

MALVERN SPECIAL FAMILIES

CHARITY NUMBER 1143655

COMPANY NUMBER 07413040

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

CONTENTS

	Pages
Trustees' Annual Report	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Summary Income and Expenditure Account	8
Balance Sheet	9
Statement of Cash flows	10
Notes to the Accounts	11 to 19
Detailed Statement of Financial Activities	20 to 21

**Malvern Special Families
Trustees Annual Report**

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 2024.

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
Clive Fletcher Vice-Chair
Christopher Stephens Treasurer
John Aiton
Judy Gudgeon
Ceri Bannister
David Palmer
Katy Hollingworth (appointed 22nd May 2024)

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 2024

OBJECTIVES AND ACTIVITIES

The key objective of Malvern Special Families (MSF) is the provision of recreational opportunities for families who have a child or young person with special needs which is met 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 MSF maintained the level and variety of its activities and organized increased trips for the children. MSF provided 2,543 places to children with disabilities throughout Worcestershire, in 278 sessions (2023 – 268) which equates to over 9,000 hours of provision. This provision has resulted in beneficial outcomes for the children who have enjoyed many hours of exciting, educational and stimulating experiences. The hours of support we provide for the children has the added benefit of enabling the parents/carers to have much needed short breaks.

MSF remains indebted to its highly skilled staff team who work extremely hard to provide as many clubs for children with disabilities in Worcestershire as funds allow.

In its work to provide the best possible outcomes for children with disabilities throughout the County MSF works closely with Worcestershire Children First and acknowledge with thanks the continuing support of Regency High School Worcester and Fort Royal Primary School Worcester which enables us to utilise their excellent facilities. Thanks are also due to the Poolbrook Centre Malvern and Malvern Vale Community Centre for the invaluable use of their premises.

MALVERN SPECIAL FAMILIES
TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2024

FINANCIAL REVIEW

MSF received income of £334,257 (2023 £296,156) and achieved a surplus of £35,785 (2023 £9,993) in the year.

As previously mentioned, MSF works closely with Worcestershire Children First with council funding accounting for £195,186 (2023 £134,897). Revenue grants and donations from non-public bodies were £89,340 (2023 £111,823) with notable funding from the National Lottery Community fund £35,850 and The Eveson Trust £24,000 and Garfield Weston £20,000. Sponsorship gifts and donations were £11,465 (2023 £12,479). Total income from charitable activities were £38,266 (2023 £36,957) being fees paid by parents and careers. The charity has free reserves of £121,531 at 31st March 2024 (2023 £36,477).

Given that none of its funds are guaranteed and must be re-applied for each year the trustees recognise that healthy reserves are required to be maintained both for its existing activities and in seeking new opportunities.

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

PLANS FOR FUTURE PERIODS

Worcestershire County Council and the Department of Education have embarked on a major new project to build a new school for children with autistic spectrum disorder in Malvern. On the one hand this will mean that during construction we will lose the use of the Poolbrook site but on the other MSF hopes to be able to utilise the new facilities when installation is complete. MSF is extremely grateful to Fort Royal Primary School who have offered to host the Poolbrook clubs during the interruption.

Towards the end of 2023 Worcestershire County Council appointed a management company Sutton Croft to manage the allocation of its financial support amongst its providers. The new regime came into force at the beginning of the financial year end 24/3/2024. Since then MSF has experienced a serious reduction in its allocation of council funds. While this has not affected the financial results of the year under review it has serious implications for the current year and beyond. The Trustees are currently assessing the impact of the significant funding reduction and are exploring all avenues to ensure that its future operations are maintained to as high a level as possible commensurate with sound financial management.

MSF continues to campaign for accessible play equipment in Priory Park Malvern, so that all children regardless of disability can play in the park with their friends and siblings.

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 and his team, it is acknowledged that an effective board of trustees is central to the charity achieving its objectives and meeting its legal obligations.

MALVERN SPECIAL FAMILIES

TRUSTEES AND DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2024

The Board seeks to be representative of the needs of those with whom it works and that the membership of the board of trustees has within its members 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.

