

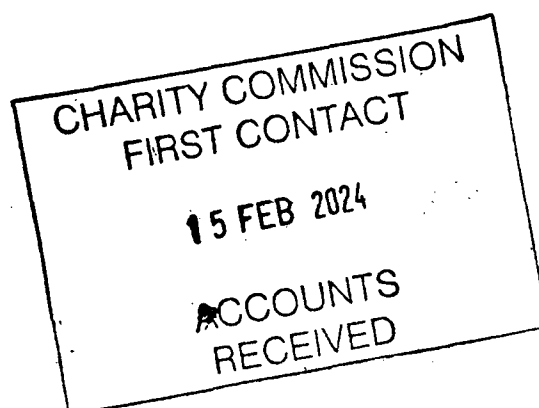
Company No: 4258543

SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED

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COUNCIL OF MANAGEMENT AND TRUSTEES  
REPORT AND ACCOUNTS  
For the year ended 31<sup>st</sup> March 2023

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SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED

ANNUAL REPORT AND ACCOUNTS  
For the year ended 31st March 2023

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**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Information on Trustees and Professional Advisers**  
**For the year ended 31st March 2023**

**Reference and Administrative Details of the Charity, its Trustees and Advisers**

Sandwell Asian Family Support Service (also known as SAFS) is a registered charity (1989) and Company Limited by Guarantee (2001). The company registration number is 4258543 and the registered charity number is 1098917. The liability of each individual member serving the committee is limited.

The registered office and operating address is:

Sandwell Asian Family Support Service Limited (SAFS)  
Windmill Community Centre  
Messenger Road  
Smethwick  
West Midlands  
B66 3DX

The members of the Management Board, who are the charity trustees, that served during the period and up to the date of this report were:

**Honorary Officer/s:**

Chairperson: Jatinder Kaur

Vice Chairperson: Sanjiv Verma

Treasurer: Raksha Patel

Company Secretary: P K Dhatt

**Other Board Members:**

D Rai  
B Kaur  
R K Sumal  
D Sandhu

**Principal Staff:**

Chief Executive: Parpinder Kaur Dhatt

Finance & Performance Manager: Kate Whiteside

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Information on Trustees and Professional Advisers**  
**For the year ended 31st March 2023**

**Accountants/Independent  
Examiners**

Messrs. Hallbrookes (Accountancy) Ltd  
14 Elstow Road  
Bedford  
MK42 9LA

**Bankers:**

Barclays Bank Plc  
Soho Road Branch  
351-359 Soho Road  
Birmingham  
B21 9SE

Scottish Widows Bank PLC  
PO Box12757  
67 Morrison Street  
Edinburgh  
EH3 8YJ

**Solicitors:**

Irwin Mitchell  
Riverside East House  
2 Millsands  
Sheffield  
S3 8DT

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

**Structure, Governance and Management**

The charity is constituted as a Charitable Company Limited by Guarantee. It is governed by the regulations set out in its Memorandum and Articles of Association and is managed and governed by voluntary Board of Directors/Trustees.

New Board Members are elected annually at the Annual General Meeting (AGM). The AGM is held in December ordinarily. Board members are elected for a period of one year.

The Chairperson leads the Board of Directors and ensures that they understand their responsibilities as charity Trustees. The Chairperson is supported by a Vice Chairperson and a Treasurer.

The Board of Directors meets up 6 times a year to review the strategic work plan, organisational objectives, and financial position and to approve organisational policy and procedures. The Board of Directors also organise sub-groups, task and finish groups as and when the need arises for the organisation.

The Trustees of the charity consider that the board and the senior management team comprise the key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day-to-day basis.

The day-to-day work of the charity is managed by the Chief Executive Officer, 1 Finance and Performance Manager, 1 Care Manager, 1 General Building Management, 41 workers (part time and full time) and supported by 1 volunteer.

The pay of all staff is renewed annually and increased in accordance with average earnings where appropriate. In view of the nature of the charity, the directors/trustees benchmark against pay levels in other similar run charities with similar roles and responsibilities.

