

FAMILIES UNITED NETWORK

Registered Charity Number: 1091474

**ACCOUNTS
31st March 2021**

FAMILIES UNITED NETWORK

ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

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FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

The trustees present their annual report together with the accounts for the year ended 31 March 2021. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the provisions of the Statement of Recommended Practice (SORP 2005) "Accounting and Reporting by Charities" issued in March 2005.

REFERENCE AND ADMINISTRATIVE INFORMATION

Registered Charity Number	1091474
Trustees	Chairperson Chairperson
	Mr S Kite Mrs J Blair-Stuart resigned 31/07/2020 Ms L Ellis resigned 13/05/2020 Mrs J Tompkins Ms N Ward Ms M Titmus Ms S Morgan Ms L Meadows
Charity Development Manager	Miss C Fonseca
Business Manager	Mrs A Collinson
Principal Address	Unit 5 Britannia Trading Estate Leagrave Road Luton Bedfordshire LU3 1RJ
Bankers	Caf Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 47Q

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was formed as an unincorporated charity under a deed of trust adopted on 8th October 2011 and subsequently amended on 22nd February 2002. It was registered as a charity on 28th March 2002.

Appointment of trustees

Trustees are appointed by the board of trustees, subject to approval at the following annual general meeting, which is normally held in October. At each AGM the two longest serving trustees retire but may offer themselves up for re-election.

Organisation

The names of the trustees who served during the year are set out on page 1.

Board meetings are held regularly on a bi - monthly basis, with ad hoc meetings being held as and when necessary

Day to day running of the organisation is handled by the Charity Manager, with major items of expenditure being referred to board members.

Risk Management

The trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.

OBJECTS AND ACTIVITIES

Objects and activity

Improving the lives of children and young adults with physical and learning disabilities living within Bedfordshire through the provision of recreational activities, support, information and advice for these children and their families and carers.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their 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.

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

ACHIEVEMENTS AND PERFORMANCE

Chair of Trustees Statement

FUN has continued to offer high quality services for disabled children, young adults, and their families and carers, living in Bedfordshire. Due to Covid 19 the charity has faced many challenges to provide the right level of support and services to our members. Clubs such as youth clubs, young adult clubs, respite, and holiday clubs were taken online, with activity boxes sent to members at home. Then when it was safe to do so, they were brought back to 'headquarters', with additional safeguarding, and taking account of relevant government guidance.

Despite the difficulties of getting through the pandemic, this year we have increased the age range of our services.

We now offer our respite provision to children from the age of 4. This new junior respite club, along with the more established senior respite club, are very much in demand, and provided a much-needed break to our members and their families and carers.

We have also been very excited to launch our Adult Skills Workshops, which aim to help develop skills for those young adults wishing to increase their day-to-day life skills to aid them to live more independently. These services also continue to be very much in demand.

We have a reliable and enthusiastic team of experienced staff, both in and out of the office, who have gone above and beyond, in these difficult times, to ensure that the charity continues to operate with fiscal responsibility, and connect with the members, providing the best support possible.

Our Board of Trustees meet on a regular basis, to ensure that the Charity has good governance and oversight, and to help drive the charity forward.

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

Financial Review

The results of the charity for the year are set out in the Statement of Financial Activities on page 7. Overall the Charity had a surplus for the year of £152,386

Principal Funding Sources

Grant Income for the year totalled £401,408 and was made up as follows:

Unrestricted / Restricted:	£	
Leathersellers Company Charitable Fund	10,000	
29th May 1961 Charity	3,000	
Sobell Foundation	20,000	
BBC Children in Need (main grants)	35,000	
BBC Children in Need (small grants)	10,000	
BBC Children in Need (crisis grants)	3,000	
National Lottery Coronavirus Community Support Fund	9,550	
Rank Foundation Limited	3,000	
Julia and Hans Rausing Trust	24,000	
Didymus CIO	4,000	
Others grants and trusts	234,110	355,660
Movement in Deferred Income in the year		42,748
		<u>398,408</u>

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

FINANCIAL REVIEW (*continued*)

Reserves policy

The trustees review the level of reserves periodically to ensure that the charity is able to be managed efficiently and to provide a buffer for uninterrupted services. It is their policy to maintain unrestricted funds at a level which covers three to nine months expenditure. This provides sufficient funds to cover management, administration and support costs.

As a consequence of having restricted in-person activities during the Covid-19 crisis and the temporary move to online services, we have been able to both offset the previous year's deficit and also meet our target of increasing our reserves to 6-months of operating costs. Holding this more secure level of reserves will protect the resilience of the Charity into the longer term, allowing us to better meet the expected increases in demand for our services once lockdown restrictions are removed, and putting us in a better position to weather any future potential reductions in income in the aftermath of the pandemic.