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



Margaret
Buchanan Chair
of Trustees
11th June 2024

**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 2024 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').

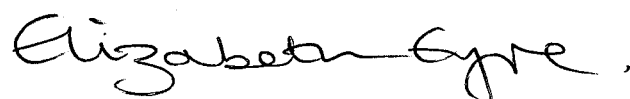
Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for Independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

2nd July 2024

**MALVERN SPECIAL FAMILIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2024 £	2024 £	2024 £	2023 £
Income and endowments from:					
Donations and legacies	4	76,610	24,195	100,805	124,302
Charitable activities	5	233,452	-	233,452	171,854
Investments		-	-	-	-
Government Assistance		-	-	-	-
Total:		<u>310,062</u>	<u>24,195</u>	<u>334,257</u>	<u>296,156</u>
Expenditure on:					
Charitable activities	6	187,825	76,888	264,713	256,864
Other	7	32,071	1,688	33,759	29,299
Total:		<u>219,896</u>	<u>78,576</u>	<u>298,472</u>	<u>286,163</u>
Net gain on investments		-	-	-	-
Net income/(expenditure)	8	<u>90,166</u>	<u>(54,381)</u>	<u>35,785</u>	<u>9,993</u>
Transfers between funds		<u>(5,112)</u>	<u>5,112</u>	<u>-</u>	<u>-</u>
Net income/(expenditure) before other gains/(losses)		<u>85,054</u>	<u>(49,269)</u>	<u>35,785</u>	<u>9,993</u>
Other gains and losses		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>85,054</u>	<u>(49,269)</u>	<u>35,785</u>	<u>9,993</u>
Reconciliation of funds:					
Total funds brought forward		<u>36,477</u>	<u>59,722</u>	<u>96,199</u>	<u>86,206</u>
Total funds carried forward		<u><u>121,531</u></u>	<u><u>10,453</u></u>	<u><u>131,984</u></u>	<u><u>96,199</u></u>

**MALVERN SPECIAL FAMILIES
SUMMARY INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

	2024	2023
	£	£
Income	334,257	296,156
Interest and investment income	-	-
Gross income for the year	<u>334,257</u>	<u>296,156</u>
Expenditure	297,920	285,553
Depreciation and charges for impairment of fixed assets	552	610
Total expenditure for the year	<u>298,472</u>	<u>286,163</u>
Net income before tax for the year	35,785	9,993
Net Income for the year	<u>35,785</u>	<u>9,993</u>

MALVERN SPECIAL FAMILIES
BALANCE SHEET
AS AT 31 MARCH 2024

Company No: 07413040

	Notes	2024 £	2023 £
Fixed Assets			
Tangible assets	11	458	1,010
		<u>458</u>	<u>1,010</u>
Current Assets			
Debtors	12	54,985	47,387
Cash at bank and in hand		84,732	56,854
		<u>139,717</u>	<u>104,241</u>
Creditors			
Amounts falling due within one year	13	(8,191)	(9,052)
Net current assets		<u>131,526</u>	<u>95,189</u>
Total assets less current liabilities		<u>131,984</u>	<u>96,199</u>
Total Net Assets		<u>131,984</u>	<u>96,199</u>
The funds of the charity			
Restricted funds	14		
Restricted Income Funds		10,453	59,722
Unrestricted Funds	14		
General funds		121,531	36,477
Total Funds		<u>131,984</u>	<u>96,199</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 2024 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 11th June 2024

And signed on its behalf by:



Margaret Buchanan
Chair of Trustees
11th June 2024

MALVERN SPECIAL FAMILIES
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	35,785	9,993
Adjustments for:		
Depreciation of property, plant and equipment	552	610
Other gains/losses	-	-
Increase in trade and other receivables	(7,598)	(27,451)
Decrease in trade and other payables	(861)	(3,748)
Net cash used in operating activities	<u>27,878</u>	<u>(20,596)</u>
Cash flows from investing activities		
Payments for property, plant and equipment	-	-
Net cash used in investing activities	<u>-</u>	<u>-</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase/(decrease) in cash and cash equivalents	27,878	(20,596)
Cash and cash equivalents at the beginning of the year	56,854	77,450
Cash and cash equivalents at the end of the year	<u>84,732</u>	<u>56,854</u>
Components of cash and cash equivalents		
Cash and bank balances	84,732	56,854
	<u>84,732</u>	<u>56,854</u>

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

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.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

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

4 Income from donations and legacies

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Donations and legacies	11,465	-	11,465	12,479
General Grants provided by Government/Other Charities	65,145	24,195	89,340	111,823
	<u>76,610</u>	<u>24,195</u>	<u>100,805</u>	<u>124,302</u>

