

# Harvey Girls

(A private company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2022

Charity no: 1142555

Company no: 07533989 (England and Wales)

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### **Legal and administrative information**

<b>Trustees:</b>	Mrs A Clark	{Secretary}
	Mrs G Wallis	(Chair)
	C Wileman	(Vice Chair)
	M Topliss	(Vice Chair)
	A Cooke	
	Mrs C Evenden	
	R Morley	
	Ms M Wain	- resigned 23 September 2021
	Mrs A Budd	- appointed 17 May 2021
A Wheldon	- appointed 20 January 2022	
<b>Secretary:</b>	Mrs A Clark	
<b>Registered Office:</b>	73 Horninglow Road Burton-On-Trent Staffordshire DE14 2PT	
<b>Bankers:</b>	HSBC 18 High Street Burton-On-Trent Staffordshlre DE14 1HU	

## **Report of the Trustees**

### **Report of the Trustees For the year ended 31 March 2022**

The Trustees, who are also Directors of the Charity for the purpose of the Companies Act 2006, present their report with the financial statements of the Charity for The Period Ended 31st March 2022. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### ***Governing Document:***

The Charity is controlled by its governing document, a Memorandum and Articles and constitutes a private limited company, limited by guarantee, as defined by the Companies Act 2006.

#### ***Recruitment and Appointment of New Trustees:***

The Charity operates an open recruitment policy via the Board of Trustees and the Trustee Board are of the strong belief that all new Trustees have a robust knowledge of their specific field to enhance the governance and development of the organisation.

New Trustees are provided with appropriate and thorough training as part of their induction, ensuring that they are aware of both their legal and professional responsibilities under charity law.

The Trustees aspire to and plan towards fulfilling the Charity Governance Code, with a commitment to continued good governance. This is monitored annually by a self-assessment of the Charity Governance Code.

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure that strong and suitable controls are in place. The Trustees continually monitor this with a standard agenda item for each Trustee Board Meeting.

### **THE CHARITY'S OBJECTS**

To promote the benefit of the inhabitants of East Staffordshire, South Derbyshire and surrounding areas by the provision of information, support and guidance relevant to the needs caused by conception among those under 21 years of age.

To promote and provide facilities in the interest of social welfare for recreation and other leisure time occupation of individuals who have need of such facilities by reason of conception amongst those of 21 years old or under with the object of improving their conditions of life; and

To provide education in the fields of sexual health, contraception and relationships with particular reference to personal responsibility in relationships and to encourage personal development.

## THE CHARITY'S ACTIVITIES

Harvey Girls is a local Charity based in Burton upon Trent providing an integrated approach for Family Support to the most vulnerable families within East Staffordshire, with a specialism for young parents.

This support takes various forms, through a range of services and activities, including East Staffordshire Family Support Service and Dads4Dads, each of them connecting families to what they need in the local community and improving outcomes for children and families alike. A large proportion of the Charity's work takes place in Lower Super Output Areas of the county.

**East Staffordshire Family Support Service:** Providing 'one to one' and 'whole family' support in the home, as part of Staffordshire County Council's Family Support & Outreach Service. This support was delivered by a dedicated Family Support Worker, working in conjunction with Partner agencies where necessary. The service aimed to achieve positive, sustainable change for the 'whole family' through a restorative approach, working with them to understand their strengths and needs, leading to realistic and achievable objectives. By supporting families and helping to prevent escalation into statutory services, the cost to the 'public purse' is reduced.

**Lottery Community Fund – 'Thinking Differently':** Thinking Differently offers a programme of inspirational, innovative and interactive session-based activities and peer support for local families and their children in East Staffordshire, South Derbyshire and surrounding areas. **Thinking Differently includes:**



**Harvey Girls:** Aimed at local Mums and their children from a wide range of backgrounds and circumstances. Harvey Girls offers a programme of energetic, welcoming, safe and engaging group activities and ideas to encourage and support positive parenting, confidence and helping the child to be 'school ready'. Peer-support can be enjoyed through meeting other Mums, helping to reduce isolation, providing a sense of connection, purpose, belonging and hope.



