

**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2023**

**WELLSPRING FAMILY  
CENTRE**

**(Company Limited by Guarantee)**

**CHARITY REGISTRATION No: 1105643**

**COMPANY REGISTRATION No: 05154582**

Independent Examiners Ltd  
Unit 2  
The Broadbridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

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## **WELLSPRING FAMILY CENTRE**

**(Company Limited by Guarantee)**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>REGISTERED CHARITY NUMBER</b>	1105643
<b>REGISTERED COMPANY NUMBER</b>	05154582
<b>DATE OF INCORPORATION</b>	15th June 2004
<b>START OF FINANCIAL YEAR</b>	1st July 2022
<b>END OF FINANCIAL YEAR</b>	30th June 2023
<b>DIRECTORS AT 30TH JUNE 2023</b>	Jonathan Beardon (Chair) Harry Grigg Sheila Barber Daniel Andrew Johnson Melanie McEvansoneya Company Secretary and Treasurer – Toby Rouse

The existing trustees appoint any new trustees following the provisions laid out in the organisation's governing instrument.

**LEGAL STATUS** Company Limited By Guarantee

**GOVERNING INSTRUMENT** Memorandum and Articles Of Association Incorporated 15th June 2004.

#### **OBJECTS**

**A.** To relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby including (though not by way of limitation) through the provision of such material assistance, advice and advocacy, and training for those persons in need of such assistance, in Dereham, Norfolk and the surrounding area and in such other parts on the United Kingdom or the world as the directors of the charity (herein called "the trustees") may from time to time think fit. **B.** To advance education by such means as the trustees may consider appropriate including (though not by way of limitation) by educating and training the public in basic skills, marriage and parenting skills, personal financial management, and by the provision of playgroup and nursery facilities, and personal and social development education for young people in the said location and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**REGISTERED OFFICE** 35 Neatherd Road  
Dereham  
Norfolk  
NR19 2AE

**PRIMARY BANKERS** NatWest Bank Plc  
32 Market Place  
East Dereham  
Norfolk  
NR19 2AR

**INDEPENDENT EXAMINER** K Gomes  
Independent Examiners Ltd  
Unit 2  
The Broadfields Business Centre  
Delling Lane  
Bosham  
PO18 8NF

**WELLSPRING FAMILY CENTRE**  
(A Company Limited by Guarantee.)

**Report of the trustees/directors for the year ended 30 June 2023**

**Structure, governance, and management**

Wellspring Family Centre is constituted as a charitable company limited by guarantee registered with the Charity Commission in August 2004 under charity number 1105643 and with Companies House in June 2004 under company registration number 5154582. It is governed by a Memorandum and Articles of Association, last updated in June 2004.

**Organisational Structure**

The trustees/ directors are responsible for the general control and management of the charity/company. The trustees give their time freely and receive no remuneration or other financial benefits.

The trustees meet together as a body quarterly and are responsible for all decisions taken in relation to staffing the Centre and the activities provided. Day to day control of the individual activities is delegated to staff or a named volunteer as appropriate.

**Recruitment and appointment of trustees/directors**

New trustees / directors are recruited from membership of Wellspring Family Church, after demonstrating commitment to the charitable works of the Centre and competency and appropriate skills to fulfil the role of trustee/director. The decision to recruit new trustees lies with the trustee body in consultation with the pastoral leadership of the Church.

**Induction and Training of trustees / directors**

Following appointment, new trustees are given copies of the Memorandum and Articles of Association and a list of the policies and procedures adopted by the Centre. Trustees are also made aware of the Charity Commission's publications on trustee's responsibilities.

**Risk Management**

The trustees have assessed the risks to the charity and produced risk assessments following good practice guidelines. The trustees review these risk assessments regularly through the trustees' meetings. At present no significant risks have been identified which give cause for concern. To mitigate risks, staff and volunteers are trained to the required level of competence and during the year safeguarding training has been provided.

