



Trustees' Annual Report for the period



Period start date		Period end date	
01	April	2020	
From		To	
31	March	2021	

Section A Reference and administration details

Charity name

Children Heard and Seen

Other names charity is known by

Registered charity number (if any)

1157879

Charity's principal address

Hill End Centre, Eynsham Road, Cumnor,

Postcode

OX2 9NJ

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Bryony Rowe	Chair		
2 David Harsant	Treasurer	Until 11/3/21	
3 Helen Kilby			
4 Georgia Parry	Treasurer	From 11/3/21	
5 Ralph Lubkowski			
6 Antony Baldry			
7			
8			
9			
10			
11			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Sarah Burrows

Section B Structure, governance and management

Description of the charity's trusts

Constitution

Type of governing document
(eg. trust deed, constitution)

Charitable Incorporated Organisation

How the charity is constituted
(eg. trust, association, company)

Proposed and seconded at trustee meetings then vote agreement.

Trustee selection methods
(eg. appointed by, elected by)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

- Providing high quality, tailored support for children with a parent in prison
- Breaking the cycle of inter-generational offending and family breakdown.
- Increasing awareness around the pain of parental imprisonment and uplifting children's voices.
- Raising the aspirations and achievement of young people with a parent in prison.
- Using our knowledge to advocate for changes in policy, both locally and nationally.
- Working innovatively in partnership with stakeholders, other partners and funders.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have taken regard of the guidance issued by the Charity Commissioners on public benefit. The main activities undertaken include the following.

TAR

Targeted Individual Support

Targeted face to face one to one support for children and parents living in Oxfordshire, Berkshire and Birmingham. The introduction of online services and support groups during the pandemic now means that we are able to offer online support to children across England and Wales.

For children, this focuses on exploring emotions and feelings about having a parent in prison and is carried out through the medium of music, art or Draw and Talk. Individual children's support takes place in school or at the child's home, or online and is usually between six and twelve sessions. We have produced a workbook filled with guided exercises to be completed in one to one sessions. These exercises cover each stage of the custodial sentence, and are designed to instil a lasting positive self-image in young people that rises their aspirations and allows them to maximise their potential.

Individual work with parents also supports the exploration of feelings depending on individual circumstances and may be through practical support. The number of sessions vary according to need and is decided with the parent.

Volunteer Mentoring

- To provide 6-12 months of weekly volunteer mentoring provision to children in Oxfordshire, Berkshire and Birmingham who have a parent in prison. Mentors act as positive role models and provide a neutral figure outside the family home that a child can speak to about things they are finding difficult.
- Activities enable children to pursue their interests, provide opportunities to experience success, increase children's self-efficacy and self-esteem; develop sustainable support networks within the community and through the engagement of other services.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

For more information about the work we have done this year, please read our Impact Report using the link below.

<https://childrenheardandseen.co.uk/2021/04/28/impact-report-2020-2021/>

Summary of the main achievements of the charity during the year

During the reporting period, we provided direct support to 225 children impacted by parental imprisonment. Key achievements during this period included:

- Delivered 472 online activity groups for children and their carers
- 1200+ one to one support sessions delivered to children
- 162 new children referred
- 125 volunteers recruited
- 46 active volunteers
- 51 children provided with volunteer mentoring
- 60+ laptops provided to allow families to access online support

When lockdown began, we moved our support online, providing a range of new and modified services, including online support and activity groups, alongside online meetings of our Youth Advocates Programme. We also offered one-to-one support via Zoom for children about whom we were particularly concerned, allowing them to discuss any difficulties in a confidential and secure environment with an experienced professional, away from the potential stress of a group setting.

Our online groups and one to one support have been extremely popular and we have delivered over 450 online group sessions in the last 12 months. Those who have benefitted from our online groups have provided feedback indicating that these services have provided an essential link to the outside world, fostering a sense of community and alleviating feelings of isolation among the families that we work with. One parent described our range of sessions as being “all really positive for different reasons, I like the fact you cater for everyone's needs,” and another stating “All that we have attended have been fantastic.” The value of this work was also recognised by the Criminal Justice Alliance in December 2020, who awarded us the Outstanding Regional and Local Organisation Award for our ability to adapt to the challenges of the pandemic and continue supporting families.

We created two innovative collections of poems and drawings from the families that we work with to allow them to share their experiences. In total, these collections included over 60 entries. The finished books were sent to MPs, Prison Governors and High Sheriffs across the country to raise awareness about the experiences of children impacted by parental imprisonment.

We have developed our own workbook filled with guided exercises to be completed by children in their one to one sessions with us. Sessions cover each stage of the custodial sentence, and are designed to help children process feelings and raise aspirations. Workbooks were introduced in Autumn 2020 and are now provided to new referrals who receive one to one support.

