

MALVERN SPECIAL FAMILIES

CHARITY NUMBER 1143655

COMPANY NUMBER 07413040

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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**MALVERN SPECIAL FAMILIES
TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees, who are also Directors of the charity for the purposes of the Companies Act 2006, present their annual report and unaudited financial statements for the year ended 31 March 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 07413040

Charity No. 1143655

Principal Office

1st Floor
73 Church Street
Malvern
Worcestershire
WR14 2AE

Registered Office

The registered office of the charity for Companies Act purpose is the same as the principle operating address shown above.

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law. The following Directors and Trustees served during the year:

Margaret Buchanan Chair
Christopher Stephens Treasurer
John Aiton
Clive Fletcher
Judy Gudgeon
Damian Hayes (resigned 10/05/2022)
Ceri Kay
David Palmer
Sarah Rowe (resigned 28/06/2022)

Key Management Personnel

Chief Executive Officer Gareth Jones

Special Parental Advisor

Kate Hollingworth

Accountants

KellyATC Ltd
20 Blackmore Road
Malvern
WR14 1QT

Bankers

HSBC
Church Street
Malvern
WR14 2AB

MALVERN SPECIAL FAMILIES

TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

The key objective of Malvern Special Families is the provision of recreational opportunities for families who have a child or young person with special needs which it meets by providing engaging and exciting activities for the children and young people. The Charity runs the following clubs:

Saturday Clubs: These Ofsted registered clubs are for 5–11-year-olds and take place once a month at The Poolbrook Centre, Malvern and twice a month at Fort Royal School, Worcester. A range of sensory, sports, art, and music activities are provided.

Youth Clubs: For young people aged 11 – 18, these take place in Malvern on one Saturday a month and in Worcester on two Saturdays a month.

Summer Play: Schemes of 20 days duration at each of three locations are provided during the summer holidays. For children aged 5-11 these take place at The Poolbrook Centre, Malvern and Fort Royal School, Worcester and for children and young people aged 11 – 18 at Regency High School, Worcester. In addition to sensory, sports, art, and music activities a number of trips to external attractions are arranged which all find very exciting and enjoyable.

Holiday Play: Providing the same activities as the Summer Play schemes these run in both Malvern for 5–11-year-olds and Worcester for all ages 5-18 during the October and May half-term and Easter breaks, although there is no play scheme for 5–11-year-olds in Worcester during the May holiday .

Evening Youth Club: This takes place at Malvern Vale Community Centre once a week during term times for young people aged 11 – 18. The range of activities includes cookery, sports, money management and life skills together with the ever-popular trips to external attractions.

After School Club: This takes place twice a week during term times for young people aged 11 – 18 at Regency High School, Worcester. The range of activities includes cookery, sensory, swimming, gym, and art.

ACHIEVEMENTS AND PERFORMANCE

During the year we provided 2612 places to children with disabilities in a total of 268 sessions equating to 1004 hours of provision. We also increased the number of external trips we organised and led which enabled the children and young people to have experiences to which they would otherwise not have had access. The hours of support we provide enables the parents/carers to have much needed respite.

We did experience difficulties in staff recruitment which proved challenging and led to less provision than in the previous year. Plans are being developed which it is hoped will alleviate the situation in the future and that an increased level of support can be provided.

As in previous years the skilled board of trustees and staff team worked hard to meet these challenges and will continue to do so in order that we can support more children in 2023/2024.

In our work to provide the best possible outcomes for children and young people with disabilities throughout the County, we work closely with Worcester Children First. We also acknowledge with thanks the continuing support of Regency High School and Fort Royal Primary School which enables us to utilise their excellent facilities. Our thanks are also due to The Poolbrook Centre and Malvern Vale Community Centre which allow us to deliver our activities directly to the heart of the local community.

MALVERN SPECIAL FAMILIES

TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Malvern Special Families had income of £296,156 (2022 - £227,935) and a surplus of £9,993 (2022 – deficit £31,465).

