

FAMILIES UNITED NETWORK

Registered Charity Number: 1091474

ACCOUNTS 31st March 2022

FAMILIES UNITED NETWORK

ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2022

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FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2022

The trustees present their annual report together with the accounts for the year ended 31 March 2022. 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
	Mr S Kite
	Mrs J Tompkins
	Ms N Ward (Resigned 31/12/21)
	Ms M Titmus
	Mrs S Kite
	Ms L Meadows (Resigned 01/04/21)
	Mr S Chakrabarty (Appointed 31/01/20)
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 2022

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 2022

ACHIEVEMENTS AND PERFORMANCE

Chair of Trustees Statement

During 2021/22 the charity continued to offer high quality services to children and young adults with disabilities living across Bedfordshire, including providing support to parent carers and siblings. The charity not only re-established its existing services as we emerged from the Covid pandemic, but also introduced a new daytime adult service teaching life and independent living skills to younger adults with disabilities aged over 18.

Our Junior Respite Club for younger children became well established during the year, and fully embedded as a core service, with demand for places at this club continuing to grow throughout the year.

Our school holiday clubs have also evolved, becoming part of the local HAF programme within Bedfordshire; with our Easter, summer and Christmas clubs providing activities and healthy meals for local children with disabilities and their siblings. These family sessions continue to be very much in demand.

Plans began during the year to develop and introduce a new skills and training programme for all of our amazing support staff, and to move towards having regular staff teams working at each service who are on permanent contracts. Our aim is to help staff develop their knowledge, skills and career prospects, and to provide more consistency in the support offered to the children and young people that access our clubs and activities.

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2022

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 deficit for the year of £63,881

Principal Funding Sources

Grant Income for the year totalled £292,599 and was made up as follows:

Unrestricted / Restricted:	£	
BBC Children in Need (main grants)	35,000	
BBC Children in Need (small grants)	10,000	
BLCF Stability Fund	10,000	
Players of People's Postcode Lottery	20,000	
Sobell Foundation	20,000	
Delamere Dairy Foundsation	3,000	
Baily Thomas Charitable Fund	10,000	
DCMS Youth Investment Fund via BBC Children in Need	10,886	
Others grants and trusts	174,501	293,387
Movement in Deferred Income in the year		-788
		<u>292,599</u>

FAMILIES UNITED NETWORK

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st MARCH 2022

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 our services having to close or be adapted during the first year of the pandemic, we ended 2020/21 with an operating surplus. This surplus has allowed us to expand our provision during 2021/22 and begin offering more services for young adults with disabilities. We launched our Adult Skills Workshops in June 2021 and extended and redesigned our kitchen facilities to provide an appropriate learning environment for teaching life and independence skills to young adults with disabilities. We also designed and funded a new social space within our activity centre specifically for our adult members. Unfortunately, during the year we also faced some significant and unanticipated building repair costs for damage to the roof of our activity centre, and some essential electrical remedial works. For all of these reasons, we ended 2021/22 with an operating deficit; however, this has not prevented us from continuing to hold six months of general reserves as required by our reserves policy.

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 2022

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 2022

	Note	Unrestricted Funds	Restricted Funds	2022 Total Funds £	2021 Total Funds £
Incoming Resources					
Incoming Resources from generated funds:					
Voluntary income- donations and gift aid		957		957	8,189
Activities for generating funds:					
Fundraising events		3,178		3,178	5,642
Coffee shop income		1,763		1,763	15
Investment Income:					
Deposit account interest		-		-	-
Rent received		2,330	-	2,330	993
Incoming Resources from charitable activities:					
Grants received		26,492	266,107	292,599	401,408
Other income		40,677		40,677	67,356
Total Incoming Resources		75,397	266,107	341,504	483,603
Resources Expended					
Costs of generating funds	2	9,002		9,002	6,102
Charitable activities	2	85,238	308,445	393,683	322,415
Governance costs	2	2,700		2,700	2,700
Total Resources Expended	2	96,940	308,445	405,385	331,217
Net Incoming/ (Outgoing) Resources for the year		(21,543)	(42,338)	(63,881)	152,386
Balance at 1st April 2021		240,986	44,593	285,579	133,193
Balance at 31st March 2022		219,443	2,255	221,698	285,579