**Training Provided**

The Trustees recognise the importance of training staff and volunteers to maintain and enhance the highest standards of service to our users. We recognise that investing in the people who work with us indicates the value we place in them and on the service that they give to our service users.

We ask our team leaders and their teams to let us know what training needs they have identified as well as recommending training to them. Over the course of the year, several of our team members undertook food hygiene courses, our youth worker completed a First Aid course, and our Operations Manager completed a course in Banking and Finance Accounting Statements Financial Analysis.



## **Objectives and Activities**

The objects of the charity are set out in the charity's Memorandum and Articles of Association and are summarised as follows

- A. To relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby including (though not by the way of limitation) through the provision of such assistance in Dereham, Norfolk, and the surrounding area and in such other parts on the United Kingdom or the world as the directors of the charity (herein called 'the trustees') may from time to time think fit.
- B. To advance education by such means as the trustees may consider appropriate including (though not by way of limitation) by educating and training the public in basic skills, marriage, and parenting skills, personal financial management, and by the provision of playgroup and nursery facilities, and personal and social development education for young people in the said location and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.
- C. To promote charitable purposes for the benefit of the public in the following ways:
  - The preservation and protection of health
  - The provision of training with the object of relieving unemployment in the said location and in such other parts of the United Kingdom or the world as the trustees from time to time think fit.

## **Activities and Achievements**

### *Overview of Activities for the year*

This year we have celebrated 19 years of operation as the charity continues in its work to meet local need in diverse ways. We continue to take advantage of the resource that our Centre offers as well as using the skills and enthusiasm of our team of volunteers to meet people and meet need.

During the year, and in the face of the challenges following the global pandemic, we have maintained our facilities and sustained the ongoing running of our existing outreach projects as well as exploring how we can adapt our services to address needs thrown up by the pandemic. The thrust of our programmes continues to be centred on social action to support those with Chronic Health Problems and supporting the wide range of community groups who use our facilities.

### *Developing our Facilities*

We have installed a solar panel and battery system on our premises. This has had the dual purpose of to safeguarding against rising energy bills and ensuring environmentally responsible operations.

### *Mid Norfolk Foodbank*

The Centre hosts a Distribution Centre for the Mid Norfolk Foodbank, providing emergency food to local people in financial crisis. This is a joint initiative involving many of the local churches in and around Dereham, Fakenham and Swaffham with volunteers drawn from many local churches and the community.

### *CAP Money*

For several years now, we have been offering the nationally acclaimed free CAP Money Course. This course helps people better manage their finances and we run it from time to time when there is demand for it. We partner with other agencies in the district in the running of a locally based CAP Debt Centre. This Centre offers a free debt advice service to people in difficulty.

#### *Well-come*

A three times weekly support group for those recovering from mental health problems aimed at rehabilitating and encouraging members back into their local communities. Members are referred to Well-come from the local NHS health professionals. Often, new members are accompanied on a first visit to try the group out and then after a couple of visits grow in confidence to come along.

#### *Elevate*

A support group for people with ME and Chronic Fatigue Syndrome (CFS), and their family carers, who live in mid-Norfolk. We provide monthly meetings at WFC, social networking. We hope to resume occasional outings and home visits for the severely affected when it is safe to do so. The group aims to reduce isolation, improve quality of life, and help to either start or accelerate a recovery process by providing social events and networking; information on good illness/lifestyle management techniques; sign-posting to statutory and other services; encouragement/inspiration to engage in various forms of occupational therapy by providing optional creative and recreational activities.

#### *Illuminate*

A weekly in term-time youth group for 10-19 year-olds, providing a safe and fun place to meet up.

#### *Little Lambs*

Little Lambs meets weekly and befriends and supports parents, grandparents, and carers of babies and toddlers, and provides a safe, secure environment for children to learn and play.

#### *Accommodate*

Accommodate is a supported housing project for vulnerable people, delivered in partnership with the Hope In Action charity.

#### *Food Cabin*

New to 2022, Food Cabin provides affordable food items and toiletries on a membership basis, and signposts to other areas of support.