As previously mentioned, we work closely with Worcestershire Children First with council funding accounting for £134,897 (2022 £84,604). Revenue grants and donations from non- public bodies were £111,823 (2022 £89,136) with notable funding from the National Lottery Community Fund £86,455 and The Eveson Trust £23,000. Sponsorship gifts and donations were £12,479 (2022 £13,571). Total income from charitable activities were £36,957 (2022 £35,273) being fees charged for all activities. The charity has free reserves of £36,477 at 31st March 2023. (2022 £31,162).

Given that a significant proportion of the charity's income is not guaranteed and must be tendered for each year the trustees recognise that healthy reserves are required to maintain the current level of operations and, in time, to seek new opportunities to improve the lives of children and their families.

The board of trustees is satisfied that the charity assets in each fund are available and adequate to fulfil existing obligations in respect of each fund.

PLANS FOR FUTURE PERIODS

During the construction of the proposed new school on the site of The Poolbrook Centre in Malvern we will need to identify an alternative site for our activities currently provided there. We shall be working closely with Worcester Children First to identify a temporary site during the period of construction and, just as importantly, that there is designated space in the proposed new school for our clubs.

It is the Charity's clear intention, with the support of Worcester Children First, to maintain and, where possible and funds allow, increase the activity we already provide for the children and young people of Worcestershire with a particular focus on provision for 11 – 18-year-olds in Malvern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a company limited by guarantee, registered under the Companies Acts and as a Charity with the Charity Commission. The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation. There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law. By operation of law all trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation. The trustees are all individuals.

Although the day-to-day management of the charity is delegated to the Chief Operating Officer, it is acknowledged that an effective board of trustees is central to the charity achieving its objectives and meeting its legal obligations.

The Board seeks to be representative of the needs of those with whom it works and that the membership of the board of trustees must contain the required knowledge and skills to run the charity. Individual trustees must have sufficient knowledge of the role of a charity trustee to be able to effectively represent Malvern Special Families at meetings and events.

MALVERN SPECIAL FAMILIES

TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2023

Trustees/Directors are appointed at an Annual General Meeting and hold office for three years but are then eligible for re-election. When necessary, the Board may co-opt a Trustee/Director, but such appointment must be ratified at the next following Annual General Meeting.

New Trustees/Directors undergo a formal induction process: to their duties and responsibilities; to the aims and objectives of the charity, and to the playgroups and clubs, their play leaders, and participants.

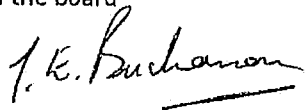
The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy the financial position of the charity and that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

PUBLIC BENEFIT

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small company's regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

A handwritten signature in black ink, appearing to read 'M. Buchanan', with a horizontal line underneath.

Margaret Buchanan (Chair)

Trustee

19th July 2023

**MALVERN SPECIAL FAMILIES
INDEPENDENT EXAMINERS REPORT**

Independent Examiner's Report to the trustees of Malvern Special Families

I report to the charity trustees on my examination of the accounts of Malvern Special Families for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

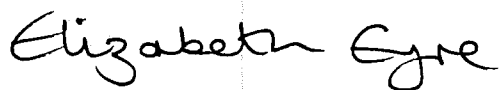
Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Elizabeth Eyre FCA
Institute of Chartered Accountants, England and Wales
Elizabeth Eyre Limited
Bank Street Business Centre
6 Bank Street
Malvern
Worcestershire
WR14 2JN

