

Registered Charity Number: 1141073

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**FOR**

**BURRY PORT PLANT DEWI**

**BURRY PORT PLANT DEWI**  
**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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## **BURRY PORT PLANT DEWI**

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### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. 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**

Rev Nicholas Jones  
Geoff Thomas  
Rev Michael Wheatley  
Bethan Lewis

##### **Bankers**

Lloyds Bank  
21 Stepney Street  
Llanelli  
SA15 3YD

##### **Independent Examiners**

Rimmer & May  
Chartered Accountants  
19 Murray Street  
Llanelli  
Carmarthenshire  
SA15 1AQ

**BURRY PORT PLANT DEWI**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

**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.

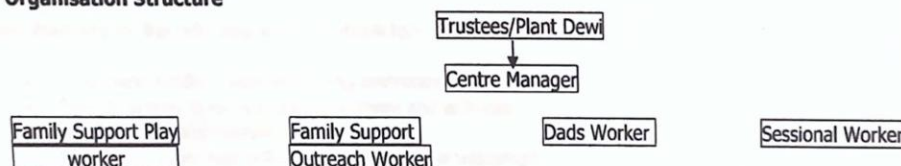
**Appointment of Trustees**

Trustees are appointed as set out in the constitution. Professional and service users within the community, who have a personal interest in the charity, are invited to join the management committee. Nomination forms are completed and applicants are voted onto the committee as appropriate. 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 overseeing 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  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

**OBJECTIVES AND ACTIVITIES**

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

The constitution states the two objects as

1. "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."
2. "The provision of facilities for recreation and other leisure time activities for and 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 to 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:-

- 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 our total to 73 families supported, equating to 110 adults and 112 children, we feel that this continued level of engagement in the continuing pandemic climate is an achievement.

We feel the project continued to adapt in the face of the challenges head on and provided a meaningful service in an extremely difficult year.

Received funding:

National Lottery – Project costs

Donation from the Rotary

Donation from Clwb Antur Carl Jones

Flying Start/Families First for Delivery and Core Costs

Child Development Fund (CDF)

Children and Communities Grant (CCG)



**BURRY PORT PLANT DEWI  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

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, Pembrey 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 and Carmarthenshire County Council.

The financial year began with the project gentle coming out lockdown due to the COVID-19 Pandemic.

The pandemic continued to curtail our face-to-face work, we changed our ways of working and offered a blended service of limited face to face and 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.

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

Covid protocols were in place for the safety of all.

May saw us reopen indoor 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 metres apart, limited times and maximum of 6 individuals per session. These obstacles were overcome, the sessions were full of fun, and laughter.

Families shared that the isolation had been over whelming and were grateful for the virtual sessions but no longer wanted to participate, longed for an opportunity to come together.

We were re-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.

We secured funding from the Children and Communities Fund for Rationale for additional funding to offer support to reduce waiting lists by securing group sessions with a specialist play therapist, group sessions with a speech & language therapist with additional online supporting documents

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

We employed a Family Support Dads Worker, other staffs returned to normal hours and returned from furlough.

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

- British Sign Language
- JAFF & TAF paperwork
- Actif
- Decider
- One Plus One
- Safeguarding
- Community Nutrition
- ROSPA

**BURRY PORT PLANT DEWI  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

**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 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 extents 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 £23,523 which is above this level (due to reduced running costs in the accounting period) and is slightly increased on the previous year.

Risk managements 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 Standards.

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**

**REPORT OF THE INDEPENDENT EXAMINER  
FOR THE YEAR ENDED 31 MARCH 2022**

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

I report on the accounts of the Trust for the year ended 31 March 2022, 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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.

E Truman FCA  
Rimmer and May  
Chartered Accountants  
19 Murray Street  
Llanelli  
Carmarthenshire  
SA15 1AQ

Date:



**BURRY PORT PLANT DEWI  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b><u>INCOMING RESOURCES</u></b>					
Grants	1	-	115,522	115,522	41,506
Gifts and donations		1,200	-	1,200	910
Fund Raising Events		-	-	-	-
<b>Total incoming resources</b>		<u>1,200</u>	<u>115,522</u>	<u>116,722</u>	<u>42,416</u>
<b><u>EXPENDITURE</u></b>					
<b>Direct Charitable Expenditure</b>					
Arts and Crafts		-	521	521	597
Publications and leaflets		-	24	24	5
DBS Checks		-	90	90	30
Room Hire		-	884	884	-
Sundries		-	431	431	-
Garden Items		-	-	-	35
House Keeping		-	-	-	676
Kitchen Equipment		-	4,584	4,584	-
Office Equipment		-	478	478	-
Office Supplies & Stationary		-	686	686	149
Play Equipment and Other		-	829	829	84
Postage and Delivery		-	-	-	76
Rent and Utilities		-	3,250	3,250	2,990
Repairs and Maintenance		-	324	324	-
Salaries, Tax and NI, Pension	4 & 5	-	61,942	61,942	34,068
Support Costs – Governance	3	-	11,398	11,398	6,488
Support Costs – Health and Safety	3	-	1,188	1,188	664
Support Costs - HR	3	-	-	-	87
Telephone		-	1,203	1,203	1,060
Training for Beneficiaries		-	-	-	(644)
Training Staff and Volunteers		-	56	56	167
Staff Expenses		-	447	447	330
Trips and Activities		-	4,550	4,550	130
Petty Cash		-	232	232	-
Grant Repaid		-	10,000	10,000	-
<b>Total direct charitable expenditure</b>		<u>-</u>	<u>103,117</u>	<u>103,117</u>	<u>46,993</u>
<b>Total Expenditure</b>		<u>-</u>	<u>103,117</u>	<u>103,117</u>	<u>46,993</u>
<b>Net funds</b>		<u>1,200</u>	<u>12,405</u>	<u>13,605</u>	<u>(4,577)</u>
B/Fwd previous year end		<u>22,323</u>	<u>21,811</u>	<u>44,134</u>	<u>48,711</u>
C/fwd current year end		<u>23,523</u>	<u>34,216</u>	<u>57,739</u>	<u>44,134</u>

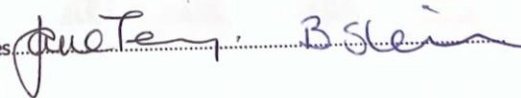
**BURRY PORT PLANT DEWI  
BALANCE SHEET  
AS AT 31 MARCH 2022**

Note	2022	2021
	£	£
<b>ASSETS</b>		
Fixed assets	-	-
<b>Current assets</b>		
<b>Accounts receivable</b>		
Accounts receivable	-	-
Prepayments	-	-
Total accounts receivable	-	-
<b>Cash at bank and in hand</b>		
Bank account	57,666	44,134
Petty cash	73	-
Total cash at bank and in hand	<u>57,739</u>	<u>44,134</u>
<b>Total current assets</b>	<u>57,739</u>	<u>44,134</u>
<b>Current liabilities</b>		
<b>Accounts payable</b>	-	-
<b>Net current assets</b>	<u>57,739</u>	<u>44,134</u>
<b>Net Assets</b>	<u>57,739</u>	<u>44,134</u>
<b>Breakdown of funds</b>		
Restricted funds	34,216	21,811
Unrestricted funds reserves	<u>23,523</u>	<u>22,323</u>
<b>Total funds</b>	<u>57,739</u>	<u>44,134</u>

Signed on behalf of the Trustees

Date

24/1/23



**BURRY PORT PLANT DEWI**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

### 1. Accounting Policies

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

- Charities SORP
- Applicable accounting standards and
- The Charities Act 2011.

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

Restricted funds are to be used in specific 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. Fund movements were as follows:

Fund	B/F	Income/ Additions	Expenditure	Movement of Funds	C/F
	£	£	£	£	£
Awards for All	1,767	-	(1,767)	-	-
Big Lottery People and Places	34	101,571	(71,126)	-	30,479
CFIW	687	-	(687)	-	-
Co-op Community	319	3,050	(100)	-	3,269
FF/FS	6,318	2,000	(8,319)	-	(1)
Garfield Weston	10,000	-	(10,000)	-	-
Ground Works	367	-	(219)	-	148
St Davids -CDF	-	4,000	(4,000)	-	-
Messy Church	8	-	(8)	-	-
PCC Grant	1,150	-	(829)	-	321
Time To Shine	1,161	4,901	(6,062)	-	-
Total funds	21,811	115,522	(103,117)	-	34,216

### 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	£ 2,415
Licences	£ 341
Accounts	£ 416
Consultancy/Professional Fees	£ 8,226
Total	£11,398

**BURRY PORT PLANT DEWI  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022 Cont'd**

**4. Pension Schemes**

The Charity operates an auto-enrolment workplace pension scheme.

**5. Salaries and Wages**

£ 61,942 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 4.5

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

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