All our projects have benefited from the hours of volunteer service provided by the teams working in them. The Trustees are very grateful to each and every one of them.

#### **How our activities deliver public benefit:-**

The charity carries out a wide range of activities in pursuance of its charitable aims. In promoting and through personal involvement in these activities, the trustees are complying with their duty to have due regard to the guidance on public benefit published by the Charity Commission and that these activities, summarised below, provide benefit both to those who attend services delivered at the Centre and to the wider community of Dereham.

#### *Community Outreach*

Our hall and meeting rooms are available for use by local groups and organisations. As well as our own projects we have been pleased to welcome other users including:

Norfolk Children's Services,  
Suffolk Children's Services,  
Guides  
Dereham Rangers  
Rainbows  
Little Footsteps Nursery  
Weight Watchers  
Marvellous Mums  
U3A Country Dancing  
U3A Line Dancing  
MTM Youth Services  
NHS Queen Elizabeth Hospital  
The Cup O-T  
and various individual users.



We work in partnership with many of these organisations in mutually promoting our objectives.

Our own projects deliver public benefit through active engagement with the community around us as summarised below:-

#### *Well-come*

Well-come exists to support sufferers of long-term health issues. We currently have 55 members attending on a regular basis, with an average 14 at each session. Well-come is staffed by a team of 1 staff member and 8 volunteers allowing one to one contact with each member as necessary. We provide a varied programme of activities ranging from craft activities, life-skills training in cooking and IT, outings and enjoying meals together. We offer a befriending service to clients, linking volunteers with individual clients for informal social contact. Volunteers have also visited members at home or hospital where appropriate to encourage and support them.

We run three weekly sessions and have a dedicated worker to support volunteers and members. We are aware that there are very few services like this in the local area and that the level of need is high, though many potential beneficiaries find accessing the group a big emotional hurdle and need a lot of support coming in the first time. Liaising with partners such as NHS staff will also be an important part of the new role, promoting and increasing awareness of our services which will in turn lead to more referrals.

#### *Illuminate*

The Illuminate Youth group welcomes 15 young people, each week with 20 on the books. We have helped the young people through personal challenges such as stress, bullying, mental health, peer pressure on an informal mentoring level. The group continues to grow and we welcome more young people as the group develops.

#### *Mid Norfolk Foodbank*

During the year our Centre has continued to open twice a week to host the Dereham Distribution Centre for Mid Norfolk Foodbank, providing emergency food parcels to local people in financial crisis. Manned by a body of over 40 volunteers from a number of local churches the Foodbank gave out food to 5,330 local people last year directly. Foodbank also supports the Community Fridge run by Love Dereham but donations have been significantly affected by economic factors, so amounts are now agreed on a week-by-week basis dependent on stock levels. The Energy bank has also been of significant help to the community. Mid Norfolk Foodbank received 3 pots of grant money to facilitate this and has been able to provide E-vouchers towards the cost of gas and electricity amounting to £6,800. An average voucher is valued at £50 so roughly 136 householders have received help with their domestic fuel costs.

#### *CAP Money*

CAP Money Management is a three-session course aimed at helping people manage their finances better. During the year 4 short 1:1 sessions were run for whom the full debt service was not appropriate.

In terms of the Debt Centre, the new Community Links Co-ordinator began her role at the end of March and has worked raising the profile of the service in and around Dereham. Between July 22 and June 23, the Det Centre saw 21 new referrals and 4 households be declared debt free.

#### *Elevate*

Over the last year Elevate has connected with over 100 people with ME/CFS and their carers from across Norfolk through a combination of meetings at Wellspring Family Centre, outdoor meetings, Zoom meetings, Facebook group contact, a newsletter, and a few visits. The meetings at WFC have had smaller attendance since the pandemic but we have had 8 new people attending over the last 12 months. The Elevate Facebook group has grown to 282 members and has been the most frequent point of contact with people asking questions, befriending, and providing mutual support. Facebook reports are reaching between 60 - 130

people in the group. We have visited 3 individuals who are housebound, and corresponded with more and Zoom meetings have also been helpful for them as well. The website provides signposting and has had 1156 users from within the UK over the last year.