All trustees give of their time freely and no director received remuneration in the year.

All new trustees are provided with the "role of Trustees" booklet published by the Charities Commission and are made aware of their roles and responsibilities with their new assignment.

The Management Board is aware of the potential risks to the charity, including financial risks and has implemented strategies to control or minimise these risks. Assessments have been undertaken of the major risks, including funding, personal, health and safety, operation risks, governance and compliance with law and regulations.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

**Objectives and Activities for the Public Benefit**

The objects for which the Company is established are in particular but not exclusively, within the Metropolitan Borough of Sandwell and its surrounding areas.

The relief of individuals of South Asian Origin and descent, not exclusively to those who have a disability and/or long-term condition by the provision of services and support to the said individual.

SAFS mission is to enhance the quality of life and to improve the health and wellbeing of individuals from the South Asian and other communities, who have a disability, by providing quality care and opportunities.

SAFS strives to provide a professional service to all its individuals/service users and is committed to continuous development and improvement.

During the year 1st April 2022 - 31st March 2023, the charity provided the following Services:

**Adults Care and Support Service/s**

The Adults Services consists of domiciliary care at home, community-based/PA service and a day opportunities centre-based drop-in service, these services are provided to adults that have a physical and/or learning disability and complex health needs. These services are provided 7 days a week and focus on both indoor and outdoor activities. SAFS accept Personal Budget and Direct Payments and all services are based on achieving personal outcomes for individuals in accordance with individual support plans and Individual progress plans. SAFS also offer where appropriate, advice, guidance, and emotional support for both the individual and their parents or carers. The care, support and wellbeing services are managed by the Care Manager. The CEO is the responsible individual and registered Manager with CQC (Care Quality Commission). SAFS is also monitored by the Sandwell MBC and Birmingham City Council's Adults Department who receive regular monitoring information.

**Children's Care and Support Service/s**

The domiciliary/personal care at home service and a personal assistant (PA) support service is provided for children aged between 0-18 years of age that have a physical and/or learning disability and life threatening/life limiting conditions. The service is provided to family's residents in Sandwell and Birmingham. A team of trained and experienced care staff undertake specialist personal care to children with complex health needs. SAFS also offer where necessary advice, guidance, and emotional support for the parent/carer and the family. The Service is managed on a day-to-day basis by the Care Manager. The CEO is the registered Manager as well as the responsible individual with CQC (Care Quality Commission).

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

**Short Breaks Service/s.**

The short breaks programme are a number of specialist services provided to children and young people aged 4 to 11 years of age and 11 to 18 years of age. The services enable the parents and carers to have a short break.

There are several services which are as follows:

Weekend club – which we provide on a Saturday for 36 weeks of the year.

Summer holiday club – which we provide over 2 weeks in the summer holidays.

Other holiday club – which we provide over 2 days per week over the 7 weeks.

Personal Assistant (PA) support – where we provide 2 hours every week or 4 hours every fortnight depending on the individual need of the child and family.

**Early Help Intervention & Prevention and Family Support**

The Early Help Intervention and Prevention service provides support to families who have a child or young person with disability, life limiting or life-threatening conditions. This service is part of early help offer by SMBC which offers, advice, guidance and provides translation and interpretation support and offers emotional support and a parenting support programme where necessary. This service underpins all the services we provide at SAFS and is an integral part of the work we do. There is currently no funding for this service. It is provided on an adhoc basis as and when families request it. It is overseen and provided by the services team.

**Carers Support Service - signposting and navigation service to BAME carers**

A signposting and navigation service for carers, supports carers from the Black, Asian and Minority Ethnic (BAME) community by way of advice, guidance, various workshops and support sessions on emotional health and wellbeing. The focus of this project is early intervention and prevention for carers and to work collaboratively with any professional individuals to sign post the carers to the services if necessary. A support group for parents and carers provides regular support. Weekly welfare calls and contact is continued to be made. Regular information on various services, events and education/lifelong learning courses are continued to be shared with all our families and parents and carers.

