

REGISTERED CHARITY NUMBER: 1157025

THE GAP CHRISTIAN FAMILY CENTRE

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

Quest Chartered Management Accountants
Trustees Report
Branston Street
Jewellery Quarter
B18 6BA

THE GAP CHRISTIAN FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in
- the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to
- presume that the Charity will continue in operation.

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and which enable them to ensure that the financial statements comply with (applicable law, regulations and trust deed). They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustee

N Whateley

THE GAP CHRISTIAN FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31st March 2023

Reference and Administrative Details

Registered Charity Name:

THE GAP CHRISTIAN FAMILY CENTRE

Charity Registration Number: 1157025

Registered Office: Hargate Lane, West Bromwich, West Midlands, B71 1PH

The Trustees

The trustees who served the company during the year were as follows:

FOR THE YEAR ENDED 31 MARCH 2023

V Ketcher

N Whateley

A Hopkins

Structure, Governance and Management

Operating independently from government and from its funders, Christian Youth & Community Trustees have responsibility for policy, the establishment of priorities and full financial, employment, financial and legal responsibility for the Trust and its activities, services and assets.

Trustees Report

During the period of this report the charity has continued to recruit and strengthen its Board of Trustees, bringing a diverse skill set, knowledge of the sector and knowledge of the charity. Throughout the year we have continued to develop the governance of the charity, ensuring there are robust procedures in place to safeguard the charity and its people.

There have been no reportable incidents during this reporting period and the Board continues to ensure robust procedures are in place to safeguard the charity and its people.

The charity employs a CEO Andy Bent and a team of 3 part time staff. During the year we have continued to value the huge contribution of volunteers, maintaining the level of volunteers on roll and investing into the development of the volunteer journey and building relationships.

The Charity operates from its core values:

- a passion for the family
- a passion to be welcoming to all
- a passion to empower people
- a passion for quality

The Board of Trustees have reviewed their Safeguarding policies and procedures to ensure staff, volunteers, our families and children are protected, and their wellbeing remains paramount to the organisation.

Plans continue to progress towards an exciting building program to support our vision to build capacity and sustainability in delivering our play work and increasing community provision; plans have been submitted for approval by Sandwell's Local Authority. The initial decision met minor objections, but we continue to work with the Local Authority to mitigate these and to gain full approval.

We continue in the meantime to make improvements to our current build, transforming it into a therapeutic environment for everyone who accesses our services to benefit from. We have also secured planning permission to install a external ramp to the side of our centre, making accessibility to the centre more inclusive. We will have consent for internal works to erect a bathroom for those who have a disability, again ensuring our community hub is inclusive and accessible to all our community.

We will also be extending and refurbishing our kitchen and food storage area, to enhance our community offer and enable us to build on our brand-new project "Discover yourself through Cooking"

Time2Play (providing a stimulating environment for children young people and communities to explore, grow and develop through play)

Like many other wrap around services, our Time2play service continues to be negatively impacted by the rising cost of living, following the pandemic. We remain acutely aware of the need for children and families to have quality provision to access.

The Play Team continue to provide a quality service to local families, including our before and after school clubs and holiday play scheme provision. The team continue to partner with TPC therapy in Cheadle, who continue to provide professional development and mentoring for our play team, supporting our therapeutic approach to delivery and environment. This model is being extended across the whole organisation as we have seen an increase in support to those with low mental wellbeing.

The Time2play team are continuing to develop new and innovative ways of engaging local children and families with their offer including extending our offer to families that would not normally be able to access due to financial constraints.

The Time2Play team along with Time2Connect and Time2Buildup continue to offer 'above and beyond' services to our families and communities, including our family play evenings and support with costs of accessing our play schemes, thanks to funding from Awards for All. Wider initiatives include our Christmas 'A time to love' initiative, community remembrance service and distribution of food gifts to our families who need support.

Time2Connect (Connecting individuals, families, and Communities to create supportive networks)

Our Time2Connect Lead has been busy throughout the year making meaningful connections within the community enabling the charity to support and receive support from other charity and agencies within the locality.

