



TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

Table of Contents

CHAIR'S REPORT	1
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023	2
1. <i>REFERENCE AND ADMINISTRATIVE DETAILS</i>	2
2. <i>STRUCTURE, MANAGEMENT AND GOVERNANCE</i>	3
3. <i>OBJECTS, AIMS AND ACTIVITIES</i>	4
4. <i>ACHIEVEMENT AND PERFORMANCE</i>	5
5. <i>FINANCIAL REVIEW</i>	10
6. <i>FUTURE PLANS</i>	11
7. <i>STATEMENT OF TRUSTEES RESPONSIBILITIES</i>	11
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FAMILY HAVEN	13
STATEMENT OF FINANCIAL ACTIVITIES	14
BALANCE SHEET	15
NOTES TO THE FINANCIAL STATEMENTS	16

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 2023

CHAIR'S REPORT

As The Family Haven enters its 35th year of providing services to families with children under five who find themselves in difficult circumstances in Gloucester, the recovery from the pandemic continues. Our ongoing provision of much-needed care to vulnerable clients has flourished and several pilot services have been evaluated. The lessons learnt from these have been implemented in our overall provision of services and new pilot schemes are being planned for the coming years.

There have been other challenges in the last year. The principal one is the national shortage of qualified nursery nurses. Some nurseries have been forced to close because they have been unable to recruit staff. At times, The Family Haven has not been able to operate at its optimum due to this shortage and time and effort has been put into recruiting of staff with the level of qualification required. All the staff have pulled together in an effort to reduce the impact of the shortage to provide the fullest service possible. Unfortunately, this national shortage continues into the following year.

The planned major repairs and improvements to the building in Spa Road have also been delayed by shortages in the building industry. This means that improvements to the environmental impact have not taken place but still stand as a major commitment from the trustees.

As in recent years, obtaining funding for services is an ongoing challenge. The partnership with Prosser Knowles and the support of many firms by way of finance or volunteer days is greatly appreciated. Individual donations and events, such as the Colesborne Garden Snowdrop Teas, provided 3% of the annual income. Our fundraiser has invested time and effort in building relationships with the major national grant providing trusts in order to stabilise the longer-term funding of the charity.

Ryan Miessner stood down as Chairman in December 2022 because of work commitments and we express our thanks to him for his efforts over the last few years.

A handwritten signature in black ink, appearing to read "Alistair Holyhead".

Alistair Holyhead
Chair of the Trustees



28 / 11 / 2023



THE FAMILY HAVEN

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

(including the directors' report)

The trustees present their report and the unaudited financial statements for the year ended 31 March 2023. 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	Alistair Holyhead	
Deputy Chair	Asya Pandor	(Resigned 15 November 2023)
Treasurer	Gerald Holyhead	
Other trustees:	John Orchard	
	Ryan Miessner	(Resigned 19 December 2022)
	Richard Baker	(Resigned 18 October 2023)
	Gemma Madle	(Resigned 15 February 2023)
	Gillian Hewlett	(Resigned 19 November 2022)
	Hannah Layton	(Resigned 19 October 2022)
	Thomas Longley	(Appointed 7 June 2023)

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	Kate Adderley CA 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 7)
- 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

Our Impact in 2022/23

Over the past year, the Family Haven has continued to support vulnerable families in Gloucestershire. In 2022/23, we supported 54 families made up of 89 adults and 118 children. Below we celebrate our achievements and look forward to the future.

	2021-22	2022-23
Individual families benefited	45	54
Number of visits by parents	1,583	1,817
Number of visits by children	1,923	2,317
Respite and crèche sessions	1,186	508
One to one sessions with children with additional needs	1,048	1,456
Meals provided	2,444	4,199
Active listening/advice sessions	378	482
Day trips	218	172
Parenting/adult development class attendees	223	735
Healthy eating sessions	50	139

We had a sharp rise in the number of parenting/personal development class attendees this year. This is due to providing more classes through our new home maintenance project including the Knit and Natter group who came twice a week for six weeks. Despite the



course ending, the two volunteers that came to the Tuesday group enjoyed teaching our families so much that they decided to stay and continue to come weekly. The families look forward to this and all who attend have lots of fun. The families are continuing to learn new skills and we have seen some beautiful projects as a result.

We have also had an increase in the number of meals that we provide, partly due to the introduction of breakfast club, which provided an additional 846 meals. Several of our families, are refugees or asylum seekers and live in hotel accommodation in which they have no cooking facilities. Our kitchen is a lifeline for them to be able to cook healthy and nutritious meals.

