



# Trustees' Annual Report for the period



From	Period start date			To	Period end date		
	01	04	2022		31	03	2023

## Section A Reference and administration details

<b>Charity name</b>	Bacup Family Centre LTD
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1129644
<b>Charity's principal address</b>	ABD Centre, Top Floor, Burnley Road
	Bacup
<b>Postcode</b>	OL13 8AB

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Janice Lewer	Chair		
2	Lynne Kemp	Treasurer		
3	Jo Emberton	Marketing & Publicity		
4	Alison Perry	Secretary		
5	Suzanne Craven	Trustee		
6	Janet O'Neill	Trustee		
7				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Type of adviser	Name	Address
General	Peter Dunn	ABD Centre Manager
IT	Andy Smith	St Pauls Constable Lee

### Name of chief executive or names of senior staff members (Optional information)

Mrs Leila Allen – Project Manager  
Miss Rachel Allen – Team Leader – Community Family Support

## Section B Structure, governance, and management

### Description of the charity's trusts

Type of governing document	MEMORANDUM AND ARTICLES OF ASSOCIATION INCORPORATED 19 MARCH 2009
How the charity is constituted	Limited company
Trustee selection methods	Appointed by existing Trustees

### Additional governance issues (Optional information)

No new Trustees have been appointed this year, we are still actively recruiting and open to new Trustees. Trustees continue to play an active, supporting role. Meetings are held bi-monthly with additional meetings as needed. They have oversight and responsibility for the implementation of policies & procedures, safeguarding, development, staffing and volunteers, recruitment, health and safety, funding and finance.

This year was year 3 of 3 of National Lottery Funding – the Reaching Communities Grant, which saw us moving from fully funded last year to 50% funding in the final year. We have no other major grant funders and have been seeking replacement funding, this is ongoing. We continue to be supported by Local Churches, businesses, and individuals. All Trustees are fully aware of the financial situation and challenges that the charity faces.

The move to the ABD Centre has proved highly beneficial, moving to a Town Centre location, in a building already housing many community groups and organisations it has seen our footfall and drop ins increase. The Trustees and staff once again have taken a leap of faith, responding to a community need for children and youth provision. We are now in the final stages of signing a lease to another property dedicated to youth provision, which the Trustees have fully supported. Once again, we find ourselves steered into new and exciting territory.

As staff and volunteers, we express our thanks and gratitude to our Trustees for their support and encouragement, and their ability to share the vision of the project as it evolves in new ways that meet the needs of the local community.

All Trustees appreciate the dedication and commitment of the staff and volunteers involved in the project. Acknowledging their contributions is essential for maintaining a positive and motivated team. The fact that all Trustees have an active input and role in managing the project is commendable. This collaborative approach ensures that decisions are made collectively, considering different perspectives and expertise. It also allows for a more inclusive and democratic governance structure. The Trustees' work behind the scenes in ensuring the project adheres to legal requirements. Registered charities and limited companies have specific obligations and regulations to comply with, and the Trustees' time, knowledge, and dedication in fulfilling these responsibilities is invaluable.

The Trustees are acutely aware of their growing responsibility as BFC (Bacup Family Centre) continues to develop and increase its workload and size. Community and other agency reliance on BFC has continued to increase.

Again, we would like to thank Peter and Steve from the ABD for all their support with the work of the Family Centre.

## Section C Objectives and activities

### Summary of the objectives of the charity set out in its governing document

#### Our Aims:

- Strengthen family relationships, supporting individuals as they develop their ability to care for themselves, their family, and the wider community.
- Help parents/carers understand and meet the needs of the children and young people in their care.
- Help people to overcome their difficulties and make lasting positive change, supporting them for the duration of time they need to make sought after changes.
- Enable service users to develop holistically, in mind, body and soul.

#### We will do this through:

- Individual support including emotional and practical care to children, young people, families, and individuals.
- Professional and affordable groups and activities for children, young people, and adults, developed in partnership with service users and other agencies.
- Developing, maintaining, and working in partnership with other agencies
- Offering a community focal point where individuals can meet and are encouraged to become actively involved in the decision-making process and service delivery.
- Opportunities that enable personal growth, self-confidence and esteem, respect, and positive self-image.

#### Intended Outcomes:

To help people turn their lives around, increasing the chance for everybody to have loving and secure futures with a sense of respect and of worth.

### **Summary of the main activities undertaken for the public benefit in relation to these objects**

#### **Giving a helping hand**

##### **Individual Family Support (IFS)**

Our dedicated team of Family Support Workers have made a profound impact on families facing various challenges. Through tailored support packages, we are fostering lasting change and resilience. We have worked closely with families to identify strengths, rebuild relationships, and create happier, healthier, and more hopeful lives.

Through our various programs and initiatives, we have continued to provide vital support and assistance tailored to the specific needs of each family. Our dedicated team of staff members and volunteers are committed to ensuring that every individual receives the care and resources they require to thrive for as long as it is needed. Through our IFS work this year we have supported 254 individuals, 63 families comprising of 93 adults, 118 children (0 – 13), and 43 young people (14 – 18).

