

FAMILY MATTERS YORK

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

for the year ended

31st March 2023

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 Howard Landon | |
| Mr Luke Hale | |
| Dr Lindsay Cunningham | |

ADMINISTRATOR

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

St Chad's Church, Campleshon Road, York. YO23 1PE.

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

Peter Taylor
Taylor-Made Accountancy Ltd
36 Alwyne Grove
York
YO30 5RT

FAMILY MATTERS YORK
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2023

The trustees present their report for the year ended 31 March 2023. 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 2023 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 incoming resources for the year of £12,467 (2022 – outgoing £393) have been deducted from funds giving a total fund balance of £49,144 (2022- £36,677).

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 2023

This last financial year has been a time of change for the charity with our parenting work coordinator moving on after working with the charity for around 20 years! Our new parenting support lead started work with us in September and is making the role her own.

In June we provided some training to add more parenting course facilitators to our team. With 3 full days set aside to learn the ropes, our facilitators are really well equipped to support parents. This enlarged team of facilitators have helped us to run 24 parenting courses with 175 parents attending. We estimate that for every parent who attends a course there are a further 3 people impacted, so our indirect beneficiaries for the parenting courses is 700. 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.

75% of parents who came on our courses over this financial year reported an improvement in the relationship they have with their children, and over 90% felt more confident in their parenting.

Of course, numbers are only half the story. The feedback we get from parents gives us more information on how effective our courses are in reaching these aims. Here are a few of the statements received:

"I'm calmer, less cross, less frantic, more respectful of my children. Which all feels lovely"

"We are talking more, and arguing less"

"My son feels more confident in himself".

An exciting new venture for us is running single event sessions for particular parenting issues. In March we launched "A Mind of Their Own", which is an interactive event for parents wishing to invest in their child's wellbeing. With children's mental health being a hot topic at the moment, we are excited to support parents in this area. This first event was really successful, and we hope to run more throughout the next year.

Our Reconnect programme is the work we do in support of couples and their relationships. This year we continued to work alongside couples as they learn to better communicate and resolve conflict in their relationships. One couple in particular reported how they are more aware of what they can do to stay connected, and that the affirmation they received from their mentor couple made a big difference to how they perceive their relationship.

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 Two Ridings Step Change Fund, Postcode Neighbourhood Trust, York Foodbank & The Belfry 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.

Similar to previous years, most of our expenditure has been on the salaries & costs of our 3 part-time members of staff – The general manager, parenting support lead and relationship support lead. We are also supported by a volunteer administrator.

We are really proud of what we have achieved this year and look forward to doing more work next year to strengthen relationships across the city.

FAMILY MATTERS YORK
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2023

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 A Taylor of Taylor-Made Accountancy Ltd be appointed 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 January 2024 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 2023

| | Note | 2023 £ | 2022 £ |
|--|------|----------------------|----------------------|
| Fixed assets | | | |
| Tangible assets | | 183 | 783 |
| Current assets | | | |
| Cash at bank | | 49,949 | 37,063 |
| Debtors and prepayments | | - | 1,118 |
| | | <u>49,949</u> | <u>38,250</u> |
| Liabilities: amounts falling due within one year | | | |
| Creditors | 7 | 988 | 2,356 |
| Net current assets | | <u>48,961</u> | <u>35,894</u> |
| Net assets | | <u><u>49,144</u></u> | <u><u>36,677</u></u> |

Represented by:

Funds

| | | |
|------------------|----------------------|----------------------|
| General Fund | 49,144 | 36,677 |
| Designated funds | 0 | 0 |
| | <u><u>49,144</u></u> | <u><u>36,677</u></u> |

