bank loans and overdrafts relate to balances on restricted funds of £1,581 (2019: £31,048) and unrestricted funds of £18,819 (2019: £18,819) in 2020 and 2019.

Creditors and accruals relate to restricted funds of £18,084 (2019: £11,846) and unrestricted funds of £15,528 (2019: £15,150).

15. LOANS

An analysis of the maturity of loans is given below:

	2020	2019
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	<u>20,400</u>	<u>31,048</u>

16. ACCRUALS AND DEFERRED INCOME

	2020	2019
	£	£
Accruals and deferred income	<u>288,695</u>	<u>174,028</u>

Deferred income relates to amounts invoiced up to the reporting date in respect of counselling services to be provided after the reporting date.

Deferred income relates to unrestricted funds of £176,501 (2019: £167,644) and restricted funds of £112,194 (2019: £6,384).

During the year all of the income deferred at 31 December 2019 was recognised in the Statement of Financial Activities.

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17. MOVEMENT IN FUNDS

	At 1/1/20 £	Net movement in funds £	Transfers between funds £	At 31/12/20 £
Unrestricted funds				
Core Funds	143,854	(72,539)	84,179	155,494
Schools Counselling	99,786	37,217	(27,433)	109,570
Designated funds	1,169	(19,988)	-	(18,819)
	<u>244,809</u>	<u>(55,310)</u>	<u>56,746</u>	<u>246,245</u>
Restricted funds				
Post Natal	-	3,169	(2,034)	1,135
Adult Anger	76,922	3,291	(6,757)	73,456
Child Anger	-	(5,109)	(2,191)	(7,300)
Child bereavement	46,256	1,077	(4,681)	42,652
Child Advocacy	53,036	17,500	(4,630)	65,906
Imca dol, rep, imha	16,765	28,493	(20,694)	24,564
Lean on me	21,562	151	(136)	21,577
CAMHS	28,350	34,530	(9,341)	53,539
Healthy Schools	6,534	15,673	(6,282)	15,925
	<u>249,425</u>	<u>98,775</u>	<u>(56,746)</u>	<u>291,454</u>
TOTAL FUNDS	<u>494,234</u>	<u>43,465</u>	<u>-</u>	<u>537,699</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Core Funds	19,937	(92,476)	(72,539)
Schools Counselling	274,334	(237,117)	37,217
Designated funds	-	(19,988)	(19,988)
	<u>294,271</u>	<u>(349,581)</u>	<u>(55,310)</u>
Restricted funds			
Post Natal	20,341	(17,172)	3,169
Adult Anger	45,046	(41,755)	3,291
Child Anger	21,908	(27,017)	(5,109)
Child bereavement	31,209	(30,132)	1,077
Child Advocacy	46,297	(28,797)	17,500
Imca dol, rep, imha	206,940	(178,447)	28,493
Lean on me	1,362	(1,211)	151
CAMHS	62,274	(27,744)	34,530
Healthy Schools	41,877	(26,204)	15,673
	<u>477,254</u>	<u>(378,479)</u>	<u>98,775</u>
TOTAL FUNDS	<u>771,525</u>	<u>(728,060)</u>	<u>43,465</u>

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17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	Transfers between funds £	At 31/12/19 £
Unrestricted funds				
Core Funds	159,360	(97,434)	81,928	143,854
Schools Counselling	115,958	13,640	(29,812)	99,786
Designated funds	1,169	-	-	1,169
	<u>276,487</u>	<u>(83,794)</u>	<u>52,116</u>	<u>244,809</u>
Restricted funds				
Post Natal	(3,356)	3,267	89	-
Adult Anger	58,183	25,496	(6,757)	76,922
Child Anger	-	(2,410)	2,410	-
Child bereavement	42,064	11,391	(7,199)	46,256
Child Advocacy	57,979	(1,113)	(3,830)	53,036
Imca dol, rep, imha	14,594	23,480	(21,309)	16,765
Lean on me	6,125	22,937	(7,500)	21,562
CAMHS	18,496	15,854	(6,000)	28,350
Healthy Schools	-	8,554	(2,020)	6,534
	<u>194,085</u>	<u>107,456</u>	<u>(52,116)</u>	<u>249,425</u>
TOTAL FUNDS	<u>470,572</u>	<u>23,662</u>	<u>-</u>	<u>494,234</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Core Funds	36,981	(134,415)	(97,434)
Schools Counselling	298,981	(285,341)	13,640
	<u>335,962</u>	<u>(419,756)</u>	<u>(83,794)</u>
Restricted funds			
Post Natal	20,338	(17,071)	3,267
Adult Anger	45,045	(19,549)	25,496
Child Anger	11,363	(13,773)	(2,410)
Child bereavement	24,357	(12,966)	11,391
Child Advocacy	44,802	(45,915)	(1,113)
Imca dol, rep, imha	213,093	(189,613)	23,480
Lean on me	75,000	(52,063)	22,937
CAMHS	40,000	(24,146)	15,854
Healthy Schools	13,464	(4,910)	8,554
	<u>487,462</u>	<u>(380,006)</u>	<u>107,456</u>
TOTAL FUNDS	<u>823,424</u>	<u>(799,762)</u>	<u>23,662</u>

