



REPORT OF THE TRUSTEES & FINANCIAL STATEMENTS

— FOR THE YEAR ENDED 31 MARCH 2022 —

BROMLEY CHILDREN & FAMILIES Voluntary Sector Forum

CHARITY NUMBER 1153545

CRANE & PARTNERS
CHARTERED ACCOUNTANTS
LEONARD HOUSE
5 - 7 NEWMAN ROAD • BROMLEY
KENT BR11RJ





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CHAIR'S REPORT

FOR THE YEAR ENDED 31 MARCH 2022

2021-2022 was a year of consolidation and growth for Bromley Children and Families Voluntary Sector Forum. As the Third Sector emerged from the COVID-19 pandemic, it quickly became evident that we needed to find ways to support our Members, who after two years of endeavouring to meet the complex and growing needs of their beneficiaries with a fatigued workforce were also facing growth, as were we.

These challenges were met outstandingly by our growing staff team, led by our newly appointed Chief Operating Officer Samantha Britnell and supported as always by our dedicated Board.

Samantha has innovated tirelessly to develop projects and raise the profile of The Forum across the borough and build partnerships across all sectors. Thanks to our team being able to secure a number of grants during the year, we have increased our capacity to deliver wide-reaching, impactful projects such as the Holiday,

Activities & Food Programme (for children on free school meals), Short Breaks for Disabled Children and the Jubilee Access to Sport initiatives, involving a significant number of our member organisations in delivering, and supporting them to develop individually and as a network. All of this has enabled The Forum to grow again this year, both financially and in terms of what we are providing for our members in order that they can continue their incredible, life-changing and specialist work on the front lines with Bromley's most vulnerable communities.

The Forum's involvement in some major projects this year have concreted our reputation in the Borough for being a stable, committed and forward-thinking organisation which is best placed to deliver partnership projects. As part of our vision of being a voice for the sector, our inclusion in to key committees and forums including the SEND Governance Board, Bromley Safeguarding Children Partnership, Bromley Children's Executive Board, Pro-Active Bromley, Youth Justice Action Group, Traveller community steering group, 0-25 Transition Board and the Youth Providers MET Police Committee enables us to represent the sector and help our members to stay up-to-date with policy and practice developments.

Our Development Officer Samantha Baldwin has continued to utilise social media to increase our connections as well as initiating and coordinating our community benefit projects including the Easter Egg collection, Back to School Stationary project, 'Young

Parents and Baby Swimming' initiative, in partnership with MyTime Active and our youth forum Bromley Youth Matters, then of course our annual Masonic Biker's Santa Run early in December 2021 proved another huge success, with our incredible friends from the South East Masonic Bikers collecting thousands of pounds for our team to spend in The Entertainer toy shop in Bromley. The Entertainer generously gave the forum a 25% discount which helped us to purchase hundreds of toys and games to share between 20 different charities including Bromley Children's project, Bromley Brighter Beginnings, Bromley Foodbank, Bromley Traveller & Gypsy project, Kinship Carers, CASPA, St Edwards, St Hilda's, Lay Witness for Christ International and Crystal Palace Community Trust. This wonderful initiative annually allows us, as a collective of amazing charities to get gifts to some of the most underprivileged children and families in the borough and to change their lives, even if just for a short time over the festive period.

The power of the Forum has always lain in the passion of those working within the sector being brought together to share knowledge and mutually support each other. In this challenging year, we managed to continue to do just that; through sheer determination and creative thinking and through the power of collective action.

We are committed to providing support to and advocating for the sector, without which many services would collapse and many hundreds of people across the borough would suffer greatly. The voluntary sector prevents health, justice and social care crises and has risen out of need, and our natural human desire to relieve need and hardship. The forum truly connects the Bromley Voluntary Sector and never has it been truer than this year that 'Together We Are Stronger'. I want to say an immense thank you to our Samantha and Sammy for driving forward all the developments that the Forum has seen this year and to the Board of Trustees for their wisdom, support and commitment.



REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

SIGNIFICANT ACTIVITIES

The Forum's activities for the year followed the objectives set in our Operational Plan and included:

1. Information

Outcome: Whilst 2021 - 2022 continued to be a hugely challenging year globally, The BCFF sought new and innovative ways to meet the needs of our members, secure funding and grow as a charity. Our membership grew, with new and significant organisations joining to co-deliver on the HAF and Short Breaks projects. As updates about local and national information changed, The BCFF used our continually refreshed and redesigned social media to provide updates.

We were able to continue to provide valuable information to our members and support that is often otherwise not easily available. This included changes or updates to regulation around GDPR, local support and access to local and national funding opportunities and the everchanging financial, political and wellbeing landscape in London and the UK. The Forum channelled more statutory funding into the voluntary sector in Bromley than ever before, and focussed on our strategic plan in order to ensure security and stability with clear direction in to 2023 and beyond.

2. Networking

Outcome: Across the years, our members have told us that sharing information and good practice has been of benefit to those served by member groups, bringing people together is the core of what we do. Where in the previous year the COVID-19 pandemic presented challenges for us to do this, coming back to face-to-face events whilst managing the post-pandemic fatigue and a significant amount of trepidation about what the future would hold was also a challenging prospect.

Our online Open Forum monthly sessions coming out of 2021 allowed for organisations to ask questions, benefit from peer-to-peer support and connect with other organisations (often from the third sector) to discuss relevant issues, and in 2021/22 we were able to develop a hybrid approach of using virtual meeting platforms and real-life meetings to continue to facilitate this vital support.

Our Development Officer Samantha continued to develop our social media and online networking, with our online presence increasing rapidly through her commitment to developing our Instagram, Facebook and TikTok accounts. Our 'Friends of The Forum' page attracting local businesses and individuals outside of the sector as supporters.

The Forum's presence spread across the borough thanks to our Chief Operating Officer, Sam's hard work in connecting with schools, sports clubs and businesses, utilising venues for our work and our members' work and creating partnerships and strengthening the support for children, young people and families cross-sectors and throughout the borough.

The Forum has, as part of an intention to develop our support services, initiated a number of new projects which we have identified the need for, including the Parent Carer Network bringing together carers of young people who are at risk of crime and antisocial behaviour - which has taken off magnificently, with one key parent member now working for the Forum to lead on this and other projects. Similarly, the Forum have become a founder member of the Gypsy Traveller group which was formed by traveller parents who want to affect positive change for their children in their communities. Our new young parent group swimming initiative involves parents under 21yrs and we are confident that this will also develop as a powerful network. visibility of and access to the Forum, primarily through Facebook and Instagram.

3. Consultation and Representation

Outcome: The London Borough of Bromley was enabled to consult organisations working with children, young people and families within the voluntary sector. The Forum represented children's, young people and family services effectively, (especially with regard to service provision in these challenging economic times).

The Forum has and will continue to be a conduit by which the LBB can consult organisations working with children, young people and families. The strategic work done by both our Chief Operating Officer and Development Officer has resulted in even greater connections with the Local authority; with the Forum now being considered an important partner in the borough.

It is the Forum's ambition to continue to increase its ability to proactively represent the needs of children, young people, and families in Bromley, offering support to its member groups as appropriate. This year we have consolidated a number of partnerships and projects which will enable us to meet this goal.

We continue to represent the interests of member organisations on the Bromley Children's Safeguarding Partnership, Voluntary Sector Strategic Network, Bromley MET Stop & Search Committee, and the Children's Executive Board and have widened our cope of representations, now additionally sitting on the Youth Justice Forum, Gypsy Roma Travellers Group, SEND Governance Board and the Violent Crime Unit (VRU) Parent Champion Network.

4. Encouraging Good Practice - Training and resources (Workforce Development)

Outcome: Improved skills and knowledge for those working for member organisations whether paid staff or volunteers.

