



TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2021**

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The Family Haven is a charitable company, limited by guarantee
Registered in England. Company No. 4247872
Registered as a Charity in England and Wales No. 1088622
31 Spa Road, Gloucester, GL1 1UY.
www.thefamilyhaven.com



THE FAMILY HAVEN
CHAIR'S REPORT
YEAR ENDED 31 MARCH 2021

CHAIR'S STATEMENT

This year John Price stood down as Chair. We would all like to thank John for his contribution to the charity and we are grateful for everything he has done. He led the charity with pride, and he will be greatly missed. On behalf of us all "Thank you".

The covid-19 pandemic has brought many challenges in the way we have supported our clients. Diversifying how we interact, engage, and support them to ensure they get the help they need.

The Family Haven's strength lies within the staff, volunteers, and trustees. Their overwhelming contribution to the wellbeing of the local community reflects in the support they have been able to offer during these very difficult times. I personally, am very proud to be part of this team and I cannot praise the staff enough for their hard work and perseverance. Going above and beyond their day-to-day duties to support the needs of our clients and the business. They truly are the heart of the charity and without them we wouldn't have the charity as it is today.

Like so many organisations, covid-19 has impacted the charity dramatically; how we have been able to deliver our services and how we have been able to interact with our clients. Through necessity we had to diversify our approach to how we operate. This in some areas has made the charity stronger. New services have been developed and have worked incredibly well, for example our food hampers and craft packs which we distributed to clients. Our use of social media and telecoms have increased, allowing us to reach people when physical contact is not possible. Keeping the fluidity of communication and support to the forefront of our core services.

Financially we are in a strong position, however we do accept the next 12 months will have challenges with how new funding will be maintained. We are confident that any impacts will be limited and without detriment to the services we supply.

The coming year we have exciting new projects happening (covid-19 permitting). We are devising new projects around "Home Management", "Cookery and Healthy Eating" and developing new a baby play programme. Our overall strategy is to become a "Centre of Excellence" and these programmes help us achieve this.

My time as chair has, to date, has been brief. I cannot express how proud I am of the charity, the work and support we offer and how privileged I am to work with all the great people who are involved with the charity.

Ryan Miessner
30 June 2021

THE FAMILY HAVEN

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021 (including the directors' report)

The trustees present their report and the unaudited financial statements for the year ended 31 March 2021. Included within the trustees' report is the directors' report as required by company law. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

1. REFERENCE AND ADMINISTRATIVE DETAILS

Company number: 4247872
Registered charity number: 1088622

Address and Registered Office 31 Spa Road
Gloucester
GL1 1UY

Trustees:

Chair Ryan Miessner
Treasurer Gerald Holyhead
Other trustees: John Orchard
Asya Pandor
Alistair Holyhead (appointed 6th May 2020)
Gillian Hewlett (appointed July 1st 2021)

Former trustees:
Joanne Collinson (Resigned October 9th 2020)
Brian Lehaney (Resigned September 2nd 2020)
John Price (Resigned March 15th 2021)

Trustees are also directors for the purposes of company law.

Company Secretary Gerald Holyhead

Day Centre Manager Lucy Pearce

Nursery Manager Helen Jackson

Bankers CAF Bank Ltd.
25 Kings Hill Avenue,
Kings Hill,
West Malling,
Kent
ME19 4JQ

Independent examiner Patrick Morrello ACA
Third Sector Accountancy Limited
Holyoake House
Hanover Street
Manchester
M60 0AS

2. STRUCTURE, MANAGEMENT AND GOVERNANCE

Nature of Governing Document

The Family Haven is a private registered charitable company limited by guarantee, with no share capital, incorporated on 6 July 2001 and governed by its Memorandum and Articles of association.

Members

Each member undertakes to pay an amount not exceeding £1.00 towards liabilities in the event of the charity being dissolved.

There are three classes of members as follows:

- Trustees (currently 5)
- Honorary members (currently 1)
- Subscribing members (currently 11)

Management

The policies and general management of the affairs of the Family Haven are directed by Trustees, one third of who retire each year by rotation, but are eligible for re-election. Trustees meet each month.

The day-to-day management of The Family Haven is carried out by the managers of the Day Centre and the Nursery.

The Trustees affirm their maintenance of and commitment to safeguarding children, health and safety and anti-bullying policies.