There has been a decrease in the amount of crèche and respite sessions provided. This has been down to a mixture of three things. Low staffing levels, due to the early year's sector facing challenges in recruitment and retention of qualified nursery nurses, our client group not being able to afford crèche and respite and clients are staying on site for the increase in

personal development and parenting classes that our family support worker has been providing.

We are also happy to report that our latest Environmental Health, Food Hygiene inspection resulted in us once again being awarded a rating of 5 (the highest possible rating).

Some of our other achievements this year include: +

- 12** parents secured suitable housing.
- 15** parents were able to attend work part time.
- 22** parents were able to undertake training.
- 3** parents were able to volunteer.

Increasing our visits

This year has seen an increase in clients. This is due to Covid restrictions having gone and things becoming more normalised and back to pre-pandemic levels. We have seen a slight change in our client needs with many families having experienced a decline in their mental health.



This has had an impact on the level of support that we provide and has meant adapting the type of support we offer. Also with the current cost of living, we have more families struggling than before. An example of this is that we are now doing a lot more work around food, saving money (especially on energy bills) and a focus on personal wellbeing.

Parenting and healthy eating sessions

We ran 735 parenting and personal development sessions with our parents at our day center. Our programme of personal development classes and workshops cover a wide variety of topics, some tailored to the current cost of living crisis. The most recent being making draft excluders. At first, the parents did not understand the use of one but once, our family support worker explained that families could save £175 a year from blocking drafts within the home they were eager to take part! Visits were organised from Warm and Well they came to speak to the families regarding help with their utility bills. They were able to listen to our client's needs and advise them on their personal circumstances. For some of our clients they were able to help them apply to write off debts that they may have accrued with their supplier, to check their eligibility for grants to save them money on bills and give them all fuel vouchers. They came back in November to meet with the clients who did not access this information session. This way we are helping as many clients as possible with the impending cost of living crisis that we are facing.

We also ran 139 healthy eating sessions including advice on healthy packed lunches, cooking for those with allergies, understanding food labels, use of salt in cooking, using leftovers and meal planning.

Day trips

We had four day trips this year. Gloucester City HAF funded three of these trips.

The Department for Education funds this program, called the Holiday Activities and Food Programme (HAF). The HAF program's purpose is to make sure children and young people are entertained, active, educated, safe and fed during school holidays. With our approved

grant, we are able to extend the offer to our clients and children across Gloucestershire through the Holiday Activities Program (HAP).

This year we were able to visit Noah's Ark Zoo Farm in the summer, Cattle Country at Christmas and Roves Farm at Easter. In total 44 adults and 97 children benefitted from these trips.

The Mothers Union funded the fourth day trip to Weston-Super-Mare, which was attended 12 parents and 19 children. This was the first time many of our children had seen the seaside.



Parties

We held our two Christmas parties on the 13th and 15th of December this year. These were well attended with 24 adults and 28 children present.

It was a very busy two day with lots of fun and games and crafts supervised by the staff. We had a special visit from Father Christmas who made time to pop in to see the children to give them all a gift. Altogether, we managed to give out 64 advent calendars, 34 token gifts, 92 main presents and parents' gifts for the parents to give out on Christmas day.

The Eid party was a success. The weather stayed dry with spells of sunshine but not too hot. Fourteen adults and nineteen children joined us. There was lots of delicious food and drink provided by the clients from chicken, fish, tagine and plantain to jollof rice, ftayar and beehive bread and vegetables. There was something for everyone. It was a great opportunity to try lots of different food and drink and to talk about who made each dish and what went into it. The families helped us with the music and our wonderful volunteer Mehveen supplied the henna and her incredible drawing skills.

Delivery of new projects

Our two new projects this year were a Breakfast Club and a Home Maintenance Project. The Breakfast Club was successfully launched in January 2022 following a successful crowd funder through the Aviva Community Fund. Between April 22 and March 23, we provided 846 breakfasts to families who otherwise may not have eaten a healthy breakfast before attending The Family Haven.

The Home Management Program is a program of sessions that covers all areas of the home, providing our clients with some new skills, which will improve the outlook for the whole family in the long term. The pilot of the project has given us the insight in to what areas the families found useful. We have now integrated this in to our core personal development classes.