**SAFS @ Windmill Community Centre.**

SAFS has managed the windmill community centre since April 2016. We have a very busy timetable of activities held during the day, evening and weekends. We have a number of anchor tenants namely; St Michaels Nursery, Windmill Amateur Boxing Academy, Warley Community Gym. We also have a SMBC run youth club and we also have a number of user groups who hire the rooms on a regular basis where various activities are provided by way of sports, self-defense, wellbeing services and Tuition classes. We have one off private bookings throughout the year by way of birthday parties, christenings, naming ceremonies and pre-wedding parties. We have several faith groups who use the centre as their 'place of worship' and this creates another dimension to the use of the centre as its created a 'spiritual and calm and safe' space for the diverse communities near and afar.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

The statutory and corporate sector have also hired out space for meetings, training and seminars. The enclosed courtyard now houses an accessible sensory garden/space for the children, adults with disabilities, their families, the centre tenants, regular user groups and hirers.

**Achievements and Performance (April 2022 – March 2023)**

During this year SAFS has had many successes and achievements namely the following:

- SAFS@WCC has grown from strength to strength. We have had significant take up of services to the Centre by a number of communities, which has increased the footfall and created a 'real community hub' feel
- We have welcomed some additional groups mainly faith groups, which has increased the footfall of an older generation.
- SAFS@WCC currently have 3 anchor tenants and over 25 regular user groups for training; youth clubs; yoga and activity sessions etc. and we had many one-off room hire bookings for private parties.
- Contract performance monitoring visit are carried out by SMBC, and we provide regular monitoring performance reports and feedback to the Council.
- Citation conducted a Health and Safety audit, which was successful - the main focus has still been Covid – 19 risk assessments, social distancing and PPE and many health and safety measures whilst resuming care services and community services to the general public.
- Citation HR advisers and online system - keeps us up to date with all current employment legislation.
- Citation Atlas online training platform is current and all the HR and Care training is certified and enables staff to complete this on an annual basis and in a timely manner.
- All staff have undertaken classroom-based refresher training in line with CQC and OFSTED.
- We have continued to work in partnership with Sandwell MBC, Birmingham City Council's Children's Services and Adult Services and have expanded services where a need was identified. Since the pandemic we have continued to provided regular weekly feedback and information to ensure we are operating within all the government guidelines and social distancing measures.
- SAFS continued to network with specific agencies and professional individuals to ensure mainstream services are aware of the specific needs of children and young people with disabilities.
- Quarterly performance monitoring reports for the Adults and Children's Domiciliary Care and Shortbreaks are submitted to SMBC & BCC local authorities.



**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**

**Report of the Board of Directors**

**For the year ended 31st March 2023**

- Six monthly performance monitoring reports for the Carers Service are submitted to SMBC local authority.
- We have a dedicated leased line for Broad band and this has increased internet connection throughout the centre.
- We celebrated the commonwealth games within our centre and worked with Caudwell Children a national charity - on a legacy project for 3 years. We were one of 3 community partners and we worked in partnership with K'antu Ensemble whereby there were many arts and music and dance workshops provided to children and young people and adults with disabilities during the weekday and weekends and we showcased all this in one event in the summer attended by all the children and adults and their families and the local community. A video was made of all the celebrations and the community partners and some of the participants and was showcased at Victoria Square in Birmingham during the Common Wealth Games.
- We celebrated one of the female coaches Hasseba Abdullah from Windmill Amateur Boxing Club being the first hijab wearing boxing coach in England. Haseeba was filmed at SAFS@WCC and was also named as a Home Town Hero for the commonwealth games and community champion for the commonwealth games. Hasseba and her brothers are all coaches at WABC which started at WCC and has grown from strength to strength.
- SAFS also offers work experience to pupils at school, students at college and apprenticeship placements. We also offer a year graduate paid work experience placements and year in industry placements on request
- We are a member organisation of Communities in Sync a consortium set up in Sandwell to provide a range of health, social care and wellbeing services to the communities in which we live in.
- SAFS & Windmill Community Centre user group advisory group has been set up to discuss partnership working and ways to improve service delivery to the local community.
- Adhoc vaccination clinics have continued at the WCC.