5 Income from charitable activities

	Unrestricted 2024 £	Total 2024 £	Total 2023 £
Charitable Activities – Parent Fees	38,266	38,266	36,957
Charitable activities	195,186	195,186	134,897
Total	<u>233,452</u>	<u>233,452</u>	<u>171,854</u>

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

6 Expenditure on charitable activities

	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Gross Wages and NI	180,930	71,628	252,558	240,199
Activities, transport and Equipment	2,399	3,159	5,558	6,008
Rent & School hire	2,929	1,186	4,115	8,175
Insurance	1,567	915	2,482	2,482
	<u>187,825</u>	<u>76,888</u>	<u>264,713</u>	<u>256,864</u>

Expenditure on charitable activities – comparative year

	Unrestricted	Restricted	Total	
	2023	2023	2023	
	£	£	£	
Gross Wages and NI	164,764	75,435	240,199	
Activities, transport and Equipment	5,421	587	6,008	
Rent & School hire	3,863	4,312	8,175	
Insurance	1,243	1,239	2,482	
	<u>175,291</u>	<u>81,573</u>	<u>256,864</u>	

7 Other expenditure

	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Employee costs	3,986	1,334	5,320	5,528
Motor and travel costs	4,871	354	5,225	4,548
Premises costs	8,769	-	8,769	7,395
Depreciation	552	-	552	610
General administrative costs	7,800	-	7,800	6,602
Legal and professional costs	6,093	-	6,093	4,616
Total	<u>32,071</u>	<u>1,688</u>	<u>33,759</u>	<u>29,299</u>

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

8 Net expenditure before transfers

	2024	2023
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	552	610
Independent Examiner's fee	1,482	1,428

£5,112 was transferred from unrestricted funds to restricted to cover the shortfall in the fund activities.

9 Trustee remuneration and expenses

	2024	2023
	Number	Number
Number of trustees paid expenses	-	-

10 Staff costs

	2024	2023
	£	£
Salaries and wages	243,635	231,692
Social security costs	6,111	5,883
Pension costs	2,812	2,624
	<u>252,558</u>	<u>240,199</u>

No employee received emoluments in excess of £60,000. 3 key personnel received total remuneration of £105,160.

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:

	2024	2023
	Number	Number
Full Time	3	3
Part Time	44	45
	<u>47</u>	<u>48</u>

The charity operates an Automatic Enrolment scheme through NEST

MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS

11 Tangible fixed assets

	Plant & Machinery £	Total £
Cost or revaluation		
At 1 April 2023	7,742	7,742
Additions	-	-
At 31 March 2024	<u>7,742</u>	<u>7,742</u>
Depreciation and impairment		
At 1 April 2023	6,732	6,732
Depreciation charge for the year	552	552
At 31 March 2024	<u>7,284</u>	<u>7,284</u>
Net Book values		
At 31 March 2024	<u>458</u>	<u>458</u>
At 31 March 2023	<u>1,010</u>	<u>1,010</u>

12 Debtors

	2024 £	2023 £
Trade Debtors	48,659	19,252
Other Debtors	1,526	1,512
Prepayments and accrued income	4,800	26,623
	<u>54,985</u>	<u>47,387</u>

13 Creditors:

Amounts falling due within one year

	2024 £	2023 £
Trade Creditors	197	344
Other taxes and social security	-	-
Other creditors	474	473
Accruals and deferred income	<u>7,520</u>	<u>8,235</u>
	<u>8,191</u>	<u>9,052</u>

Deferred income consists of £5,274 (2023 - £6,662) fees invoiced to parents.