31st July 2023

**MALVERN SPECIAL FAMILIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2023 £	2023 £	2023 £	2022 £
Income and endowments from:					
Donations and legacies	4	35,479	88,823	124,302	102,707
Charitable activities	5	171,854	-	171,854	119,877
Investments		-	-	-	-
Government Assistance	6	-	-	-	5,351
Total:		<u>207,333</u>	<u>88,823</u>	<u>296,156</u>	<u>227,935</u>
Expenditure on:					
Charitable activities	7	175,291	81,573	256,864	228,645
Other	8	26,672	2,627	29,299	30,755
Total:		<u>201,963</u>	<u>84,200</u>	<u>286,163</u>	<u>259,400</u>
Net gain on investments		-	-	-	-
Net income/(expenditure)	9	5,370	4,623	9,993	(31,465)
Transfers between funds		(55)	55	-	-
Net income/(expenditure) before other gains/(losses)		<u>5,315</u>	<u>4,678</u>	<u>9,993</u>	<u>(31,465)</u>
Other gains and losses		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>5,315</u>	<u>4,678</u>	<u>9,993</u>	<u>(31,465)</u>
Reconciliation of funds:					
Total funds brought forward		<u>31,162</u>	<u>55,044</u>	<u>86,206</u>	<u>117,671</u>
Total funds carried forward		<u>36,477</u>	<u>59,722</u>	<u>96,199</u>	<u>86,206</u>

**MALVERN SPECIAL FAMILIES
SUMMARY INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023**

	2023	2022
	£	£
Income	296,156	227,935
Interest and investment income	-	-
Gross income for the year	<u>296,156</u>	<u>227,935</u>
Expenditure	285,553	258,338
Depreciation and charges for impairment of fixed assets	610	1,062
Total expenditure for the year	<u>286,163</u>	<u>259,400</u>
Net income/(expenditure) before tax for the year	9,993	(31,465)
Net income/(expenditure) for the year	<u>9,993</u>	<u>(31,465)</u>

**MALVERN SPECIAL FAMILIES
BALANCE SHEET
AS AT 31 MARCH 2023**

Company No: 07413040

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	12	1,010	1,620
		<u>1,010</u>	<u>1,620</u>
Current Assets			
Debtors	13	47,387	19,936
Cash at bank and in hand		56,854	77,450
		<u>104,241</u>	<u>97,386</u>
Creditors			
Amounts falling due within one year	14	(9,052)	(12,800)
Net current assets		<u>95,189</u>	<u>84,586</u>
Total assets less current liabilities		<u>96,199</u>	<u>86,206</u>
Total Net Assets		<u>96,199</u>	<u>86,206</u>
The funds of the charity			
Restricted funds	15		
Restricted Income Funds		59,722	55,044
Unrestricted Funds	15		
General funds		36,477	31,162
Total Funds		<u>96,199</u>	<u>86,206</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

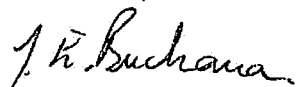
For the year ended 31 March 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

Approved by the board on 19th July 2023

And signed on its behalf by:



Margaret Buchanan (Chair)
Trustee
19th July 2023

**MALVERN SPECIAL FAMILIES
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
Cash flows from operating activities		
Net income/(expenditure) per Statement of Financial Activities	9,993	(31,465)
Adjustments for:		
Depreciation of property, plant and equipment	610	1,062
Other gains/losses	-	-
(Increase)/Decrease in trade and other receivables	(27,451)	8,523
(Decrease)/Increase in trade and other payables	(3,748)	1,648
Net cash used in operating activities	<u>(20,596)</u>	<u>(20,232)</u>
Cash flows from investing activities		
Payments for property, plant and equipment	-	(1,476)
Net cash used in investing activities	<u>-</u>	<u>(1,476)</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net decrease in cash and cash equivalents	(20,596)	(21,708)
Cash and cash equivalents at the beginning of the year	77,450	99,158
Cash and cash equivalents at the end of the year	<u>56,854</u>	<u>77,450</u>
Components of cash and cash equivalents		
Cash and bank balances	56,854	77,450
	<u>56,854</u>	<u>77,450</u>

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

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) (as amended for accounting periods commencing from 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The charity is a Public Benefit Entity as defined by FRS102. The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

MALVERN SPECIAL FAMILIES

NOTES TO THE ACCOUNTS

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

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

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant & Machinery	25% Straight line
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Going Concern

At the time of approving the financial statements the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Critical Accounting Estimates and Judgement

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital. The charity is registered with the Charity Commission in England & Wales (CCEW) with Charity Number 1143655 and Company number 07413040. Registered office is as prescribed in the trustees report.

**MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS**

3 Statement of Financial Activities - prior year

	Unrestricted funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Income and endowments from:			
Donations and legacies	16,957	85,750	102,707
Charitable activities	119,877	-	119,877
Investments	-	-	-
Government Assistance	5,351	-	5,351
Total:	<u>142,185</u>	<u>85,750</u>	<u>227,935</u>
Expenditure on:			
Charitable activities	171,870	56,775	228,645
Other	29,343	1,412	30,755
Total:	<u>201,213</u>	<u>58,187</u>	<u>259,400</u>
Net gain on investments	-	-	-
Net (expenditure)/income	<u>(59,028)</u>	<u>27,563</u>	<u>(31,465)</u>
Transfers between funds	(34)	34	-
Net (expenditure)/income before other gains/(losses)	<u>(59,062)</u>	<u>27,597</u>	<u>(31,465)</u>
Other gains and losses			
	<u>(59,062)</u>	<u>27,597</u>	<u>(31,465)</u>
Net movement in funds			
Reconciliation of funds:			
Total funds brought forward	90,224	27,447	117,671
Total funds carried forward	<u>31,162</u>	<u>55,044</u>	<u>86,206</u>

4 Income from donations and legacies

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Donations and legacies	12,479	-	12,479	13,571
General Grants provided by Government/Other Charities	23,000	88,823	111,823	89,136
	<u>35,479</u>	<u>88,823</u>	<u>124,302</u>	<u>102,707</u>

5 Income from charitable activities

	Unrestricted 2023 £	Total 2023 £	Total 2022 £
Charitable Activities – Parent Fees	36,957	36,957	35,273
Charitable activities	134,897	134,897	84,604
Total	<u>171,854</u>	<u>171,854</u>	<u>119,877</u>

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

6 Income from Government Assistance

	Unrestricted	Total	Total
	2023	2023	2022
	£	£	£
Covid-19 CJRS Payments	-	-	5,351
Total	-	-	5,351

7 Expenditure on charitable activities

	Unrestricted	Restricted	Total	Total
	2023	2023	2023	2022
	£	£	£	£
Gross Wages and NI	164,764	75,435	240,199	220,014
Activities, transport and Equipment	5,421	587	6,008	5,059
Rent & School hire	3,863	4,312	8,175	1,271
Insurance	1,243	1,239	2,482	2,301
Total	175,291	81,573	256,864	228,645

Expenditure on charitable activities – comparative year

	Unrestricted	Restricted	Total
	2022	2022	2022
	£	£	£
Gross Wages and NI	170,082	49,932	220,014
Activities, transport and Equipment	822	4,237	5,059
Rent & School hire	273	998	1,271
Insurance	693	1,608	2,301
Total	171,870	56,775	228,645

8 Other expenditure

	Unrestricted	Restricted	Total	Total
	2023	2023	2023	2022
	£	£	£	£
Employee costs	4,238	1,290	5,528	5,846
Motor and travel costs	3,211	1,337	4,548	3,970
Premises costs	7,395	-	7,395	7,174
Depreciation	610	-	610	1,062
General administrative costs	6,602	-	6,602	5,503
Legal and professional costs	4,616	-	4,616	7,200
Total	26,672	2,627	29,299	30,755

**MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS**

9 Net expenditure before transfers

	2023	2022
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	610	1,062
Independent Examiner's fee	1,428	1,260

£55 was then transferred from unrestricted funds to restricted to cover the shortfall in the fund activities.

10 Trustee remuneration and expenses

	2023	2022
	Number	Number
Number of trustees paid expenses	-	-

11 Staff costs

	2023	2022
	£	£
Salaries and wages	231,692	211,041
Social security costs	5,883	6,345
Pension costs	2,624	2,628
	<u>240,199</u>	<u>220,014</u>

No employee received emoluments in excess of £60,000. 3 key personnel received total remuneration of £100,037.