**Financial Review**

The trustees consider that the performance of the charity for the year ended 31st March 2023 has been satisfactory.

A summary statement of financial activities for the year is shown on page 12 of the accounts. This shows that during the year total income of £666,103 was received. The net movements of funds show a deficit of £103,778 that has been taken from the reserves brought forward from previous years.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

Operational costs of the charity had increased this year due to some care packages requiring extra staffing. Office staff shortages have meant existing staff have worked overtime on some occasions and been 'on call'. There has been a cost of living increase for items or services used and purchased. The building costs to hire a room etc had not totally covered the costs by the hire fees, this has since been rectified and will be addressed each year.

It is the policy of the trustees to ensure that the highest quality of service provision is available to all beneficiaries.

During the year SAFS continued to receive funding from Sandwell Metropolitan Borough Council (SMBC) and Birmingham City Council (BCC) - Adult Services and Children Services Departments and direct payments from services users. This enabled SAFS to further develop and provide existing services for children's and adults with disabilities. SAFS' registration with the Care Quality Commission (CQC) enables a high standard of service provision to be delivered.

The staff deserves praise for their enthusiasm, commitment and professionalism in providing a service that meets increasing and wide-ranging individual families and individual child/adults needs. Staff are also faced with extra challenges when referrals are received from children and adults who have complex needs. This in turn reflects in some care packages requiring extra commitment and monitoring. The staff have continued to work to provide good quality care services, despite the pandemic being over the staff are still having to maintain safety at the forefront as covid is still evident and affecting a lot of individuals and this has not deterred staff in continuing their career in care.

It is the trustees' view that it is prudent to ensure that there are sufficient free reserves to provide financial flexibility over the course of the six months ahead and to cover unplanned emergencies, maintenance and repairs and other expenditure as and where necessary.

The trustees have forecast the level of free reserves as being £336,590 (as at 31st March 2023). The running costs for the next six months after April 2023 are approximately £322,508. The full reserve would be used for the running costs of the organisation, effective management and further enhancement and development of the organisation and to ensure that registration requirements (CQC or Ofsted) with the regulatory government bodies and Local Authority monitoring requirements and service specifications are met.

The trustees have regard to the liquidity requirements of operating the charity and have kept funds in interest bearing deposit account.

Despite the increasing pressure on public expenditure, the charity is expected to generate funds from various funding bodies indefinitely.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

**Plans for future periods and Public Benefit**

The forthcoming year brings many challenges and opportunities for SAFS. Extended SAFS' services both in Sandwell and in neighbouring boroughs continue to be at the forefront of our plans. The need to review our services in Sandwell and to expand our work to new and emerging communities, to secure additional external funding continues to be an area that needs to be addressed as all contracts have now become tenders and we will now have to compete for these as and when they are advertised. A review of our strategic objectives is working progress. The current strategic plan is reviewed annually to ensure additional work undertaken is captured and to address any gap and improvements. The Windmill Community Centre is also included in the strategic plan. However, a separate development plan for the Windmill Community Centre has been produced together with a business strategy and a funding strategy to ensure it is self-funded as is also a going concern

All services have been reviewed in line with tenders and income received for the sustainability of the organisation. SAFS was successful in its tender for the Short Breaks programme providing out of school clubs during the weekend and half term, summer holidays and Christmas Break to children and young people with disabilities aged 4 – 18 years and addition to the clubs we have extended our offer for a Personal Assistant Support Service to children and young people. Our community based care services, centre based and lifestyle drop into adults with learning or physical disabilities is continually developing and changing and the focus is more on day opportunities. There is also a growing demand for SAFS domiciliary care services and in particular to provide care for children and young people who have complex health needs. SAFS will continue to develop support and wellbeing services for parents and Carers and sustainable funding is required to meet the increasing demands of our Family Support service. SAFS will continue to develop and train existing staff to ensure they comply with CQC, the new care certificate workbook (skills for care), OFSTED regulations and the Early Years framework.