**Dads4Dads:** Aimed at local Dads and their children from a wide range of backgrounds and circumstances. Dads4Dads offers a programme of active, energetic and engaging activities in a safe, non-judgemental group setting. Activities will encourage Dads and their children to participate in games, challenges and creative tasks, with the aim of embedding positive relationships and an emphasis on physical interaction and play. Peer-support can be enjoyed through meeting other Dads, helping to reduce isolation, providing a sense of connection, identity, pride and courage.



**Mixed Martial Arts:** This group encourages families to spend more time together in addition to helping young people who struggle with behaviour, low self-esteem, confidence or bullying. Parents are also encouraged to participate in order to enhance communication and family relationships.



**Parenting Programme:** Based around the Circle of Security principles, our 7-week parenting programme aims to enlighten parents to understand their child's emotional world by learning to observe their emotional needs. This programme runs alongside Harvey Girls and Dads4Dads.



**Music and Movement:** Music and Movement sessions facilitate an educational experience based on learning through play. These sessions run alongside Harvey Girls and Dads4Dads. Parents can participate to enhance and expand children's enjoyment of the world around them by singing songs and rhymes that are well thought out, educational, and most of all great fun to sing.

**Cadent - Be Well, Be Energy Fit:** Outreach-based support in the family home or at community venues, offering support around family wellbeing, home energy, money and home safety, including CO (Carbon Monoxide) awareness and the provision of a free CO alarm for each household.

The Board of Trustees' give consideration to the Charity Commission's public benefit guidance when carrying out activities, to further our charitable purposes for the public benefit.

#### **The Charity's Response to COVID-19**

During this reporting period, the Charity's services were adapted based on Government Guidelines around Covid-19, including remote-based working and 'virtual' support for East Staffordshire Family Support Service. This returned to a 'Face-to-face' service offer in line with Government Guidelines as soon as was deemed practical and safe.

Whilst Lottery Community Fund – 'Thinking Differently' sessions were initially suspended due to being group-based, virtual sessions were delivered via social media, followed by the re-introduction of face-to-face sessions with limited group numbers, in line with Government Guidelines.

The period of Covid-19 has enabled the Charity to be more flexible, more sustainable and more resilient to potential future health pandemics, minimising the impact on service delivery to families.

## **VOLUNTEER CONTRIBUTION**

Volunteers underpin all of the services provided by the Charity. They are recruited to a specific role, matching their skills to the needs of the Charity and the families it supports.

Volunteers provide invaluable and unprecedented support throughout the work of the Charity but none more so than within its session-based activities. These activities were severely affected during the Covid-19 pandemic and the Charity was unable to utilise the volunteer availability to the extent it would have liked.

As a consequence, during this period, volunteers have donated 220 volunteer hours equating to a cost saving of £2,200.00 to the Charity and in turn, the public purse. This is however, a substantial reduction on previous years.

On a more positive note, the Charity was still able to recruit potential volunteers in readiness for the easing of Government restrictions and their services are beginning to be utilised in the re-launch of the Charity's session-based activities.

We thank them and the staff team for their valuable hard work and commitment during what has been a difficult time for us all.

## **ACHIEVEMENT AND PERFORMANCE**

Successfully supporting vulnerable families for over 18 years the Charity is proud of the recognition of being the number one provider of Family Support Services throughout East Staffordshire for the last 10 years.

Demand for its services continued to grow and was ably supported by the Charity's achievements during this unprecedented Covid-19 affected period as follows:

### ***East Staffordshire Family Support & Outreach Service:***

The organisation over-performed on this contract during this reporting period, bringing in an extra income of £60,835.

### ***Thinking Differently:***

In 2021, the Charity continued to deliver 'Thinking Differently', with an extension to its funding from The National Lottery Community Fund. In 2022, the Charity was awarded an unprecedented fourth grant in Lottery funding, for a further three years of project delivery, commencing February 2022.