Recruitment and Appointment of Trustees

Trustees are recruited with a view to diversity, sound experience in a related field or professional expertise in a relevant area. Advertisements are regularly placed with agencies who specialise in the identification of suitable candidates.

Such candidates are given first-hand experience of the work of the Family Haven, interviewed by two existing Trustees and, if appropriate, are invited to a Trustees' meeting. Appointment is then conditional on the approval of the Trustees generally.

Trustees have fully documented Job Descriptions and are provided with a regularly updated governance manual which covers such matters as legal form and charity status, trustees job descriptions, conflict of interest policy, anti-fraud policy and delegated authority.

Governance

The Family Haven is committed to abiding by the seven principles of good governance as set out in the Charity Governance Code for smaller charities developed by the Charity Governance Code Steering Group.

Risk Policy

Trustees place a high priority on risk management. Risks identified are categorised as follows:

- Strategic and Governance
- Management and staff
- Operational
- Financial

It is the policy of the Trustees to review all risks on at least an annual basis. Each review seeks to establish that all risks are documented and that steps to mitigate such risks are established and executed. As a result of this process, the Trustees are satisfied that residual risks are minimal.

3. OBJECTS, AIMS AND ACTIVITIES

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

Objects

The Family Haven formal objects are to relieve poverty and distress of persons in the Gloucester area who by virtue of their social and economic circumstances are in need.

Mission

The Family Haven's mission is to help and support vulnerable families with pre-school children in Gloucestershire, particularly the hard-to-reach and those living in unsuitable accommodation. To achieve this, we will provide a warm and caring environment where both assistance and encouragement are available to enable parents and children to flourish.

Aims and objectives

The Trustees have set the following aims in respect of the defined target group in order to advance its mission:

- 1 To empower families to take a greater responsibility for their own well-being.
- 2 To broaden life experiences.
- 3 To improve health, including mental health and self-worth of parents and children.
- 4 To improve opportunities for pre-school children.
- 5 To encourage development of new skills for parents and children.
- 6 To encourage mutual support amongst the families.
- 7 To improve parenting skills.
- 8 To enable parents and children to maintain a nutritious diet.

Activities and strategy

In general, the aims of The Family Haven are addressed by providing a day centre at 31 Spa Road, Gloucester. The centre is open from 9.30 am to 4.00 pm Monday to Friday for parents and their children, as well as children with particular needs. The day centre provides cooked midday meals, washing and laundry facilities, a crèche, nursery and play area, rest facilities and basic welfare advice.

Each of the specific aims is addressed by a series of specific activities, designed to bring out the desired result. Targets are then set by the management in respect of each activity and are approved by the Trustees.

4. ACHIEVEMENT AND PERFORMANCE

	2019-20	2020-21
Individual families benefited	59	52
Number of visits by parents	2,420	920
Number of visits by children	2,764	923
Respite and crèche sessions	1,021	1,111
One to one sessions with children with additional needs	1,413	792
Meals provided	4,236	1,086
Active listening/advice sessions	227	424
Day trips	166	0
Parenting/adult development class attendees	679	642
Healthy eating sessions	59	39

The annual statistics show the affect that the pandemic had on the way we run compared to a normal year. Despite the restrictions we still managed to support 52 families this year. The number of visits is significantly reduced due to having to close for three months during the first lockdown and then reducing capacity due to social distancing measures when we reopened.

Active listening sessions increased dramatically, almost doubling, by providing weekly phone calls, twice weekly to some families during the pandemic. The pandemic showed us that although we could not provide our usual methods of working we were still able to support those most in need remotely and practically. This came in the form of active listening, providing advice, additional support and referrals if necessary.

From the phone calls and active listening sessions it soon became clear that the families were struggling. Many were finding it difficult to do the everyday things such as shopping for essentials. This was due to having their children with them and supermarkets enforcing a one per household admittance or that panic buying had led to depleted stocks. We were able to source and put together a regular care package for the families containing items tailored to their needs. In addition to this we organised a fruit and vegetable delivery to their house. These were greatly received and all of the families commented on the difference it had made to their lives. Some of the comments we had from families were;

“Thank you for the fruit and vegetables, all your help will not be forgotten when things go back to normal, you guys are amazing at what you do. BIG LOVE TO YOU ALL”

Another mum said “Thank you so much for our fruit and veg! It’s such a nice feeling to know you are looking out for us”

Another told us “thank you very much all of you. May god bless you all and reward you for your kindness, and to be there for all of us. I can’t thank you enough for what the family haven doing for us.