Using research to inform our decisions

We are committed as a charity to using insight and evidence to inform our decision-making. We use a range of tools to monitor progress including termly summative development records for all the children, My Plans for children with educational special needs and Ecat records (every child a talker) for all children.

We also monitor the parents through ongoing assessments. We have recently introduced Outcome Star, a nationally recognized evidence-based tool for measuring and supporting change when working with people. The Star places importance on the service user's perspective and priorities, as in a person-centered approach

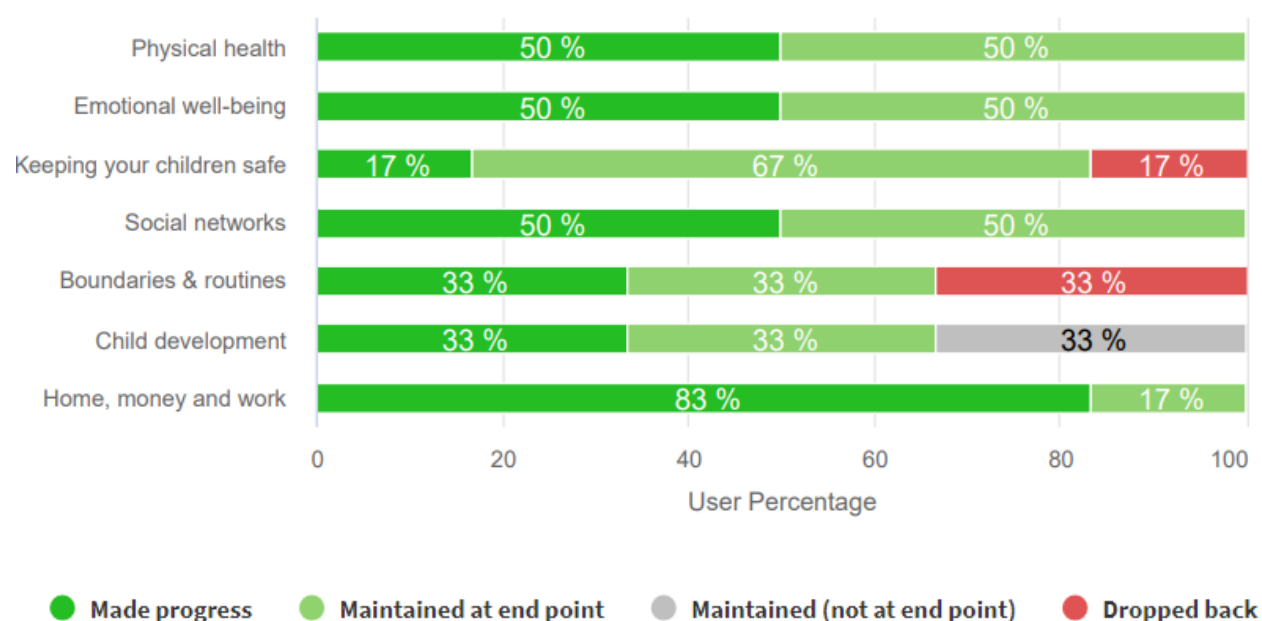
The holistic assessment offered by the Star focuses on aspects of life that are going well in addition to areas of difficulty, as in a strengths-based approach

As in co-production, the service user is seen as an active agent in their own life and a valuable source of expertise and knowledge rather than a passive sufferer of an affliction that the professional, with their expertise and knowledge, will cure.

As a result, implementing the Outcomes Star can provide an effective way of putting these approaches and values into practice in a service. We use the family star as it is the better fit for our families. With focus on both the parents and children's health and wellbeing we can accurately identify areas in which individual families are struggling and help them to put things in to place to improve their situation. Sometimes changes in circumstances highlight issues and families may drop back from making progress. However, this is not seen as a negative merely a way to shift our focus and establish what can be or what is needed to be done to support the family reach their goal.

An outcome star is completed soon after a client has joined our service and then again six months later. From the chart below, you can see the progress made by the families that attend our center.

How much progress are people making in each outcome area?



The percentages in red show a drop back in the areas of keeping their children safe and in boundaries and routines. This feedback is largely from our refugee and asylum seeker families living in hotel accommodation.

When many of the families were first housed in hotel and home office accommodation, their children were small babies. Due to their leave to remain process taking a long time they now have toddlers who are mobile and want to explore the surroundings.