#### ***For Lottery funding of April 2021 to January 2022:***

880 attendees (253 at Harvey Girls; 143 at Dads4Dads; 484 at Mixed Martial Arts)  
82 sessions (22 Harvey Girls; 32 Dads4Dads; 28 Mixed Martial Arts)

#### ***For Lottery funding of February 2022 – March 2022:***

258 beneficiaries (83 at Harvey Girls; 63 at Dads4Dads; 112 at Mixed Martial Arts)  
20 sessions (6 Harvey Girls; 8 Dads4Dads; 6 Mixed Martial Arts)

## FUNDRAISING ACTIVITIES

The Charity is mainly reliant on commissioned contract and grants from local and national funders, and charitable bodies to fund its charitable activities. Small fundraising events usually generate additional funds for the Charity but unfortunately, due to the Covid-19 pandemic this has been reduced during this reporting period.

## FINANCIAL REVIEW

### ***Reserves Policy:***

Information on the designated funds, and how these were calculated is contained in the charity's 'Reserves Policy' document.

The 'Reserves Policy' figure is based on two main components, the funds that are required to meet the contractual/redundancy obligations, together with the costs of continuing to operate core services for 24 months assuming no further core income is secured. This decision was decided by the Trustees following the termination of the SCC contract.

The Reserves Policy is reviewed as part of the Governance timetable on an annual basis.

### ***Funding Information:***

During this reporting period, delivery of the Family Support & Outreach Service via East Staffordshire Family Support Service (funded by Staffordshire County Council) continued until 31 March 2022, in line with the financial year-end, at which point the contract concluded. Whilst a re-tender of the contract was considered, the decision of the Board of Trustees was to not enter the re-tendering process. The Trustees' desire was to diversify the Charity's funding streams, with a focus on income generation through smaller grant funding, considering the charitable objectives of the Charity. This decision resulted in a reduction in staffing resource, following a TUPE (Transfer of Undertakings Protection of Employment) process.

With this in mind, the Charity has developed a range of new services to ensure the longevity of service offer to local families, including:

- *Be Well, Be Energy Fit* (funded by Cadent)
- *Social Prescribing for Children and Young People* (funded by South East Locality Healthy Communities Fund)
- *Thinking Differently: Bringing Communities Together* (funded by NHS Charities Together/UHNM)
- *School Link Work* (funded by local schools)

Securing an unprecedented fourth grant from The National Lottery Community Fund will enable the Charity to continue with service delivery of 'Thinking Differently' session-based support and activities, until February 2025.

The Board of Trustees' give consideration to the Charity Commission's public benefit guidance when carrying out activities, to further our charitable purposes for the public benefit.




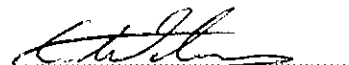
Harvey Girls.

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**ON BEHALF OF THE BOARD**

On 22.09.2022 and signed on their behalf by:

  
.....  
Mrs G Wallis, Trustee

  
.....  
Mr C Wileman, Trustee

## **Independent Examiner's Report to the Trustees of Harvey Girls**

I report on the accounts of the company for the year ended 31 March 2022 which are set out on pages 6 to 12.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of Independent examiner's report**

My 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
.....

Ms Nicole Chapman  
Chartered Certified Accountant  
143 Tamworth Road, Long Eaton, Nottingham, NG10 1BY.

Dated.....22/09/22.....

**Statement of Financial Activities (Including summary Income and expenditure account) for the year ended 31 March 2022**

	Notes	Unrestricted Funds (Inc. designated) £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Incoming Resources</b>					
Incoming resources from generated funds:					
Voluntary income	2	498,412	46,032	544,444	537,871
Investment income	3	1,477	-	1,477	426
<b>Total Incoming resources</b>		<b>499,889</b>	<b>46,032</b>	<b>545,921</b>	<b>538,297</b>
<b>Resources expended</b>					
Cost of generating funds:					
Charitable activities		367,287	29,947	397,234	381,941
<b>Total resources expended</b>	4	<b>367,287</b>	<b>29,947</b>	<b>397,234</b>	<b>381,941</b>
<b>Net Incoming resources/(resources expended)</b>		<b>132,602</b>	<b>16,085</b>	<b>148,687</b>	<b>156,356</b>
<b>Net movement in funds</b>					
Fund balances brought forward at 1 April 2021		766,211	70,622	836,833	680,477
Transfers (see note 9)		32,500	(32,500)	-	-
<b>Fund balances carried forward at 31 March 2022</b>		<b>931,313</b>	<b>54,207</b>	<b>985,520</b>	<b>836,833</b>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

