



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1 Apr 20 **Period start date** **To: 31 Mar 21** **Period end date**

Charity name: Carterton Families Centre

Charity registration number: 1175596

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To provide facilities for the daily care, recreation, and education of children during out of school hours and school holidays and to advance education, promote the preservation and protection of good health and relieve the effects of poverty amongst residents of Carterton, Oxfordshire and the surrounding areas.</p> <p>To relieve the needs of children, young people and their families by the provision of services particularly those aimed at promoting good health, relieving poverty and helping people meet their own needs in society.</p> <p>To promote for the benefit of the inhabitants of Carterton, Oxfordshire and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their condition of life.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>We are Carterton Family Centre a local charity which opened in March 2017 following the closure of our Local Authority run Children's Centre.</p> <p>The need we are addressing is to provide a 'hub' for families, we need this because Carterton is a transient town with a high number of service families and several parents who suffer with social isolation often leading to low mood and depression. We also have a number of mums, in particular, who suffer with social anxiety.</p>

		<p>We provide sessions throughout the week for children aged 0 to 5yrs and their parents or carers and a session for local childminders.</p> <p>Work continued on the building refurbishment which was delayed due to the impact of Covid. Covid also impacted upon delivery and both staff members were furloughed during this period of time.</p> <p>Our work with Airplay, which is the youth provision in the town has continued offering sessions for children and young people aged 5 to 18yrs, but again in different premises. During periods of lockdown online sessions have been offered via Airplay Connect.</p> <p>In Oct 20 a grant was secured for a street based youth work project for 3 years and we employed two youth workers to deliver the project. With Covid restrictions in place the youth workers worked with young people in Carterton Community College delivering group work and one to one mentoring, specifically targeting young people identified by the college and the police as being the most vulnerable. Once restrictions were lifted the workers provided group work sessions for vulnerable girls, walking & talking sessions for teenagers, and detached youth work sessions.</p> <p>We know that the sessions we provide make a difference to people's lives. We are privileged to see people's lives change as a result of coming to the centre. A key issue that we try to address is to see a reduction in social isolation.</p> <p>Following consultation with families in Carterton our aim is to be able to develop our work in the areas of:</p> <ul style="list-style-type: none"> • Supporting and improving mental health • Supporting and improving physical health
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are aware of the guidance and have taken it into account when making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Completion of the building refurbishment. Recruitment of youth workers. Development of the youth project for teenagers.</p> <p>The difference we have made with the youth work project has been identified through the Anti-Social Behaviour meetings where Carterton now has no young people of concern to the police because youth workers have engaged with those young people.</p> <p>The YP say: They have a sense of belonging to their town. Having somewhere to go with activities is really helpful to them. Having youth workers to talk to has helped them.</p> <p>Parents of the YP have also reported being very impressed with the quality of the youth work and grateful that their teenagers have somewhere to go and workers to talk to.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees are actively trying to build reserves and will prioritise this now the building work has been completed.
Amount of reserves held	Para 1.22	£42,620
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Potential trustees can apply and must be approved by the majority of trustees.</p> <p>Apart from the first charity trustees, every trustee must be appointed (for a term of 12 months) by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Carterton Families Centre
Other name the charity uses	
Registered charity number	1175596
Charity's principal address	Allendale Youth House 8 Burford Road CARTERTON Oxfordshire OX18 3AA

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	Jenny Withers	Chair		
2	Jane Corban	Treasurer		
3	Lesley Bourne	Safeguarding Lead		
4	Megan Neal	Fundraising and Premises Lead		
5	Daniel Housden	Secretary	1 Dec 20 – 31 Mar 21	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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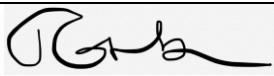
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>J R Withers</i>	
Full name(s)	Jenny Withers	Jane Corban
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	29 Jan 22	

Carterton Family Centre

Report and Financial Statement

For the period ended 31st March 2021

Charity number: 1175596

Shilton Accounting Services
1st Floor, 1 The Clock House
Brize Norton Road
Carterton
OX18 3HN

Legal and administrative information

Charity name:	Carterton Family Centre
Charity registration number:	1175596
Type of organisation:	Charitable Incorporated Organisation
Registered office and business:	Allendale Youth House 8 Burford Road CARTERTON Oxfordshire OX18 3AA
Trustees:	Jenny Withers Jane Corban Lesley Bourne Megan Neal Daniel Housden
Accountants:	Shilton Accounting Services Certified Practising Accountants 1 st Floor, 1 The Clock House Brize Norton Road Carterton OX18 3HN

Independent Examiner's report to the Trustees of Carterton Family Centre

I report on the accounts of the Charity for the period ended 31st March 2021 which are set out below.

