



best

Business & Employment Support & Training
17 Milton Meadows
Milton, Near Tenby
Pembrokeshire
SA70 8PL

www.bestuk.org.uk

01646 651655

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE PERIOD 1 April 2020 TO 31 MARCH 2021
FOR
BURRY PORT PLANT DEWI**

REGISTERED CHARITY NUMBER: 1141073

BURRY PORT PLANT DEWI
REGISTERED CHARITY NUMBER: 1141073
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

	Page
Report of the Trustees	2 - 6
Report of the Independent Examiner	7
Statement of Financial Activities	8
Statement of Assets and Liabilities	9
Notes to the Financial Statements	10 - 11

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

The trustees present their report with the financial statements of the charity for the period 1 April 2020 to 31 March 2021. The trustees have adopted the provisions of the Charities SORP.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number
 1141073

Registered Office
 Burry Port Plant Dewi
 Burry Port Jr Community School
 Stepney Road
 Burry Port
 Carmarthenshire
 SA16 0BE

Trustees

Chairperson	Rev Nicholas Jones
Vice Chairperson	Geoff Thomas
Treasurer	Rev Michael Wheatley
Secretary	Glynis Sage
Trustee	Bethan Lewis
Trustee	Geoff Thomas

Bankers
 Lloyds Bank
 21 Stepney Street
 Llanelli
 SA15 3YD

Independent Examiners
 Business & Employment Support & Training
 17 Milton Meadows
 Milton, Nr Tenby
 Pembrokeshire
 SA70 8PL

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Burry Port Plant Dewi is a charity governed by a constitution as adopted 13 August 2010. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are “to develop at a local level the skills and nurturing capacity of families, parents and carers so that the well-being and life chances of their children are enhanced.”

Plant Dewi are appointed by the Management Committee to manage and advise the Co-ordinator.

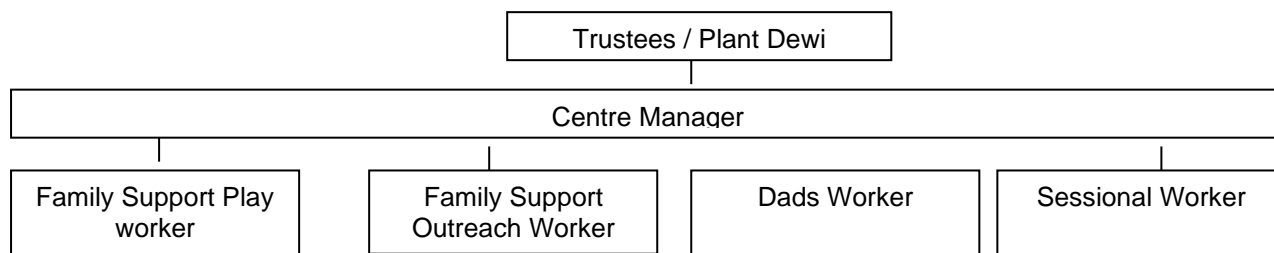
Appointment of Trustees

Trustees are appointed as set out in the constitution. Professionals and service users within the community, who have a personal interest in the charity, are invited to join the management committee. Committee members can also be co-opted when appropriate.

Trustee Induction and Training

As part of induction all trustees are DBS checked and shown the relevant documentation regarding the running of the family centre.

Organisation Structure



Trustees are consulted on all aspects of accounting, policies and procedures and involved in the decision-making regarding the day-to-day running of the centre. The Co-ordinator is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Co-ordinator.

Risk Management

Burry Port Plant Dewi conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults.

Financial risks have been reviewed and procedures put in place accordingly. A reserves policy has been established in line with the identified risks.

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

The object of the charity is about prevention and early intervention.

The constitution states the two objects as: I. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills; II. The provision of facilities for recreation and other leisure time activities for families with young children in the interests of social welfare with a view to improving conditions of life.

The charity works in partnership with parents and carers. It empowers them in order to better cope with family life and therefore gives their children a better start in life.

The Aims of the Family Centre is to ensure children:

- Have a flying start in life
- Have a comprehensive range of education and learning opportunities
- Enjoy the best possible health, free from abuse, victimisation and exploitation
- Have access to play, leisure and cultural activities
- Are listened to, treated with respect, and have their race and cultural identity recognised
- Have a safe home and a community which supports physical and emotional well-being
- Are not disadvantaged by poverty

The objectives for the next year are to continue:

- To provide a safe, warm welcoming environment
- Provide access to various play equipment and activities
- Offer training and support to families
- Provide an open-door policy where everyone is welcomed
- Improve parents' knowledge of health and the well-being of their babies and children.
- Enhance the life skills of parents at the centre and enable them to go on to further training or employment.

ACHIEVEMENT AND PERFORMANCE

We continue to acknowledge we carried forward some families from the previous project/year, bringing out total to 70 families supported, equating to 118 adults and 117 children, we feel that this level on engagement in the current climate is a wonderful achievement.

We feel the project adapted in a timely manner, faced the challenges head on and provided a meaningful service in an extremely difficult year.