Company registration number: 1142555 (England and Wales)

**Charlty Balance Sheet as at 31 March 2022**

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	7	315	1,503
		<u>315</u>	<u>1,503</u>
<b>Current assets</b>			
Accrued income/prepayments		47,919	92
Debtors		-	-
Cash at bank and in hand		951,743	851,170
		<u>999,662</u>	<u>851,262</u>
<b>Creditors: amounts falling due within one year</b>	8	(14,457)	(15,932)
<b>Net current assets</b>		<u>985,205</u>	<u>835,330</u>
<b>Total assets less current liabilities</b>		985,520	836,833
<b>Creditors: amounts falling due after more than one year</b>		-	-
<b>Net assets</b>		<u>985,520</u>	<u>836,833</u>
<b>Funds:</b>			
<b>Unrestricted funds</b>			
General funds		174,945	50,000
Designated funds		756,368	716,211
		<u>931,313</u>	<u>766,211</u>
<b>Restricted funds</b>		54,207	70,622
		<u>54,207</u>	<u>70,622</u>
<b>Total funds</b>	9/10	<u>985,520</u>	<u>836,833</u>

These accounts have been prepared in accordance with section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating the small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Harvey Girls.

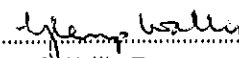
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These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on page 1 to 12 were approved and authorised for issue by the trustees

On 22.09.2022 and signed on their behalf by:

  
.....  
Mrs A Clark, Trustee

  
.....  
Mrs G Wallis, Trustee

**Notes forming part of the financial statements  
for the year ended 31 March 2022**

**1 Accounting policies**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**(b) Company status**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. 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.

**(c) Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**(d) Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**(e) Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

**(f) Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Plant and machinery	over 5 years
Fixtures and fittings	over 5 years
Office equipment	over 3 years

**(g) Taxation**

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

## 2 Voluntary Income

	2022 £	2021 £
Donations received	-	1,706
Lottery Community Fund	13,532	90,163
Staffordshire County Council	471,225	420,155
Covid-19 related Government grants received	-	10,000
VASP Project	15,837	7,693
East Staffordshire Community Enabler	1,667	4,000
Duchy of Lancaster	5,000	-
Cadent	32,500	-
Miscellaneous	4,683	4,154
	<u>544,444</u>	<u>537,871</u>

## 3 Investment income

	2022 £	2021 £
Interest receivable	1,477	326
Bank compensation received	-	100
	<u>1,477</u>	<u>426</u>

**4 Total resources expended**

	Staff Costs (note 5) £	Other Direct Costs £	Other Allocated Costs £	Total 2022 £	Total 2021 £
Wages	340,082	-	-	340,082	328,399
Events and outgoings	-	2,100	-	2,100	3,000
Direct expenses	-	38,381	-	38,381	20,639
Session expenses	-	2,137	-	2,137	8,053
Professional costs	-	-	4,049	4,049	5,946
Support costs – promotion	-	20	-	20	364
Support costs – administration costs	-	-	5,148	5,148	4,916
Support costs – IT	-	-	5,317	5,317	10,379
Support costs – staff training	-	-	-	-	245
<b>Total resources expended</b>	<b>340,082</b>	<b>42,638</b>	<b>14,514</b>	<b>397,234</b>	<b>381,941</b>

Other direct expenses include:

	2022 £	2021 £
Depreciation – on owned assets	1,188	1,928

**Trustees' remuneration**

The trustees neither received nor waived any emoluments during the year (2021: £Nil).

