

St Christopher's Family Centre

Charity number 1175935

Annual Report and Financial Statements for the year ended 31 December 2020



West Yorkshire Community Accounting Service

St Christopher's Family Centre

Annual Report and Financial Statements for the year ended 31 December 2020

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Prepared by West Yorkshire Community Accounting Service

St Christopher's Family Centre

Trustees' report for the year ended 31 December 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name

Rev. Gary Hodgson (Ex-officio)	Chair
Lesley Burton (Appointed)	Treasurer
Louise Connacher (Nominated)	Secretary
Angelo Meneghello (Appointed)	
Andrew Sykes (Nominated)	

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1175935, on 27 November 2017.

Principal address

St. Christopher's Church
Holme Wood Road
Bradford
BD4 9EJ

Bankers

HSBC Bank plc
64 Tong Street
Dudley Hill
Bradford BD4 6HB

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 27 November 2017.

Method of recruitment and appointment of trustees

The Vicar of Tong and Laisterdyke shall automatically be a trustee ("ex-officio"). Tong and Laisterdyke Parochial Church Council may appointed up to three trustees (nominated). Other trustees are appointed by a resolution passed at a properly convened meeting of the charity trustees.

St Christopher's Family Centre

Trustees' report (continued) for the year ended 31 December 2020

Objectives and activities

The charity's objects

The objects of the CIO are:

- a) to promote the benefit of the inhabitants of Holme Wood and Bradford without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with the teaching of the Christian Church.
- b) to establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.

The charity's main activities

The Family Centre achieves these objectives by providing a range of activities and interventions to support young families, school age children, young people, and their parents and carers. We provide a safe place to gather, have fun and learn new skills at our Centre based at the St Christopher Church buildings in the middle of Holme Wood, as well as detached work across the estate and home and school visits.

The Family Centre works in partnership with other local organisations, including the Salvation Army and St Christopher's Church.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular providing education for all interested parents in parenting young families and teenagers, healthy eating and exercise, creating safe spaces for parents, children and young people to learn, share experiences, develop new skills and grow in confidence.

Achievements and performance

We support young families through:

- Weekly age-related preschool groups
- Parenting classes
- Home visits and support

We support young people through:

- Detached work to nurture relationship and create opportunities for early intervention
- Weekly after school drop in sessions
- Saturday morning sessions for fun, learning and skill development
- Young leader training to nurture skills and confidence for volunteering, being role models and improving employability
- School visits

People reached in 2020

During 2020 the Family Centre directly supported 189 people in total:

- 76 women
- 3 men
- 95 young people (5 yrs plus)
- 15 children (under 5's)

Our work schools had to be put on hold during 2020 as schools stopped welcoming many outside agencies.

St Christopher's Family Centre

Trustees' report (continued) for the year ended 31 December 2020

Achievements and performance continued

Impact assessment

In 2020 we had a total of 189 people using our services. When carrying out a survey, 98% of service users felt less isolated, 98% felt more part of a community, 97% felt more confident, 100% felt happier and 100% felt welcomed since coming to St. Christopher's Family Centre. The survey was carried out before the

Looking ahead

Due to the Coronavirus pandemic, the Family Centre had to adjust its services and the way we delivered sessions. Thankfully we are well placed to resume our activities and develop new ones as the roadmap out of the pandemic and government guidelines allow.

Initial response to Covid-19

Covid-19 has had a significant impact on communities and organisations across the globe. In line with everyone else, St. Christopher's Family Centre has had to stop all of its existing activities and discover new ways to support its beneficiaries. One member of staff who is unable to continue with their support, has been placed on furlough and the remaining staff are providing regular support by phone, Zoom and Facebook live streaming. In addition, we are delivering resource packs and providing food parcels and support where needed.

So far, the charity has not been significantly affected financially by the Covid-19 crisis because our grant payments are on course to continue throughout the year. We have received email confirmation from funders informing us they will be happy to fund our adapted services during this crisis and the contract renewal with Bradford Council has gone ahead despite the crisis.

In light of this, in reviewing the charity's ability to continue for at least 12 months from the date that the accounts are approved, the trustees have concluded that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Financial review

The net receipts for the year were £53,724, including net receipts of £38,421 on unrestricted funds and net receipts of £15,303 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £46,679.

The Trustees have reviewed the charity's need for reserves in line with guidance issued by the Charity Commission and have set a target of 3 to 6 months reserves for contingency and risk. This equates to between £22,074 and £44,148, based on budgeted 2021/2022 expenditure. The Trustees are aware that the reserves at 31 December 2020 exceed the upper target. This is mainly due to the impact of the covid pandemic which has impacted on expenditure plans. The Trustees will be monitoring this position during the 2020/2021 financial year.