Following our development fund secured via Big Lottery, we made the decision to continue to invest in making local connections within the community. This was a difficult decision as funds were not secured, but we felt that it was important to provide continuity with the community, who we had started to build trust and relationship with. Our Time2Connect Lead has continued to develop this thematic area extending our partnership with Fareshare, and we now benefit from receiving food from Neighbourly. These partnerships have meant that we our children accessing Time2Play can continue to enjoy freshly cooked meals on site and being exposed to foods they would not have had access to previous, and we have been able to increase the quantity and quality of food parcels we distribute within the local community

Time2Buildup (Empowering people through volunteering, student placement and work experience)

When our development fund (Big Lottery) came to its end, unfortunately we had to say goodbye to our dedicated lead for Time2Build, but we have continued to share the commitment to our volunteers across our small team as we value the work they do.

During this year, we have maintained our number of volunteers, and have invested time into building relationships and developing our volunteers' journey. At the end of the academic year, we have again enjoyed hosting work experience placements from several of our secondary schools and provided placements to students from Sandwell College.

Throughout the year, we have built on our learning from ABCD workshops which we attended as part of our partnership with Sandwell Church Links and we have a renewed focus on community engagement and community building, with lots of foundational work happening towards the end of the year this report covers.

Our Time2Buildup lead works closely with our other thematic leads to ensure we provide the very best journey for our volunteers and placements.

Our volunteers play a major part in our community offer delivery, supporting our Leads in activities such as

- Parent and toddlers,
- Craft groups,
- Community meals,
- Food parcel distribution,
- Community engagement and building,
- Administrative tasks,
- Fund raising and social events.

Again, this year we held our Volunteer Appreciation celebration which was a great success and helped us thank everyone for their hard work as well as celebrate their successes and achievements.

Our monthly volunteer meetings have expanded over the year to incorporate staff and community members, being rebranded as "Our Community" meetings empowering our volunteers and community to have a voice in our community offer and the events they wish us to plan and deliver, in a way that benefits them and their community best.

We have continued to build and develop our connection with Westminster School (our Local SEND School and College). We have developed a new project with the support of the school staff "Discover yourself through Cooking" which is a 12-week project where students can develop practical skills of cooking and develop basic food safety knowledge. Our staff work with students in an informal and non-judgemental way to help the young person discover who they are, what barriers they might be facing and identify ways they might be able to manage their way around or through those barriers. Our hope is to extend this project to other schools and in the future possibly extend the offer to young people exiting the care system, offering them life skills that will empower them to become contributing citizens in the 'adult world'.

This is the second year of our community allotment, and we have developed a great connection with Black Country Housing Association, who have provided staff to volunteer with us in site preparations, planting and harvesting. It is hoped that in year three the allotment will be an accessible environment for our local community to use to volunteer, and also a safe environment for children and young people using our services to access to gain knowledge about nature, growing and the environment

Although there have been signs of new life and exciting prospects for the charity over the 12-month period covered by this report, it has also been framed with uncertainty and vulnerability for staff and the whole GAP family.

The uncertainty arose from a lack of secured funding and a gap in our knowledge about the latest funding processes which left a financial gap to fill, at a crucial time for our beneficiaries who were facing rising costs of living, as well as the social, mental, and emotional impacts of the pandemic. The charity took the decision to continue to meet the rising needs of the local community, eating into its small amount of reserves, whilst trying to secure funding to continue our work in the future. We have also looked at ways to diversify our income streams to safeguard the organisation from such risks in the future, and have been actively recruiting Board members with key knowledge around fund raising, PR and Marketing to strengthen our strategic position.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Name	Position	Signature	Date
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THE GAP CHRISTIAN FAMILY CENTRE

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2023

I report on the accounts for the year ended 31 Mar 2023 set out on pages below.

Respective responsibilities of trustees and examiner.