PLANS FOR FUTURE PERIODS

Our future plans include:

- creation of new projects;
- expanding the scope of existing projects and their geographical locations.
- Continuing the development of our activity centre.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The law applicable to charities in England and Wales requires the trustees to prepare accounts in accordance with United Kingdom Generally Accepted Accounting Practice for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources for that period. In preparing those accounts, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is appropriate to assume that the charity will continue operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the accounts comply with the Charities Act 2011, Statements of Recommended Practice and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2021

Approved by the trustees on
and signed on behalf of the board by:



.....
Mr S Kite
CHAIRPERSON

Unit 5
Britannia Trading Estate
Leagrave Road
Luton
Bedfordshire
LU3 1RJ

.....

FAMILIES UNITED NETWORK

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31st MARCH 2021

	Note	Unrestricted Funds	Restricted Funds	2021 Total Funds £	2020 Total Funds £
Incoming Resources					
Incoming Resources from generated funds:					
Voluntary income- donations and gift aid		8,189		8,189	502
Activities for generating funds:					
Fundraising events		5,642		5,642	15,610
Coffee shop income		15		15	2,269
Investment Income:					
Deposit account interest		-		-	-
Rent received		993	-	993	7,203
Incoming Resources from charitable activities:					
Grants received		378,908	22,500	401,408	213,933
Other income		67,356		67,356	39,928
Total Incoming Resources		461,103	22,500	483,603	279,444
Resources Expended					
Costs of generating funds	2	6,102		6,102	9,488
Charitable activities	2	297,145	25,270	322,415	308,018
Governance costs	2	2,700		2,700	2,846
Total Resources Expended	2	305,947	25,270	331,217	320,353
Net Incoming/ (Outgoing) Resources for the year		155,156	(2,770)	152,386	(40,909)
Balance at 1st April 2020		85,830	47,363	133,193	174,102
Balance at 31st March 2021		240,986	44,593	285,579	133,193

FAMILIES UNITED NETWORK


BALANCE SHEET

AS AT 31st MARCH 2021

	Note	2021	2020
		£	£
FIXED ASSETS	3	73,034	67,973
CURRENT ASSETS			
Debtors	4	6,679	5,040
Cash at bank and in hand		<u>267,338</u>	<u>147,682</u>
		274,017	152,722
LESS: CURRENT LIABILITIES			
Creditors: amounts falling due within one year	5	<u>61,472</u>	<u>87,502</u>
NET CURRENT ASSETS		<u>212,545</u>	<u>65,220</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>285,579</u>	<u>133,193</u>
NET ASSETS		<u>285,579</u>	<u>133,193</u>
FUNDS			
Unrestricted:			
Designated		0	0
General		240,986	85,830
Restricted	6	<u>44,593</u>	<u>47,363</u>
		<u>285,579</u>	<u>133,193</u>

The accounts on pages 7 to 12 were approved by the trustees on

26-11-21 and were signed on their behalf by:



Mr S Kite
CHAIRPERSON

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

1 ACCOUNTING POLICIES

(a) Basis of accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP 2005) "Accounting and Reporting by Charities" issued in March 2005, applicable United Kingdom Accounting Standards and the Charities Act 2011.

(b) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. This includes grant funds which are given for specific purposes.

(c) Incoming resources

Grant income is accounted for in the period in which it is to be used.

All other incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be qualified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the accounts for services donated by volunteers.

Investment income is included when receivable.

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

1 ACCOUNTING POLICIES

(d) Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds comprise the costs associated with attracting voluntary income; mainly in relation to fund raising, marketing and PR.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Items of small equipment purchased are taken to expenditure in the year in which the expenditure is incurred.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage as set out in Note 2.

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

2 TOTAL RESOURCES EXPENDED

	Basis of Allocation	Generating Funds	Charitable activities	Governance Costs	2021 Total £	2020 Total £
Costs directly allocated to activities	Actual					
Staff Costs		0	176,011	0	176,011	159,285
Fundraising		6,102	0	0	6,102	9,488
Direct Activity Costs		0	12,003	0	12,003	13,495
Equipment Hire/Purchases		0	921	0	921	3,813
Other Staff Costs and Expenses		0	1,078	0	1,078	3,362
Volunteer Expenses		0	0	0	0	17
Trustee Expenses		0	0	0	0	146
Training		0	463	0	463	0
Publicity Materials		0	0	0	0	0
Consultancy		0	0	0	0	93
Professional		0	0	0	0	284
Legal Fees		0	0	0	0	0
Accountancy		0	0	2,700	2,700	2,700
Bank Charges		0	208	0	208	180
Sundries		0	0	0	0	0
		6,102	190,683	2,700	199,485	192,865
Support Costs Allocated to Activities						
Premises	Floor Area	0	92,741	0	92,741	88,834
General Office Costs	Useage	0	18,601	0	18,601	13,036
Communications	Useage	0	2,972	0	2,972	3,582
Depreciation	Useage	0	17,417	0	17,417	22,036
		0	131,732	0	131,732	127,488
Total resources expended		6,102	322,415	2,700	331,217	320,353

Staff Costs

Wages and Salaries	168,293	151,949
Social Security Costs	6,108	5,799
Stakeholder Pension Costs	1,610	1,536
Recruitment Costs	0	0
	176,011	159,285

No employee earned £60,000 per annum or more.

