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### **Annual Report**

**April 6 2021-April 5 2022**

## **Overview of the year**

2021-22 was a more productive year. Although Covid- 19 still cast something of a shadow, we were able to help clients via the telephone, as well as holding distanced face to face sessions in the office and on occasions in client's homes.

With Helen (part time coordinator) and Steve (DLA Specialist) plus the law student volunteers, we had a reasonably productive summer and autumn. We were able to assist greater numbers of people, maintaining a steady stream of successful outcomes with DLA applications and appeals.

The volunteers unfortunately moved on quite quickly after they had been trained. This is always a factor when recruiting undergraduate and recent law graduates. We felt however, that the volunteers learnt from their experience with us and thus we fulfilled our other mission which is one of education, in respect of poverty and welfare rights. We feel that we have contributed to the education of some of the lawyers of the future in this respect.

In October we were offered the chance to run a telephone advice pilot by the Local Authority. The offer was for them to fund an advice line covering all benefits, but only as a pilot from November to the end of March 21. The offer came very close to the required start date and was for a very short term project. We struggled to find suitable personnel to run the advice line. In the end our chair of Trustees had to take on one day of the advice line and our coordinator the other day . However the pilot was reasonably successful with the number of people coming to us increasing over time.. The advice line ran twice a week and after a slow start it began picking up 2-3 enquiries a session. Sadly it ended at the end of March, (frustratingly just as we felt we were getting known). However the Local Authority have indicated to us that they may try this project again and we learnt some valuable lessons about advertising and outreach. Overall we helped about 50 extra people during the project and also continued with the DLA project along side.

We continued to enjoy a 100% success rate for the DLA cases that concluded. We also continued building links with other advice agencies in the area .

In January we realised that we needed some expert input into the running our office computers, printers, telephony, IT and data storage, to ensure our systems were safe, secure and as efficient as possible. Rather than contract this out to a large firm, we recruited a (very) part time IT assistant Rob Lane. Rob began in February and has been monitoring and tweaking our IT/telephony/electronic infrastructure, ensuring that our data is held securely all our systems function effectively and efficiently as possible.

### **Finances**

We received a grant from the Waterloo foundation and two grants from the Moon dance foundation to facilitate our continued work . In addition, in December, we had a generous donation from one of the directors of Badwolf studio's in Cardiff. The Local Authority advice pilot also brought in some helpful finance, as did some individual payments for representation with adult appeals.

At the end of year 21/22 we had £1584.16 in the bank, however we will be receiving 3 further payments from the Local Authority and these will be very helpful in the coming year.

A copy of the draft accounts is attached.

### **Conclusion**

Overall we have had a successful year. We helped a lot more people and formed useful links with other organisations and volunteers. We have had good feedback from our clients and those who refer clients to us. To quote just one *"I very impressed with your service and tell all that I work with how amazing your project is"*. Clearly this kind of feed back is very heartening.

We know that our clients will be struggling financially this year. Whilst the local and national support services are back to near normal, inflation and fuel costs are going to cause more hardship in the coming months. It is more important than ever that we continue assisting families to access extra vital income.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Kin Cymru	1150035
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CC16a

## Receipts and payments accounts

For the period from	6/4/2021	To	5/4/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations - J.Tranter badwolf	10,000	-	-	10,000	633
Grant -Moondance	10,123	-	-	10,123	10,000
Grant -Moondance 2nd	2,895			2,895	
Grant -Waterloo	5,000	-	-	5,000	-
Receipts - advice & Rep	14,872			14,872	995
Refunds		-	-	-	36
Lottery Grant	#	-	-	-	9,961
VEF Grant	-	-	-	-	9,945
Furlough HMRC	-	-	-	-	4,092
<b>Sub total (Gross income for AR)</b>	<b>42,890</b>	<b>-</b>	<b>-</b>	<b>42,890</b>	<b>35,662</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>42,890</b>	<b>-</b>	<b>-</b>	<b>42,890</b>	<b>35,662</b>
<b>A3 Payments</b>					
Rent	6,490	-	-	6,490	7,320
Wages & pension	26,398	-	-	26,398	12,844
Tax & NI Contributions	5,989	-	-	5,989	2,872

External fees	3,800	-	-	3,800	-
Utilities gas /Electric /water	2,433	-	-	2,433	2,711
Petty cash/consumerables	472	-	-	472	419
Telephone/intenet	1,434	-	-	1,434	1,867
Insurance	992	-	-	992	793
Library/subscriptions /books	1,006	-	-	1,006	677
<b>Sub total</b>	<b>49,014</b>	<b>-</b>	<b>-</b>	<b>49,014</b>	<b>29,503</b>