*One individual who accesses support said "I am very grateful for you all. You are always there, and you never give up on me even when I give up on myself! If I didn't have you, I'd have no one, I'd be in a black hole. You are like my family; I don't have my mum I will always ask your advice"*

##### **The Befriending and Mentoring**

A project within the IFS arena that is a valuable initiative providing child-led face-to-face support for children and young people. The project caters to a wide age range, from 6 to 18 years old, and offers weekly sessions ranging from one to 2.5 hours.

Issues covered in these sessions are diverse and essential for the well-being of the children and young people involved. Addressing difficulties at home, understanding self-identity and sexuality,

managing struggles in school, self-control, and challenging behaviours. By focusing on these areas, the project aims to mitigate negative impacts and help them develop positive coping mechanisms. The project also emphasizes highlighting positive aspects and achievements in the children's lives. By nurturing their self-confidence, self-esteem, and self-worth, empowering them to navigate life's challenges more effectively.

One of the significant roles of the project is providing advocacy for the children and ensuring their voices are heard. This advocacy can be instrumental in creating a supportive environment where their needs and concerns are taken seriously.

We have worked with 27 children and young people in total and this demonstrates its impact and relevance in the community. By providing this much-needed support and guidance we are making a positive difference in their lives and contributing to their overall well-being. The need for this service is highly evident by the ongoing referrals received and requests from local high schools. We are pleased to say there has been a further development and we are now delivering a Listening Service in a local high school.

*In recent feedback attendees reported they enjoyed sessions and found them helpful, they were able to manage their emotions better and felt less worried and anxious. One young person said, "I like talking about how I feel".*

## **Listening Project**

Is held within the local high school after being approached by the Pastoral Support Team due to our already-established presence in the community. This recognition speaks to the trust and reputation we have built among families and individuals in the area.

The listening project mirrors the Befriending and Mentoring support, providing consistency and a familiar approach for the young people involved. Young people are referred for a minimum of six weekly sessions that builds a commitment to providing ongoing support and building a strong foundation for positive change.

We have supported 17 young people with an additional waiting list demonstrating the demand and need for the services we provide. The range of issues that we cover include; self-harm, extreme anxiety, behavioural difficulties, home life, relationships, identity, sexuality, emotional mental health and well-being, and living with disabilities such as ADHD/Autism.

By addressing these issues, we offer crucial guidance and assistance to young people facing multiple challenges in their lives.

In addition, some young people access additional support or provision within the Centre for Individual Family Support (IFS) and Solutions

Overall, the listening project within the high school has made a significant impact on the lives of the young people in our community. Offering a safe space for them to express their concerns and providing support tailored to their individual needs, we have helped them navigate their challenges and promote their overall well-being. Even though it is in its embryonic stage it has proved to be extremely successful.

*One pupil stated that they now come into school on that day as they know they will get to see one of the workers for the Listening Project!*

## **Empowered**

Our girl's group continued to run up until December 2022. (Much of its delivery has now been absorbed into the Listening Project in a new school). We had 12 girls in attendance between September and December. Each half term we had a new set of attendees, which ensured that more girls had the opportunity to benefit from the group's support, each of them contributing in their own unique way.

Topics covered within the group were chosen for the beneficial growth and well-being of young girls. Such as body image and self-identity, self-confidence, bullying, online safety, homelessness, peer pressure, grooming, healthy relationships, animal cruelty, promoting tolerance and respect of others. By discussing and working on these issues, we were able to provide them with tools and knowledge to help them work through life challenges and demonstrating a holistic approach to empowering young girls.

The Empowered girl's group has proved to be an important initiative promoting empowerment, resilience, and positive self-image among these young girls. By addressing relevant topics and providing a safe and supportive environment, teachers reported there was an improvement in their attainment and ability to learn in the school environment. Several girls reported that Empowered was the highlight of their week!

Over the next year it is our intention is to reintroduce Empowered as a stand-alone group in our dedicated Youth Space.

*Quote from attendee "It's a great group, it's the highlight of my week!"*

### **Baby & Toddler Group**

Continues to be well attended running every Monday morning (term-time) Providing a chance for parents/carers to meet and allowing their children to learn through structured play activities and make new friends. Not only do the children benefit from increased interactions with others and learning new skills. Our parents and carers have reported improved mental health and well-being, improved socialisation and confidence. Many of our attendees had children through Covid and were isolated during this time. We run a pop-up shop with toiletries, baby items & clothing available for a small donation. Parents/carers are confident in seeking support and advice from the staff and volunteers in group.