Garfield Weston – Core costs

CFIW Covid Resilience Fund – activity packs for isolated families and on costs

Ground Works – Tesco Bags of Help – activity packs for isolated families and on costs

Church In Wales – Activities based on the religious festivals and on costs

Donations from Rotary Club and Neighbourly

Police and Crime Commissioner Fund – Outdoor activities.

Received funding:

Flying Start/Families for Time to Shine and Core Costs

Awards for All project delivery.

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

We have worked with the following agencies:

Flying Start, Health Visitors, Plant Dewi, Carmarthenshire Family Centre Network, Co-op Stores, CETMA, Action for Children, Pembrey Burry Port Town Council, Burry Port Food Bank, Burns Community Foundation, Iechyd Da, Probation Service, Youth Service, Social Workers, Social Prescribers, Plant Dewi Baby Bundle, Team Around The Family, Actif Sir Gar

The financial year began with the project in lockdown due to the COVID-19 Pandemic.

The pandemic curtailed our face-to-face work, we changed our ways of working and embraced the virtual world, delivering our service via Zoom and Teams, we provided family support sessions with Health Visitor to new parents, provided online cookery sessions. quizzes, coffee and catch up, Science club. In addition, we facilitated virtual Kick Boxing for family health and well being and Animal Encounters delivered a bespoke Q & A session with their unusual pets. Baby Massage, Language and Play, Actif Story Times continued online.

We used our social media platforms to inform and support sharing, mindfulness hints and tips, thought of the day, we experienced a significant rise in referrals to foodbanks and one to one support via text and WhatsApp

Securing funding enabled us to deliver family packs, providing children with activities and all the resources they required these packs were of an educational nature providing family learning opportunities, enabled us to check in and gave families a face to see. Covid protocols were in place for the safety of all.

August saw us reopen outdoor sessions to families, it was wonderful to see people, the world was a far different place, families required to pre book, complete Covid Health forms prior to attending, and be 2 meters apart, these obstacles were overcome, the sessions were full of fun, and laughter (weather permitting) Families shared that the isolation had been over whelming and were grateful for the virtual sessions and the doorstep/garden gate check ins.

Supported families; to participate in a virtual community funding event delivered by Police and Crime Commissioner securing funding for outdoor wear for families and refreshments.

We were commissioned to deliver Time to Shine in partnership with Actif Sir Gar funded by Child Development Fund, a bespoke package of support to referred families, upskilling language, and physical activity.

The Welsh language, we continue to support in a bilingual manner, aiming to improve their knowledge and skills.

We employed a Playworker, shortly before lockdown, she worked on reduced hours, other staffs were furloughed.

Staff made best use of their time working from home and undertook virtual training in:

- Mental Health Awareness
- Family Links – Welcome to the World & Active Baby
- Systemic Practice
- Theory of Change
- National Lottery Bilingualism at Work
- Early Years Creative Learning and Outdoor Play
- Prevent
- VAWDDSV
- Autism Awareness
- Safeguarding

BURRY PORT PLANT DEWI
REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

FINANCIAL REVIEW

Reserves Policy

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The greatest area of risk to the effectiveness of the charity is loss of grant income. The trustees have agreed that reserves of 3 – 4 months running costs (currently equivalent to between £11,748 – 15,664) should be held. This level of reserves has been determined taking into consideration the fact that income is received from a limited range of sources, the extent of protective measures (such as insurance), commitments it has to staff, and other obligations under agreements with third parties. The current level of reserves is £22,323 which is above this level (due to reduced running costs in the accounting period) and is slightly increased on the previous year.

Risk management has been reviewed in terms of child protection policies, risk assessments of events and trips, the undertaking of DBS checks and health and safety issues. The trustees feel that they have taken all reasonable steps to protect beneficiaries, staff, volunteers and the organisation itself.

This policy will be reviewed annually.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
REPORT OF THE TRUSTEES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

Independent examiner's report to the trustees of Burry Port Plant Dewi

I report on the accounts of the charity for the period 1 April 2020 to 31 March 2021, which are set out on pages 8 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

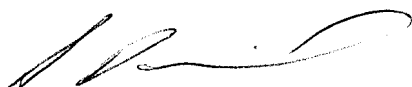
- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130
- of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements

concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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. 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.



Name: Mrs Shirley David

Address: Business & Employment Support & Training
 17 Milton Meadows, Milton, Nr Tenby, Pembrokeshire, SA70 8PL

Date: 22nd December 2021

BURRY PORT PLANT DEWI
REGISTERED CHARITY NUMBER: 1141073
RECEIPTS AND PAYMENTS
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