<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>49,014</b>	<b>-</b>	<b>-</b>	<b>49,014</b>	<b>29,503</b>
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<b>Net of receipts/(payments)</b>	<b>- 6,124</b>	<b>-</b>	<b>-</b>	<b>- 6,124</b>	<b>6,159</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>7,709</b>	<b>-</b>	<b>-</b>	<b>7,709</b>	<b>1,550</b>
<b>Cash funds this year end</b>	<b>1584</b>	<b>-</b>	<b>-</b>	<b>1,584</b>	<b>7,709</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Balance at Year End	1,584	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,584</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>

	Details	to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
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**B5 Liabilities**

		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on  
behalf of all the trustees

Signature	Print Name	Date of approval
Lisa Reese	Lisa Reese	26/01/2023



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

*Church, Nantgwynn*  
Kin Cymru

**On accounts for the year  
ended**

05/04/2022

**Charity no  
(if any)**

1150035

**Set out on pages**

1-5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2022

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Jessica Rose*

**Date:**

09/01/2023

**Name:**

Jessica Rose

**Relevant professional  
qualification(s) or body  
(if any):**

ICAEW

**Address:**

1 Woodside Close, Bishopston, Swansea, SA3 3DF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



**Detailed Independent Examination Report**  
**Kin Cymru**  
**06/04/21 to 05/04/22**

Kin Cymru is a small charity with 3 trustees. The charitable aims and objectives are the relief of poverty and education.

**Requirement for Independent Examination**

Kin Cymru is required to have an independent examination as the revenue has exceeded £25,000.

The total revenue is £42,000 and therefore is in no danger of exceeding the limit of £250,000 to require a full audit.

The charity prepares accounts on the receipts and payments basis and is in no danger of exceeding the limit of £250,000 to require accruals accounts.

**Conflict of Interest**

The examiner is eligible to carry out the examination with 11 years accounts experience and a qualified member of the ICAEW.

The examiner is completely independent from the charity and is not providing any other services to the charity.

The examiner has followed the recommended checklist for examiners as provided by the charity commission.

**The Independent Examination**

Detailed working papers are available for review with back up documentation.

Kin Cymru is a small charity with 3 trustees. The charitable aims and objectives are the relief of poverty and education.

**Receipts**

The income of the charity exceeded £25,000 in the period to 6th April 2021 which requires an independent examination. The accounts are prepared on a receipts and payments format.

The Receipts of £42,890 consist of donations and receipts from various providers. These donations have been agreed to supporting documentation which can be found in the working papers and have been agreed to the bank statements.

A review of the bank statements has identified there are no other means of income and all is recorded.

No financial risk of the receipts being misstated has been identified.

### **Payments**

Payments of £49,014 have been made during the year in comparison to £29,503 in the prior year.

This is the first year without Covid, therefore increases in revenue and expenditure were expected.

The additional spending lies primarily in the Wages. In the prior year 9 months only had one low wage employee, whereas this year has seen a full year of two employees plus a new IT starter in February. Helen Williams Wages doubled from November 2021 due to increased hours of work to enable the charity to carry out the advice line Pilot. Payroll reports have been reviewed and agreed to bank statements.

This year also saw the addition of external advice from Lisa Reese for £3,500. The signed agreement between Kin Cymru and Lisa Reese has been reviewed, alongside invoices and payments.

A selection of payments on the bank statement have been selected and agreed to supporting invoices to confirm that the purchases are wholly for the purpose of the charity, the values are correct and payment made to the correct company.

The Receipts and Payments accounts have been produced directly from the bank statements. The spreadsheet used to create the accounts has been cross referenced to the bank statements and agreed to the final accounts.

No financial risk from the payments has been identified.

### **Cash Funds**

The Cash Funds on the accounts agree to the bank statement at the year end.

The "Cash funds this year end" plus the opening balance of £7,709 total the bank statement balance of £1,584 which has been agreed to the actual bank statement.

### **Assets & Liabilities**

The trustees have confirmed there are no assets or liabilities to report.

No assets have been identified as purchased throughout the year.

The financial activity throughout the year does not suggest that there should be any assets or liabilities.

### **Charity Accounts Records**

The Trustees calculate the receipts and payments using Excel spreadsheets created from an export of the bank statements.

This spreadsheet has been checked for accuracy and agreed to the bank statements and back to the final accounts. On first review there were missing items of expenditure which were adjusted swiftly by the trustees.

### **Final Conclusion**

The charity keeps up to date records and accurately records all transactions. The use of excel is reasonable for the current number of transactions. Should the charity grow significantly in size it is recommended a financial software to be used for accuracy and ease of recording transactions and keeping a digital audit trail of documentation.

The accounts are approved by the independent examiner and there has been no financial risk identified.