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to examine the accounts under section 43(3)(a) of the act and state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to our attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect,
 - to keep proper accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nick Bonnaud ACMA
Quest Chartered Management Accountants
Trustees Report

Date: 12 August 2023

THE GAP CHRISTIAN FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	31/03/2023 Total Funds £	31/03/2022 Total Funds £
INCOMING RESOURCES					
Income					
Monthly Donations					
Other Donations		7744.74		7744.74	5712.02
OOSC Grant				0	8165.2
General Grant		10000	5000	15000	55726.5
Other Income		8044.6		8044.6	1614.99
HMRC JRS Grant				0	1607.88
Fundraising Events		3894.19		3894.19	1968.8
OOSC		46097.84		46097.84	58087.67
Total incoming resources		75,781	5,000	80,781	132883.06
RESOURCES EXPENDED					
Adminstration					
Wages, NI and Pension		49,719	24,131	73,850	71498.15
Building		5,499		5,499	4274.24
Administration		2,337		2,337	3039.69
Software		2,375		2,375	2677.17
Insurance		1,605		1,605	1551.09
Bad Debts				0	0
Legal and Professional		6,037		6,037	3585.45
Interest and Finance Charges		24		24	620.65
Utilities		(179)	3,333	3,154	3266.43
Training		438	390	828	5211.33
		67,855	27,854	95,710	95724.2
Trustees Report					
Resources					
Miscellaneous					80.18
Resource Bank		53	2,810	2,862	12996.81
OOSC		2,119		2,119	2446.06
Volunteer Expenses		(0)	420	420	775.73
Government		216		216	
				0	
		2,388	3,230	5,618	16298.78
Transport					
Fuel and Repairs				0	175.01
travel		3,900	150	4,050	
		3,900	150	4,050	175.01
Promotion		927		927	1518.54
Interest				0	0
Fundraising Expenses		2,758		2,758	36
Activities		578		578	669.68
Artists				0	0
Depreciation				0	960
General Expense		6,195		6,195	
		10,458	0	10,458	3184.22
Total Expenditure		84,601	31,234	115,835	115382.21
Surplus (Deficit) for year		(8,819)	(26,234)	(35,054)	17500.85
Transfers					
At 1 April 2022					
At 31 March 2023		(8,819)	(26,234)	(35,054)	17500.85

THE GAP CHRISTIAN FAMILY CENTRE

BALANCE SHEET

FOR THE YEAR ENDED 31 MARCH 2023

	31/03/2023		31/03/2022	
	£	£	£	£
FIXED ASSETS				
Tangible assets	27509	27509	27055	27055
CURRENT ASSETS				
Debtors	343.8		344.55	
Other Debtors	1205.45			
Cash at bank and in hand	28695		76330.58	
	<u>30244.25</u>		<u>76675.13</u>	
CREDITORS				
Short Term loan				
Mortgage / Loan	0		9743.63	
Trade Creditors	2468		1263.93	
Other Creditors			2384.99	
	<u>2468</u>		<u>13392.55</u>	
NET CURRENT ASSETS		27776.25		63282.58
NET ASSETS		<u>55286</u>		<u>90337.58</u>
FUNDS				
Capital Account				
Assets Transferred from Charity 1095825				
Balance brought forward		90338.67		72837.82
Surplus (deficit) of income over expenditure		-35053		17500.85
Trustees Report				
TOTAL FUNDS		<u>55286</u>		<u>90338.67</u>
Restricted Funds		29492.88		55727
Unrestricted Funds		25792.62		34612
		55286		90339

THE GAP CHRISTIAN FAMILY CENTRE

**BALANCE SHEET (CONTINUED....)
FOR THE YEAR ENDED 31 MARCH 2023**

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the charity company to obtain an audit of its financial statements for the year ended 31 January 2021 in accordance with Section 476 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees on

FOR THE YEAR ENDED 31 MARCH 2023

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Trustee N Whateley

Trustees Report

THE GAP CHRISTIAN FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

Land & Buildings	No Depreciation
IT Equipment	- 25% Reducing Balance
Fixtures	- 25% Reducing Balance