*"This group is the best; it has really helped me to meet new people and for my son to meet new friends" and "We love coming and meeting other parent and children! you are so welcoming".*

### **Monday Drop In**

Runs every Monday afternoon. This is an adult only group and ages range from 18 right up to 75. It's completely free, attendees pop along for a brew, a chat, a game of bingo and a quiz. This group sees a wide spectrum of people attending from all walks of life. The atmosphere is fun and relaxed. Everyone feels comfortable and safe, and it provides opportunities to form new friendship groups. Many of the people who attend also seek support with mental and physical health issues. Bacup Family Centre play a key role in supporting attendees and directing them to appropriate services where needed.

*On a recent feedback survey attendees said, "I've attended group and love coming it gets me out of the house and I get to meet new people" and "I love it, it's the best place to be!"*

### **After School Club**

This is our most recent group for 8 – 11-year-olds. This group was formed because of the Youth Work we have been undertaking over the last 18 months. We saw a need for early interaction with the young people in our town. The intention is that the group is a steppingstone to the older youth provision. The aim of the group is to build up relationships and trust with the younger generation. Providing a space that is safe, welcoming and socially inclusive where children can embrace their individuality, have fun and be kids!

*One parent reported their child struggles in restricted groups, and they had been looking for somewhere they reported they were really grateful for this kind of group. Saying "They can't wait for next week".*

### **Solutions Community Child & Youth Project Update**

Weekly walkabout have continued with the only exception of the winter months where a fortnightly walkabout was replaced with youth nights here in the Loft. Between October and January, we opened our space up for our young people to meet up, chat play pool, games, volleyball, and get to know staff and volunteers.

The logistical and health and safety challenges with being on the second floor meant the nights were not without their challenges and re-enforced our belief that a dedicated space was needed for youth provision. Although securing this space took much longer than we anticipated and applying for full planning permission for change of use, we are pleased to say that we are now at the final stages of signing the lease for our new building at 5 Union Street Bacup. We would like to thank all staff, volunteers and all subgroup members for their dedication with this project. It has not been easy! Also, we would like to express how patient our young people have been with us, waiting all these months for their space!

Alongside the youth nights and walkabout, staff also treated the young people to a Christmas treat with £10 vouchers for a local dessert place. They were over the moon!

*The young people feel like they can talk to us and actively seek us out. One young person said “All the other nights are boring when you’re not out!”*

## **Bacup Family Centre Dates & Events 22/23**

2<sup>nd</sup> April 2022 – SPAR Open Day – Bacup Family Centre were a nominated charity partner, we attended, held a raffle and received proceeds from the face painting.

28<sup>th</sup> April – ADHD North-West held a training day here at the Family Centre, CVS, the Neighbourhood Policing Team and us, attended informative session.

7<sup>th</sup> May – Community Engagement Day – Held at the then neighbourhood police office to engage with young people, their families and residents about the youth work we are hoping to do.

10<sup>th</sup> May – De-fib training – “No Fear” CPR & AED programme – open to all groups in our building after we donated a defib for the ABD Centre and its users.

16<sup>th</sup> April – Easter Fundraising Day at the ABD Centre & a stall on the market.

11<sup>th</sup> May – Mayors Charity Presentation Evening – where we received a £400 donation towards our work.

23<sup>rd</sup> May – Jubilee Party for Adult Group

May – Baby Boo sessions in the loft

29<sup>th</sup> June – ‘Staff & Volunteer’ day out to watch Sister Act

27<sup>th</sup> July – Health Fair at Futures Park

July / August – Toddler parents used the room to host their own play sessions whilst ours were closed for the summer holidays

8<sup>th</sup> – 11<sup>th</sup> August – Pre-Loved Uniform Shop

8<sup>th</sup> – 11<sup>th</sup> August – Solutions Summer Programme (in partnership with HAF)

October 22 – February 23 – Winter Warmer Scheme – sourcing and donating “warm” items such as blankets, hot water bottles, hats, scarves, gloves, jumpers etc also working in partnership with the ABD, Trinity Baptist Church and Central Methodist Church on “The Living Room” scheme.

11<sup>th</sup> November – New to You Sale – Solutions fundraiser

21<sup>st</sup> – 24<sup>th</sup> November – Christmas Shop – pop up shop in our loft space selling new & used toys, clothes & gifts.

9<sup>th</sup> December – Christmas Quiz & Carol evening

13<sup>th</sup> December – Cinderella Panto with volunteers, families & group attendees.

20<sup>th</sup> January 2023 – Speaking engagement - Crime Commissioners Anti-Social Behaviour Summit

16<sup>th</sup> March – Staff Reflection & Development Day

We want to take a moment to express our heartfelt gratitude to every person who has supported our work through personal donations and monthly giving, also to all the local businesses and valley churches for their continued support and contributions, in particular this testing year where the cost-of-living crisis has impacted everyone substantially. It is because of you that we can continue to make a difference day in day out. Your contributions have directly improved the lives of individuals and families who are working through challenging circumstances.