Statements like these reinforced the message that what we were doing was making a difference to those families at a very challenging time.

We still provided parenting sessions via a private Facebook group as well as craft and personal development packs with a tutorial on our private social media page to be completed at home. Sadly, no day trips were possible this year.

We have found ourselves overwhelmed with support during the last year. So many individuals, groups and organisations have contacted us during the pandemic to express their support. We have teamed up with Cheltenham hygiene bank, Cheltenham Sewa day, Gloucester fair shares and Neighbourly selected us as a charitable partner for Lidl’s new ‘Tackling Hunger’ food donations campaign, so that we can receive any surplus food that would otherwise have gone to waste and distribute this to our families.



Some of our other achievements this year are;

Five parents secured suitable housing.
Thirteen parents were able to attend work part time.
Eleven parents were able to undertake training.
Five parents were able to volunteer.
Our latest Environmental Health, Food Hygiene inspection resulted in us once again being awarded a

rating of 5 (the highest possible rating)

I am pleased to say that we reopened the centre fully to all clients in line with the government's road map on the 17th of May. This allowed the mixing of up to six household bubbles, enabling friends to be together once more, something that they have all missed terribly. We hope to see the clients return to all of the activities they have missed such as the healthy eating, parenting classes, arts and craft sessions as well as they sessions in the nursery with their children such as story and bake.

Although the last year has not been without its challenges one thing it has shown us is what an amazing team we have here at The Family Haven. Everyone has pulled together during this difficult time to ensure that all of the families have been supported during a very uncertain and unpredictable time. We continue to work holistically with the whole family, something that has always made us unique. I'm pleased to say that as a result of the pandemic, we now have stronger links to the community as a result of partnership working. This will continue to benefit our families while promoting the invaluable work that The Family Haven provides.

5. FINANCIAL REVIEW

General

There was an expectation in 2020 of a deficit for the Year. Funders would be looking at the immediate difficulties in society caused by the pandemic to the detriment of smaller local charities. This was the charity's experience and a deficit would have occurred but for three major factors. Two grants were received; One to assist with the additional costs caused by the pandemic such as protective equipment and the other to assist with the shortfall caused by the reduction in normal funding. A Government grant was received and the Coronavirus Job Retention Scheme assisted with the salary costs. In late March 2021 and significant legacy was received. The effect of this was a surplus for the year instead of a deficit.

This has enabled the Trustees to look at two issues. The first is the Facilities at Spa Road. Previously funds were designated for the improvement of the Facilities. There are long term maintenance issues with the structure which need to be addressed. There are also environmental improvements to reduce heat emissions that may be made at the same time minimising setup costs. The Trustees have therefore increased the amount designated for this. A review of services provided to clients of the Charity has shown a few areas that may need in depth revision and that some additional services may appropriate. An amount has been designated to provide for these costs.

Funding

Funding the charitable activities is always a concern for the Trustees and Managers. Long Term Funding is vital for the underlying stability of the Charity. One significant funding grant expired early in 2020-21. With two significant grants there was an overall increase to income during the year although there was a decrease from the number of amount from customary funders.

Expenditure

The pandemic lockdown resulted in clients not being able to fully utilise the facilities Spa Road and the furlough of some staff. This resulted in an overall cost reduction. Additional costs arose from the direct support given to the Charity's clients during lockdown. This activity would not occur normally. The cost of PPE, intensive cleaning and training to cope with the pandemic all added to the overhead costs. Plans for building improvements were put on hold. Payroll Cost, the largest annual expenditure for the Charity, was reduced after receiving reimbursements from the Job Retention Scheme.

Reserves Policy

It is the policy of the charity that unrestricted free reserves should be maintained at a level equivalent to at least six months' otherwise unfunded expenditure with the objective that The Family Haven is able to continue with its activities for the duration of any temporary fall in funding. Current levels of reserves are satisfactory.