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) Examine the accounts (under section 43(7)(b) of the Act.
- b) To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act.
- c) 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 which would be required in an audit and consequently I do not express an audit opinion on the accounts.

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 of a) to keep proper accounting records in accordance with section 41 of the 1993 Act and b) to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, have not been met.
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cuthbertson – ICPA Cert Acc (Open)
Shilton Accounting Services
1 The Clock House
Brize Norton Road
Carterton
OX18 3HN
29th December 2021.

Director's report for the period ended 31st March 2021

The trustees present their report and financial statement for the year ended 31st March 2021.

Objects

1. To provide facilities for the daily care, recreation, and education of children during out of school hours and school holidays and to advance education, promote the preservation and protection of good health and relieve the effects of poverty amongst residents of Carterton, Oxfordshire and the surrounding areas.
2. To relieve the needs of children, young people and their families by the provision of services particularly those aimed at promoting good health, relieving poverty and helping people meet their own needs in society.
3. To promote for the benefit of the inhabitants of Carterton, Oxfordshire and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their condition of life.

Governing document – the charity is a Charitable Incorporated Organisation governed by a constitution based upon a Charity Commission document that was adopted on 7th November 2017. A copy of the full governing document can be obtained from the charity.

Trustees - The overall responsibility of the organisation rests with the Board of Trustees. The selection of Trustees is designed to supplement the existing skills and expertise of the board and is governed by an informal skills assessment. The appointment of trustees is made in accordance with the constitution.

Risk assessment – Disclosure and Barring checks are carried out for all appropriate trustees, staff and volunteers. The Trustees have examined the major strategies, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to minimise these risks.

Public benefit statement – Carterton Family Centre provides public benefit by providing buildings, facilities, open spaces, supervision, teaching, advocacy and information to help it meets its objectives.

Reserves policy – The Trustees are actively trying to build reserves and will prioritise this now the building work has been completed.

This report was approved by the Trustees on 31st December 2021 and signed on its behalf by

Jenny Withers: 

Jane Corban: 

Date: 29 Jan 22

Statement of Financial Activities (including Income & Expenditure Account)
for the year period 31st March 2021

		Unrestricted Funds	Restricted Funds	Total	2020
		£	£	£	
Income					
<i>Charitable Donations</i>		345		345	3,103
<i>General grants</i>	2	40,625	73,396	114,021	184,153
JRSS			13,841	13,841	0
Activities for generating funds					
<i>Session payments received</i>					1,855
Total Income		40,970	87,237	128,207	189,111
Resources expended					
<i>Charitable activities</i>					5,382
<i>Staff Salaries</i>		23,715	19,374	43,089	26,529
<i>Staff Pensions</i>		731		731	
<i>DBS Checks</i>		110		110	
<i>Repairs & renewals</i>		6,653		6,653	1,331
<i>Garden</i>		679	12,479	13,158	
<i>Storage</i>		977		977	511
<i>Subcontractors</i>		14		14	5,404
<i>Telephone and Internet</i>		1,369		1,369	577
<i>Advertising</i>					122
<i>Insurance</i>		777		777	751
<i>Printing, postage and stationery</i>					251
<i>Food and drink</i>					167
<i>IT</i>					90

Carterton Family Centre
Charity number: 1175596

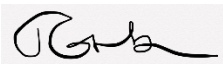
<i>Utilities</i>		1,920		1,920	2,976
<i>Safety and training</i>		567		567	7
<i>Cleaning</i>		65		65	
<i>Refurbishment</i>			167,787	167,787	202,270
<i>Accounts</i>		650		650	390
<i>Service charges</i>		85		85	103
<i>Professional fees</i>					
<i>Sundry</i>					42
Sub-Total		38,312	199,640	237,952	246,903
Asset Depreciation				266	266
Accountants fees					1,272
Total resources expended		38,578	199,640	238,218	248,441
Net Income resources		2,392	112,402	110,011	(59,330)
Balance brought forward		40,228	175,436	215,664	274,994
Closing balance		42,620	63,034	105,654	215,664

