



Trustees' Annual Report for the period

Period start date

01 July 2022

Period end date

30 June 2023

From

To

Section A

Reference and administration details

Charity name

Wigod Way Wallingford Family Centre

Other names charity is known by

Wallingford Family Centre

Registered charity number (if any)

1173241

Charity's principal address

96a Wilding Road

Wallingford

Oxfordshire

Postcode

OX10 8AJ

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	Maureen Norton	Chairperson		
2	Simon Godley	Treasurer		
3	Sonya Godley	Safeguarding		
4	Kirsty Dawson	Grants / Fundraising		
5	Kayleigh Simmons	HR		
6	Katie Bathe-Taylor	Secretary		
7	Wendy Bedeman		from Dec 2022	
8				

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)

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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

CIO

Trustee selection methods

Elected by trustee board

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.

There are seven trustee meetings a year. Every meeting includes health & safety, safeguarding, budgeting, staffing, and building maintenance.

All trustees have undergone safeguarding training and have completed a DBS. All trustees have read the Charity Commission 'Essential training' – "What you need to know" and have access to an on-line training platform.

Trustees are compliant with the family centre policies created by the organisation to maintain standards within the family centre.

It has been a busy year and we have had the privilege of working with & alongside: -

Health Visitors, Midwifery Team, Wallingford Medical Practice Social Prescribers, LCSS (Local Community Support Services), Wild About Wallingford, DCP (Didcot Community Partnership), Wallingford Foodbank, Didcot Foodbank, CAB (Citizens Advice Bureau), Ridgeway Church Beacon Project, Rainbow Preschool, Paddocks Preschool, Wallingford School, SODC - South & Vale (Emma Boor), OCC Real Play, Lidl, M & S, Sainsburys, Henley Birthcare, Mummy's Music, Yoga Bellies, Rugby Tots, The Village Midwife, Happy Wave Yoga, Swaps4All, Community Fridge, OPA (Oxfordshire Play Association), CAP (Christians Against Poverty), Swings & Smiles, Donkey Sanctuary, AV Events, Wallingford Radio, Floistic, SOFEA, PPG, OX10 Community, Oxfordshire Youth & First Aid Matters

Section C

Objectives and activities

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

The objectives of the family centre are to provide relief to families with young children who live in Wallingford and its surrounding area and who are in need by reason of age, ill health, disability, financial hardship, or other disadvantage by the provision of such services as the trustees may decide from time to time.

Nothing in this constitution shall authorise an application of the property of the family centre for purposes which are not charitable.

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)

Our main services include:

- *Open access activities and play & learn sessions that are inclusive, non-judgemental, and informative for the local community.*
- *Timetabled activities focussed on local families with children under 5-year-olds.*
- *Early educational activities to support children learning; parents and carers are advised on early learning areas and support for healthy development.*
- *Snacks are provided for children.*
- *Community Surplus Top Up – Provide easy access to prevent child hunger.*
- *SEND (special educational needs and disabilities) support session operating once a month on a Saturday. This has provided an invaluable space for these families to make important connections, receive information and access peer support.*
- *Volunteers from the local community are actively recruited and supported to provide them with additional life skills.*
- *Support work experience and work placements for students attending local schools.*
- *Act as a link to the early intervention service (hub) provided by local authority with two-way communication to alert services of children in need from the local area as well as offer a contact support network. Our family centre offers the Local Authority space for families not living together for supervised access.*
- *We signpost to other relevant agencies to support families in financial, mental health & medical needs.*
- *Our family centre acts as a referral point for the vulnerable families to the Food Bank. The Food Bank reciprocates with a current timetable of activities at the family centre.*
- *From April 2020 we have handed over some of our building space to the Oxford University Hospitals Community Midwifery Team to allow them to run daily ante- and post-natal appointments from the centre.*
- *The health visitors are now running courses from the Centre on a 5-week rotation.*

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.

Summary of the main achievements of the charity during the year

We are currently running at capacity; all our groups are well attended by local families. Our figures speak for themselves with another 30% increase in attendance over the last 12 months. Attendance has more than doubled since 2018.

Year	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Session Footfall	3174	2392	1764	5745	7502
Increase since last comparable year		Covid Restrictions	Covid Restrictions	81%	30%
Increase since previous year				225%	30%

Attending these sessions gives the opportunity for families to access additional support and create strong support networks within our community.

We receive referrals from our Primary Health Care team and other organisations. The needs of our users are ever-changing, and we have borne witness to a considerable increase in complex cases locally. We continue to do our utmost to support these families on their journey.

We continue to house the midwives for pre-natal and ante-natal checks. The health visitors are now running courses from the Centre on a 5-week rotation.

We have provided over 330 sessions over the last year, 104 more than the previous year. We run 7 regular sessions per week and a monthly SEN session.

Alongside we facilitate Swaps4All, an opportunity for people to trade unwanted items. This continues to be a huge success, supporting hard to reach members of our community.

Our requests for consistent support for basic necessities have increased, we are now supporting multiple families from local preschools, as well as our own families with food parcels made from generous community members and M&S food surplus supplies.

Our family worker, alongside our support staff and incredible volunteers, have provided an exciting and varied timetable. Sessions are interactive, engaging and fun. We continue to offer additional support for those most in need with tailored support for families, including food and clothes parcels. We are using our connections to assist families, signposting them to neighbouring organisations when necessary.