As always, we have amazing support from our local community. Although financial donations make a huge difference there are so many other ways people have contributed and supported us this past year. Through sharing our posters and social media appeals, providing donations of clothing, homewares, toys, baby items and much more! gifting us prizes, and just spreading the word of what we do. It gives testament to the fact that where a community works together change can happen for the better!

Much of our existence relies on the goodwill and dedication of volunteers. We would like to thank each and every volunteer for their hard work, kindness and commitment over the last 12 months. We simply couldn't do what we do without you! All of our volunteers mould the project and bring their own individual skills and personalities, which they share abundantly. So, our big thanks and appreciation to Collette, Shirley, Naomi, Di, Carol, Dave, Maggie, Stella, Christine, Lynne, Janice, Jo, Suzanne, Alison, Janet, John, Andy, Pat, Andrew, Julie, and Matt. Over the reporting period we have logged a total of 620 volunteering hours. We know this a very conservative figure as all of our volunteers give so much more behind the scenes and advocate for Bacup Family Centre!

We have always firmly believed in partnership working and working together to provide the best outcome for the families and individuals we support. We continue to work closely with other agencies such as Children's & Adult Social Care, local schools, CVS, Citizens Advice, local policing team, Community Alcohol Partnership, the ABD Centre, Rossendale Borough Council and ward Counsellors, GP's, Health Visitors, Children's Family Wellbeing Services, Inspire, Training Providers, hospitals, paediatricians, housing, the valley churches, benefits providers, Raft and HomeStart, Local Businesses' and Bacup Fellowship of Churches charity shops, Horse and Bamboo. Together we make a difference!

We continue to see an increase in referrals from statutory and other services who are only able to offer time limited support and specific packages of care. We have received referrals from both Children's Family Wellbeing Services, social workers, Citizens Advice, CVS, schools and local health visiting teams. Again, there has been a noticeable pattern of referrals for younger children experiencing behaviour issues. We have seen a huge rise in children & young people being diagnosed with ADHD & Autism (40 - 50% of our referrals are either diagnosed or on the pathway to diagnosis) and this effects their social, emotional, and educational development. Many struggle to achieve educationally and find the support they so desperately need.

During the last year we have provided both practical and emotional support to families and individuals within the following areas;

- Those living with addiction i.e., drugs/alcohol detox and rehab and the effects that the addiction has on children, family and self.
- Prisoner families (both when the family member is in prison and back home adjusting to family life)
- Family relationships and new ways of living.
- Support and intervention within incidents of anti-social behaviour within the community/other settings.
- Advice and the provision of activities & groups that have improved physical and mental health and well-being.
- Health and safety within the home.
- Living with hoarding – addressing the root cause and adapting to a new way of living.
- Provided essentials for the home/setting up a home, family living i.e., furniture, clothes, beds/bedding/curtains etc.
- Skills in managing a home, finance, living within and budget and reducing debt.
- Assisted people and attended health/other appointments, providing transport, advocacy, and emotional support.
- Securing appropriate housing, working with social and private landlords.
- Provision and delivery of food parcels, gas, electric and petrol in times of family/individual crisis.
- Financial support and provision of school uniforms and equipment.
- Provided Christmas and birthday presents.
- Support with issues of separation, bereavement/grief, and loss.
- Support for people experiencing isolation and loneliness.
- Supporting children and young people within family relationship - bonding/attachment issues.
- Supported parents in increased awareness and ability to provide basic needs- food, safety, warmth, sleep, shelter, clothing, care and protection and love.

- Parental awareness and responsibility i.e., guidance and boundaries – reinforcing a sense of family security and of being loved/valued.
- Personal safety – within the home and community.
- Support for those who self-harm and want to end life.
- Support for and increased confidence, self-esteem, and self-image/identity for children, young people, and adults.
- Support for children and young people around gender identity and sexuality.
- Support and parental increased confidence in managing children/young people challenging behaviours.
- Parental and young people support in anger management, verbal and physical aggression & understanding the root causes of their/another's anger.
- Domestic Violence - support and help for victims of abuse and support for those who harm others.
- Abuse – support for victims of abuse in all categories, supporting children, young people and adult victims of childhood abuse.
- Supporting people who are experiencing or at risk of homelessness.
- Support with managing challenging behaviour for parents and individuals - learning and gaining skills to practice self-control and discipline.
- Support around issues of actions and consequences and taking personal responsibility and criminality ASB.
- Support with personal development and taking on new challenges.
- Living with and understanding/managing mental ill health and its effect on all areas of life and relationships.
- Providing for daily living needs - food, clothes, furniture, and emergency gas and electric.
- Supporting families going through court proceedings.

The majority of families and individuals we have supported this year continue to have complex and multiple needs. What remains is the degree of unpredictability of those who seek our support at any given time, there is no one size fits all and support is tailored to each specific person or family. We have seen an increase in people popping in at a point of crisis seeking urgent support, practical support, advice and self-referral. This again shows there is an ever-present need for BFC to remain within the local community, and the need for our ability to provide a wide range of services and responding to a vast variety of collective and individual needs in a flexible and quick responsive manner.