Balance sheet as at 31st March 2021

	Notes	2021	2020
Fixed assets	5	266	532
Current assets			
Cash at bank and in hand		108,417	215,963
Net wages control		152	
PAYE debtor			441
Current assets		108,569	216,404
Current liabilities			
Creditors falling due within one year	6	3,181	1,272
Total assets less liabilities		105,654	215,644
Represented by			
Restricted funds		63,034	175,436
Unrestricted funds		42,620	40,228
Total funds		105,654	215,664

Signed: J R Withers Trustee

Date: 29 Jan 22

Signed:  Trustee

Date: 25 Jan 22

Notes to the financial statements
For the period ending 31st March 2021

1. Accounting policies

a. Basis of accounting.

The financial statements have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Charities Act 2011. The trust constitutes a public benefit entity as defined by FRS102.

b. Going concern.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

c. Change of accounting policy.

The previous year's accounts were prepared on a receipts and payments basis. Due to the level of income received the current accounts has been prepared on an income and expenditure accrual basis.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

e. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Income resources from charitable trading activity are accounted for when earned.

f. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy and legal fees.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

2. Analysis of receipt of grants.

Source	This year	Last year
Armed Forces	20,795	70,000
Carterton Town Council	16,200	40,000
WODC	34,765	30,235
OCC	5,368	27,168
DBS	20,000	
Neighbourhood Trust	11,401	
Others	5,492	16,750
Total	114,021	184,153

3. Staff costs.

The charity employed four staff during the year. No employees received employee benefits (excluding employee pension costs) for the reporting period of more than £60,000.

4. Trustee remuneration & related party transactions.

The trustees all give freely of their time and expertise without any remuneration or other benefit in kind.

5. Fixed assets.

	Plant & Machinery	2020
	£	£
Cost	1,064	1,064
Additions	-	-
As at 31st March 2021	1,064	1,064
Depreciation		
Provided during period	266	266
Total depreciation up to 31 March 2021	798	532
Net book value at 31st March 2021	266	532

6. Creditors: Amounts falling due within one year.

Trade Creditors: Shilton Accounting Services - £72
Accounting fee accrual - £840
PAYE - £447.49
Carterton Community Assistance Group - £1821.60

Carterton Family Centre

Report and Financial Statement

For the period ended 31st March 2021

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Jenny Withers: 

Jane Corban: 

Date: 29 Jan 22

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Carterton Family Centre
Charity number: 1175596

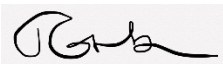
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Balance sheet as at 31st March 2021

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Signed: J R Withers Trustee

Date: 29 Jan 22

Signed:  Trustee

Date: 25 Jan 22

Notes to the financial statements
For the period ending 31st March 2021

1. Accounting policies

a. Basis of accounting.

The financial statements have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Charities Act 2011. The trust constitutes a public benefit entity as defined by FRS102.

b. Going concern.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

c. Change of accounting policy.

The previous year's accounts were prepared on a receipts and payments basis. Due to the level of income received the current accounts has been prepared on an income and expenditure accrual basis.

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Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Income resources from charitable trading activity are accounted for when earned.

f. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy and legal fees.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

2. Analysis of receipt of grants.

Source	This year	Last year
Armed Forces	20,795	70,000
Carterton Town Council	16,200	40,000
WODC	34,765	30,235
OCC	5,368	27,168
DBS	20,000	
Neighbourhood Trust	11,401	
Others	5,492	16,750
Total	114,021	184,153

3. Staff costs.

The charity employed four staff during the year. No employees received employee benefits (excluding employee pension costs) for the reporting period of more than £60,000.

4. Trustee remuneration & related party transactions.

The trustees all give freely of their time and expertise without any remuneration or other benefit in kind.

5. Fixed assets.

	Plant & Machinery	2020
	£	£
Cost	1,064	1,064
Additions	-	-
As at 31st March 2021	1,064	1,064
Depreciation		
Provided during period	266	266
Total depreciation up to 31 March 2021	798	532
Net book value at 31st March 2021	266	532

6. Creditors: Amounts falling due within one year.

Trade Creditors: Shilton Accounting Services - £72
Accounting fee accrual - £840
PAYE - £447.49
Carterton Community Assistance Group - £1821.60