We continue to seek ways to support member groups increasing the skills and knowledge to serve children and young people across the Borough. This year with increased numbers of participants on all levels (from beneficiaries to staff throughout our member and partner organisations), we have been able to provide greater capacity building opportunities and take advantage of external trainers in order to bring our professional community together; an example being the delivery of the two-day Mental Health First Aid Training which brought together delegates from 10 organisations. Through our project delivery we have been able to provide high level support and workforce development/mentoring/advice and guidance on various topics including safeguarding; with our.



5. Administration, Finance/ Fundraising, Reporting and Governance

Outcome: Value for money, effective governance, financial security and efficient administration.

The Forum is a 'no-frills' network providing support and information for the benefit of local children's, youth and families voluntary organisations. We seek to keep our expenditure to a minimum whilst ensuring any funding we secure has maximum impact in the areas and communities that need it the most. After a number of years without any statutory funding, and whilst we do not receive any statutory funding for the direct running of our charity; with the Holiday Activity and Food funding for Bromley now being channelled through the Forum, we are a verified LA contractor and grateful for the financial support we receive.

Other sources of funding include trusts, foundations and community funding - all areas we aim to develop moving in to the next financial year.

Our members continue to support us through donations.

In the previous year, BCFF were also awarded the Parent Carer champion Network and Mentor Support Programme Funding which continues.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES

Our Chief Operating Officer and Development Officer are both keen to harness the skills and 'expertise by experience' of our many and various beneficiary groups - the PCN post has enabled the Forum to continue to reach out to more Bromley groups and organisations as well as to build our capacity to take on more diverse projects and seek and submit further funding applications to trusts and foundations. Our infrastructure continues to develop, with the key goal to secure an office space/head office by the end of 2022.

Our digital transformation was completed initially in 2018 when Samantha Britnell built and launched our Sharepoint; ensuring administration is tight and efficient; this continues to be updated and use of digital platforms is a key objective when considering developments.



STRUCTURE, GOVERNANCE AND MANAGEMENT

Background

The charity is controlled by its governing document, a deed of trust, and constitutes an Charitable Incorporated Organisation.

Bromley's Children and Families Voluntary Sector Forum was established in the early 1990's as an independent network of voluntary and community organisations concerned with children, young people, and their families. The Forum acts as a primary point of access for a diverse range of organisations in the London Borough of Bromley for information, training, joint planning, consultation, and representation purposes. There are approx. 170 groups in membership, many of which are small and do not have the time or expertise to keep up to date with changes in legislation, good practice, or funding opportunities. A full list of membership can be found at www.bccforum.org.

Recruitment and appointment of new trustees

Trustees are appointed at the Annual Meeting based on nominations received from member groups. Consideration is given to specialist skills or knowledge, competence, and overall suitability. New Trustees receive information about their responsibilities and the aims of the charity. They are required to undergo a Disclosure and Barring Service check. Trustees meet every two months. The day to day running of the charity is undertaken by the trustees.

None of the Trustees has any beneficial interest in the charity. If the Forum is wound up, the members of the Forum have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Risk management

Risks are identified, assessed and controls established throughout the year. The key controls used include:

- comprehensive strategic planning, budgeting and accounting.
- clear authorisation and approval levels.
- vetting procedures as required by law for the protection of children.

Reference and administrative details

Registered Charity number 1153545

Principal address

Old Town Hall
30 Tweedy Road
Bromley BR1 3FE

Trustees

- H Dyer
- P Cosgrave
- P Mapakou
- B McDonald
- P Rastall
- J Rosewell (appointed 4/11/2022)

Independent examiner

Crane & Partners
Chartered Accountants Leonard House
5 - 7 Newman Road, Bromley, Kent BR1 1RJ

Tel: 07957 924 287

Email: charityadmin@bcfforum.org

www.bcfforum.org

Approved by order of the board of trustees on 31 January 2023 and signed on its behalf by:



H Dyer - Trustee



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BROMLEY CHILDREN AND FAMILIES VOLUNTARY SECTOR FORUM

Independent examiner's report to the trustees of Bromley Children and Families Voluntary Sector Forum

I report to the charity trustees on my examination of the accounts of Bromley Children and Families Voluntary Sector Forum (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Graham Atkin FCA
Chartered Accountant Crane & Partners
Chartered Accountants Leonard House
5 - 7 Newman Road, Bromley
Kent BR1 1RJ

31 January 2023

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2022

				2022	2021
		Unrestricted fund	Restricted fund	Total funds	Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies		10,513	189,019	199,532	40,423
Other trading activities	2	41	-	41	193
Total		10,554	189,019	199,573	40,616
EXPENDITURE ON CHARITABLE ACTIVITIES					
Activities		2,534	62,356	64,890	1,707
Other		10,447	79,882	90,329	17,769
Total		12,981	142,238	155,219	19,476
NET INCOME/(EXPENDITURE)		(2,427)	46,781	44,354	21,140
Transfers between funds	6	(4,066)	4,066	-	-
Net movement in funds		(6,493)	50,847	44,354	21,140
RECONCILIATION OF FUNDS					
Total funds brought forward		29,327	-	29,327	8,187
TOTAL FUNDS CARRIED FORWARD		22,834	50,847	73,681	29,327

The notes form part of these financial statements



BALANCE SHEET

AT 31 MARCH 2022

				2022	2021
		Unrestricted fund	Restricted fund	Total funds	Total funds
	Notes	£	£	£	£
CURRENT ASSETS					
Debtors	5	11,602		11,602	5,164
Cash at bank and in hand		11,233	50,846	62,079	24,163
		22,835	50,846	73,681	29,327
NET CURRENT ASSETS					
		22,835	50,846	73,681	29,327
TOTAL ASSETS LESS CURRENT LIABILITIES					
		22,835	50,846	73,681	29,327
NET ASSETS					
		22,835	50,846	73,681	29,327
FUNDS					
	6				
Unrestricted funds				22,835	5,668
Restricted funds				50,846	23,659
TOTAL FUNDS					
				73,681	29,327

The financial statements were approved by the Board of Trustees on 31 January 2023 and were signed on its behalf by:



Helen Dyer - Trustee

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.



Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. OTHER TRADING ACTIVITIES

	2022 £	2021 £
Community Fundraising	41	193

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

NOTES TO THE FINANCIAL STATEMENTS CONTINUED

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	4,440	35,983	40,423
Other trading activities	193	-	193
Total	4,633	35,983	40,616
EXPENDITURE ON			
Activities	242	1,465	1,707
Other	1,261	16,508	17,769
Total	1,503	17,973	19,476
NET INCOME	3,130	18,010	21,140
RECONCILIATION OF FUNDS			
Total funds brought forward	2,537	5,650	8,187
TOTAL FUNDS CARRIED FORWARD	5,667	23,660	29,327

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	11,602	5,164

6. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfer between funds £	At 31.3.22 £
Unrestricted funds				
General fund	29,327	(2,426)	(4,066)	22,835
Restricted funds				
Young Londoners Fund	-	(3,879)	3,978	-
LBB VRU/MOPAC	-	13,175	-	13,175
Mottingham Big Local Refocused	-	1,775	-	1,775
Clarion Futures Communities	-	(187)	187	-
LBB HAF	-	26,489	-	26,489
LBB ShortBreaks	-	9,407	-	9,407
	-	46,780	4,066	50,846
TOTAL FUNDS	29,327	44,354	-	73,681

NOTES TO THE FINANCIAL STATEMENTS CONTINUED

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£		£
Unrestricted funds			
General fund	10,554	(12,980)	(2,426)
Restricted funds			
Young Londoners Fund	9,442	(13,321)	(3,879)
LBB VRU/MOPAC	39,843	(26,668)	13,175
Mottingham Big Local Refocused	6,666	(4,891)	1,775
Clarion Futures Communities	1,800	(1,987)	(187)
LBB HAF	104,205	(77,716)	26,489
LBB ShortBreaks	27,063	(17,656)	9,407
	189,019	(142,239)	46,780
TOTAL FUNDS	199,573	(155,219)	44,354