In addition to free reserves, designated funds are maintained for the following purposes:

- 1. Fixed assets** - this fund represents the amount of reserves tied up in the net book value of fixed assets
- 2. Facilities** – the improvement of the structure and environmental impact of the building and facilities generally for the long term benefit of clients.
- 3. Additional services** – the study and implementation of improved or further services to the clients

Unrestricted reserves as at 31 March 2021 are summarised as follows:

	£
General fund	227,066
Designated fund - fixed assets	164,881
Designated fund – facilities	115,000
Designated fund - additional services	30,000
	<u>536,947</u>

In addition, restricted funds are maintained amounting to £15,000. These represent funds specifically earmarked for purposes specified by the donor.

6. FUTURE PLANS

The pandemic has had two major results, throwing the activities of the Charity out of their normal pattern and the effect on fund-givers to the Charity.

The staff have worked hard to fulfil the Charity's Mission Statement and current circumstances allow a careful resumption of the normal activity and provision of services to the clients even if it is still restricted. There are plans to enhance the services provided.

Routine Fund-givers have faced an increased demand for their funds and have either reduced the grants to individual charities or reset the parameters for application for grants. In consequence the Trustees expect less grant income in the coming year and may need to draw on the reserves to fund this year's activities. There are sufficient reserves to maintain the activities of the charity. Every effort is being made to seek new grant sources.

7. STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also directors of The Family Haven for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

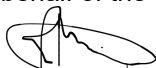
Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 assume 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 charitable company, and enable them to ensure that the financial statements comply with the Companies Act 2006. 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 has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

On behalf of the Trustees

A handwritten signature in black ink, appearing to read "Ryan Miessner".

Ryan Miessner
Chair
30 June 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FAMILY HAVEN

I report on the accounts of the charity for the year ended 31 March 2021 set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

P Morrello

Patrick Morrello ACA
Third Sector Accountancy Limited
Holyoake House
Hanover Street
Manchester
M60 0AS

21 / 11 / 2021

Date

THE FAMILY HAVEN



STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an income and expenditure account)

YEAR ENDED 31 MARCH 2021

	Notes	2021			2020		
		Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
Income from:							
Donations and legacies	3	207,827	152,188	360,015	152,033	161,497	313,530
Charitable activities	4	11,229	-	11,229	17,304	-	17,304
Investments		1,276	-	1,276	1,881	-	1,881
Other		-	-	-	1,586	-	1,586
Total		220,332	152,188	372,520	172,804	161,497	334,301
Expenditure on:							
Raising funds	7, 13	12,825	-	12,825	14,601	-	14,601
Charitable activities	7, 13	52,340	167,293	219,633	71,714	138,311	210,025
Total		65,165	167,293	232,458	86,315	138,311	224,626
Net income (expenditure)		155,167	(15,105)	140,062	86,489	23,186	109,675
Transfers between funds	8, 13	-	-	-	-	-	-
Net movement in funds		155,167	(15,105)	140,062	86,489	23,186	109,675
Reconciliation of funds:							
Funds brought forward		381,780	30,105	411,885	295,291	6,919	302,210
Funds carried forward		536,947	15,000	551,947	381,780	30,105	411,885

THE FAMILY HAVEN (company number 4247872)



BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	10		164,881		158,254
Current assets					
Prepayments		2,757		5,276	
Cash at bank and in hand		391,478		250,848	
		<u>394,235</u>		<u>256,124</u>	
Creditors: amounts falling due within one year	11	<u>(7,169)</u>		<u>(2,493)</u>	
Net current assets			387,066		253,631
Net assets	12		<u>551,947</u>		<u>411,885</u>
Represented by:					
Accumulated funds:					
Unrestricted funds					
General fund	13		227,066		126,412
Designated funds	13		309,881		255,368
			<u>536,947</u>		<u>381,780</u>
Restricted funds	13		15,000		30,105
			<u>551,947</u>		<u>411,885</u>

The notes on pages 12 to 20 form part of these accounts.

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

These accounts were approved by the trustees on 30th June 2021 and are signed on their behalf by:

Gerald Holyhead

Trustee

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

1 Company information

The company is limited by guarantee, registered in England and Wales; it is also a registered charity whose activities are intended to be for the public benefit. The company meets the definition of a public benefit entity under FRS102. The registered office is shown on page 1.

2 Accounting Policies

Basis of preparation

The financial statements have been prepared in accordance with 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) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The functional currency is GBP rounded to the nearest pound.

Going concern

After making enquiries, the directors are not aware of any material uncertainties that cast doubt on going concern and they have a reasonable expectation that the Company will be able to continue its activities for the foreseeable future, and at least twelve months from the date of approval of these accounts. Accordingly, they have continued to adopt the going concern basis in the financial statements.