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**NOTES TO THE FINANCIAL STATEMENTS - continued
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17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/19 £	Net movement in funds £	Transfers between funds £	At 31/12/20 £
Unrestricted funds				
Core Funds	159,360	(169,973)	166,107	155,494
Schools Counselling	115,958	50,857	(57,245)	109,570
Designated funds	1,169	(19,988)	-	(18,819)
	<u>276,487</u>	<u>(139,104)</u>	<u>108,862</u>	<u>246,245</u>
Restricted funds				
Post Natal	(3,356)	6,436	(1,945)	1,135
Adult Anger	58,183	28,787	(13,514)	73,456
Child Anger	-	(7,519)	219	(7,300)
Child bereavement	42,064	12,468	(11,880)	42,652
Child Advocacy	57,979	16,387	(8,460)	65,906
Imca dol, rep, imha	14,594	51,973	(42,003)	24,564
Lean on me	6,125	23,088	(7,636)	21,577
CAMHS	18,496	50,384	(15,341)	53,539
Healthy Schools	-	24,227	(8,302)	15,925
	<u>194,085</u>	<u>206,231</u>	<u>(108,862)</u>	<u>291,454</u>
TOTAL FUNDS	<u>470,572</u>	<u>67,127</u>	<u>-</u>	<u>537,699</u>

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**NOTES TO THE FINANCIAL STATEMENTS - continued
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17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Core Funds	56,918	(226,891)	(169,973)
Schools Counselling	573,315	(522,458)	50,857
Designated funds	-	(19,988)	(19,988)
	<u>630,233</u>	<u>(769,337)</u>	<u>(139,104)</u>
Restricted funds			
Post Natal	40,679	(34,243)	6,436
Adult Anger	90,091	(61,304)	28,787
Child Anger	33,271	(40,790)	(7,519)
Child bereavement	55,566	(43,098)	12,468
Child Advocacy	91,099	(74,712)	16,387
Imca dol, rep, imha	420,033	(368,060)	51,973
Lean on me	76,362	(53,274)	23,088
CAMHS	102,274	(51,890)	50,384
Healthy Schools	55,341	(31,114)	24,227
	<u>964,716</u>	<u>(758,485)</u>	<u>206,231</u>
TOTAL FUNDS	<u>1,594,949</u>	<u>(1,527,822)</u>	<u>67,127</u>

Unrestricted funds are available to spend on any of the purposes of the charity.

Adult and Child anger - Grant funding is received from Wigan CCG with the restrictive purpose of providing counselling services to individuals who have problems controlling their anger. The funds held at the reporting date will be utilised to continue to expand and improve these services.

IMCA - Grant funding is received from Wigan MBC with the restrictive purpose of providing independent mental capacity advocacy services to referred residents in the Wigan Borough. Funds held are designated to increase future services by three days per week.

Child bereavement - Grant funding is received from Wigan CCG with the restrictive purpose of providing counselling services to bereaved children in the Wigan borough. The funds held at the reporting date will be utilised to continue to expand and improve these services.

Child Advocacy - Grant funding is received from Wigan MBC with the restrictive purpose of providing advocacy services to looked after children and children with mental health issues in the Wigan borough. The funds held at the reporting date will be utilised to provide increased training to professionals in Wigan.

CAMHS (Child and Adolescent Mental Health Services) - Grant funding is received from Wigan CCG with the restrictive purpose of providing counselling services to children and young people who are on existing CAMHS waiting lists. This is a relatively new fund and the funds held at the reporting date will be utilised to provide both group and individual counselling services to children and young people who are on existing CAMHS waiting lists.

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17. MOVEMENT IN FUNDS - continued

Lean on Me - Grant funding is received from the Community Investment Fund with the restrictive purpose of providing generic advocacy and counselling services to people looking for alternatives to statutory services. The funds held at the reporting date will be utilised to provide these services for a further year.

Healthy Schools - Grant funding is received from the Government and Greater Manchester health authority with the restrictive purpose of providing evidence based counselling therapies in schools. The funds held at the reporting date will be utilised to provide these services over the next year.

Transfers between funds

Transfers from restricted funds to unrestricted core funds of £56,746 (2019: £52,116) were made during the year in respect of management charges and transfer of deficit balances on restricted funds.

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

19. CONTROL

The company is under the control of the trustees.