Taxation

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

Fund accounting

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

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

THE GAP CHRISTIAN FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

2. Fixed assets

	Land & Building	IT Equipment	Fixtures	Total
Cost	£	£	£	£
At 31 March 2022	27,016	2,204	3,299	32,519
Transfer from Charity 1095825				0
Additions	-			0
Disposals	-		-	-
At 31 March 2023	27,016	2,204	3,299	32,519
Deprecation				
As at 31 March 2022		-		0
Charge for the year	1881	1101.87	2027	5,010
Disposals	-	-	-	-
	<u>1,881</u>	<u>1,102</u>	<u>2,027</u>	<u>5,010</u>
Net book value				
At 31 March 2023	<u>27,016</u>	<u>2,204</u>	<u>3,299</u>	<u>32,519</u>
At 31 March 2023	<u>25,135</u>	<u>1,102</u>	<u>1,272</u>	<u>27,509</u>

3. Restricted Funds

	2023	2022
Building Fund		
National Heritage		
DCMS Heart of England		
Co-Operative		
The World Ministry		
Children In Need		
Trustees Report	110,735	55,727
	<u>110735</u>	<u>55727</u>

THE GAP CHRISTIAN FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

4. VOLUNTARY INCOME

	31-Mar-23	31-Mar-22
	£	£
Donations	7744.74	5,712
Grants	61097.84	19,773
	<u>68,843</u>	<u>25,485</u>

5. ACTIVITIES FOR GENERATING FUNDS

	31-Mar-23	31-Mar-22
	£	.
Fundraising events	<u>3,894</u>	<u>1,969</u>

6. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging:

	31-Mar-23	31-Mar-22
	£	£
Depreciation	<u>-</u>	<u>960</u>

THE GAP CHRISTIAN FAMILY CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

7. TRUSTEES' REMUNERATION AND BENEFITS

During the year no trustees received remuneration or benefits.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2021
(2020: £Nil)

8. STAFF COSTS

	31-Mar-23	31-Mar-22
	£	£
Wages, salaries, employers NIC and pensions	<u>73,850</u>	<u>71,498</u>

THE GAP CHRISTIAN FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

9. CREDITORS: AMOUNTS DUE FALLING WITHIN ONE YEAR

	31-Mar-23 £	31-Mar-22 £
Trade creditors	1,264	374
Taxation and social security	2,385	521.00
	<u>3,649</u>	<u>895</u>

10. CREDITORS: AMOUNTS DUE FALLING AFTER ONE YEAR

Ms. Bent Relating to Building Loan	<u> </u>
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11. MOVEMENT IN FUNDS

	At 31-Mar-22 £	Net movement in fund £	At 31-Mar-23 £
Unrestricted funds			
General fund	34,612	(8,819)	25,793
Restricted funds	55,727	(26,234.12)	29,493
Transfer from old charity	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u>90,339</u>	<u>(35,054)</u>	<u>55,286</u>

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

Trustees Report

	Incoming resources £	Resources expended £	Transfer from old charity £	Movement in funds £
Unrestricted funds				
General fund	75,781	84,601		(8,819)
Restricted funds	5,000	31,234		(26,234)
Transfer from old charity	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	<u>80,781</u>	<u>115,835</u>	<u>0</u>	<u>(35,054)</u>

THE GAP CHRISTIAN FAMILY CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	31-Mar-23 £	31-Mar-22 £
INCOMING RESOURCES		
Voluntary income		
Donations	7744.74	5,712
Grants	61097.84	19,773
	<hr/>	<hr/>
	68,843	36,742
Activities for generating funds		
Fundraising events	3894.19	3,894
Investment income		
Deposit account interest	0	0
Incoming resources from charitable activities		
Receipts from activities	0	0
Room lettings	0	0
	<hr/>	<hr/>
	0	0
Total incoming resources	72,737	40,636
RESOURCES EXPENDED		
Charitable activities		
Purchases	2,446	1,326
Wages	71,498	55,854
Employers NI	438	132
Maintenance	2,479	80,978
Telephone	175	0
Postage and stationery	0	0
Insurance	0	-
Accountancy	0	0
Advertising & PR	0	1,703
Food	0	0
Utilities	(179)	3,266
Rent	5,499	4,274
Project Costs	0	72,885
Volunteer Expenses	(0)	-
Youth Work	80	3,567.72
CIO Expenses	-	0
Other	6,195	-
	<hr/>	<hr/>
	88,631	223,987
	<hr/>	<hr/>

Net income/(expenditure)

(15,894)

(183,351)

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