All staff work with a degree of flexibility and constantly adapt to meet the needs of families. Their ever-growing experience of managing and supporting families and young people within different situations continues to be a major strength as they learn from every person that they support. Their determination and compassion have been rewarded, as many of the lives of those they support has changed and improved for the better. Their approach to everyone's situation is imaginative and responsive, rising to the challenge of working together to find the right solution and equipping them with the skills to change their own lives for the better.

It's important to mention that all staff are working under the added pressure of knowing and working within the ongoing challenges of seeking replacement funding. Their dedication has to be admired, they are driven by their belief in the difference that is being made in the lives of children, young people, families and all the individuals that seek support. On our recent reflection day, it was clear to see our position and why we do what we do and who we do it for and still our vision is huge, even in uncertain times all staff remain optimistic and hopeful about the future of the project.

Staff have commented that it's the best job they have ever had. When discussing the possibility of closure if funding wasn't successfully found, it was commented "we will be like the titanic and go down with it!" as we know the individuals and families, we work with will need us and we remain hopeful and trust in God's provision.



Staff meetings “Huddles”, supervision and caseload supervision have continued throughout the year. Within each of the meetings safeguarding, risk-assessments, finance, premises, training and the well-being of staff and volunteer are regular items on the agenda. All support and activities remain under the management of a local Trustee Board, who understand the community and the issues and challenges that people face.

## Section D Achievements and performance

### Summary of the main activities undertaken for the public benefit in relation to these objects

#### **Training**

Staff continue to improve their knowledge, keeping up to date with current practice and follow statutory guidance. Throughout this last year all staff have undertaken training in Autism Awareness, ADHD, Child Mental Health, “No Fear” and CPR & AED (Defib) Programme, Securing Consent & Engagement with family's workshop, Voice of the Child Workshop & Safeguarding (Including Designated Safeguarding Lead).

During the past year we have continued to support families and individuals with a vast and wide range of issues. With our aim to build resilience, encouraging people to take responsibility and control of their own lives. For many people there are generational influences that have a negative impact on their lives, often leading to isolation and social exclusion.

#### ***This year we have provided:***

- ✓ ***Intensive family support to 63 families, 254 individuals = 93 adults, 118 children & 43 young people.***
- ✓ ***Ad-hoc emergency relief and support to 30 individuals.***
- ✓ ***27 young people received befriending and mentoring individual support.***
- ✓ ***Empowered girl's group 12 young ladies attended.***
- ✓ ***Listening project – has seen 17 young people in a school setting.***
- ✓ ***Our newest 8 – 11-year-old group which opened March is in the early stages and has seen 6 attendees so far.***
- ✓ ***Weekly term-time pre-school Toddler group play total attendance 109.***
- ✓ ***Adult Drop-in = 27 where ages range from 18 years to 75.***
- ✓ ***Solutions – Weekly walkabouts, engagement days, youth nights – 79 young people have engaged with us through one or more of those activities.***

***Throughout the year we have worked with a total of 561 people through our support projects and groups.***

We have robust monitoring and evaluation processes rooted in highly effective record keeping and regular team meetings and supervisions.

Our success, our outputs and outcomes are monitored by: -

- i. individual action plans completed by the family/worker at the start of and throughout their support
- ii. evaluations carried out by family at end of support
- iii. regular supervision sessions and team Huddles of staff held by the Project Manager
- iv. observations and verbal comments by others; parents, family members, staff, volunteers and other supporting professionals e.g., health visitors, teachers, social workers who all report progress and positive change

- v. multi agency meetings allow for the sharing and receiving of information/good practice and mutual support and advice, working this way makes the entire support package more effective
- vi. modelling best practice to families, volunteers and partner agencies

To help with our assessment of family's needs we refer to the levels below;

- Level 1 - need minimal support, occasional visits or contact and can be supported effectively with a befriender. Reduced need for professional family support.
- Level 2 - has more complicated needs and will need the support of a professional. They will require at least weekly contact but little need for accompanied visits.
- Level 3 - has the highest need. They have complex interrelated problems and will need multiple visits and support, including accompanying them to appointments and extensive contact, to reassure and set and monitor clear targets.

We find that level 1 is a minority and is given on an ad hoc / drop-in bases. These families and individuals, usually requiring immediate resolution of crisis for example, food, clothing, housing issues, benefits, gas / electric and health advice. Their need is usually resolved in the first contact and do not require ongoing support of levels 2 and 3. What we do see is that for some individuals and families as circumstances change, they may access level 1 on several occasions during times of need and crisis.

Individual Family Support beyond ad-hoc is always level 2 and 3. The reason for this is that families and individuals require more specific and intense requiring more support and time.

The outcomes for families over the reporting period has shown a reduced need for statutory intervention and improvements have been made in the following areas for e.g.