Neither the trustees nor any person connected with them have received any remuneration from the charity either in the current or previous year.

The average monthly number of employees during the year was as follows:

	2023	2022
	Number	Number
Full Time	3	3
Part Time	45	36
	<u>48</u>	<u>39</u>

The charity operates an Automatic Enrolment scheme through NEST

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

12 Tangible fixed assets

	Plant & Machinery £	Total £
Cost or revaluation		
At 1 April 2022	7,742	7,742
Additions	-	-
At 31 March 2023	<u>7,742</u>	<u>7,742</u>
Depreciation and impairment		
At 1 April 2022	6,122	6,122
Depreciation charge for the year	610	610
At 31 March 2023	<u>6,732</u>	<u>6,732</u>
Net Book values		
At 31 March 2023	<u>1,010</u>	<u>1,010</u>
At 31 March 2022	<u>1,620</u>	<u>1,620</u>

13 Debtors

	2023 £	2022 £
Trade Debtors	19,252	464
Other Debtors	1,512	1,532
Prepayments and accrued income	26,623	17,940
	<u>47,387</u>	<u>19,936</u>

14 Creditors:

Amounts falling due within one year

	2023 £	2022 £
Trade Creditors	344	959
Other taxes and social security	-	-
Other creditors	473	415
Accruals and deferred income	8,235	11,426
	<u>9,052</u>	<u>12,800</u>

Deferred income consists of £6,662 (2022 - £8,726) fees invoiced to parents.

**MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS**

15 Movement in funds

	At 1 April 2022	Incoming Resources (including other gains/ losses)	Resources Expended	Gross Transfers	At 31 March 2023
	£	£	£	£	£
Restricted funds:					
Restricted income funds:					
National Lottery Community Fund	44,436	86,455	(77,030)	-	53,861
WCF	-	2,368	-	-	2,368
National Heritage Lottery	2,950	-	-	-	2,950
Other Donations	7,658	-	(7,170)	55	543
Total	55,044	88,823	(84,200)	55	59,722
Unrestricted funds:					
General funds	31,162	207,333	(201,963)	(55)	36,477
Revaluation Reserves:	-	-	-	-	-
Total Funds	86,206	296,156	(286,163)	-	96,199

Purposes and restrictions in relation to the funds:

Restricted funds:

National Lottery Community Fund Provide inclusive play opportunities for disabled children

National Heritage Lottery Delivery of 'A History of Wellness in Malvern' project - creative and sensory activities

Worcestershire Community Foundation (WCF) Funding for clubs trips

Other Donations For activities/equipment at Malvern Clubs

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

Movement in funds – prior year

	At 1 April 2021	Incoming Resources (including other gains/ losses)	Resources Expended	Gross Transfers	At 31 March 2022
	£	£	£	£	£
Restricted funds:					
Restricted income funds:					
National Lottery	-	68,750	(24,314)	-	44,436
Community Fund					
WCF	-	10,000	(10,000)	-	-
National Heritage Lottery	2,950	-	-	-	2,950
Baily Thomas Trust	20,000	-	(20,000)	-	-
Other Donations	4,497	7,000	(3,873)	34	7,658
Total	27,447	85,750	(58,187)	34	55,044
Unrestricted funds:					
General funds	90,224	142,185	(201,213)	(34)	31,162
Revaluation Reserves:	-	-	-	-	-
Total Funds	117,671	227,935	(259,400)	-	86,206

16 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed assets	1,010	-	1,010
Net current assets	35,467	59,722	95,189
At 31 March 2023	36,477	59,722	96,199
At 31 March 2022	31,162	55,044	86,206

17 Winding Up

In the event of a winding up, each member whilst a member and within one year of ceasing to be a member, are required to contribute £10 towards the liabilities of the charity and costs associated with winding up.

18 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus, no single party controls the company.

There were no related party transactions during the year (2022 – none).

19 Post balance sheet events

After the year end the Charity received verbal approval to charge for additional cost recovery of places already invoiced to Worcester Children First. At the year end the value of this charge was unknown and the success uncertain, it has therefore not been provided for in the accounts.