**MALVERN SPECIAL FAMILIES
NOTES TO THE ACCOUNTS**

14 Movement in funds

	At 1 April 2023	Incoming Resources (including other gains/ losses)	Resources Expended	Gross Transfers	At 31 March 2024
	£	£	£	£	£
Restricted funds:					
Restricted income funds:					
National Lottery Community Fund	53,861	17,705	(76,678)	5,112	-
WCF	2,368	-	(1,666)	-	702
National Heritage Lottery	2,950	-	-	-	2,950
Other Donations	543	6,490	(232)	-	6,801
Total	59,722	24,195	(78,576)	5,112	10,453
Unrestricted funds:					
General funds	36,477	310,062	(219,896)	(5,112)	121,531
Revaluation Reserves:	-	-	-	-	-
Total Funds	96,199	334,257	(298,472)	-	131,984

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 2022	Incoming Resources (including other gains/ losses)	Resources Expended	Gross Transfers	At 31 March 2023
	£	£	£	£	£
Restricted funds:					
Restricted income funds:					
National Lottery	44,436	86,455	(77,030)	-	53,861
Community Fund					
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

15 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fixed assets	458	-	458
Net current assets	121,073	10,453	131,526
At 31 March 2024	121,531	10,453	131,984
At 31 March 2023	36,477	59,722	96,199

16 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.

17 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 (2023 – none).

MALVERN SPECIAL FAMILIES
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2024 £	2024 £	2024 £	2023 £
Income and endowments from:				
Donations and legacies				
Donations and Legacies	11,465	-	11,465	12,479
General Grants provided by Government/Other Charities	65,145	24,195	89,340	111,823
	<u>76,610</u>	<u>24,195</u>	<u>100,805</u>	<u>124,302</u>
 Charitable activities				
Charitable Activities	38,266	-	38,266	36,957
Activities, Transport and Equipment	195,186	-	195,186	134,897
	<u>233,452</u>	<u>-</u>	<u>233,452</u>	<u>171,854</u>
 Government Assistance				
Government Grants relating to Covid-19	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total income and endowments	310,062	24,195	334,257	296,156
Expenditure on:				
Charitable activities				
Gross Wages and NI	180,930	71,628	252,558	240,199
Activities, transport and Equipment	2,399	3,159	5,558	6,008
Rent & School hire	2,929	1,186	4,115	8,175
Insurance	1,567	915	2,482	2,482
	<u>187,825</u>	<u>76,888</u>	<u>264,713</u>	<u>256,864</u>
Total of expenditure on charitable activities	187,825	76,888	264,713	256,864
 Employee costs				
Salaries/Wages	-	-	-	-
Staff training	3,986	1,334	5,320	5,528
	<u>3,986</u>	<u>1,334</u>	<u>5,320</u>	<u>5,528</u>
 Motor and travel costs				
Travel and subsistence	4,871	354	5,225	4,548
	<u>4,871</u>	<u>354</u>	<u>5,225</u>	<u>4,548</u>
 Premises costs				
Rent	6,514	-	6,514	6,145
Light, Heat and Power	538	-	538	670
Premises repairs and maintenance	1,717	-	1,717	580
	<u>8,769</u>	<u>-</u>	<u>8,769</u>	<u>7,395</u>

MALVERN SPECIAL FAMILIES

General administrative costs, including depreciation and amortisation

Depreciation of Plant & Machinery	552	-	552	610
Bank charges	503	-	503	456
Information and publications	317	-	317	198
Postage and couriers	202	-	202	197
Software, IT support and related costs	557	-	557	541
Stationery and printing	1,832	-	1,832	1,511
Subscriptions	1,608	-	1,608	1,186
Sundry expenses	400	-	400	794
Telephone, fax and broadband	2,381	-	2,381	1,719
	<u>8,352</u>	<u>-</u>	<u>8,352</u>	<u>7,212</u>

Legal and professional costs

Audit/independent examination fees	1,482	-	1,482	1,428
Accountancy and bookkeeping	4,611	-	4,611	3,188
Solicitor's fees	-	-	-	-
	<u>6,093</u>	<u>-</u>	<u>6,093</u>	<u>4,616</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>32,071</u>	<u>1,688</u>	<u>33,759</u>	<u>29,299</u>
	<u>219,896</u>	<u>78,576</u>	<u>298,472</u>	<u>286,163</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>90,166</u>	<u>(54,381)</u>	<u>35,785</u>	<u>9,993</u>
	<u>(5,112)</u>	<u>5,112</u>	<u>-</u>	<u>-</u>
	<u>85,054</u>	<u>(49,269)</u>	<u>35,785</u>	<u>9,993</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>85,054</u>	<u>(49,269)</u>	<u>35,785</u>	<u>9,993</u>
	<u>36,477</u>	<u>59,722</u>	<u>96,199</u>	<u>86,206</u>
	<u>121,531</u>	<u>10,453</u>	<u>131,984</u>	<u>96,199</u>