

**GARNANT FAMILY CENTRE
REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2021**

GARNANT FAMILY CENTRE
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FOR THE YEAR ENDED 5 APRIL 2021

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GARNANT FAMILY CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2021

The trustees present their report with the financial statements of the charity for the year ended 5 April 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed and, the Charities Act 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number	1086340
Registered Office	25 Maes Y Bedol Garnant Ammanford Carmarthenshire SA18 2EP
Trustees	Councillor Kevin Madge - Chair Councillor Pauline Barker - Treasurer Cellan Williams - Treasurer (resigned) Rob Venus – Safeguarding Catrin Morris - Secretary
Advisory	Christina Jenkins - Plant Dewi
Bankers	Barclays Bank plc Ammanford Carmarthenshire
Independent Examiners	Rimmer & May Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

GARNANT FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2021 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

Garnant Family Centre is a charity governed by a constitution as adopted 21st September 2000. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are "1. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills. 2. The provision of facilities for recreation and other leisure time activities in the interests of social welfare with a view to improving conditions of life."

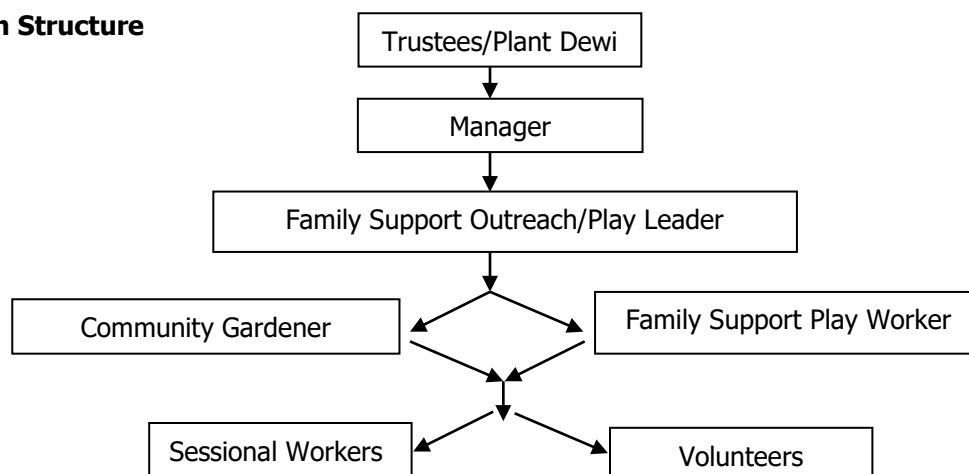
Appointment of Trustees

Trustees are appointed as set out in the Constitution of the charity. Professionals and service users within the community, who have a personal interest in the charity, are invited to join the management committee. Committee members can also be co-opted when appropriate.

Trustee Induction and Training

As part of induction all trustees are DBS checked and shown the relevant documentation regarding the running of the Family Centre.

Organisation Structure



Trustees are consulted on all aspects of accounting, policies and procedures and involved in the decision making regarding the day-to-day running of the Centre. The manager is responsible for keeping order of files, office work and overseeing all other day-to-day activities at the Centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre manager.

Risk Management

The trustees have carried out a review of the major risks to the organisation and believe that the level of reserves aimed for in the reserves policy below is sufficient to cover adverse conditions that the organisation may face. In addition the organisation has in place financial, personnel and health and safety controls to limit the likelihood and impact of risks. All activities and events are risk assessed prior to commencement. Appropriate DBS checks are done of all staff and volunteers. The trustees will actively monitor risk and review their policies at least annually.

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REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 5 APRIL 2021 Cont'd

Financial risks have been reviewed and procedures put in place accordingly. A reserves policy has been established in line with the identified risks and is stated on page 6.

OBJECTIVES AND ACTIVITIES

The constitution states the two objects as

1. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills.
2. The provision of facilities for recreation and other leisure time activities for and in the interests of social welfare with a view to improving conditions of life.

The charity works in partnership with parents and carers. It empowers them in order to better cope with family life and therefore gives their children a better start in life.