This all continues to maintain a growing supportive relational network, providing pathways out of isolation, improving quality of life. In some cases, Elevate has assisted with some degree of recovery of health through good management of the illness and signposting to other sources of help.

#### *Little Lambs*

The Little Lambs group develops key skills in babies and toddlers as well as emotional support for their parents and carers. Little Lambs provides an opportunity to support families develop through stimulating play and social interaction. Each weekly session includes free healthy snacks and activities where children can develop their sensory skills, balance, creativity and social skills. Our average attendance over the last month was 24 children and 19 adults. We have 32 adults and 37 children regularly accessing the service.

#### *Accommodate*

Thus far we have set up a trust made up number of investors, purchased a property, recruited, and trained a group of befrienders. The next step will be to secure and support the first pair of tenants.

#### *Food Cabin*

Launched in November 2022, Food Cabin provides affordable food items and toiletries on a membership basis. Food Cabin is part of the Nourishing Norfolk Network in partnership with Norfolk Community Foundation, and works to ensure communities have access to affordable, healthy food. As a way of supporting those "Just About Managing", and as the cost-of-living crisis continues, our food hub operates to provide discounted food and toiletries, as well as signpost our members to other services to help their financial, emotional and mental wellbeing. We have been encouraged to see Food Cabin integrate with our other projects; opening on the same day as Little Lambs so that parents and carers are able to get groceries as well as attend the group, and at the same time as Well-come so that members are both able to volunteer and build sense of worth, and obtain discounted foods to reduce stress caused by financial hardship. As of 30<sup>th</sup> June 2023, we have 141 households signed up as members, which represents 367 people the project is supporting.

### **Performance review and partnership working**

We have continued to implement the increased monitoring procedures and reclarified aims and objectives of each of our projects. The procedure also proved particularly useful in researching potential new projects within the year. Using SMART objectives and measuring tools, we are able to track more clearly the progress of reaching achievements and objectives in each project.

In developing our community programs, we are pleased to continue our working partnership with Breckland District Council and Norfolk County Council Children's Services Department. We work closely with churches in the Dereham area in promoting faith-based initiatives and social outreach and Wellspring Family Centre is now recognised within the local community as a strong participant in providing facilities and care for the town and its citizens. We could not have achieved what we have without the added support from sponsors and donors alike and our thanks are expressed to the following organisations: -

Breckland Council Inspiring Communities 2022

Feeding Britain

The Fyrish Foundation

Norfolk Community Foundation – Nourishing Norfolk Network

Norfolk Community Foundation – Connecting Older People Fund

Woodroffe Benton Foundation

The Albert Hunt Trust

Norfolk Community Foundation – Love Norfolk Fund 2022



Norfolk Community Foundation – Household Support Fund  
 Norfolk Social Infrastructure Fund  
 Childwick Trust  
 Paul Bassham Charitable Trust  
 Anton Jurgens Charitable Trust  
 Norfolk Community Foundation – Lovewell Blake Fund  
 Charities Trust  
 The Edward Gostling Foundation  
 Dereham Town Council  
 The Foyle Foundation  
 Breckland Council Coronation Event  
 The Angela Gallagher Memorial fund  
 Souter Charitable Trust  
 The Pennycress Trust  
 The Laura Elizabeth Stuart Trust  
 The Mr and Mrs Philip Rackham Charitable Trust  
 The Big Give Trust  
 Simon Gibson Charitable Trust

#### **Statement of Directors' Responsibilities:**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- d) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The Directors are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 30th June 2023 and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the 9/10/2023

Signed on their behalf by Director  
 Printed Name: Mr Jonathan Beardon



**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2023.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the charity's trustees of the Company (who are also the directors of the company 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 satisfied myself that the accounts of the Company are not required to be audited for this year 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 section 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 section 145(5)(b) of the 2011 Act).