- Improved family relationships.
- Parents are more able to cope with children / young people with challenging behaviours.
- Increased ability to manage daily life and issues they may face.
- Provide a home that is safe, secure, and loving.
- Improved confidence in looking after their finances and working with a restricted budget.
- Ability to communicate more effectively with family members and professionals.
- Ability to recognise issues that have a negative effect on lives and make changes to improve this.
- Recognise the benefits of a healthier lifestyle and make changes to improve health and wellbeing.
- Respond positively and make changes to inherited negative behaviours and attitudes
- Identify for themselves areas requiring change, improving life for themselves and family.
- Make positive choices.
- Improve confidence to make their views / voice heard.
- Access and part-take in therapeutic support.
- Reduce stress within the home and increase health and well-being.
- Ability to recognise the early signs of crisis and seek support.

As well as the above improvements we have 33 families who have progressed so much that they no longer need support. In addition, we have seen some families and individuals reduce the amount of support required, for example their visits have reduced from weekly contact to monthly phone calls and ad hoc welfare checks. This shows their commitment to making lasting desired change.

Through our Befriending & Mentoring scheme a total of 11 young people have worked through the issues that have had a negative effect on their lives and it is great to see them progress and transition into a more settled life and no longer in need of support.

Sustainable change tends to be slow and can often have backwards steps, but our dedication to long term support remains, we are in it for the long haul and this approach to our work builds long lasting relationships with the people we support. We are inspired to keep doing what we do due to the difference we know we make in the lives of others. Whilst we face the looming challenge of sourcing funding and continue to make positive change in the lives of people, we support we know that we are needed more than ever, this is evidenced in the number of referrals we receive each month. There is still so much work to do!

As staff and volunteers, we have achieved a great deal this year. Solutions Child & Youth Project has taken a lot of time, input and patience from everyone involved. We have had to navigate the complexities of planning permission & leases and securing funding, all the while keeping the young people involved and engaged. This has been a challenge, and everyone involved deserves recognition for their hard work and dedication.

Our groups have continued to be well attended and again we must thank our staff and volunteers for maintaining these whilst juggling family support and youth work. The addition of our new group suitable for 8 – 11-year-olds has brought a new angle to our child and youth work, and we hope this will link in nicely with our older group in the coming years.

The Listening Project in The Valley Academy currently has a waiting list due to its high success. This working partnership and success has been hugely encouraging. It also compliments and underpins what we are trying to achieve through our youth work.

**Brief statement of the charity's policy on reserves**

Bacup Family Centre believes that the charity should hold financial reserves equating to a minimum of 6 months operational costs (the "Operation Continuity Reserve" - OCR) because:

- i. It has no endowment funding, or significant income, and is entirely dependent for income upon donor funding from year to year which is inevitably subject to fluctuation.
- ii. It requires protection against, and the ability to continue operating despite, catastrophic or lesser but damaging events.
- iii. Family work cannot be stopped immediately, and sufficient funds must be available to allow an appropriate "winding down" of support.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

Our priority for 23/24 is to source replacement funding. In the last 12 months we have applied for grants from 7 major grant making sources totalling almost £400,000. Sadly, due to their oversubscription we were unsuccessful. However, we continue to identify and submit multiyear funding bids and adapt our local fundraising strategy as we now heavily rely on this source of income.

Principal funding sources for 2022/23

National Lottery  
Individual giving  
Local businesses  
Local Churches  
One off donation's  
Local Fundraising

We were in receipt of funding solely for Solutions Youth Project from the following sources:

Safer Lancashire Neighbourhood Fund (Crime Commissioner)  
Community Foundation for Calderdale  
Lanpak  
Awards For All  
Lancashire County Council Local Members Grant.  
RBC Community Partnership Grant

Please see financial statements / accounts for 2022/2023

## Section F

## Other optional information

Charity Trustees continue to monitor the development plan which sets out eight objectives for the next three years. Each objective is costed both in terms of finance and human resources and have clear intermediate steps as well as success criteria. All objectives are reviewed regularly during trustee meetings.

- a) To increase the number of volunteers and develop their skills and abilities.
- b) To create greater financial stability of core funding.
- c) To raise profile through publicity and marketing of the Centre.
- d) To respond to changes in legislation that affects families.
- e) To develop and effective IT based record system
- f) To develop effective partnerships
- g) To develop a clear strategic plan for the Centre for the next 10 years
- h) To ensure compliance with all relevant legislation regarding the work of the Centre.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janice Lewer	Leila Allen
Position (e.g., Secretary, Chair,	Chair of Trustees	Project Manager