The Aims of the Family Centre is to ensure children:-

- Have a flying start in life.
- Have a range of education and learning opportunities.
- Enjoy the best possible health, free from abuse.
- Have access to play, leisure and cultural activities.
- Are listened to and respected and have their identity recognised.
- Have a safe home and community.
- Are not disadvantaged by poverty.

The objectives for the next year are to continue to:-

- Provide a safe, warm, and welcoming environment.
- Provide access to high quality play experiences to support children's learning and development.
- Offer training and support to families.
- Provide access to information on parenting so parents can make informed choices.
- Provide opportunities to go on trips and participate in events.
- Provide open-door policy where everyone is welcomed.
- Continue outreach work to identify isolated families.
- Continue to provide courses, workshops, play activities for parents and their children to do together.
- Continue to involve and engage families and the community, in the Community Garden and spending more time outdoors.
- Continue with the development of the bumps to babies' group, baby massage and toddler group.
- To promote the health and wellbeing of the whole family through all the sessions facilitated by Family Centre Staff.
- To work with other agencies to promote positive outcomes and to empower families to feel part of the local community.
- To continue adapting services in response to the pandemic that continue to meet the above objectives

The changes that parents have fed back are that they have a better felt less socially isolated through online groups such as Baby Massage and Bumps to Babies, which have also given them reassurance about their parenting through both peer and staff support. Through messaging, photographs and video clips parents have reported how much they and their children have looked forward to the activity packs, how much they've enjoyed participating in the packs with their children and appreciated the home education resources in the pack. That overall the packs reduced the stress of having to come up with ideas to stimulate their children. Parents are grateful for the opportunities to have shared memories with their children, through the online events that the Family Centre has provided, which they otherwise could not have attended due to lockdown.

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Families have enjoyed returning to the community garden and having face to face contact with the staff and other families, they have spoken about how lovely it is for the children to be able explore and play in the garden and the difference it makes to share their experiences of the pandemic with other families.

The Family Centre staff provide a safe quality service and an opportunity to access information and other services that families may require in order to meet their individual needs. We offer a space to parents and children, to provide shared memories and to help relieve the stress and anxiety that comes through bringing up children. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre, whether online or face to face, their families have:-

- Improved support networks.
- Improved skills on positive parenting.
- Improved relationships.
- Improved resilience.
- Increased confidence and self-esteem.
- Increased access to community resources.

ACHIEVEMENT AND PERFORMANCE

Garnant Family Centre has targeted and worked with numerous deprived families with pre and primary school aged children that have already faced many difficulties, which have now been exacerbated by the Covid pandemic. We continue to provide a non-judgemental space whether online, by phone, delivering activity packs, in other venues, or at the Community Garden, offering a wide range of opportunities for both parents and children. For adults we provided access to online parenting courses, provided phone and facebook messenger support, made referrals to other agencies, signposted parents to food banks, financial support and provided support through JAFF and TAF.

When restrictions were/have eased, staff delivered socially distanced weekly outdoor activities in our community garden and in local parks, while continuing to offer online sessions, delivering a blended service in line with Welsh Assembly Government guidance. Staff have worked with other organisations such as the National Botanic Gardens of Wales and Initiative for Conservation to provide families with sessions in planting wildflowers, bug hunting and developing skills in using tools such as saws and drills. In the Family Centre's Community Garden staff worked with Early Years Integration Cwm Gwendraeth, on outdoor language and play sessions where children got to use the mud kitchen and do lots of activities based on stories using natural resources

Baby massage sessions have continued online attracting new parents and providing time for parents when they can just focus on their child. Families reported back to staff that they had made a difference by reducing isolation and helping parents gain skills in baby massage, plus a greater understanding of child development. Staff also supported breastfeeding Mums during the Baby Massage sessions.

Activity Packs have allowed us to provide families with information on child development, as the activities are targeted at the children's age. During the Summer holidays we provided kitchen science materials for older children and sensory, craft and messy play for younger children including babies. The delivering of the packs allowed us the engage with both new and vulnerable families, building relationships through the weekly deliveries.