FAMILIES UNITED NETWORK

BALANCE SHEET

AS AT 31st MARCH 2022

	Note	2022	2021
		£	£
FIXED ASSETS	3	67,448	73,034
CURRENT ASSETS			
Debtors	4	3,179	6,679
Cash at bank and in hand		<u>215,011</u>	<u>267,338</u>
		218,191	274,017
LESS: CURRENT LIABILITIES			
Creditors: amounts falling due within one year	5	<u>63,940</u>	<u>61,472</u>
NET CURRENT ASSETS		<u>154,250</u>	<u>212,545</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		221,698	285,579
NET ASSETS		<u>221,698</u>	<u>285,579</u>
FUNDS			
Unrestricted:			
Designated		0	0
General		219,443	240,986
Restricted	6	<u>2,255</u>	<u>44,593</u>
		221,698	285,579

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

..... and were signed on their behalf by:

.....
Mr S Kite

CHAIRPERSON

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2022

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 2022

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 2022

2 TOTAL RESOURCES EXPENDED

	Basis of Allocation	Generating Funds	Charitable activities	Governance Costs	2022 Total £	2021 Total £
Costs directly allocated to activities	Actual					
Staff Costs		0	198,815	0	198,815	176,011
Fundraising		9,002	0	0	9,002	6,102
Direct Activity Costs		0	14,695	0	14,695	12,003
Equipment Hire/Purchases		0	1,632	0	1,632	921
Other Staff Costs and Expenses		0	4,023	0	4,023	1,078
Volunteer Expenses		0	0	0	0	0
Trustee Expenses		0	0	0	0	0
Training		0	3,005	0	3,005	463
Publicity Materials		0	0	0	0	0
Consultancy		0	0	0	0	0
Professional		0	4,246	0	4,246	0
Legal Fees		0	0	0	0	0
Accountancy		0	0	2,700	2,700	2,700
Bank Charges		0	312	0	312	208
Sundries		0	0	0	0	0
		9,002	226,727	2,700	238,429	199,485
Support Costs Allocated to Activities						
Premises	Floor Area	0	127,245	0	127,245	92,741
General Office Costs	Useage	0	18,653	0	18,653	18,601
Communications	Useage	0	2,633	0	2,633	2,972
Depreciation	Useage	0	18,425	0	18,425	17,417
		0	166,956	0	166,956	131,732
Total resources expended		9,002	393,683	2,700	405,385	331,217

Staff Costs

Wages and Salaries	189,290	168,293
Social Security Costs	7,474	6,108
Stakeholder Pension Costs	2,051	1,610
Recruitment Costs	0	0
	198,815	176,011

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

The number of employees, analysed by function was:

	Number	Number
Charitable Activities	76	73
Fundraising	1	1
Management and Administration	5	5

None of the trustees received any remuneration from the charity during the year (2021-nil).

The trustees claimed no expenses during the year (2021 - NIL)

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2022

3 TANGIBLE FIXED ASSETS

COST	Leasehold Improvements £	Motor Vehicles £	Equipment £	Office Equipment £	Fixtures & Fittings £	Total £
Balance at 1 April 2021	132,415	45,792	29,888	19,737	19,865	247,697
Additions	6,600	-	4,313	1,926	-	12,839
Disposals	-	-	-	-	-	-
Balance at 31 March 2022	139,015	45,792	34,201	21,663	19,865	260,536
DEPRECIATION						
Balance at 1 April 2021	98,296	30,901	15,460	14,953	15,054	174,663
Charge for the period	8,145	3,723	4,158	1,196	1,203	18,425
Disposals	-	-	-	-	-	-
Balance at 31 March 2022	106,441	34,624	19,618	16,149	16,256	193,088
NET BOOK VALUE						
As at 31 March 2022	32,574	11,169	14,583	5,515	3,608	67,448
As at 31 March 2021	34,119	14,891	14,428	4,785	4,811	73,034