Date 13/06/2023

# BACUP FAMILY CENTRE LIMITED

## DETAILED INCOME AND EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 31ST MARCH 2023

	2023	2022
£	£	£
<b>INCOME</b>		
Grants	96,887	145,795
Personal donations	10,435	9,988
Other donations	9,536	8,959
Client contributions	1,118	275
Local fundraising	3,496	2,006
Bank interest received	221	2
	<u>121,693</u>	<u>167,025</u>
<b>OVERHEADS</b>		
Staff salaries	113,871	88,297
Staff national insurance	4,870	2,608
Staff pension costs	8,328	4,629
Provision for redundancy	4,598	3,729
Staff training	1,660	1,088
Rent and room hire	12,446	11,757
Water rates	-	-141
Light and heat	-	57
Insurance	523	532
Repairs and maintenance	466	2,988
New premises set-up costs	-	1,944
IT system	-2,285	1,489
Telephone and internet	1,880	1,369
Stationery and postage	550	463
Sundry expenses	1,421	623
Accountancy fees	750	500
Family support expenses	3,305	2,130
Group work expenses	1,493	2,130
Solutions child and youth project expenses	2,801	-
Help in crisis expenses	-	42
Martin Lewis Charity Fund expenses	39	119
	<u>156,716</u>	<u>126,353</u>
<b>FUNDING SURPLUS(DEFICIT) FOR THE YEAR</b>	<u>-35,023</u>	<u>40,672</u>
Balance brought forward	107,361	66,689
Balance carried forward	<u><u>72,338</u></u>	<u><u>107,361</u></u>

## BACUP FAMILY CENTRE LIMITED

### BALANCE SHEET AT 31ST MARCH 2023

	£	2023 £	£	2022 £
<b>Current assets</b>				
Cash at bank	133,565		184,978	
Cash in hand	102		64	
Debtors	-		94	
Prepayments	87		87	
	<u>133,754</u>		<u>185,223</u>	
<b>Current liabilities</b>				
Creditors	1,344		-	
Paye creditor	6,246		5,586	
Deferred income	35,038		58,336	
Accruals	18,788		13,940	
	<u>61,416</u>		<u>77,862</u>	
<b>Net Current assets</b>		72,338		107,361
		<u>72,338</u>		<u>107,361</u>
<b>Reserves</b>				
Surplus Funding		72,338		107,361
		<u>72,338</u>		<u>107,361</u>

Company registration number 06852162 (England and Wales)

**BACUP FAMILY CENTRE LTD**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

Fielding Accountants Limited  
Accountants  
73 Bankside Lane  
Bacup  
Lancashire  
OL13 8HP



# BACUP FAMILY CENTRE LTD

## COMPANY INFORMATION

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<b>Directors</b>	A Perry J Emberton
<b>Company number</b>	06852162
<b>Registered office</b>	Ab&D Centre Top Floor Burnley Road Bacup Lancashire OL13 8AB
<b>Accountants</b>	Fielding Accountants Limited 73 Bankside Lane Bacup Lancashire OL13 8HP

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# BACUP FAMILY CENTRE LTD

## CONTENTS

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	<b>Page</b>
Directors' report	1 - 2
Accountants' report	3
Income and expenditure account	4
Balance sheet	5
Notes to the financial statements	6 - 7

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# BACUP FAMILY CENTRE LTD

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 MARCH 2023

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The directors present their annual report and financial statements for the year ended 31 March 2023.

#### Principal activities

The company is a registered charity (charity number 1129644) and was established to fulfil the following obligations;

- To offer individual support (emotional and practical care) to children, young people and families within the local community.
- To provide professional and affordable childcare, groups and activities for children aged 0-12, developed in partnership with parents, carers, children and other agencies
- To develop, maintain and work in partnership with other agencies enabling children, young people and families to develop holistically, irrespective of their background.
- To offer a community focal point where individuals can meet and are encouraged to become actively involved in the decision making process and service delivery.
- To offer opportunities that promote personal growth; self-confidence/esteem, respect and positive self-image.

#### Directors

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

A Perry  
J Emberton

#### Financial review

Details of the Company's financial activities on page 4 show a net deficit for the year of £35,023 (2022: surplus £40,672). The Company's income of £121,472 (2022: £167,023) is derived from the following main sources:

- Grants £96,887 (2022: £145,795). This includes specific amounts from
  - National Lottery Community Fund £68,568 (2022: £137,155),
  - Martin Lewis Corona Fund (Utilised) £4,759 (2022: £119),
  - Solutions Child and Youth Project £19,500 (2022: £nil),
  - Awards for All £4,060 (2022: £nil),
  - Tudor Trust £nil (2022: £4,396),
  - Help Through Crisis £nil (2022: £4,125).
- Personal donations £10,435 (2022: £9,988)
- Other donations £9,536 (2022: £8,959)

The Company's financial position on page 5 shows net assets of £72,338 at 31 March 2023.

#### Small companies exemption

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

# **BACUP FAMILY CENTRE LTD**

## **DIRECTORS' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2023***

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On behalf of the board

A Perry  
**Director**

19 June 2023

# **BACUP FAMILY CENTRE LTD**

## **REPORT TO THE DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY ACCOUNTS OF BACUP FAMILY CENTRE LTD**

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We report on the accounts of the company for the year ended 31 March 2023, which are set out on pages 4 to 8.