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2021 Cont'd

We have continued to work with Flying Start through delivering Baby Massage and Language and Play sessions both outdoors and online. We have facilitated sessions online with Actif Play, using stories to encourage children to be physical. We worked with the Booktrust to provide books to families with children aged 0-11years. We have referred and received referrals from all the local food support groups, Canolfan Maerdy, Cwmamman Community Centre and Ammanford Food Bank. We have worked with the generic health visitor to support families and the Flying Start Health Visitor informs and refers families to our sessions. Through key working a TAF and contributing to a TAF, staff have worked with Mums Matters, Calan Domestic Abuse Services, Homestart, Tim Camu Bach and the TAF team.

Throughout the pandemic we have continued to offer parenting advice, emotional support and also referred to other health professionals with any concerns.

We regularly monitor and evaluate our service, through feedback forms, questionnaires, suggestion boxes, and consultations to ensure that our aims and objectives are meeting our family's expectations and needs, and that we are providing the best possible service.

PUBLIC BENEFIT

The public benefit through having a service that provides families with children aged 0 - 4 (0 - 11 during school holidays) with free access to a wide variety of play activities, free accredited training courses and parenting skills, free trips and events, and an open-door policy promoting equal opportunities for all families. The Centre also works closely with other like-minded organisations and is therefore able to signpost families in need to other professionals. In providing this service we preserve and protect health and relieve stress within family relationships.

FINANCIAL REVIEW

Reserves Policy

The trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The greatest area of risk to the effectiveness of the charity is loss of grant income as has happened at the beginning of this financial year to Garnant Family Centre, like many charities that have been affected by the pandemic. The trustees feel that, given their responsibilities to both the paid workers and the families who benefit from the services, a reserve of 3 – 4 months running costs (currently equivalent to between £14,675 and £19,567) should be held. This will allow the scheme to function for this period whilst additional funding is raised. The current level of reserves is £22,764. This level of reserves has been determined taking into account the fact that income is heavily dependent on grant income at present, the extent of protective measures (such as insurance), commitments to staff, and other obligations under agreements with third parties. The reserves policy is reviewed annually.

GARNANT FAMILY CENTRE**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2021 Cont'd****STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources including the income and expenditure, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the Provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Report was approved by the Trustees on..... and signed on its behalf by

.....

GARNANT FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 5 APRIL 2021**

Independent examiner's report to the Trustees of Garnant Family Centre

I report on the accounts of the Charity for the year ended 5 April 2021, which are set out on pages 9 to 13.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit and is eligible for independent examination, it is my responsibility to:

- to examine the accounts under section 145 of the Charities 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 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 matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

E Truman FCA
Rimmer and May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date:

GARNANT FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Receipts					
Gifts, donations and legacies		60	-	60	350
Grants	2	-	97,248	97,248	31,654
Activities for gen funds		-	-	-	522
Investment income		6	-	6	22
Reimbursed expense		-	-	-	320
Incoming resources – other		-	-	-	-
Total receipts		<u>66</u>	<u>97,248</u>	<u>97,314</u>	<u>32,868</u>
Payments					
Charitable activities					
Activities and trips		(55)	72	17	1,408
Arts and crafts		-	1,778	1,778	345
Books		-	-	-	-
Groceries		-	-	-	253
Forest School		-	-	-	1,613
Garden equipment & activities		-	-	-	2,066
Building Regulation		-	111	111	-
Housekeeping		-	-	-	630
Kitchen equipment		-	130	130	72
Maintenance		-	1,075	1,075	6,027
Office supplies		-	178	178	331
Petty cash		(11)	169	158	130
Health & Safety		-	108	108	-
Computer equipment		-	1,666	1,666	-
Planning re eco lodge		-	-	-	305
Salaries, tax and NIC	3	594	32,531	33,125	40,616
Computer costs		-	194	194	891
Telephone		-	749	749	939
Toys		-	224	224	-
Training for beneficiaries		-	-	-	-
Training for staff and volunteers		-	109	109	1,239
Travel for staff and volunteers		-	165	165	431
Utilities		-	728	728	1,019
Legal advice		-	-	-	-
Total charitable payments		528	39,987	40,515	58,315
Governance costs	4	<u>1,189</u>	<u>5,096</u>	<u>6,285</u>	<u>8,326</u>
Total payments		<u>1,717</u>	<u>45,083</u>	<u>46,800</u>	<u>66,641</u>
Net (Deficit)/ Income		(1,651)	52,165	50,514	(33,773)
B/Fwd previous year end		24,156	12,356	36,512	70,285
Transfer between funds		<u>259</u>	<u>(259)</u>	-	-
C/Fwd current year end		<u>22,764</u>	<u>64,262</u>	<u>87,026</u>	<u>36,512</u>