The nature of their accommodation means that they are not able to make any changes to the property to make it a safer environment for their children. This has caused issues when parents feel that it has now become a greater challenge to prevent their children from injuring themselves in an environment that is not suitable to be long-term residence.

The biggest increase we have seen has been in home, work and money. Once again, this has been mainly due to families moving out of temporary accommodation and settling in to their forever homes. Many of our families, not just those in hotel accommodation were finding that their current living situation was not fit for purpose. This could be due to overcrowding, issues with the building such as mold or damp or fleeing domestic abuse.

Another factor for this increase has been that families have been able to access visits here at the center from agencies such as warm and well who have helped them apply for grants and discount on their energy bills. In some cases, they were able to clear debt with client's utility providers.

Physical health, emotional wellbeing and social networks have all increased by 50%

Our own Annual Client Survey illustrated that 80% of clients were feeling less isolated. 95% of parents had made friends since coming to The Family Haven and 100% of clients were feeling happier since coming to The Family Haven.

We have received some lovely feedback from our clients throughout the year:

Some quotes from the families were

"Love nursery and that my child looks forward to attending. I find parenting sessions are fun and informative. I like that I am able to relax upstairs knowing my child is happy and safe downstairs"

"Being able to ask for advice and help is important and I felt that staff here are always friendly and non-judgemental. When I wasn't working and having access to second hand clothes was very much appreciated. (And still is)"

"I think trips are valuable especially for families that don't have access to a car and unable to get about"

"I am truly thankful for each and every one who works towards making family haven a possibility for my baby and I. From all the facilities in the building, lovely food, gorgeous gifts and activities and day trips"

"Family haven is the best thing that has happened to my baby and I"

We really can't thank you enough

Once again, we could not have made it through another year without the help of all of our amazing staff, volunteers and supporters. Without all of their hard work and dedication, we would not be able to provide a much needed service in the heart of Gloucester.

We look forward to another year in the life of The Family Haven as we celebrate our 35th year of service.

5. FINANCIAL REVIEW

General

The predicted deficit for 2022 to 2023 was not as severe as expected. Income increased more than the increase in expenditure. Major funders, as in 2021-22, had change their priorities in the after-mark of the pandemic but we were fortunate to achieve increased funding from smaller trusts and our individual donors.

The Trustees have two long term issues. The first is the facilities at Spa Road. Previously funds have been 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 required to reduce heat emissions. There are currently difficulties in the construction industry and It has not proved possible to obtain the contractors necessary to start these works. The Trustees have therefore retained the funds designated for this. The second comes from a review of services provided to clients of the Charity. This has shown areas that may need in-depth revision and that some additional services may appropriate. Pilot projects have or will start soon and the amount designated for this last year has been retained.

Funding

The funding of the charitable activities is always a concern for the Trustees and Managers. The income from individuals and groups form a significant contribution but the major part comes from grants. In this income from funders there is currently only one long term funder. Long term funding over a period of years is vital for the underlying stability of the Charity. Efforts are being made to improve this situation. To partially alleviate this the charity has started a Corporate Sponsorship Scheme

Expenditure

There is a nationwide difficulty in recruiting suitably qualified nursery staff. This caused some restrictions on the charitable activities and the reduction of total planned staff cost. Efforts were maintained in all areas to monitor expenditure but the general rate of inflation has resulted in increased costs.

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. The current level of the General Fund is just under the six months and the Trustees are aware of this.

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 2023 are summarised as follows:

	£
General fund	142,624
Designated fund - fixed assets	168,949
Designated fund – facilities	115,000
Designated fund - additional services	30,000
	<u>456,573</u>

In addition, restricted funds are maintained amounting to £14,917. These represent funds specifically earmarked for purposes specified by the donor.

6. FUTURE PLANS

The activities of the Charity continue to resume their normal pre-pandemic pattern and the effect on fund-givers to the Charity.

The staff have worked hard to fulfil the Charity's Mission Statement. The careful provision of services to the clients, even if it is still restricted by staff shortages, will continue as will the plans to enhance the services provided.



There is a continuing difficulty in obtaining longer-term grants but efforts continue to raise total Grant funding together with Individual and Group donation. The Trustees expect there may be a small operating deficit for the coming year but consider the reserves sufficient to maintain the activities of the charity.

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 "Alistair Holyhead".

28 / 11 / 2023

Alistair Holyhead
Chair



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 2023 set out on pages 14 to 24.

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 Scotland (ICAS).

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 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.