Our term time timetable offered :



FOR UPCOMING EVENTS SEE OUR WEBSITE

wallingfordfamilycentre.com



 Follow us on Instagram: @wallingfordfamilycentre
  Facebook: Wallingford Family Centre

Tuesday	Wednesday	Thursday	Friday
<p>Toddler Group</p> <p>Outdoor Explorers</p> <p>10am</p>	<p>Baby Group</p>	<p>Family Group</p>	<p>Yoga for Mum & Crawlers</p> <p>Book via – jessicalittledale.com</p> <p>£5.50</p> <p>10am</p>
<p>New & Expectant Parents Group</p> <p>Maternity Bumps & Bundles</p> <p>1pm</p>	<p>Baby Bunch</p> <p>9.45am</p> <p>or</p> <p>11.30am</p>	<p>Tots Time</p> <p>10am</p>	<p>Yoga for New Mums</p> <p>Book via – jessicalittledale.com</p> <p>£4.20</p> <p>11.30am</p>
<p>Saturday – Monthly</p>			
<p>SEN Group</p>			
<p>A Special Time to Play</p>			
<p>Book via EventBrite: http://wallingfordfamilycentre.eventbrite.com</p>			

We are currently accommodation 12 adults / session for baby groups and 25 adults / session for toddler groups and SEN sessions. 2 Spaces for held open for referrals.

Alongside our sessions we continue to distribute the community surplus. We have witnessed a stark increase in those requiring support to feed themselves and their families, a bleak representation of the road ahead for many Wallingford residents. We continue to work closely with local preschools to ensure that the surplus reaches those most in need.

At Christmas time, with the help of generous donations, we were able to supply presents for families in need.

Section E

Financial review

Brief statement of the charity's policy on reserves

The reserves that we have set aside provide us with the means for our family centre to cover all liabilities incurred if funding to continue the running of the centre was not secured. The minimum reserve is at least equivalent to three months centre running wind down costs along with employer's liabilities and centre liabilities i.e. office, disposing of assets, storing of legal documents/confidential information. Our reserve policy extends this to cover at least 1 years worth of running costs to enable time to facilitate alternative funding sources should our main grant awarders cease.

Using our budgeted expenditure for 2023-2024, our average monthly running costs equate to £3,820.

Our minimum reserves (3 months running costs) are, therefore, £11,461.

Our desired reserves (1years running costs) are £45,845

Our balance on 30 June 2023 was £67,659.

Details of any funds materially in deficit

n/a

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.

Income July 2022-June2023

Courses	66.77
Discounts given	318.00
Donations and legacies	6,117.52
Fundraising	3,651.66
Gift Aid	30.50
Grants	31,035.00
Interest	659.38
Parent Donations	4,033.92
Room Hire	8,850.00
Total Income	54,126.75

Summary of Grants

Date	Donor	Grants	Associated Project
10/10/2022	Wallingford Town Council	30,000.00	Annual Grant
08/02/2023	Wallingford Bridge Estate Charity	510.00	Monthly SEND Session
27/04/2023	Stanton Ballard Charitable Trust	525.00	Kitchen Improvements
		31,035.00	

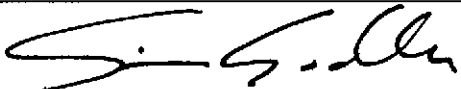
Section F

Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	MANOTON	
Full name(s)	MAUREEN ANN NORTON	SIMON GODLEY
Position (eg, Chair, etc)	Chair	Treasurer

Date 10 MAY 2024

Wigod Way Wallingford Family Centre

Balance Sheet

for the year ending 30 June 2023

	2023	2022	
	£	£	
Total Net Assets	67,658.94	50,690.89	
Balance brought forward	50,690.89	41,904.30	
Surplus for the year	16,968.05	8,789.73	
Pension Liability	-	3.14	accrued payment made 05-07-2023
	67,658.94	50,690.89	

Signed:

Date:

Maureen Norton
Chairperson

MANorton

19.10.2023

Simon Godley
Treasurer

S-Godley

19.10.2023

Wigod Way Wallingford Family Centre
Receipts and Payments Accounts
for the year ending 30 June 2023

	2023	2022
	£	£
Income		
Courses	66.77	253.17
Discounts given	318.00	60.00
Donations and legacies	6,117.52	2,100.00
Fundraising	3,651.66	6,790.98
Gift Aid	30.50	600.50
Grants	31,035.00	22,276.00
Interest	659.38	29.19
Parent Donations	4,033.92	3,166.80
Room Hire	8,850.00	5,330.00
Uncategorised Income		
Total Income	54,126.75	40,486.64
Expenditures		
Advertising/Promotional		125.60
Bank Charges	63.00	64.00
Cleaning	1,634.79	1,619.45
General Office	1,410.67	1,041.05
Gifts	291.18	506.27
Insurances	365.90	301.74
Other Professional Services	210.00	129.60
Payroll Expenses	28,663.51	23,771.79
Rent	120.00	120.00
Repair and maintenance	1,729.75	1,650.67
Session Expenses	1,242.36	356.19
Staff Training	104.25	101.94
Utilities	1,323.29	1,911.75
Total Expenditures	37,158.70	31,700.05
Surplus/(Deficit) for the year	16,968.05	8,786.59

(differs to accounts previously submitted to Charity Commission as includes pension liability of £3.14)

Signed:

Date:

Maureen Norton
Chairperson

MANorton

19.10.2023

Simon Godley
Treasurer

S. Godley

19.10.2023



Section A

Independent Examiner's Report

Report to the trustees

Wigod Way Wallingford Family Centre

On accounts for the year
ended

30th June 2023

Charity no
(if any)

1173241

Set out on pages

7 and 8

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 / 06 / 2023.

As the charity's trustees, 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 all 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 in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date: 30 / 01 / 2024

Name:

Melanie Cornut

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

MAAT

Address:

200 Crowmarsh Hill

Crowmarsh Gifford

Wallingford, Oxon, OX10 8BG

Section B

Particulars

Only complete if the examiner needs to highlight material 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.