GARNANT FAMILY CENTRE**BALANCE SHEET
AS AT 5 APRIL 2021**

	Note	2021	2020
		£	£
Current assets			
Cash at bank and in hand			
Barclays Current Account		79,801	30,664
Barclays Tracker		5,833	5,827
Barclays Premium Account		1,360	-
Petty cash		<u>32</u>	<u>21</u>
Total cash at bank and in hand		87,026	36,512
Current liabilities			
Accounts payable			
Accounts payable		<u>-</u>	<u>-</u>
Total accounts payable		-	-
Net Assets			
		<u>87,026</u>	<u>36,512</u>
Fund Breakdown			
Unrestricted funds		22,764	24,156
Restricted funds	2	<u>64,262</u>	<u>12,356</u>
Total Funds		<u>87,026</u>	<u>36,512</u>

Signed by one of the Trustees on behalf of the Trustees _____

Print Name _____

Date _____

GARNANT FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2021**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of Preparation

The financial statements have been prepared on a receipts and payments basis on a consistent basis.

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity receives the resources.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has received the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for as a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

GARNANT FAMILY CENTRE**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2021 Cont'd****Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when received.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as paid by the charity.

Governance costs

This includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or charity matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

2. RESTRICTED INCOME

Restricted funds are received for a specific purpose within the objects of the charity and must be accounted for separately. All income has therefore been shown as restricted where the donor has stated that the income can only be used for a specified purpose or where it has been raised through an appeal for a specified purpose. Fund movements were as follows:

Fund	B/F	Income/ Additions	Expenditure	Funds Transfer	C/F
	£	£	£	£	£
Big Lottery	1,017	-	-	-	1,017
Children in Need	8,231	-	(2,258)	-	5,973
Comic Relief	-	939	(808)	-	131
Flying Start	378	14,500	(13,522)	-	1,356
William Brownhill	787	-	(90)	-	697
St Davids of the Diocesan	1,253	-	(1,157)	-	96
Tesco	690	500	(469)	-	721
Families First	-	8,911	(5,933)	(259)	2,719
Garfield Weston	-	10,000	(8,185)	-	1,815
Covid-19 Resilliance Award	-	5,000	(2,474)	-	2,526
Awards for All	-	19,988	(9,414)	-	10,574
Wales Recover and Respond	-	5,000	-	-	5,000
Time to Shine	-	1,704	(773)	-	931
Waterloo Foundation	-	9,914	-	-	9,914
Voluntary Sector – Emusrf	-	19,092	-	-	19,092
Neighbourly	-	400	-	-	400
Cwmamman Town Council	-	1,300	-	-	1,300
	<u>12,356</u>	<u>97,248</u>	<u>(45,083)</u>	<u>(259)</u>	<u>64,262</u>

GARNANT FAMILY CENTRE**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2021****3. SALARY AND WAGES**

£

Total staff costs comprised:

Wages and salaries	40,616
Employers National Insurance costs	-
Employers Pension Costs	-
Total staff costs	<u>40,616</u>

Payroll DBS and recruitment costs totalled £NIL

The average monthly number of employees in the year was 2

No employees received emoluments of more than £60,000

4. GOVERNANCE COSTS

Includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to trustees on governance or charity matters.

There was no trustee remuneration.

Governance costs were as follows:

	£
Independent Examination	546
Insurance	323
Consultancy and advice	5,416
Membership fees	-
Total	<u>6,285</u>