A handwritten signature in black ink, appearing to read "K. Adderley".

28 / 11 / 2023

Kate Adderley CA
Third Sector Accountancy Limited
Holyoake House
Hanover Street
Manchester
M60 0AS

THE FAMILY HAVEN

STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an income and expenditure account)

YEAR ENDED 31 MARCH 2023

	Notes	2023			2022		
		Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
Income from:							
Donations and legacies	3	125,308	95,016	220,324	58,861	106,897	165,758
Charitable activities	4	9,199	-	9,199	7,552	-	7,552
Investments		1,708	-	1,708	474	-	474
Other		-	-	-	-	-	-
Total		136,215	95,016	231,231	66,887	106,897	173,784
Expenditure on:							
Raising funds	7, 13	17,365	-	17,365	15,034	-	15,034
Charitable activities	7, 13	141,841	100,005	241,846	127,136	84,091	211,227
Total		159,206	100,005	259,211	142,170	84,091	226,261
Net income (expenditure)		(22,991)	(4,989)	(27,980)	(75,283)	22,806	(52,477)
Transfers between funds	8, 13	14,900	(14,900)	-	3,000	(3,000)	-
Net movement in funds		(8,091)	(19,889)	(27,980)	(72,283)	19,806	(52,477)
Reconciliation of funds:							
Funds brought forward		464,664	34,806	499,470	536,947	15,000	551,947
Funds carried forward		456,573	14,917	471,490	464,664	34,806	499,470



THE FAMILY HAVEN (company number 4247872)

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	10		168,949		158,660
Current assets					
Prepayments			3,977		3,398
Cash at bank and in hand			<u>303,543</u>		<u>341,444</u>
			307,520		344,842
Creditors: amounts falling due within one year	11		<u>(4,979)</u>		<u>(4,032)</u>
Net current assets			302,541		340,810
Net assets	12		<u>471,490</u>		<u>499,470</u>
Represented by:					
Accumulated funds:					
Unrestricted funds					
General fund	13		142,624		161,004
Designated funds	13		<u>313,949</u>		<u>303,660</u>
			456,573		464,664
Restricted funds	13		14,917		34,806
			<u>471,490</u>		<u>499,470</u>

The notes on pages 16 to 24 form part of these accounts.

For the year ended 31 March 2023 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 28 / 11 / 2023 and are signed on their behalf

Gerald Holyhead 15 - Trustee

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023

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

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 2023 (continued)

3 Voluntary income		
Restricted funds:	2023	2022
	£	£
<u>Building repairs, development and equipment</u>		
National Benevolent Charity	-	5,900
Barnwood Trust	-	9,000
<u>Nursery</u>		
Peter Lang Children's Trust	39,368	37,880
Gloucestershire County Council	3,488	
Gyde Charity	3,000	2,000
Zurich Community Trust	-	12,000
The Barbara Ward Children's Foundation	2,500	2,500
The 7 Stars Foundation		2,500
Asda Foundation	508	
The Venture: White City	395	
The TK Maxx & Homesense Foundation	500	
Little Lives UK	2,200	
GE Aviation Systems	690	
<u>Outreach</u>		
The National Lottery Community Fund	4,051	
<u>Parenting and client development</u>		
The Church Welfare Association		4,000
Gloucestershire County Council		10,000
Gloucestershire Community Foundation		10,000
The Venture: White City		450
Gloucestershire County Council		250
Newby Trust Ltd	5,000	
The Mears Foundation	5,000	
Thriving Communities Fund - Gloucestershire County Council	7,500	
Aviva Community Fund	14,568	
<u>Healthy eating</u>		
Groundwork UK - Tesco Community Grants	750	2,750
Asda Foundation	1,018	
The Venture Community Hub	2,500	
<u>Breakfast Club</u>		
Crowdfunder Limited - Aviva		4,103
The Langtree Trust	500	250
M&S Fund - The Neighbourly Foundation	1,000	
<u>Home Management</u>		
HSBC		3,314
<u>Administration and Training</u>		
Peter Lang Children's Trust	480	
	<u>95,016</u>	<u>106,897</u>
General fund:		
Donations from individuals	15,935	13,978
Legacies	-	-
Grants from other trusts	90,200	19,858
Government Grants	1,000	1,876
Grants from companies	6,828	10,664
Income from events	7,251	1,972
Grants from other organisations	4,094	10,513
	<u>125,308</u>	<u>58,861</u>
	<u>220,324</u>	<u>165,758</u>

There were no donations received from trustees or related parties.