4 DEBTORS

	2022 £	2021 £
Trade Debtors	1,886	1,736
Prepayments	1,293	4,942
	<u>3,179</u>	<u>6,679</u>

5 CREDITORS

Amounts falling due within one year

Trade Creditors	11,770	8,760
Accruals	2,700	2,700
Taxation and Social Security	52	1,376
Other Creditors	1,238	1,243
Deferred Income	48,180	47,391
	<u>63,940</u>	<u>61,472</u>

FAMILIES UNITED NETWORK

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2022

6 RESTRICTED FUNDS	Balance at 31st March 2021 £	Movement in Resources		Balance at 31st March 2022 £
		Incoming	Outgoing	
Robert McAlpine	10,000	-	(10,000)	0
Mrs B L Robinson Charitable Trust	3,000	-	(3,000)	0
DCR Allen Charitable Trust	5,000	-	(5,000)	0
Hadley Trust	6,004	-	(6,004)	0
Beds & Luton Community Fund	5,000	-	(5,000)	0
Brian Murtagh	5,000	-	(5,000)	0
National Lottery	10,000	-	(10,000)	0
Strageward Trust	589	-	(589)	0
Holiday Club	0	(51,423)	(51,423)	0
Senior Respite Club	0	(97,011)	(94,756)	2,255
Junior Respite Club	0	(52,168)	(52,168)	0
Youth Club	0	(21,361)	(21,361)	0
Young Adult Club	0	(22,070)	(22,070)	0
Trips & Parties	0	(3,489)	(3,489)	0
Adult Skills Workshops	0	(18,585)	(18,585)	0
	<u>44,593</u>	<u>266,107</u>	<u>(308,445)</u>	<u>2,255</u>

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

7 DESIGNATED FUNDS	2022 £	2021 £
At 1st April 2021	0	0
Movement in year	0	0
At 31st March 2022	<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 2022

I report on the accounts of the Charity for the year ended 31st March 2022, 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 2022

	2022		2021
	£		£
Income			
Donations	957		8,189
Grants	292,599		401,408
User Fees	38,408		9,102
Trips/Tickets	2,219		326
Fundraising Events	3,178		5,642
Coffee shop Income	1,763		15
Deposit Account Interest	0		0
Rent Received	2,330		993
Other Income	50		57,928
Total Income	<u>341,504</u>		<u>483,603</u>
Expenses			
Fundraising, Marketing & PR	9,002		6,102
Wages	198,815		176,011
Motor Expenses	3,539		818
Other Staff Expenses	485		260
Volunteer Expenses	0		0
Trustees Expenses	0		0
Hire of Equipment	0		0
Office Rent	78,725		78,298
Rates	2,239		0
Heat & Light	10,612		6,496
Cleaning	1,801		3,723
Premises Expenses	33,869		4,225
Insurance	5,912		6,256
Telephone	2,633		2,972
Printing, Postage and Stationary	4,220		4,480
Computer Costs	8,521		7,865
Publicity Material	0		0
Sundries	0		0
Equipment purchases	1,632		921
Entertainers/Workshops	3,162		215
Transport/Coaches	0		0
Ticket Costs	4,739		0
Activity Costs- Other/Materials	5,299		11,788
Food	630		0
Venue Hire/Costs	864		0
Staff Training	3,005		463
Accountancy	2,700		2,700
Legal Fees	0		0
Professional Fees	4,246		0
Consultancy Fees	0		0
Depreciation	18,425		17,417
Bank Charges	312		208
Loss/(Profit) of sale of Fixed Asset	0		0
	<u>405,385</u>		<u>331,217</u>
Surplus / (Deficit) for the year	<u><u>-63,881</u></u>		<u><u>152,386</u></u>