In planning all activities SAFS has worked to the Charity Commissions guidance on public benefit. Our main activities and our beneficiaries are listed on pages 4, 5, 6 and 7 of this report. All of these charitable activities are undertaken to further our charitable purpose for the public benefit.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Report of the Board of Directors**  
**For the year ended 31st March 2023**

**Statement of Trustees' Responsibilities**

The trustees (who are also directors of Sandwell Asian Family Support Service Limited for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare accounts for each financial year, which give a true and fair view of the financial activities of the charity and its financial position at the end of that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

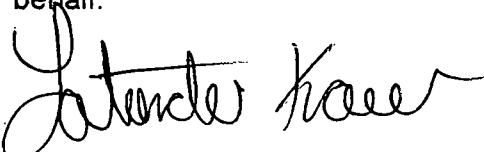
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of charity and to enable them to ensure that financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations. 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.

**Accountants/ Independent Examiners**

Messrs. Hallbrookes (Accountancy) Limited are willing to continue in office as Accountants for the ensuing year 2023/2024.

**Approval**

This report was approved by the trustees on 22-01-2024 and signed on their behalf.

  
Mrs Jatinder Kaur  
Chairperson

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**

**Independent examiners report to the Trustees of Sandwell Asian Family Support Service Limited**

I report to the charity trustees on my examination of the accounts of the Sandwell Asian Family Support Service Limited for the year ended 31st March 2023, which are set out on pages 12 to 20.

**Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

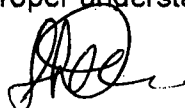
Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s. 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s. 145 (5) (b) of the 2011 Act.

**Independent examiners' statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- the accounts do not accord with those accounting records
- the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attentions should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Harvinder Kaur Josan  
Hallbrookes (Accountancy) Ltd  
14 Elstow Road  
Bedford, MK42 9LA  
Date: 22/01/2024

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Statement of Financial Activities****For the year ended 31st March 2023****INCOME AND EXPENDITURE**

		<u>Restricted</u>	<u>Unrestricted</u>	<u>Designated</u>	<u>Total</u>	<u>Total</u>
		<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>
<u>Notes</u>	<u>31st March</u>	<u>31st March</u>	<u>31st March</u>	<u>31st March</u>	<u>31st March</u>	<u>31st March</u>
	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Income Resources</b>						
<b>Donations and legacies</b>						
Income from donations and legacies	2	118152	65879	0	184031	109307
Income from other trading activities	3	0	35526	0	35526	18161
Investment Income	4	0	20668	0	20668	25469
Income from charitable activities	5	412871	13007	0	425878	437113
<b>Total Incoming resources</b>		<b>531023</b>	<b>135080</b>	<b>0</b>	<b>666103</b>	<b>590050</b>
<b>Resources Expended</b>						
Expenditure on raising funds		688	0	0	688	202
Charitable activities		548837	180111	0	728948	668263
Governance		40245	0	0	40245	47133
<b>Total Resources Expended</b>	6	<b>589770</b>	<b>180111</b>	<b>0</b>	<b>769881</b>	<b>715598</b>
<b>Net movements in funds</b>		<b>-58747</b>	<b>-45031</b>	<b>0</b>	<b>-103778</b>	<b>-125548</b>
<b>Funds at 31st March 2022</b>		<b>0</b>	<b>470150</b>	<b>26156</b>	<b>496306</b>	<b>621854</b>
<b>Transfer between funds</b>		<b>58747</b>	<b>-58747</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Funds at 31st March 2023</b>	14	<b>0</b>	<b>366372</b>	<b>26156</b>	<b>392528</b>	<b>496306</b>

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Statement of Financial Activities**  
**For the year ended 31st March 2023**