Income

Donations and gifts are recognised as income when received except where any restrictions on expenditure demand that a proportion be carried forward as deferred income. The donations under Gift Aid are recognised when receivable. The associated income tax recovery is recognised when the recovery is receivable. Grants are recognised as income when they are received provided conditions for receipt have been complied with, unless they relate to a specified future period, which has not commenced at the year end, in which case they are deferred. Interest is recognised as income when receivable. No monetary value is ascribed to donations of general volunteer time.

Expenditure

Resources expended are recognised on an accruals basis. They are allocated to activities based on actual usage. Staff support costs are all allocated to the appropriate activity based on the relative amount of time spent on such activities. Premises and other costs are allocated based on salary costs.

Costs of activities in furtherance of the charity's objects comprise those costs incurred by the charity as a result of the delivery of its service. Costs of generating funds comprise the costs associated with attracting voluntary income. Governance costs comprise those costs incurred by the charity in meeting its constitutional and statutory requirements.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the period of the employees service lives on the basis of a constant percentage of earnings. Any difference between the amount charged to the profit and loss account, and amount paid to the scheme is shown as an asset or liability in the balance sheet.

Fixed assets and depreciation

Tangible fixed assets are included in the balance sheet at cost less depreciation.

Depreciation is calculated so that the cost of tangible fixed assets less their residual value are written off over their estimated useful lives at the following rates:

Freehold property 2% straight line

Equipment 25% written down value

No depreciation is provided on freehold land.

Funds

Restricted funds represent funds specifically earmarked for purposes specified by the donor. Designated funds are unrestricted funds earmarked by the trustees for a particular purpose. Unrestricted funds are funds which can be utilised at the discretion of the trustees.

THE FAMILY HAVEN



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021 (continued)

3 Voluntary income

	2021 £	2020 £
Restricted funds:		
<u><i>Building repairs, development and equipment</i></u>		
The Summerfield Charitable Trust	-	12,000
Vinci UK Foundation	3,000	-
<u><i>Nursery</i></u>		
Peter Lang Children's Trust	38,564	35,477
BBC Children in Need	23,157	30,625
Gyde Charity	-	3,000
Other	-	30,000
St James' Place Foundation	-	10,000
<u><i>Outreach</i></u>		
<u><i>Parenting and client development</i></u>		
Gloucestershire Community Foundation	-	10,000
Zurich Community Trust	-	3,000
Garfield Weston Foundation	-	15,000
Gloucestershire County Council	-	7,182
Newby Trust	-	5,000
<u><i>Healthy eating</i></u>		
Co-op Local Community Fund	-	213
<u><i>Administration and Training</i></u>		
<u><i>Covid Secure *</i></u>		
Julia and Hans Rausing Trust	57,467	-
Rose Adeane Trust Loudham Est Ltd	30,000	-
	<u>152,188</u>	<u>161,497</u>
General fund:		
Donations from individuals	20,874	10,494
Legacies	62,609	-
Grants from other trusts	57,750	28,530
Government Grants	49,964	-
Grants from companies	4,246	2,450
Income from events	-	2,722
Grant from Gloucester Quaker Meeting	-	97,114
Grants from other organisations	12,384	10,723
	<u>207,827</u>	<u>152,033</u>
	<u>360,015</u>	<u>313,530</u>

* Covid Secure covers two consequences of the pandemic. The anticipated costs for PPE, administration and assistance to clients during the lockdown. The other consequence was the expected shortfall in funding the activities due to the demand on the customary donor base.

There were no donations received from trustees or related parties.

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021 (continued)**

4 Income from charitable activities

	2021	2020
	£	£
Fees from clients for use of day centre	2,098	6,992
Fees from Local Authorities for nursery	9,131	10,312
	<u>11,229</u>	<u>17,304</u>

All the income shown above is unrestricted.

5 Resources expended

Resources expended includes:	2021	2020
	£	£
Depreciation	12,313	9,066
Trustees' expenses	-	39
Key management employees	56,553	47,410
Independent examiner's fees	<u>720</u>	<u>1,200</u>

Neither the trustees nor any persons connected with them received any remuneration or reimbursed expenses (other than as shown above) during the year.

