

FAMILY MATTERS YORK

**Financial Statements and
Annual Report of the Trustees**

for the year ended

31st March 2022

Charity No 1088274

FAMILY MATTERS YORK

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FAMILY MATTERS YORK
LEGAL AND ADMINISTRATIVE INFORMATION

TRUSTEES

The Trustees who served during the year were:

Mrs Jill Ross	Co - Chair
Mrs Joanna Bloss	Co - Chair
Mr Martin Rowley	Resigned 13th September 2021
Mr Howard Landon	
Mr Luke Hale	Appointed 7 June 2021

ADMINISTRATOR

Mrs Bethany Wheeler

TREASURER

Mrs Bethany Wheeler

CHARITY NUMBER

Registered Charity Number 1088274

GOVERNING DOCUMENT

Family Matters York was established by a Deed of Trust adopted on 21 March 2001.
Family Matters York is the operating name of the York Community Family Trust.

PRINCIPAL OFFICE

Dilston House, 65 Lawrence Street, York. YO10 3BU.

BANKERS

National Westminster Bank plc	CAF Bank Ltd
York City Centre	25 Kings Hill Avenue
1 Market Street	Kings Hill
York City Centre	West Malling
YO1 9YH	Kent
	ME19 4JQ

INDEPENDENT EXAMINER

Paul Dixon ACA
Fortus Audit LLP
Chartered Accountants &
Statutory Auditors
5/6 Manor Court
Eastfield
Scarborough
North Yorkshire
YO11 3TU

FAMILY MATTERS YORK
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2022

The trustees present their report for the year ended 31 March 2022. The financial statements have been prepared in accordance with accounting policies set out on page 8 and comply with the charity's trust deed and applicable law.

Trustees

The trustees in office as at 31st March 2022 are set out on page 1 of this report.

Objectives and activities of the Organisation

The objectives of the organisation are the advancement of public education in matters concerning marriage, parenting, family life and relationships, with a view to strengthening and enriching family life. The charity continues to work actively towards its objectives.

In setting the objectives and planning the activities for the year, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit at the Trustees Meetings.

Review of Activities

During the year the trustees met 6 times. The charity continued to promote the objectives of the organisation within the community of the city of York and surrounding areas.

A detailed review which looks at some of the highlights of the year, as well as some of the future plans is included in page 3 .

Finances

The attached Statement of Financial Activities details the financial position for the year which the trustees consider to be satisfactory. The organisation maintains such funds that are necessary for its day to day activities.

The net outgoing resources for the year of £393 (2021 - £1,523) have been deducted from funds giving a total fund balance of £36,677 (2021- £37,070).

Risk Management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Reserves Policy

It is the current policy of the charity to maintain unrestricted funds at a level which equates to at least 3 months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds were maintained at least to this level throughout the year.

FAMILY MATTERS YORK

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

This financial year saw us move into post-pandemic times, and like much of the world we had to continue to adapt according to the everchanging climate. We were delighted to be recognised for our work in the community during the pandemic by the Lord Mayor and York CVS. They presented us with a certificate “in recognition of [our] kindness, generosity and practical help during the COVID-19 pandemic”. We are proud to have brought support & help to the family & couple relationships in our city at that most difficult time in history.

We were able to resume in-person parenting courses in September 2021 and have maintained a hybrid approach. The ability to continue providing some online courses each half term has opened up access to our courses to more people; for some, the idea of coming into an unfamiliar building with people they don't know was too much of a barrier, but they feel comfortable enough to login from the comfort of their own home and are able to gain much of the benefits from our courses in a way that they couldn't pre-pandemic. Our parenting coordinator continued to adapt the course material to best suit its context, while our team of 11 course facilitators delivered the courses in pairs.

Over the year we ran 34 courses attended by 223 parents. All our courses aim to increase parents' confidence and give them the skills they need to better connect with their children and to support them as they grow through the stages of childhood. We have courses for each stage, from Early Years to Teenage Years, as well as those for specific issues, e.g., Handling Anger in the family, or for parents of children with additional needs. The feedback we got for these courses over the financial year was overwhelmingly positive – some of it is shared here:

“I feel like I'm much more in control as a parent”

“the change in my daughter has been a transformation, and it all started with me and my new found toolbox”

“the house is a lot calmer and we're all happier really”

One of the courses we ran this year was commissioned and funded by Refugee Action York, specifically for parents who came to York as refugees and found themselves parenting in a totally different culture to that which they were used to & themselves grew up in. The course was a teenage years course that our parenting coordinator simplified to allow for working with a translator.