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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

Signed :



Date: 10.10.23

K Gomes MAAT FCIE  
Independent Examiners Ltd  
Unit 2  
The Broadfields Business Centre  
Delling Lane  
Bosham  
PO18 8NF

**WELLSPRING FAMILY CENTRE**  
(Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30TH JUNE 2023**

	<b>Notes</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2022/23 £</b>	<b>TOTAL 2021/22 £</b>
<b>INCOME</b>					
Donations & Legacies	<b>3a</b>	-	76,115	76,115	86,285
Investment Income	<b>3b</b>	569	-	569	17
Activities for Generating Funds	<b>3c</b>	28,685	44,775	73,460	18,050
Charitable Activities	<b>3d</b>	15,659	-	15,659	2,683
<b>TOTAL INCOME</b>		<b>44,913</b>	<b>120,890</b>	<b>165,802</b>	<b>107,034</b>
<b>EXPENDITURE</b>					
Cost of Charitable Activities	<b>4a</b>	19,225	106,895	126,120	103,479
Governance Costs	<b>4b</b>	120	1,213	1,333	1,213
<b>TOTAL EXPENDITURE</b>		<b>19,345</b>	<b>108,108</b>	<b>127,453</b>	<b>104,692</b>
<b>NET INCOME/(EXPENDTURE)</b>		<b>25,567</b>	<b>12,782</b>	<b>38,349</b>	<b>2,342</b>
Total Funds Brought Forward		38,820	58,706	97,526	95,184
<b>TOTAL FUNDS CARRIED FORWARDS</b>		<b>64,387</b>	<b>71,488</b>	<b>135,875</b>	<b>97,526</b>

Movements on all reserves and all recognised gains and losses are shown above.

The notes on pages 13 to 20 form part of these financial statements.

**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**BALANCE SHEET**  
**AS AT 31ST JUNE 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 30-Jun-23 £	Total 30-Jun-22 £
<b>Fixed Assets</b>					
Tangible Assets	2	-	32,822	32,822	-
<b>Current Assets</b>					
Debtors & Prepayments	8	-	-	-	-
Cash at Bank and in Hand	7	65,707	38,666	104,373	98,726
<b>Total Current Assets</b>		<b>65,707</b>	<b>38,666</b>	<b>104,373</b>	<b>98,726</b>
<b>Creditors:</b> amounts falling due within one year	9	1,320	-	1,320	1,200
<b>NET CURRENT ASSETS</b>		64,387	38,666	103,053	97,526
<b>TOTAL ASSETS</b> less current liabilities		<b>64,387</b>	<b>71,488</b>	<b>135,875</b>	<b>97,526</b>
<b>Creditors:</b> amounts falling due in more than one year	10	-	-	-	-
<b>NET ASSETS</b>		<b>64,387</b>	<b>71,488</b>	<b>135,875</b>	<b>97,526</b>
<b>Funds of the Charity:</b>					
General Funds	5b	38,343	-	38,343	30,269
Designated	5a	26,044	-	26,044	8,551
Restricted Funds	6	-	71,488	71,488	58,706
<b>TOTAL FUNDS</b>		<b>64,387</b>	<b>71,488</b>	<b>135,875</b>	<b>97,526</b>

For the financial year ending 30 June 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' Responsibilities:**

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- 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 special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Directors on the 9/10/2023

Signed on their behalf by Director

Printed Name: Mr Jonathan Beardon

**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

**1. ACCOUNTING POLICIES**

**Basis of Preparation & Assessment of Going Concern**

**Basis of Preparation**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

**Assessment of Going Concern**

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**Cash Flow Statement**

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

There has been no change to the accounting policies (Valuation rules and methods of accounting) since last year.

**Legal Status of the Charity**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**Incoming Resources**

**Recognition of Incoming Resources**

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

**Incoming Resources with Related Expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

**Grants and Donations**

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

**Contractual Income and Performance Related Grants**

This is only included in the SOFA once the related goods or services has been delivered.