<b><u>Balance Sheet</u></b>	<b><u>Notes</u></b>	<b><u>31st March</u></b> <b><u>2023</u></b> <b><u>£</u></b>	<b><u>31st March</u></b> <b><u>2022</u></b> <b><u>£</u></b>
<b><u>Fixed Assets</u></b>			
Tangible Assets	10	29782	36340
<b><u>Current Assets</u></b>			
Debtors and Prepayments	12	138808	110535
Cash in Bank and in Hand		252599	373374
<b><u>Creditors: amounts due within one year</u></b>			
Accruals	11	22097	23943
Deferred Income		6564	0
Net Current Assets		362746	459966
Net Assets	13	<u>392528</u>	<u>496306</u>
<b><u>Financed by</u></b>			
General Funds		366372	470150
Designated Funds		26156	26156
Restricted Funds		0	0
<b><u>Total Funds</u></b>	14	<u>392528</u>	<u>496306</u>

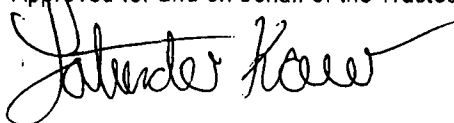
For the year ending 31st March 2023 the charitable company was entitled to exemption from audit under section (477) of the Companies Act 2006 relating to small companies.

Responsibilities of directors/trustees:

- (a) The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006 - however, in accordance with section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report appears on page 11.
- (b) The directors/trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 SORP.

Approved for and on behalf of the Trustees on 22-01-2024



Mrs Jatinder Kaur  
Chairperson

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Statement of Cash Flows****For the year ended 31st March 2023**

	Note	<u>31/03/2023</u>	<u>31/03/2022</u>
		£	£
Cash used in operating activities	1	<u>-120173</u>	<u>-91744</u>
Cash flows from investing activities			
Interest income		645	138
Purchase of tangible fixed assets		-2347	-4918
Proceeds from sale of fixed assets		1100	511
Cash provided by (used in) investing activities		<u>-602</u>	<u>-4269</u>
Change in cash and cash equivalents in the reporting year		-120775	-96013
Cash and cash equivalents at the beginning of the year		373374	469387
Total cash and cash equivalents at the end of the year		<u>252599</u>	<u>373374</u>

**1) Reconciliation of net movement in funds to net cash flow from operating activities**

	<u>31/03/2023</u>	<u>31/03/2022</u>
	£	£
Net movements in funds	-103778	-125548
Add back depreciation charge	7804	8796
Deduct interest income shown in investing activities	-645	-138
Decrease (increase) in debtors	-28272	14392
Increase (decrease) in creditors	4718	10754
Net cash used in operating activities	<u>-120173</u>	<u>-91744</u>

**2) Analysis of changes in net funds**

	<u>01/04/2022</u>	<u>Cashflow</u>	<u>31/03/2023</u>
	£	£	£
Net Cash			
Cash at bank and in hand	373374	-120775	252599
Total	<u>373374</u>	<u>-120775</u>	<u>252599</u>



**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**  
**Notes to the Accounts**  
**For the year ended 31st March 2023**

**1) ACCOUNTING POLICIES**

**Basis of Accounts**

The (accounts) 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 Standards applicable in the UK and the Republic of Ireland (FRS 102) and the Charities Act 2011 and applicable regulations.

**Going Concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**Incoming Resources**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income from government and other grants, is recognised when the charity has entitlement to the funds and performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably.

Donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market: a corresponding amount is then recognised in expenditure in the period of receipt.

**Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

**Allocation of Costs**

Direct Activity Costs comprise those costs that contribute directly to an activity and are Allocated to the relevant activity.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED**

**Notes to the Accounts**

**For the year ended 31st March 2023**

Support Costs comprise those costs that are necessary to deliver an activity but in themselves do not produce or deliver an activity.

Governance Costs are those costs incurred to meet statutory and constitutional requirements.

**Funds**

- (a) Unrestricted funds, which are credited to the Income and Expenditure accounts are normally expendable at the discretion of the management.
- (b) Restricted funds, which are for specific purpose declared by the donors and are credited to the Income and Expenditure account when received and debited to the same account when paid.
- (c) Designated funds represent funds set aside by the trustees for specific purposes.