Our Reconnect programme is the work we do in support of couples and their relationships. This year we were able to fully restart our in person work and we have worked alongside couples as they learn to better communicate and resolve conflict in their relationships.

We believe that the work we have done with both parents and couples over this financial year has worked towards our aims of strengthening relationships and building confidence in families.

We are, as always, grateful to our funders and supporters for the financial gifts that allow us to do this important work. We received grants from the Albert Hunt, Two Ridings & George Moor Foundations, as well as York Foodbank & The National Lottery Community Fund. We also received gifts from local churches and organisations, as well as individuals who kindly donate money each month in support of what we do.

Much of our expenditure has been on salaries & pensions, allowing for 3 part-time members of staff. Our parenting coordinator is responsible for the planning, setting up and managing delivery of our parenting courses; the relationships coordinator is responsible for the development and delivery of our relationships support work; and the general manager is responsible for overall management of the charity, marketing, fundraising and finances. The team is supplemented by an administrator who supports the staff team with administrative tasks as well as supporting & promoting all aspects of the charity.

Looking to the future of the charity, we are hoping to train up some more parenting course facilitators to allow us to provide more courses, as well as work with a graphic designer to develop a new logo & website. We hope that both of these developments will allow us as a staff & volunteer team to continue to provide this valuable service to as many families as possible in York.

FAMILY MATTERS YORK
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2022

Organisational Structure

The trustees are responsible for the strategic direction of the charity together with day to day responsibility for the administration of the charity's funds.

Independent Examiner

A resolution proposing Mr P Dixon ACA of Fortus Audit LLP to be reappointed as independent examiner of the charity will be put to the Annual General Meeting.

Statement of Trustees' Responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

Approval

This report was approved by the trustees on ^{23/01/2023} and signed on their behalf.

Jill Ross

Mrs Jill Ross
Trustee
on behalf of Family Matters York

FAMILY MATTERS YORK
BALANCE SHEET AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets		783	865
Current assets			
Cash at bank		37,063	36,244
Debtors and prepayments		1188	990
		<u>38,250</u>	<u>37,234</u>
 Liabilities: amounts falling due within one year			
Creditors	7	2,356	1,029
		<u>35,894</u>	<u>36,205</u>
Net current assets			
		<u>36,677</u>	<u>37,070</u>
Net assets			
		<u>36,677</u>	<u>37,070</u>
 Represented by:			
Funds	8		
General Fund		36,677	37,070
Designated funds		0	0
		<u>36,677</u>	<u>37,070</u>

Mrs J Ross.....*Jill Ross*..... Date 23/01/2023
Trustee

Mrs J Bloss.....
Trustee

For and on behalf of the Trustees of Family Matters York

FAMILY MATTERS YORK

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted Funds		2022	2021
		General	Designated	Total	Total
		Fund	Funds	Funds	Funds
	Note	£	£	£	£
Incoming Resources					
Grants for the year	2a	30,350	0	30,350	26,853
Gifts and donations	2b	18,433	25	18,458	19,462
Course fees		0	2,443	2,443	1,465
Bank and other interest		1	0	1	5
Total incoming resources		48,784	2,468	51,252	47,784
Resources Expended					
Direct charitable expenditure	3	16,885	29,896	46,781	45,797
Support costs	4	2,886	322	3,207	2,221
Professional Fees	5	1,657	0	1,657	1,289
Total resources expended		21,427	30,218	51,645	49,307
Net (Deficit) / Surplus for the year		27,356	(27,750)	(393)	(1,523)
Transfer between funds		(27,750)	27,750	0	0
		(393)	0	(393)	(1,523)
Balance brought forward		37,070	0	37,070	38,593
Balance carried forward	8	36,677	0	36,677	37,070

There are no recognised gains or losses other than those stated above.

The notes on pages 7 to 11 form part of these accounts.

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

1.1 Basis of preparation of accounts and assessment of going concern

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and the Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS102.

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

1.2 Incoming resources and recognition

Voluntary income and donations are included as incoming resources when they are receivable, except when donors' conditions have not been fulfilled, then the income is deferred. Any income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. Gift aid is shown when received.

1.3 Expenditure recognition

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the costs categories on a basis consistent with the use of these resources.

1.4 Investment income

Investment income is included in the Statement of Financial Activities when receivable.

1.5 Funds

The unrestricted funds of the charity have been analysed as follows:

General Fund:

General funds are those which are not subject to any special restriction and they can be used as the trustees decide.