6 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021 (continued)



7 Total resources expended

These are allocated between activities as follows:

	2021											2020
	Nursery	Parenting and client development	Outreach	One-to-one sessions with children	Respite	Nutrition	Direct Covid Relief *	Fundraising	Governance	Support	Total	Total
	£	£	£	£	£	£		£	£	£	£	£
Costs directly allocated to activities:												
Staff costs	47,126	27,778	5,608	16,893	16,893	12,011	18,567	10,649	-	26,208	181,733	182,373
Premises	6,917	4,075	823	2,479	2,479	1,761	2,726	1,563	-	3,846	26,669	22,044
Other	2,707	1,597	323	971	971	1,370	13,276	613	720	1,508	24,056	20,209
Support, costs re-allocated to activities:	10,268	6,051	1,222	3,679	3,680	2,617	4,045	-	-	(31,562)	-	-
Total costs	67,018	39,501	7,976	24,022	24,023	17,759	38,614	12,825	720	-	232,458	224,626

Basis of allocation:

Staff costs are allocated between charitable activities according to time spent on the activity in question

Support costs are allocated between charitable activities on the basis of salary cost

* Direct Covid Relief is for the cost of direct aid and additional services to clients during lockdown. Other consequential costs have been allocated to the customary activities.

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021 (continued)**

8 Gross transfers between funds

The transfer of funds between restricted and unrestricted funds is the transfer of value of tangible fixed assets, acquired during the year, from restricted to the designated fixed asset fund.

9 Staff and volunteers

The average numbers of people employed by the charity during the year were:

	2021 Number	2020 Number
Fundraising	1	1
Provision of client care	11	11
	<u>12</u>	<u>12</u>
	2021 £	2020 £
Staff costs for the above persons:		
Wages and salaries	168,421	169,378
Pension contributions	5,523	5,355
Pension administration fees	753	985
Social Security costs	7,036	6,655
	<u>181,733</u>	<u>182,373</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000

The two key management employees received total benefits of £27,609 and £26,276.

The charity runs a defined contribution pension scheme for the benefit of its employees. The assets of the scheme are held separately from the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund. There was no liability to this fund as at 31 March 2021 (2020: nil).

The charity uses volunteers, mostly to assist with the work in the nursery but occasionally to assist with other tasks, complementing the role of paid employees. The contribution of such individuals is greatly appreciated; however, it is not considered practical to place a value on such services so the donation of the time of such volunteers is not included as income in the accounts. The charity would not employ additional staff if volunteers were not available.

THE FAMILY HAVEN



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021 (continued)

10 Tangible fixed assets

	Freehold land and buildings £	Equipment £	Total £
Cost			
As at 1 April 2020	225,247	108,024	333,271
Additions	-	18,940	18,940
As at 31 March 2021	225,247	126,964	352,211
Depreciation			
As at 1 April 2020	84,844	90,173	175,017
Provided in year	3,115	9,198	12,313
As at 31 March 2021	87,959	99,371	187,330
Net book value			
As at 31 March 2021	137,288	27,593	164,881
As at 31 March 2020	140,403	17,851	158,254

All fixed assets above are used in direct furtherance of the Charity's objectives.

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Taxation and social security	2,039	552
Accruals	5,130	1,941
	7,169	2,493

12 Analysis of net assets between funds

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	-	164,881	-	164,881
Current assets	234,235	145,000	15,000	394,235
Current liabilities	(7,169)	-	-	(7,169)
As at 31 March 2021	227,066	309,881	15,000	551,947

FIGURES FOR YE 31 MARCH 2020

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	-	158,254	-	158,254
Current assets	128,905	97,114	30,105	256,124
Current liabilities	(2,493)	-	-	(2,493)
As at 31 March 2019	126,412	255,368	30,105	411,885

THE FAMILY HAVEN



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021 (continued)