We took part in radio interviews to raise the profile of the charity and supported family members with lived experiences to take part in interviews and have their voices heard. These included:

- BBC South,
- BBC Radio Oxford
- Times Radio
- ITV News

Section D

Achievements and performance

- Channel 4,
- Channel 5
- BBC Radio 4 Woman's Hour
- One Small Thing Podcast

We also provided evidence at the Human Rights Select Committee about the experience of children with a mother in prison during the pandemic. Children Heard and Seen were the only organisation invited to give expert evidence, as other organisations had ceased providing services during the height of the first lockdown.

In February, we also provided Wellbeing boxes to 92 families across the country filled with items to boost emotional wellbeing during the third lockdown and remind children impacted by parental imprisonment that they are valued and appreciated by their communities.

Section E

Financial review

Brief statement of the charity's policy on reserves

Children Heard and Seen maintains reserves to ensure sufficient funds to discharge its responsibilities to employees, including any cover for unforeseen events such as prolonged sickness or redundancy. As a small charity, income from grants and donations may be received ahead of the project to which they are to be applied, and may cause reserves to rise at certain points in time. The charity aims for a minimum of six months running costs in reserves, plus a small contingency, subject to project funding, held in specific identified accounts.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

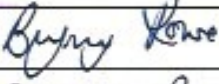

Donors who have kindly contributed in excess of £500

BBC Children in Need • Bernard Lewis Charitable Trust • TVP Draw & Talk • Sussex Community Foundation • Berkshire Community Foundation • Oakdale Family Trust • Quartet Community Foundation • TVP Police Property Fund • Oxfordshire Community Foundation • BBC Booster Grant • TVP High Sheriff of Berkshire • Criminal Justice Awards • Cheshire Assura Grant • Ground Work Bags of Help • Tambour Foundation • Good Exchange • Dudley Fishbourne Charitable Trust • Timpson Foundation • Bartle Community Trust • Councillor Priority Fund • Sharon Stallibrass • Roger Swindells • Max Windich • Caroline Stacy • Deborah Linskey • Evenlode Investment Management Ltd • Leon Acquah.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	BRONY ROWE	GEORGIA PARRY
Position (eg Secretary, Chair, etc)	Chair of Trustees	TREASURER
Date	21/6/21	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Children Heard and Seen

1157879

Receipts and payments accounts

CC16a

For the period
from

Period start date
1st April 2020

To

Period end date
31st March 2021

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 £
A1 Receipts					
Donations	43,014	-	-	43,014	29,178
Grants	1,400	154,345	-	155,745	105,419
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,414	154,345	-	198,759	134,597
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,414	154,345	-	198,759	134,597
A3 Payments					
Administration costs	12,961	-	-	12,961	10,401
Fundraising costs	156	-	-	156	121
Charitable activities	27,955	150,547	-	178,502	152,156
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	41,072	150,547	-	191,619	162,678
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	41,072	150,547	-	191,619	162,678
Net of receipts/(payments)	3,342	3,798	-	7,140	28,081
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	3,342	3,798	-	7,140	28,081

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 £
B1 Cash funds		84,608	57,680	-
		-	-	-
		-	-	-
	Total cash funds	84,608	57,680	-
	(agree balances with receipts and payments account(s))	Agreement Box	Agreement Box	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
B. Rowe	B. ROWE	5/5/21

Children Heard and Seen

Income & expenditure account for the year ended 31st March, 2021

Children Heard and Seen

Income & Expenditure Account for the year ended 31st March, 2021

	2021	2020
<u>Income</u>		
Donations	43,014.41	29,177.72
Grants	155,745.00	105,419.37
<u>Total Income</u>	198,759.41	134,597.09
<u>Expenditure</u>		
Administration costs	12,961.27	10,400.81
Fund raising costs	156.00	121.00
Charitable activities	178,502.25	152,156.08
<u>Total Expenditure</u>	191,619.52	162,677.89
Net income	7,139.89	-28,080.80
Balance as at 1st April 2020	135,147.76	163,228.56
Total funds at 31st March, 2021	142,287.65	135,147.76
Represented by:		
Cash reserves	142,287.65	135,147.76
	142,287.65	135,147.76

Children Heard and Seen

Independent examiners report

Independent examiner's report to the trustees of Children Heard and Seen

I report on the accounts for the year ended 31st March 2021

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statement below.

Independent examiner's statement

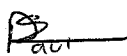
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

Signed 

Name:	P T Skinner
Professional qualification:	FCCA
Address:	30 Bankside Court, Stationfields, Kidlington, Oxon OX5 1JE
Date:	24-May-21