**MALVERN SPECIAL FAMILIES
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023 £	2023 £	2023 £	2022 £
Income and endowments from:				
Donations and legacies				
Donations and Legacies	12,479	-	12,479	13,571
General Grants provided by Government/Other Charities	23,000	88,823	111,823	89,136
	<u>35,479</u>	<u>88,823</u>	<u>124,302</u>	<u>102,707</u>
 Charitable activities				
Charitable Activities	36,957	-	36,957	35,273
Activities, Transport and Equipment	134,897	-	134,897	84,604
	<u>171,854</u>	<u>-</u>	<u>171,854</u>	<u>119,877</u>
 Government Assistance				
Government Grants relating to Covid-19	-	-	-	5,351
	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,351</u>
Total income and endowments	207,333	88,823	296,156	227,935
Expenditure on:				
Charitable activities				
Gross Wages and NI	164,764	75,435	240,199	220,014
Activities, transport and Equipment	5,421	587	6,008	5,059
Rent & School hire	3,863	4,312	8,175	1,271
Insurance	1,243	1,239	2,482	2,301
	<u>175,291</u>	<u>81,573</u>	<u>256,864</u>	<u>228,645</u>
Total of expenditure on charitable activities	175,291	81,573	256,864	228,645
Employee costs				
Salaries/Wages	-	-	-	-
Staff training	4,238	1,290	5,528	5,846
	<u>4,238</u>	<u>1,290</u>	<u>5,528</u>	<u>5,846</u>
Motor and travel costs				
Travel and subsistence	3,211	1,337	4,548	3,970
	<u>3,211</u>	<u>1,337</u>	<u>4,548</u>	<u>3,970</u>
Premises costs				
Rent	6,145	-	6,145	5,088
Light, Heat and Power	670	-	670	347
Premises repairs and maintenance	580	-	580	1,739
	<u>7,395</u>	<u>-</u>	<u>7,395</u>	<u>7,174</u>

MALVERN SPECIAL FAMILIES

General administrative costs, including depreciation and amortisation

Depreciation of Plant & Machinery	610	-	610	1,062
Bank charges	456	-	456	406
Information and publications	198	-	198	357
Postage and couriers	197	-	197	11
Software, IT support and related costs	541	-	541	488
Stationery and printing	1,511	-	1,511	1,389
Subscriptions	1,186	-	1,186	1,083
Sundry expenses	794	-	794	424
Telephone, fax and broadband	1,719	-	1,719	1,345
	<u>7,212</u>	<u>-</u>	<u>7,212</u>	<u>6,565</u>

Legal and professional costs

Audit/independent examination fees	1,428	-	1,428	1,260
Accountancy and bookkeeping	3,188	-	3,188	5,940
Solicitor's fees	-	-	-	-
	<u>4,616</u>	<u>-</u>	<u>4,616</u>	<u>7,200</u>

Total of expenditure of other costs**Total expenditure**

Net gains on investments

Net income/(expenditure)

Transfers between funds

Net income/(expenditure) before other gains/(losses)

Other gains

Net movement in funds**Reconciliation of funds:**

Total funds brought forward

Total funds carried forward

	<u>26,672</u>	<u>2,627</u>	<u>29,299</u>	<u>30,755</u>
	<u>201,963</u>	<u>84,200</u>	<u>286,163</u>	<u>259,400</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>5,370</u>	<u>4,623</u>	<u>9,993</u>	<u>(31,465)</u>
	<u>(55)</u>	<u>55</u>	<u>-</u>	<u>-</u>
	<u>5,315</u>	<u>4,678</u>	<u>9,993</u>	<u>(31,465)</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>5,315</u>	<u>4,678</u>	<u>9,993</u>	<u>(31,465)</u>
	<u>31,162</u>	<u>55,044</u>	<u>86,206</u>	<u>117,671</u>
	<u>36,477</u>	<u>59,722</u>	<u>96,199</u>	<u>86,206</u>