**Depreciation**

Depreciation is calculated so as to write off the cost of tangible fixed assets on a reducing and straight-line balance basis over their useful lives. The rates applied are as follows:

Office Equipment	-	20% on rbb
Fixtures & Fittings	-	20% on rbb
Minibus	-	20% on rbb

The charity has secured a tenure of 25-year lease from the council and pays a Peppercorn rent of £1 annually. A gift in kind for the donated facilities for the use of the leasehold premises is shown at the value of £60,000. This is recognised within incoming resources as a donation and an equivalent charge included within resources expended.

**Taxation:**

The charitable company is exempt from corporation tax on its charitable activities.

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Notes to the Accounts****For the year ended 31st March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>2) Donations and legacies</b>		
Grants from Governments	120241	40798
Donations	63790	68509
	<b>184031</b>	<b>109307</b>
<b>3) Other Trading Activities</b>	35526	18161
<b>4) Income from Investments</b>	20668	25469
<b>5) Incoming resources from charitable activities</b>	425878	437113
<b>TOTAL</b>	<b>688103</b>	<b>590050</b>

<b>6) TOTAL RESOURCES EXPENDED</b>	<b>Basis of allocation</b>	<b>Care Services</b>	<b>Windmill Centre Cost</b>	<b>Governance</b>	<b>Total 2023</b>	<b>Total 2022</b>
<b>Costs directly allocated to activities</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff Costs	Direct	360053	57405	35545	453003	411612
Recruitment/Freelance worker	Direct	4209	2518		6727	1321
Travel	Direct	3862			3862	2487
Rent	Direct		60000		60000	60000
WCC-light/heat/repairs/cleaning	Direct		54995		54995	34263
Day Trip/Project Activities	Direct	4048	507		4555	2424
Training and Subscription	Direct	2684	2740		5424	3632
Accountancy	Direct	3920		4700	8620	9055
Professional fees	Direct	340			340	50
Repairs & Renewals	Direct	532			532	0
Telephone	Direct	7134			7134	1585
Depreciation/Disposals	Direct	100			100	463
Other Costs	Direct	14087	1946		16033	12570
<b>Support Costs allocated to activities</b>						
Premises & Administration	(per unit)	2550			2550	8743
General office and finance staff	(per unit)	122279			122279	134284
Legal and Professional	(per unit)	16025			16025	24777
Equipment	(per unit)	7702			7702	8332
<b>Total resources expended</b>		<b>549525</b>	<b>180111</b>	<b>40245</b>	<b>769881</b>	<b>715598</b>

**7) Net movements of funds for the year**

	<b>31/03/2023</b>	<b>31/03/2022</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation/loss on disposal	7804	8795

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Notes to the Accounts****For the year ended 31st March 2023****8) ANALYSIS OF STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL**

	Year ended 31st March <u>2023</u> £	Year ended 31st March <u>2022</u> £
<b>Staff Costs and Trustee's Remuneration</b>		
Salaries and Wages	553409	527768
Pension Cost	7565	7291

The number of staff whose emoluments fell within the following band were:

	<u>2023</u>	<u>2022</u>
£60,001 to £70,000	1	1

The key management personnel of the charity comprise of Chairperson, Vice Chairperson, Chief Executive Officer, Finance Performance Manager and Care Manager. The total emolument paid during the year of the key management were £168,535 (2022: 192,490).

The required definition of emoluments is total gross pay including employer pension and national insurance contributions.

The trustees received no remuneration. One trustee who is also a volunteer had been paid expenses from the charity during the year amounting to £172.80.

**9) STAFF NUMBERS**

The average monthly head count was 38 staff (2022: 33) and the average monthly number of full-time equivalent employees (including casual and part time staff) during the year was 32 (2022: 27).