	Notes	Unrestricted	Restricted	Apr 2020 - Mar 2021	Apr 2019 - Mar 2020 (PY)
Receipts					
Fund Raising Events		0	0	0	564
Gifts and Donations Income		910	0	910	2,962
Grants		0	41,506	41,506	86,123
Total Receipts	2	910	41,506	42,416	89,649
Payments					
Charitable Activities					
Arts and Crafts		0	597	597	100
Books and Publications		0	5	5	0
CRB Check		0	30	30	9
Food		0	0	0	662
Furniture		0	35	35	60
Garden Items		0	0	0	2,403
House Keeping		0	676	676	103
Kitchen Equipment		0	0	0	545
Office Equipment		0	0	0	113
Office Supplies & Stationary		0	149	149	288
Play Equipment and Other		0	84	84	1,146
Postage and Delivery		0	76	76	0
Rent and Utilities		0	2,990	2,990	4,049
Repairs and Maintenance		0	0	0	560
Salaries, Tax and NI	4,5	0	34,068	34,068	46,911
Support Costs - Governance	3	0	6,488	6,488	9,250
Support Costs - Health and Safety	3	0	664	664	64
Support Costs - HR	3	0	87	87	0
Telephone		0	1,060	1,060	1,059
Training for Beneficiaries		0	-644	-644	2,855
Training Staff and Volunteers		0	167	167	2,708
Travel Expenses		0	330	330	751
Trips and Events		0	130	130	2,579
Total Charitable Activities		0	46,993	46,993	76,215
Total Payments	2	0	46,993	46,993	76,215
Net Income		910	-5,487	-4,577	13,434
B/F Previous Year End	2	21,413	27,298	48,711	35,278
C/F Current Year End	2	22,323	21,811	44,134	48,711

BURRY PORT PLANT DEWI
 REGISTERED CHARITY NUMBER: 1141073
STATEMENT OF ASSETS AND LIABILITIES
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

	Notes	As of Mar 31, 2021	As of Mar 31, 2020 (PY)
Fixed Asset			
Total Fixed Asset			
Cash at bank and in hand			
Lloyds TSB		44,134	48,711
Petty cash		0	0
Total Cash at bank and in hand		44,134	48,711
Current Assets			
Undeposited Funds		0	0
Total Current Assets		0	0
Net current assets		44,134	48,711
Creditors: amounts falling due within one year			
Current Liabilities			
Payroll Liabilities		0	0
VAT Liability		0	0
Total Current Liabilities		0	0
Total Creditors: amounts falling due within one year	7	0	0
Net current assets (liabilities)		44,134	48,711
Total assets less current liabilities		44,134	48,711
Total net assets (liabilities)		44,134	48,711
Fund Breakdown			
Unrestricted funds - Reserves	2	22,323	21,413
Restricted Funds	2	21,811	27,298
Total Funds		44,134	48,711

Signed on behalf of the trustees

(Name)

(Signature)

Date _____

BURRY PORT PLANT DEWI
REGISTERED CHARITY NUMBER: 1141073
NOTES TO THE ACCOUNTS
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

1. Accounting Policies

The accounts have been prepared under the receipts and payments convention and in accordance with:

- Charities SORP
- Applicable accounting standards and
- The Charities Act 1993.

The principal accounting policies adopted in the preparation of the accounts are as follows:

Restricted funds are to be used for specified purposes as specified by the donor. Expenditure that meets these criteria is identified to the fund.

Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and is available as general funds

2. Restricted Income

Restricted funds are received for a specific purpose within the objects of the charity and must be accounted for separately. All income has therefore been shown as restricted where the donor has stated that the income can only be used for a specified purpose or where it has been raised through an appeal for a specified purpose.

Restricted Fund movements were as follows:

Fund	B/F	Income	Expenditure	C/F
Awards for All	0	10,000	8,233	1,767
Big Lottery People and Places	20,407	0	20,373	34
CFIW	0	2,000	1,313	687
Co-op Community	2,494	319	2,494	319
Families First	0	8,303	2,823	5,480
Flying Start	2,491	6,411	8,064	838
Garfield Weston	0	10,000	0	10,000
Groundworks	0	1,000	633	367
Innovate Grant	175	0	175	0
Messy Church	1,732	0	1,724	8
PCC Grant	0	1,150	0	1,150
Time To Shine	0	2,323	1,162	1,161
Total Funds	27,298	41,506	46,993	21,811

3. Support costs

There was no trustee remuneration. Governance costs includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or charity matters.

Insurance	£ 1,098
Membership	£ 209
Accounts	£ 445
Consultancy/Professional Fees	£ 4,736
Total	<u>£ 6,488</u>

BURRY PORT PLANT DEWI
REGISTERED CHARITY NUMBER: 1141073
NOTES TO THE ACCOUNTS
FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

Support Costs	Raising Funds	Charitable Activities	Total
Governance	0	6,488	6,488
Finance	0	0	0
Health and Safety	0	664	664
HR	0	87	87
IT	0	0	0
Total	0	7,239	7,239

4. Pension Schemes

The charity operates an auto-enrolment workplace pension scheme.

5. Salaries and Wages

£34,068 was spent on salaries and wages during the year.

The average number of employees in the year, calculated on a full-time equivalent basis, was 2.5

The number of higher paid (including benefits) employees was:

£50,000 - £59,999	Nil
£60,000 to £69,999	Nil

6. Debtors

There were no debtors at the year-end.

7 Creditors

There were no accounts payable at the year-end.