**Gifts in Kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.



**WELLSPRING FAMILY CENTRE  
(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 30TH JUNE 2023**

**1. ACCOUNTING POLICIES (Continued)**

**Incoming Resources (continued)**

***Donated Services and Facilities***

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

***Volunteer Help***

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

***Investment Income***

This is included in the accounts when receivable.

**Expenditure and Liabilities**

***Liability Recognition***

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

***Governance Costs***

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

***Grants with Performance Conditions***

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

***Grants Payable without Performance Conditions***

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

***Pensions***

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

***Operating Leases***

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

***Taxation***

The charity is exempt from tax on its charitable activities.

**Assets**

***Investments***

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

***Tangible Fixed Assets***

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year and cost at least £2,500. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a reducing balance over their estimated useful lives. The rates applied per annum are as follows:

Fixtures & Fittings     20%



**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

<b>2. TANGIBLE FIXED ASSETS</b>		Fixtures & Fittings	<b>TOTAL 2022/23</b>
Cost	01-Feb-22	-	-
Additions		41,028	41,028
Cost at	30-Jun-23	41,028	41,028
Depreciation Charge	01-Feb-22	-	-
		8,206	8,206
Depreciation at	30-Jun-23	8,206	8,206
<b>Net Book Value</b>	<b>30-Jun-23</b>	<b>32,822</b>	<b>32,822</b>
Net Book Value	30-Jun-22	-	-

The annual commitments under non-cancelling operating leases and capital commitments are as follows:  
30th June 2022 : None , 30th June 2021 : None

**3. INCOME**

	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2022/23 £</b>	<b>TOTAL 2021/22 £</b>
<b>a) Donations &amp; Legacies</b>				
Gifts & Grants	-	76,115	76,115	86,285
	<b>-</b>	<b>76,115</b>	<b>76,115</b>	<b>86,285</b>
<b>b) Investment Income</b>				
Bank Interest	569	-	569	17
	<b>569</b>	<b>-</b>	<b>569</b>	<b>17</b>
<b>c) Activities for Generating Funds</b>				
Premises Hire	21,780	-	21,780	16,166
Snack Bar	1,596	-	1,596	1,884
Food Cabin	5,309	44,775	50,084	-
	<b>28,685</b>	<b>44,775</b>	<b>73,460</b>	<b>18,050</b>
<b>d) Charitable Activities</b>				
Activities & Events	4,618	-	4,618	1,136
Contributions from Other Charities	11,018	-	11,018	-
Other Income	23	-	23	1,547
	<b>15,659</b>	<b>-</b>	<b>15,659</b>	<b>2,683</b>
<b>TOTAL INCOME</b>	<b>44,913</b>	<b>120,890</b>	<b>165,802</b>	<b>107,035</b>

**WELLSPRING FAMILY CENTRE**  
(Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

**4. EXPENDITURE**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2022/23 £</b>	<b>TOTAL 2021/22 £</b>
<b>a) Cost of Charitable Activities</b>					
Activities & Events		5503	3,394	8,897	7,584
Advertising & Publicity		-	452	452	432
Food Cabin stock			5,381	5,381	-
Cleaning Costs		-	696	696	832
Depreciation		-	8,206	8,206	-
Fundraising Costs		10692	-	10,692	9,504
Furniture & Equipment Costs		-	430	430	1,279
Insurance Costs		-	1,483	1,483	1,091
Payroll Services		-	416	416	876
Premises Hire		46	733	779	3,063
Printing, Postage & Stationery		-	1,554	1,554	2,565
Professional Services		384	28,125	28,509	25,294
Repairs & Maintenance		2600	2,387	4,987	4,249
Staff Costs		-	47,715	47,715	40,468
Training Costs		-	210	210	944
Travel & Subsistence		-	238	238	352
Utility Costs		-	5,475	5,475	4,948
		<b>19,225</b>	<b>106,895</b>	<b>126,120</b>	<b>103,479</b>