**10) TANGIBLE FIXED ASSETS FOR THE YEAR ENDED 31ST MARCH 2023**

COST	<u>Fixtures/Fittings &amp; Equipment</u>	<u>Minibus</u>	<u>Total</u>
	£	£	£
1st April 2022	141768	32764	174532
Additions	2347	0	2347
Disposal for the year	0	(32,764)	(32,764)
	<u>144115</u>	<u>0</u>	<u>144115</u>
<b>DEPRECIATION</b>			
1st April 2022	107275	30917	138192
Charge for the year	7058	0	7058
Depreciation on disposal	0	(30,917)	(30,917)
	<u>114333</u>	<u>0</u>	<u>114333</u>
<b>Net Book Value</b>			
31st March 2022	34493	1847	36340
31st March 2023	<u>29782</u>	<u>0</u>	<u>29782</u>

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Notes to the Accounts****For the year ended 31st March 2023****11) CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Year ended 31st March <u>2023</u> £	Year ended 31st March <u>2022</u> £
Accruals	15271	12829
Deferred Income	6564	0
Pensions	1551	1267
Holiday Accruals	5275	9847
	<u>28661</u>	<u>23943</u>

**12) DEBTORS AND PREPAYMENTS - GRANTS RECEIVABLE**

	Year ended 31st March <u>2023</u> £	Year ended 31st March <u>2022</u> £
Grants Receivable	134037	104250
Prepayments	4771	6285
	<u>138808</u>	<u>110535</u>

**13) ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<u>Unrestricted</u> <u>Funds</u> £	<u>Designated</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> £
Tangible Fixed Assets	29782			29782
Debtors	138808			138808
Cash at Bank in Hand	226443	26156	0	252599
Current Liabilities	28661			28661
<b>Net assets at 31st March 2023</b>	<b><u>366372</u></b>	<b><u>26156</u></b>	<b><u>0</u></b>	<b><u>392528</u></b>

**SANDWELL ASIAN FAMILY SUPPORT SERVICE LIMITED****Notes to the Accounts****For the year ended 31st March 2023****14) CAPITAL COMMITMENTS**

Authorised but not contracted

**MOVEMENT IN FUNDS**

	<u>Bal b/fd</u>	<u>Income</u>	<u>Outgoing</u>	<u>As at</u>	<u>Transfer</u>	<u>As at</u>
	<u>1st April</u>	<u>Resources</u>	<u>Resources</u>	<u>31st March</u>	<u>to Funds</u>	<u>31st March</u>
	<u>2022</u>			<u>2023</u>		<u>2023</u>
	£	£	£	£	£	£
<b>Restricted Funds</b>						
Adults Services (18-40) Personal Budget - SMBC	0	248703	283709	-35006	35006	0
Adults Services (18-40) Direct Payts/NHS/Managed Accounts SMBC	0	86711	108254	-21543	21543	0
Children's Services - SMBC	0	58849	58849	0	0	0
Adults & Children Services - Birmingham City Council	0	7608	7608	0	0	0
Short Breaks/ HAF - SMBC	0	118152	120244	-2092	2092	0
Carers Grant - SMBC	0	10000	10106	-106	106	0
<b>Total Restricted Funds</b>	<b>0</b>	<b>531023</b>	<b>589770</b>	<b>-58747</b>	<b>58747</b>	<b>0</b>
<b>Unrestricted Funds</b>						
General Funds	470150	135080	180111	425119	-58747	366372
Designated Funds	26156	0	0	26156	0	26156
<b>Total Unrestricted Funds</b>	<b>496306</b>	<b>135080</b>	<b>180111</b>	<b>451275</b>	<b>-58747</b>	<b>392528</b>
<b>Total Funds</b>	<b>496306</b>	<b>666103</b>	<b>769881</b>	<b>392528</b>	<b>0</b>	<b>392528</b>

**15) Related Party Transactions**

There were no transactions reported/recorded where trustees have received remuneration from the charity (see note (8) above).

**16) Other Transactions**

A transaction was declared in connection to the Chief Executive Officer as a person of significant influence as follows:

a close relative is a paid employee of the charity

This arrangement was disclosed to and agreed by the trustees under the charity's conflict of interest policy.

**17) Control**

The company is controlled by the trustees. The trustees shown in the report are also known as directors or members of the board.

**18) Governance Costs**

The figure of £40,245 per (note 6) is a Governance cost, which has been allocated to appropriate funds as outgoing costs per note (14).

**19) Transfers**

General funds have been transferred to Adults Services Direct payments, Personalised Budget, Shortbreaks/HAF - SMBC and Carer Grants to cover the shortfall.