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023 (continued)

4 Income from charitable activities

	2023	2022
	£	£
Fees from clients for use of day centre	5,392	5,423
Fees from Local Authorities for nursery	3,807	2,129
	<u>9,199</u>	<u>7,552</u>

All the income shown above is unrestricted.

5 Resources expended

Resources expended includes:	2023	2022
	£	£
Depreciation	15,745	11,278
Trustees' expenses	-	-
Key management employees	58,353	56,644
Independent examiner's fees	<u>900</u>	<u>900</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 2023 (continued)

7 Total resources expended

These are allocated between activities as follows:

	2023										2022
	Nursery	Parenting and client development	Outreach	One-to-one sessions with children	Respite	Nutrition	Fundraising	Governance	Support	Total	Total
Costs directly allocated to activities:	£	£	£	£	£	£	£	£	£	£	£
Staff costs	68,376	25,172	2,611	13,424	13,424	14,201	13,179	-	50,908	201,295	186,768
Premises	10,384	3,820	397	2,038	2,039	2,154	2,000	-	7,729	30,561	22,358
Other	7,010	2,580	268	1,376	1,376	5,606	2,186	900	6,053	27,355	17,135
Support, costs re-allocated to activities:	32,239	11,867	1,231	6,329	6,329	6,695	-	-	(64,690)	-	-
Total costs	118,009	43,439	4,507	23,167	23,168	28,656	17,365	900	-	259,211	226,261

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

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023 (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:

	2023 Number	2022 Number
Fundraising	1	1
Provision of client care	10	11
	<u>11</u>	<u>12</u>

	2023 £	2022 £
Staff costs for the above persons:		
Wages and salaries	188,273	172,233
Pension contributions	5,931	5,614
Pension administration fees	1,024	1,004
Social Security costs	6,067	7,917
	<u>201,295</u>	<u>186,768</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 £27,453 and £27,453

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. The was no liability to this fund as at as at 31 March 2023 (2022 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 2023 (continued)

10 Tangible fixed assets

	Freehold land and buildings £	Equipment £	Total £
Cost			
As at 1 April 2022	225,247	132,021	357,268
Additions	-	26,034	26,034
As at 31 March 2023	225,247	158,055	383,302
Depreciation			
As at 1 April 2022	91,074	107,534	198,608
Provided in year	3,115	12,630	15,745
As at 31 March 2023	94,189	120,164	214,353
Net book value			
As at 31 March 2023	131,058	37,891	168,949
As at 31 March 2022	134,173	24,487	158,660

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

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Taxation and social security	2,079	2,603
Accruals	2,900	1,429
	<u>4,979</u>	<u>4,032</u>

12 Analysis of net assets between funds

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	-	168,949	-	168,949
Current assets	147,603	145,000	14,917	307,520
Current liabilities	(4,979)	-	-	(4,979)
As at 31 March 2023	<u>142,624</u>	<u>313,949</u>	<u>14,917</u>	<u>471,490</u>

FIGURES FOR YE 31 MARCH 2022				
	General £	Designated £	Restricted £	Total £
Tangible fixed assets	-	158,660	-	158,660
Current assets	165,036	145,000	34,806	344,842
Current liabilities	(4,032)	-	-	(4,032)
As at 31 March 2021	<u>161,004</u>	<u>303,660</u>	<u>34,806</u>	<u>499,470</u>

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023 (continued)