**b) Governance Costs**

Independent Examiner's Fee	120	1,200	1,320	1,200
Filing Fees	-	13	13	13
	<b>120</b>	<b>1,213</b>	<b>1,333</b>	<b>1,213</b>

**TOTAL EXPENDITURE**

<b>19,345</b>	<b>108,108</b>	<b>127,453</b>	<b>104,692</b>
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**5a. DESIGNATED FUNDS**

	<b>Total 01-Jul-22 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Total 30-Jun-23 £</b>
Interest & incidentals	5	586	-		591
Destiny Quest	123	-	-		123
Well-Come	1,853	1,988	768		3,072
Illuminate	4,774	10,353	5,500		9,627
Elevate	47	-	-		47
NewDay	1,416	2,398	3,058		757
Youth Weekend Away	323	2,340	1,200		1,463
Little Lambs	10	87	-		97
Food Cabin	-	10,649	383		10,266
	<b>8,552</b>	<b>28,401</b>	<b>10,909</b>	<b>-</b>	<b>26,044</b>

**5b. UNRESTRICTED**

	<b>01-Jul-22 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>30-Jun-23 £</b>
Room Hire	<b>31,451</b>	<b>47,271</b>	<b>39,060</b>	<b>-</b>	<b>39,663</b>

**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

**6. RESTRICTED FUNDS**

<b>CURRENT YEAR</b>	<b>Total 01-Jul-22 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Total 30-Jun-23 £</b>
Elevate Fund	287	-	-	-	287
Destiny Quest	0	-	-	-	0
Family Centre Funds	42,121	34,849	60,083	-	16,887
Illuminate Fund	4,407	-	4,407	-	0
Well-Come Fund	10,890	40,766	40,182	-	11,474
Little Lambs	-	500	-	-	500
Accommodate	1,000	-	83	-	917
Food Cabin	-	44,775	36,174	-	8,601
<b>TOTAL</b>	<b>58,706</b>	<b>120,890</b>	<b>140,929</b>	<b>-</b>	<b>38,666</b>
<b>TOTAL FUNDS MOVEMENT 2023</b>	<b>98,709</b>	<b>196,562</b>	<b>190,898</b>	<b>-</b>	<b>104,373</b>

  

<b>RESTRICTED PRIOR YEAR</b>	<b>Total 01-Jul-21 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Total 30-Jun-22 £</b>
Elevate Fund	287	-	-	-	287
Destiny Quest Fund	500	-	500	-	0
Family Centre Funds	56,372	38,786	51,491	-	42,121
Illuminate Fund	227	8,253	4,073	-	4,407
Well-Come Fund	11,853	37,500	38,464	-	10,889
Little Lambs	-	1,296	1,296	-	-
Accommodate	-	1,000	-	-	1,000
<b>TOTAL</b>	<b>69,239</b>	<b>86,835</b>	<b>95,824</b>	<b>-</b>	<b>58,705</b>

**Elevate Fund** - A support group for people with ME and Chronic Fatigue Syndrome (CFS), and their family carers, who live in mid-Norfolk.

**Illuminate** - A weekly in term-time youth group for 11-19 year-olds, providing a safe and fun place to meet up.

**Well-come Fund** - A thrice-weekly support group to those recovering from mental health problems aimed at rehabilitating and encouraging members back into their local communities. Members are referred to Well-come from the local NHS mental health team.

**Accommodate** - Accommodating and supporting people facing or in danger of homelessness in the Dereham area on their road to restoration

**Destiny Quest Fund** - Our children's work 'Destiny Quest' is a busy outreach amongst younger children. We run weekly during term-time for anything up to 25 children.

**Little Lambs** - Befriending and supporting parents, grandparents and carers of babies and toddlers, and provide a safe, secure environment for children to learn and play.'

The Restricted funds are wholly represented by the Charity's cash reserves.