Mrs J Ross *Jill Ross*
Trustee

Date 25/01/2024

Mrs J Bloss *JTBloss*
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 2023

| | | 2023 | 2022 |
|--------------------------------------|------|---------------------|---------------------|
| | | Total Funds £ | Total Funds £ |
| | Note | | |
| Incoming Resources | | | |
| Grants for the year | 2a | 53,000 | 30,350 |
| Gifts and donations | 2b | 10,457 | 18,458 |
| Course fees | | 1,121 | 2,443 |
| Bank and other interest | | 100 | 1 |
| Total incoming resources | | <u>64,678</u> | <u>51,252</u> |
| Resources Expended | | | |
| Direct charitable expenditure | 3 | 48,706 | 46,781 |
| Support costs | 4 | 2,319 | 3,207 |
| Professional Fees | 5 | 1,186 | 1,657 |
| Total resources expended | | <u>52,211</u> | <u>51,645</u> |
| Net (Deficit) / Surplus for the year | | 12,467 | (393) |
| Transfer between funds | | <u>0</u> 12,467 | <u>0</u> (393) |
| Balance brought forward | | 36,677 | 37,070 |
| Balance carried forward | | <u>49,144</u> | <u>36,677</u> |

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 2023

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 2023

2 Incoming resources

| | 2023 £ | 2022 £ |
|-------------------------------|---------------|---------------|
| 2a Grants receivable | | |
| Allocated as follows: | | |
| General fund | 53,000 | 30,350 |
| Designated funds | 0 | 0 |
| | <u>53,000</u> | <u>30,350</u> |
| 2b Gifts and donations | | |
| Allocated as follows: | | |
| General fund | 10,457 | 18,433 |
| Designated funds | 0 | 25 |
| | <u>10,457</u> | <u>18,458</u> |

3 Direct charitable expenditure

| | 2023 Total Funds £ | 2022 Total Funds £ |
|----------------------------|-----------------------------|-----------------------------|
| Salaries and | | |
| national insurance | 40,299 | 38,830 |
| Staff pension costs | 2,618 | 1,164 |
| Staff expenses | 95 | 978 |
| Staff & volunteer training | 783 | 0 |
| Rent and rates | 1,652 | 2,772 |
| Volunteer costs | 2,807 | 2,375 |
| Course material | 452 | 662 |
| Room hire | 0 | 0 |
| Sundry expenses | 0 | 0 |
| | <u>48,706</u> | <u>46,781</u> |

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

4 Support costs

| | 2023 | 2022 |
|----------------------------------|--------------|--------------|
| | Total | Total |
| | Funds | Funds |
| | £ | £ |
| Depreciation | 599 | 582 |
| Insurance | 28 | 922 |
| Telephone | 561 | 635 |
| Printing, postage and stationery | 359 | 294 |
| Website and computer costs | 700 | 0 |
| Recruitment Costs | 0 | 500 |
| Subscriptions | 0 | 273 |
| Bank Charges | 72 | 1 |
| | <u>2,319</u> | <u>3,207</u> |

5 Professional Fees

| | 2023 | 2022 |
|----------------------------|--------------|--------------|
| | Total | Total |
| | Funds | Funds |
| | £ | £ |
| Independent Examiner's fee | 500 | 1,105 |
| Payroll management costs | 686 | 552 |
| | <u>1,186</u> | <u>1,657</u> |

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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

| | 2023 | 2022 |
|----------------------------|-------|-------|
| | £ | £ |
| Pensions | 227 | 232 |
| PAYE | 261 | 477 |
| Independent examiner's fee | 500 | 954 |
| Other creditors | 0 | 693 |
| | <hr/> | <hr/> |
| | 988 | 2,356 |
| | <hr/> | <hr/> |

FAMILY MATTERS YORK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

9 Staff costs

| | 2023 £ | 2022 £ |
|-----------------------|---------------|---------------|
| The staff costs were: | | |
| Wages and salaries | 42,917 | 39,995 |
| | <u>42,917</u> | <u>39,995</u> |

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

| | 2023 | 2022 |
|------------------------------|----------|----------|
| 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.

11 Independent Examiner's Fee and Professional costs

The Independent Examiner's fee for the year amounted to £500 (2022- £954) and is disclosed in professional fees. Payroll management costs of £686 payable to Fortus North Limited have been charged within these financial statements.

12 Contingent liabilities

The Charity has no contingent liabilities at 31st March 2023 (2022- £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 2023 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.

Peter Taylor
Taylor-Made Accountancy Ltd



22 January 2024