13 Movement in funds

	As at 31 March 2022	Incoming resources	Outgoing resources	Transfers	As at 31 March 2023
	£	£	£	£	£
Restricted funds					
<i><u>Building repairs, development and equipment</u></i>					
The Summerfield Charitable Trust	12,000		-	-	12,000
National Benevolent Charity	5,900			(5,900)	-
Barnwood Trust	9,000			(9,000)	-
	-				-
<i><u>Nursery</u></i>	-				-
Peter Lang Children's Trust	-	39,368	(39,368)		-
Gyde Charity	-	3,000	(3,000)		-
The Barbara Ward Children's Foundation	-	2,500	(2,500)		-
Gloucestershire County Council		3,488	(3,488)		-
Asda Foundation		508	(508)		-
The Venture: White City		395	(395)		-
The TK Maxx & Homesense Foundation		500	(500)		-
Little Lives UK		2,200	(2,200)		-
GE Aviation Systems		690	(690)		-
<i><u>Outreach</u></i>					
The National Lottery Community Fund		4,051	(4,051)		-
<i><u>Parenting and client development</u></i>					
Newby Trust Ltd		5,000	(5,000)		-
The Mears Foundation		5,000	(2,083)		2,917
Thriving Communities Fund		7,500	(7,500)		-
Aviva Community Fund		14,568	(14,568)		-
HSBC	3,314		(3,314)		-
<i><u>Healthy eating</u></i>					
Groundwork UK - Tesco Community Grants	1,625	750	(2,375)		-
Asda Foundation		1,018	(1,018)		-
The Venture Community Hub		2,500	(2,500)		-
<i><u>Breakfast Club</u></i>					
Crowdfunder Limited - Aviva	2,717		(2,717)		-
The Langtree Trust	250		(250)		-
Asda Foundation		500	(500)		-
The Venture Community Hub		1,000	(1,000)		-
<i><u>Administration and Training</u></i>					
Peter Lang Children's Trust		480	(480)		-
	34,806	95,016	(100,005)	(14,900)	14,917
Unrestricted funds					
Designated fund - fixed assets	158,660	-	(15,745)	26,034	168,949
Designated fund - facilities	115,000	-	-	-	115,000
Designated fund - services revision	30,000	-	-	-	30,000
General fund	161,004	136,215	(143,461)	(11,134)	142,624
Total funds	499,470	231,231	(259,211)	-	471,490

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023 (continued)

13 Movement in funds (continued)

	COMPARATIVE FIGURES YEAR ENDED 31 MARCH 2022				
	£ As at 31 March 2021 £	£ Incoming resources £	£ Outgoing resources £	£ Transfers £	£ As at 31 March 2022 £
Restricted funds					
<i><u>Building repairs, development and equipment</u></i>					
The Summerfield Charitable Trust	12,000	-	-	-	12,000
Vinci UK Foundation	3,000	-	-	(3,000)	-
National Benevolent Charity	-	5,900	-	-	5,900
Barnwood Trust	-	9,000	-	-	9,000
					-
<i><u>Nursery</u></i>					
Peter Lang Children's Trust	-	37,880	(37,880)	-	-
Gyde Charity	-	2,000	(2,000)	-	-
Zurich Community Trust	-	12,000	(12,000)	-	-
The Barbara Ward Children's Foundation	-	2,500	(2,500)	-	-
The 7 Stars Foundation	-	2,500	(2,500)	-	-
<i><u>Parenting and client development</u></i>					
The Church Welfare Association	-	4,000	(4,000)	-	-
Gloucestershire County Council	-	10,000	(10,000)	-	-
Gloucestershire Community Foundation	-	10,000	(10,000)	-	-
The Venture: White City	-	450	(450)	-	-
Gloucestershire County Council	-	250	(250)	-	-
<i><u>Healthy eating</u></i>					
GWUK Groundwork UK - Tesco Ledbury	-	1,125	(1,125)	-	-
GWUK Groundwork UK - Tesco Gloucester	-	1,625	-	-	1,625
<i><u>Breakfast Club</u></i>					
Crowdfunder Limited - Aviva	-	3,375	(1,386)	-	1,989
Crowdfunder Limited - Aviva	-	728	-	-	728
The Langtree Trust	-	250	-	-	250
<i><u>Home Management</u></i>					
HSBC	-	3,314	-	-	3,314
	15,000	106,897	(84,091)	(3,000)	34,806
Unrestricted funds					
Designated fund - fixed assets	164,881	-	(11,278)	5,057	158,660
Designated fund - facilities	115,000	-	-	-	115,000
Designated fund - Covid 19	-	-	-	-	-
Designated fund - services revision	30,000	-	-	-	30,000
General fund	227,066	66,887	(130,892)	(2,057)	161,004
Total funds	551,947	173,784	(226,261)	-	499,470

THE FAMILY HAVEN

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023 (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.

Descriptions of nature and purposes of unrestricted fund

Fixed assets

Facilities

The Scheduled improvements to the building and facilities for 2021 to 2022 remain not undertaken due to the difficulties in the current building and construction market. It is still the intention of the Trustees to complete these improvements for the long term benefit of clients and to reduce the environmental impact of the Charity.

Services revision

A review indicated the need for improvements and additional services might be appropriate. Further studies are being made and this fund is to enable those studies and their implementation.

General fund

The free unrestricted funds of the charity.