13 Movement in funds

	As at 31 March 2020	Incoming resources	Outgoing resources	Transfers	As at 31 March 2021
	£	£	£	£	£
<u>Restricted funds</u>					
<i><u>Building repairs, development and equipment</u></i>					
The Summerfield Charitable Trust	12,000	-	-	-	12,000
Vinci UK Foundation	-	3,000	-	-	3,000
<i><u>Nursery</u></i>					
Peter Lang Children's Trust	-	38,564	(38,564)	-	-
Gyde Charity	750	-	(750)	-	-
BBC Children in Need	-	23,157	(23,157)	-	-
St James' Place Foundation	3,333	-	(3,333)	-	-
<i><u>Parenting and client development</u></i>					
Zurich Community Trust	1,500	-	(1,500)	-	-
Garfield Weston Foundation	2,500	-	(2,500)	-	-
Gloucestershire County Council	4,189	-	(4,189)	-	-
Gloucestershire Community Foundation	5,833	-	(5,833)	-	-
<i><u>Healthy eating</u></i>					
<i><u>Covid Secure</u></i>					
Julia and Hans Rausing Trust	-	57,467	(57,467)	-	-
Rose Adeane Trust Loudham Est Ltd	-	30,000	(30,000)	-	-
	30,105	152,188	(167,293)	-	15,000
<u>Unrestricted funds</u>					
Designated fund - fixed assets	158,254	-	(12,313)	18,940	164,881
Designated fund - facilities	48,557	-	-	66,443	115,000
Designated fund - Covid 19	48,557	-	-	(48,557)	-
Designated fund - services revision	-	-	-	30,000	30,000
General fund	126,412	220,332	(52,852)	(66,826)	227,066
<u>Total funds</u>	411,885	372,520	(232,458)	-	551,947

THE FAMILY HAVEN



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021 (continued)

13 Movement in funds (continued)

	COMPARATIVE FIGURES				
	YEAR ENDED 30 MARCH 2020				
	As at 31 March 2019	Incoming resources	Outgoing resources	Transfers	As at 31 March 2020
	£	£	£	£	£
<u>Restricted funds</u>					
<i><u>Building repairs, development and equipment</u></i>					
<i>The Summerfield Charitable Trust</i>		12,000			12,000
<i><u>Nursery</u></i>					
Peter Lang Children's Trust	5,568	35,477	(41,045)	-	-
Gyde Charity	-	3,000	(2,250)	-	750
BBC Children in Need	-	30,625	(30,625)	-	-
Other		30,000	(30,000)	-	-
St James' Place Foundation		10,000	(6,667)	-	3,333
D M Thomas Foundation	351		(351)	-	-
Gloucestershire Community Foundation	1,000		(1,000)	-	-
<i><u>Parenting and client development</u></i>					
Zurich Community Trust		3,000	(1,500)	-	1,500
Garfield Weston Foundation		15,000	(12,500)	-	2,500
Gloucestershire County Council		7,182	(2,993)	-	4,189
Newby Trust		5,000	(5,000)	-	-
Gloucestershire Community Foundation		10,000	(4,167)	-	5,833
<i><u>Healthy eating</u></i>					
Co-op Local Community Fund		213	(213)	-	-
	6,919	161,497	(138,311)	-	30,105
<u>Unrestricted funds</u>					
Designated fund - fixed assets	166,829	-	(9,066)	491	158,254
Designated fund - facilities	-	-	-	48,557	48,557
Designated fund - Covid 19	-	-	-	48,557	48,557
General fund	128,462	172,804	(77,249)	(97,605)	126,412
<u>Total funds</u>	302,210	334,301	(224,626)	-	411,885

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021 (continued)

13 Movement in funds (continued)

Descriptions of nature and purposes of restricted funds

Building repairs, development and equipment

The structural repairs, improvement and decoration of the building and the purchase of equipment for the building's facilities and operations of the charity.

Nursery

Provision of quality nursery facilities for clients' children to achieve and ensure their health, nutrition, safety and development to be able to enter normal schools as equals of their peer group.

Parenting and client development

Support and advice on securing a safe, secure and suitable home accommodation. Training in child care and the acquisition of necessary skills for the parent.

Healthy eating

Understanding nutrition and the skills of food preparation on a budget.

Covid Secure

The costs of P.P.E. and the changes needed to make The Family Haven compliant with the guidance and regulations introduced during the pandemic.

Descriptions of nature and purposes of unrestricted funds

Fixed assets

Facilities

After a review and outline quotes it was decided that this fund, to improve the building and facilities generally for the long term benefit of clients and to reduce their environmental impact, scheduled for implementation during 2021 to 2022, should be increased to £115,000.

Covid 19

This fund was released to the General Fund.

Services revision

A review indicated that there were areas where improvements and additional services might be appropriate. £30,000 has been designated for further studies and implementation from 2021 onwards.

General fund

The free unrestricted funds of the charity.