Designated Funds:

Designated funds are amounts that the trustees have set aside to cover particular expenditure.

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

2 Incoming resources

	2022 £	2021 £
2a Grants receivable		
Allocated as follows:		
General fund	30,350	21,778
Designated funds	0	5,075
	<u>30,350</u>	<u>26,853</u>
2b Gifts and donations		
Allocated as follows:		
General fund	18,433	19,462
Designated funds	25	0
	<u>18,458</u>	<u>19,462</u>

3 Direct charitable expenditure

	General Fund £	Designated Funds £	2022 Total Funds £	2021 Total Funds £
Salaries and				
national insurance	13,092	25,738	38,830	38,342
Staff pension costs	392	772	1,164	1,150
Staff expenses	329	649	978	405
Staff & volunteer training	0	0	0	0
Rent and rates	2,772	0	2,772	2,597
Volunteer costs	0	2,375	2,375	2,250
Course material	300	362	662	1,053
Room hire	0	0	0	0
Sundry expenses	0	0	0	0
	<u>16,885</u>	<u>29,896</u>	<u>46,781</u>	<u>45,797</u>

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

4 Support costs

	General Fund £	Designated Funds £	2022 Total Funds £	2021 Total Funds £
Depreciation	582	0	582	433
Insurance	922	0	922	909
Telephone	511	124	635	798
Printing, postage and stationery	96	198	294	81
Website and computer costs	0	0	0	0
Recruitment Costs	500	0	500	0
Subscriptions	273	0	273	0
Deposit account interest	1	0	1	0
	<u>2,886</u>	<u>322</u>	<u>3,207</u>	<u>2,221</u>

5 Professional Fees

	General Fund £	Designated Funds £	2022 Total Funds £	2021 Total Funds £
Independent Examiner's fee	1105	0	1105	755
Payroll management costs	552	0	552	534
	<u>1,657</u>	<u>0</u>	<u>1,657</u>	<u>1,289</u>

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

6 Designated Funds

Parenting Fund

A fund set up by the trustees to train volunteers and deliver courses to equip parents and carers to improve their parenting skills and their relationships with their children.

Relationship Support Fund

A fund set up by the trustees to train volunteers and deliver courses to support people in relationships and couples who are facing relationship difficulties.

7 Creditors

	2022 £	2021 £
Pensions	232	232
PAYE	477	0
Independent examiner's fee	954	755
Other creditors	<u>693</u>	<u>42</u>
	<u>2,356</u>	<u>1,029</u>

8 Movement of funds

	Opening Balances £	Incoming Resources £	Resources Expended £	Transfers between funds £	Closing Balances £
Unrestricted Funds					
General Fund	37,070	48,784	21,427	(27,750)	36,677
Designated Funds					
Parenting Fund	0	1,693	15,595	13,902	0
Relationship Support Fund	0	775	14,623	13,848	0
	<u>37,070</u>	<u>51,252</u>	<u>51,645</u>	<u>0</u>	<u>36,677</u>

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

9 Staff costs

	2022	2021
	£	£
The staff costs were:		
Wages and salaries	39,995	39,492
	<u>39,995</u>	<u>39,492</u>

During the year the number of staff employed on a part time basis was as follows:

	2022	2021
Direct charitable activities	<u>3</u>	<u>3</u>

No employee received remuneration of more than £60,000.

10 Trustees

No trustee received any remuneration for services rendered during the year. However, trustees out of pocket expenses were reimbursed when requested.

Rent of £2,400 (2021- £2,400) was paid to Rowley & Sons, a business in which one of the trustees, Mr M Rowley is a partner.

11 Independent Examiner's Fee and Professional costs

The Independent Examiner's fee for the year amounted to £954 (2021- £755) and is disclosed in professional fees. Payroll management costs of £552 payable to Fortus North Limited have been charged within these financial statements.

12 Contingent liabilities

The Charity has no contingent liabilities at 31st March 2022 (2021- £Nil).

FAMILY MATTERS YORK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of Family Matters York for the year ended 31 March 2022 which are set out on pages 5 to 11.

Respective responsibilities of the Trustees and of the Independent Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 does not apply, and that an independent examination is needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- (a) examine the accounts under section 145 of the Charities Act 2011 (the 2011 Act);
- (b) to follow the procedure laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- (c) 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 Charities Commissioners. An independent 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

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

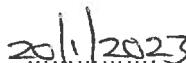
- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Paul Dixon ACA
Fortus Audit LLP
Chartered Accountants &
Statutory Auditors



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