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	2,537	3,131	5,668
Restricted funds			
Young Londoners Fund	5,650	97	5,747
LBB VRU/MOPAC	-	15,912	15,912
Mottingham Big Local Refocused	-	2,000	2,000
	5,650	18,009	23,659
TOTAL FUNDS	8,187	21,140	29,327

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	4,633	(1,502)	3,131
Restricted funds			
Young Londoners Fund	9,141	(9,044)	97
DirectLine Covid Emergency CLB Fund	3,500	(3,500)	-
LBB VRU/MOPAC	20,008	(4,096)	15,912
Mottingham Big Local Refocused	3,334	(1,334)	2,000
	35,983	(17,974)	18,009
TOTAL FUNDS	40,616	(19,476)	21,140

NOTES TO THE FINANCIAL STATEMENTS CONTINUED

6. MOVEMENT IN FUNDS CONTINUED...

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21	Net movement in funds	Transfer between funds	At 31.3.22
	£	£	£	£
Unrestricted funds				
General fund	2,537	705	(4,066)	(824)
Restricted funds				
Young Londoners Fund	5,650	(3,782)	3,978	5,747
LBB VRU/MOPAC	-	29,087	-	29,087
Mottingham Big Local Refocused	-	3,775	-	3,775
Clarion Futures Communities	-	(187)	187	-
LBB HAF	-	26,489	-	26,489
LBB ShortBreaks	-	9,407	-	9,407
	5,650	64,789	4,066	74,505
TOTAL FUNDS	8,187	65,494	-	73,681

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£		£
Unrestricted funds			
General fund	15,187	(14,482)	705
Restricted funds			
Young Londoners Fund	18,583	(22,365)	(3,782)
DirectLine Covid Emergency CLB Fund	3,500	(3,500)	-
LBB VRU/MOPAC	59,851	(30,764)	29,087
Mottingham Big Local Refocused	10,000	(6,225)	3,775
Clarion Futures Communities	1,800	(1,987)	(187)
LBB HAF	104,205	(77,716)	26,489
LBB ShortBreaks	27,063	(17,656)	9,407
	225,002	(160,213)	64,789
TOTAL FUNDS	240,189	(174,695)	65,494

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Charitable trusts	197,392	38,983
Donations	2,140	1,440
	199,532	40,423
Other trading activities		
Community Fundraising	41	193
Total incoming resources	199,573	40,616
EXPENDITURE		
Charitable activities		
Grants to other charities	60,674	-
Other		
Freelance consultancy services	46,709	13,863
Rent	16,903	360
Meeting costs	485	30
Computer costs	4,587	1,130
Insurance	370	354
Sundry expenses	1,671	72
Marketing material	4,082	488
Refreshments	1,664	113
Fundraising Expenses	171	-
Training Programmes	7,188	1,164
Volunteer Expenses	309	195
Membership/Subscriptions	125	-
Other Expenses	2,465	-
Equipment	3,600	-
	90,329	17,769
Support costs		
Management		
Telephone	3,303	248
Postage and stationery	461	771
	3,764	1,019
Finance		
Bank charges	15	-
Governance costs		
Accountancy and legal fees	437	688
Total resources expended	155,219	19,476
Net income	44,354	21,140

This page does not form part of the statutory financial statements

**BROMLEY CHILDREN
& FAMILIES**
Voluntary Sector Forum

CHARITY NUMBER 1153545

Get involved

Please contact
Charity Administrator at:

**Community House, South Street
Bromley, Kent BR1 1RH**

www.bcfforum.org

Tel: 07584568776

Email: charityadmin@bcfforum.org