**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

**7. CASH AT BANK AND IN HAND**

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	<b>Total 30-Jun-23 £</b>	<b>Total 30-Jun-22 £</b>
Cash at Bank and in Hand	39,663	26,044	38,666	104,373	98,726
	<b>39,663</b>	<b>26,044</b>	<b>38,666</b>	<b>104,373</b>	<b>98,726</b>

**8. DEBTORS AND PREPAYMENTS**

	Unrestricted Fund £	Restricted Fund £	<b>Total 30-Jun-23 £</b>	<b>Total 30-Jun-22 £</b>
Sundry Debtors	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**9. CREDITORS ACCRUALS AND DEFERRED INCOME: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Fund £	Restricted Fund £	<b>Total 30-Jun-23 £</b>	<b>Total 30-Jun-22 £</b>
Independent Examiner's Fee	1,320	-	1,320	1,200
	<b>1,320</b>	<b>-</b>	<b>1,320</b>	<b>1,200</b>

**10. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR**

The Charity held no long term liabilities during this or the previous financial period.

**11. ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted Fund £	Restricted Fund £	<b>Total 30-Jun-23 £</b>	<b>Total 30-Jun-22 £</b>
Fixed Assets	-	32,822	32,822	-
Net Current Assets	64,387	38,666	103,053	97,526
	<b>64,387</b>	<b>71,489</b>	<b>135,875</b>	<b>97,526</b>



**WELLSPRING FAMILY CENTRE**  
**(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 30TH JUNE 2023**

**12. RECONCILIATION OF MOVEMENT ON CAPITAL AND RESERVES**

The Company is Limited by Guarantee (05154582) and is a Charity registered with the Charity Commission (1105643) and does not have a Share capital and has no income subject to Corporation Tax.

	<b>2022/23</b> <b>£</b>	<b>2021/22</b> <b>£</b>
Surplus / Deficit for the financial year	5,527	2,342
Net fixed asset additions	32,822	-
Other Recognised Gains	-	-
	<u><b>38,349</b></u>	<u><b>2,342</b></u>
Balance Brought Forward	97,526	95,184
Closing Funds at 30th June 2023	<u><u><b>135,875</b></u></u>	<u><u><b>97,526</b></u></u>

**13. STAFF COSTS AND NUMBERS**

	<b>TOTAL</b> <b>2022/23</b> <b>£</b>	<b>TOTAL</b> <b>2021/22</b> <b>£</b>
Gross Wages and Salaries	44,384	37,956
Employer's National Insurance Costs	-	-
Pension Contributions	3,332	2,512
	<u><u><b>47,715</b></u></u>	<u><u><b>40,468</b></u></u>

The Charity operates a PAYE Scheme to pay all employed members of Staff.

Employees who were engaged in each of the following activities:

	<b>TOTAL</b> <b>2022/23</b>	<b>TOTAL</b> <b>2021/22</b>
Charitable Activities	4	4
	<u><u><b>4</b></u></u>	<u><u><b>4</b></u></u>

No employees received emoluments in the range of £50,000 to £60,000 (2021/22:None)



**WELLSPRING FAMILY CENTRE  
(Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 30TH JUNE 2023**

**14. DIRECTORS AND OTHER RELATED PARTIES**

Wellspring Family Centre is closely associated with Wellspring Family Church; two directors of Wellspring Family Centre are also directors of Wellspring Family Church, including one who is the pastor of the Church. During the year, there have been transactions between the two charities: the Church has been contributing to a worker for Illuminate, and the Centre has been paying the Church for a development worker. The Centre has also made a payment to the Church for room hire.

Other than the above, no payments were made to Directors or any persons connected with them during this financial period, other than reimbursement for items bought on behalf of the charity. No material transaction took place between the charity and a Director or any person connected with them.

**15. RISK ASSESSMENT**

The Directors actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**16. RESERVES POLICY**

The Directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

**17. PUBLIC BENEFIT**

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Report of the Directors. The directors confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.