### **RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND INDEPENDENT EXAMINER**

The directors are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 43 of the 1993 Act ;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to our attention.

### **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

Our 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 directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on whether the accounts present a 'true and fair view'.

### **INDEPENDENT EXAMINER'S STATEMENT**

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

(1) which gives us reasonable cause to believe that in any material respect the directors have not met the requirements to ensure that:

- proper accounting records are kept in accordance with section 386 of the Companies Act 2006; and
- accounts are prepared which agree with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Fielding Accountants Limited  
Accountants  
73 Bankside Lane  
Bacup  
Lancashire  
OL13 8HP

19 June 2023

# BACUP FAMILY CENTRE LTD

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

---

	2023 £	2022 £
<b>Income</b>	121,472	167,023
Administrative expenses	(156,716)	(126,353)
	<hr/>	<hr/>
<b>Operating (deficit)/surplus</b>	(35,244)	40,670
Interest receivable and similar income	221	2
	<hr/>	<hr/>
<b>(Deficit)/surplus before taxation</b>	(35,023)	40,672
Tax on (deficit)/surplus	-	-
	<hr/>	<hr/>
<b>(Deficit)/surplus for the financial year</b>	<u>(35,023)</u>	<u>40,672</u>

The income and expenditure account has been prepared on the basis that all operations are continuing operations.

# BACUP FAMILY CENTRE LTD

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Current assets</b>					
Debtors	3	87		181	
Cash at bank and in hand		133,667		185,042	
		<u>133,754</u>		<u>185,223</u>	
<b>Creditors: amounts falling due within one year</b>	4	(61,416)		(77,862)	
<b>Net current assets</b>			<u>72,338</u>		<u>107,361</u>
<b>Reserves</b>					
Income and expenditure account			<u>72,338</u>		<u>107,361</u>
<b>Members' funds</b>			<u>72,338</u>		<u>107,361</u>

For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the board of directors and authorised for issue on 19 June 2023 and are signed on its behalf by:

A Perry  
Director

Company Registration No. 06852162

# BACUP FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### **Company information**

Bacup Family Centre Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is Ab&D Centre, Top Floor, Burnley Road, Bacup, Lancashire, OL13 8AB.

#### 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Income and expenditure

Grants and donations are included in the financial statements as they become receivable.

#### 1.3 Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.4 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets are recognised at amortised cost.

##### **Classification of financial liabilities**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

##### **Basic financial liabilities**

Basic financial liabilities are recognised at amortised cost.

#### 1.5 Taxation

The company is exempt from corporation tax, it being a company not carrying on a business for the purposes of making a profit.



# BACUP FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies (Continued)

#### 1.6 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.7 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was:

	2023 Number	2022 Number
Total	5	5

### 3 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	-	94
Other debtors	87	87
	87	181

### 4 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	1,344	-
Taxation and social security	6,246	5,586
Other creditors	53,826	72,276
	61,416	77,862

### 5 Members' liability

The company is limited by guarantee and is regulated by the Memorandum and Articles of Association dated 16 March 2009.

# BACUP FAMILY CENTRE LTD

## DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

		2023		2022
	£	£	£	£
<b>Income</b>				
Grants		96,887		145,795
Personal donations		10,435		9,988
Other donations		9,536		8,959
Client contributions		1,118		275
Local fundraising		3,496		2,006
		<u>121,472</u>		<u>167,023</u>
 <b>Employment costs</b>				
Staff salaries	113,871		88,297	
Staff national insurance	4,870		2,608	
Provision for redundancy	4,598		3,729	
Staff training	1,660		1,088	
Staff pension costs	8,328		4,629	
	<u></u>		<u></u>	
		(133,327)		(100,351)
 <b>Establishment costs</b>				
Rent and room hire	12,446		11,757	
Water rates	-		(141)	
New premises set up costs	-		1,944	
Light and heat	-		57	
Repairs and maintenance	466		2,988	
Insurance	523		532	
	<u></u>		<u></u>	
		(13,435)		(17,137)
 <b>General administrative expenses</b>				
IT system	(2,285)		1,489	
Accountancy	750		500	
Printing, postage and stationery	550		463	
Family support expenses	3,305		2,130	
Group work expenses	1,493		2,130	
Help in crisis expenses	-		42	
Martin Lewis charity fund expenses	39		119	
Telephone	1,880		1,369	
Solutions child and youth project exepnses	2,801		-	
Sundry expenses	1,421		623	
	<u></u>		<u></u>	
		(9,954)		(8,865)
 <b>Operating (deficit)/surplus</b>		<u>(35,244)</u>		<u>40,670</u>
 <b>Interest receivable and similar income</b>				
Bank interest received	221		2	
	<u></u>		<u></u>	
		221		2

# BACUP FAMILY CENTRE LTD

## DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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	£	2023 £	£	2022 £
(Deficit)/surplus before taxation		(35,023)		40,672
		<u><u>          </u></u>		<u><u>          </u></u>

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