Out of pocket expenses were reimbursed to trustees as follows:

	2022 £	2021 £
Travel	-	-

**5 Staff costs**

	2022 £	2021 £
Wages and salaries	309,446	301,299
Termination payment	-	-
Social security costs	21,648	19,097
Pension costs (note 6)	8,988	8,003
Staff training/ expenses	-	245
	<b>340,082</b>	<b>328,644</b>



	2022 Number	2021 Number
Charitable activities	15	15

## 6 Pension costs

The charity operates a contributory pension scheme. It is a defined contribution scheme and contributions are charged in the statement of financial activities as they accrue. The charge for the year/period was £8,988 (2021: £8,003).

## 7 Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost</b>				
At 1 April 2021	4,491	898	12,675	18,064
Additions	-	-	-	-
Disposals	-	-	-	-
<b>At 31 March 2022</b>	<b>4,491</b>	<b>898</b>	<b>12,675</b>	<b>18,064</b>
<b>Depreciation</b>				
At 1 April 2021	4,488	898	11,175	16,561
Charge for year	-	-	1,188	1,188
Disposals	-	-	-	-
<b>At 31 March 2022</b>	<b>4,488</b>	<b>898</b>	<b>12,363</b>	<b>17,749</b>
<b>Net book value at 31 March 2022</b>	<b>3</b>	<b>-</b>	<b>312</b>	<b>315</b>
At 31 March 2021	3	-	1,500	1,503

## 8 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	7,085	7,085
Taxation and social security costs	5,720	4,492
Accruals and deferred income	1,652	4,355
	<b>14,457</b>	<b>15,932</b>

## 9 Statement of funds

	At 1 April 2021 £	Income £	Expenditure £	Investment gains £	Transfers £	At 31 March 2022 £
<b>Unrestricted funds:</b>						
General fund	50,000	1,477	-	-	123,468	174,945
<b>Restricted funds:</b>						
Dads 4 Dads	32,982	-	-	-	-	32,982
Think Differently Project	29,947	-	(29,947)	-	-	-
Family Support – SEND families	7,693	-	-	-	-	7,693
Lottery Community Fund	-	13,532	-	-	-	13,532
Cadent	-	32,500	-	-	(32,500)	-
<b>Total restricted funds</b>	<b>70,622</b>	<b>46,032</b>	<b>(29,947)</b>	<b>-</b>	<b>(32,500)</b>	<b>54,207</b>
<b>Designated funds:</b>						
Reserves Policy	496,334	498,412	(367,287)	-	(123,468)	503,991
IT Reserve	30,000	-	-	-	-	30,000
Capital Fund	189,877	-	-	-	32,500	222,377
<b>Total restricted funds</b>	<b>716,211</b>	<b>498,412</b>	<b>(367,287)</b>	<b>-</b>	<b>(90,968)</b>	<b>756,368</b>
<b>Total funds</b>	<b>836,833</b>	<b>545,921</b>	<b>(397,234)</b>	<b>-</b>	<b>-</b>	<b>985,520</b>

Transfers have been made between funds to ensure the fund balances held as at 31 March 2022 are in line with the charity's internal policies.

Further information on the designated funds, and how these were calculated is contained with the charity's 'Reserves Policy' document.

The 'Reserves Policy' figure of £503,991 is based on two main components, the funds that are required to meet contractual/redundancy obligations, together with the costs of continuing to operate core services for 24 months assuming no further core income is secured. This decision was decided by the Trustees following the termination of the SCC contract.

**10 Analysis of group net assets between funds**

	Restricted funds £	Designated fund £	Unrestricted funds £	Total £
<b>Fund balances at 31 March 2022 are represented by:</b>				
Tangible fixed assets	315	-	-	315
Current assets	68,349	756,368	174,945	999,662
Current liabilities	(14,457)	-	-	(14,457)
<b>Total net assets</b>	<u>54,207</u>	<u>756,368</u>	<u>174,945</u>	<u>985,520</u>