Signed on behalf of the board of trustees on

Signed: (Trustee)

Name:

St Christopher's Family Centre

Independent examiner's report to the trustees of St Christopher's Family Centre Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2020, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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: Name: Rhys North ACA

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

St Christopher's Family Centre
Receipts and payments account
for the year ended 31 December 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Receipts					
Grants and donations	(2)	49,998	81,111	131,109	94,665
Contributions from service users		472	-	472	4,478
Contracts		-	-	-	11,250
Other income		1,332	-	1,332	2,279
Total receipts		51,802	81,111	132,913	112,672
Payments					
Salaries and NIC	(3)	372	46,446	46,818	40,898
Staff and volunteer training and expenses		926	1,055	1,981	1,025
Sessional delivery and support		-	2,380	2,380	4,491
Activity resources		188	1,909	2,097	2,102
Food, drink and refreshments		180	545	725	1,143
School holiday activities and resources		-	1,079	1,079	6,059
Equipment		-	-	-	186
Play area refurbishment		-	-	-	6,476
Insurance		485	-	485	502
Rent, utilities and phone		5,145	2,195	7,340	6,644
Office costs, stationery and printing		44	1,061	1,105	447
Network and IT		1,160	747	1,907	1,266
Finance and administration		1,170	-	1,170	1,206
Funding and development		3,086	8,391	11,477	12,113
Bad debts		-	-	-	2,000
Independent examination		600	-	600	468
Other costs		25	-	25	40
Total payments		13,381	65,808	79,189	87,066
Net receipts		38,421	15,303	53,724	25,606
Fund balances brought forward		8,258	33,866	42,124	16,518
Fund balances carried forward	(4)	46,679	49,169	95,848	42,124

St Christopher's Family Centre
Statement of assets and liabilities
as at 31 December 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	46,370	49,169	95,539	42,081
Cash in hand	309	-	309	43
Total cash funds	<u>46,679</u>	<u>49,169</u>	<u>95,848</u>	<u>42,124</u>

Assets retained for the charity's own use, shown at cost:

	£
Computer equipment	5,298
Office equipment and furniture	3,601
Play equipment	8,230
	<u>17,129</u>

Liabilities

	£
Independent examination	600
Eldwick Church	5,475
	<u>6,075</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Signed: (Trustee)

Name:

St Christopher's Family Centre

Notes to the accounts

for the year ended 31 December 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

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 subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

St Christopher's Family Centre
Notes to the accounts continued
for the year ended 31 December 2020

2 Grants and donations	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Awards for All	-	-	-	9874
BBC Children in Need	-	18,511	18,511	18,511
Bradford City Challenge	4,125	-	4,125	4,250
Bradford Diocesan Council for Social Aid	3,000	-	3,000	-
Bradford Metropolitan District Council (BMDC)	-	15,000	15,000	5,138
Charles and Elsie Sykes	2,000	-	2,000	-
Garfield Weston	10,000	-	10,000	-
Henry Smith	-	27,600	27,600	13,800
Leeds Community Foundation	-	-	-	10,194
Liz and Terry Bramall	-	-	-	1,000
Scurrah Wainwright	-	5,000	5,000	-
Spooner Trust	1,500	-	1,500	-
The Lighthouse Group	-	-	-	5,000
Transforming Lives for Good	-	5,000	5,000	-
Trusthouse Charitable Trust	-	10,000	10,000	-
Tudor Trust	22,000	-	22,000	20,000
West Yorkshire Police Commissioners Fund	-	-	-	4,740
Donations	7,373	-	7,373	2,158
	<u>49,998</u>	<u>81,111</u>	<u>131,109</u>	<u>94,665</u>

3 Staff costs and numbers	2020	2019
	£	£
Gross salaries	45,768	40,049
Social security costs	2,115	1,666
Employment allowance	(2,115)	(1,666)
Pensions	1,050	849
	<u>46,818</u>	<u>40,898</u>

The average number employees during the year was 4.4, being an average of 2.3 full time equivalent (2019: 4, 2.1). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2020	2019
	£	£
Costs of the scheme to the charity for the year	1,050	849
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

St Christopher's Family Centre
Notes to the accounts continued
for the year ended 31 December 2020

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BBC Children in Need	6,260	18,511	9,095	-	15,676
Awards for All - Youth Work	9,874	-	8,416	-	1,458
Henry Smith	9,589	27,600	18,307	-	18,882
Pears Youth Fund	5,194	-	5,194	-	-
Provident Social Impact	851	-	851	-	-
WY Police Commissioners Fund	2,098	-	2,098	-	-
Trusthouse Charitable Foundation	-	10,000	1,847	-	8,153
Heathy Holidays	-	5,000	5,000	-	-
Scurrah Wainwright	-	5,000	-	-	5,000
BMDC Early Years	-	15,000	15,000	-	-
	<u>33,866</u>	<u>81,111</u>	<u>65,808</u>	<u>-</u>	<u>49,169</u>

Fund name	Purpose of restriction
BBC Children in Need	Youth work sessions
Awards for All - Youth Work	Youth work sessions
Henry Smith	Staffing and sessional development sessions
Pears Youth Fund	Youth leaders project
Provident Social Impact	Family support
WY Police Commissioners Fund	Chill zone project with young people
Trusthouse Charitable Foundation	Youth work sessions
Heathy Holidays	Staffing and sessional development sessions
Scurrah Wainwright	Young carers sessions
BMDC Early Years	Youth work sessions

5 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.