The number of employees, analysed by function was:

	Number	Number
Charitable Activities	73	65
Fundraising	1	1
Management and Administration	5	5

None of the trustees received any remuneration from the charity during the year (2020-nil).

The trustees claimed no expenses during the year (2020 - NIL)

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

3 TANGIBLE FIXED ASSETS

COST	Leasehold Improvements £	Motor Vehicles £	Equipment £	Office Equipment £	Fixtures & Fittings £	Total £
Balance at 1 April 2020	132,415	-	22,301	19,737	19,865	194,318
Additions	-	45,792	7,587	-	-	53,379
Disposals	-	-	-	-	-	-
Balance at 31 March 2021	132,415	45,792	29,888	19,737	19,865	247,697
DEPRECIATION						
Balance at 1 April 2020	87,436	-	12,101	13,358	13,450	126,345
Charge for the period	10,860	30,901	3,359	1,595	1,604	48,318
Disposals	-	-	-	-	-	-
Balance at 31 March 2021	98,296	30,901	15,460	14,953	15,054	174,663
NET BOOK VALUE						
As at 31 March 2021	34,119	14,891	14,428	4,785	4,811	73,034
As at 31 March 2020	44,978	-	10,200	6,380	6,415	67,973

4 DEBTORS

	2021 £	2020 £
Trade Debtors	1,736	1,058
Prepayments	4,942	3,982
	<u>6,679</u>	<u>5,040</u>

5 CREDITORS

Amounts falling due within one year

Trade Creditors	8,760	8,059
Accruals	2,700	2,700
Taxation and Social Security	1,376	0
Other Creditors	1,243	1,495
Deferred Income	47,391	75,248
	<u>61,472</u>	<u>87,502</u>

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

6 RESTRICTED FUNDS	Balance at 31st March 2020 £	Movement in Resources		Balance at 31st March 2021 £
		Incoming	Outgoing	
Robert McAlpine	10,000	-	-	10,000
Mrs B L Robinson Charitable Trust	3,000	-	-	3,000
DCR Allen Charitable Trust	5,000	-	-	5,000
Hadley Trust	10,000	-	(3,996)	6,004
Wixamtree	10,000	-	(10,000)	0
Beds & Luton Community Fund	5,000	5,000	(5,000)	5,000
House of Industry	4,363	-	(4,363)	0
Brian Murtagh	0	5,000	-	5,000
National Lottery	0	10,000	-	10,000
Strageward Trust	0	2,500	(1,911)	589
	<u>47,363</u>	<u>22,500</u>	<u>(25,270)</u>	<u>44,593</u>

These funds represent grants received by the charity for particular purposes and projects.

7 DESIGNATED FUNDS	2021 £	2020 £
At 1st April 2020	0	0
Movement in year	0	0
At 31st March 2021	<u>0</u>	<u>0</u>

These funds were being held for a new building and development. The funds were released during 2015/16 into general funding for projects and services.

FAMILIES UNITED NETWORK

INDEPENDENT EXAMINERS REPORT

FOR THE YEAR ENDED 31st MARCH 2021

I report on the accounts of the Charity for the year ended 31st March 2021, which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to: examine the accounts under section 145 (5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

**Victoria Moulds FFA FIPA
MOULDS & CO LIMITED
Chartered Accountants**

Ground Floor Concept House
2 Cromwell Park
York Road Estate
Wetherby
West Yorkshire
LS22 7SU

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FAMILIES UNITED NETWORK

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2021

	2021	2020
	£	£
Income		
Donations	8,189	502
Grants	401,408	213,933
User Fees	9,102	37,236
Trips/Tickets	326	2,692
Fundraising Events	5,642	15,610
Coffee shop Income	15	2,269
Deposit Account Interest	0	0
Rent Received	993	7,203
Other Income	57,928	0
Total Income	483,603	279,444
Expenses		
Fundraising, Marketing & PR	6,102	9,488
Wages	176,011	159,285
Motor Expenses	818	2,708
Other Staff Expenses	260	654
Volunteer Expenses	0	17
Trustees Expenses	0	146
Hire of Equipment	0	0
Office Rent	78,298	71,302
Rates	0	2,404
Heat & Light	6,496	8,797
Cleaning	3,723	2,978
Premises Expenses	4,225	3,354
Insurance	6,256	1,785
Telephone	2,972	3,582
Printing, Postage and Stationary	4,480	3,674
Computer Costs	7,865	7,576
Publicity Material	0	0
Sundries	0	0
Equipment purchases	921	3,942
Entertainers/Workshops	215	2,357
Transport/Coaches	0	0
Ticket Costs	0	6,862
Activity Costs- Other/Materials	11,788	2,812
Food	0	65
Venue Hire/Costs	0	1,399
Staff Training	463	0
Accountancy	2,700	2,700
Legal Fees	0	0
Professional Fees	0	284
Consultancy Fees	0	93
Depreciation	17,417	22,036
Bank Charges	208	180
Loss/(Profit) of sale of Fixed Asset	0	-128
	331,217	320,353
Surplus / (Deficit) for the year	152,386	-40,909