

# **St Christopher's Family Centre**

Charity number 1175935

## **Annual Report and Financial Statements for the year ended 31 December 2021**



West Yorkshire Community Accounting Service

# **St Christopher's Family Centre**

## **Annual Report and Financial Statements for the year ended 31 December 2021**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **St Christopher's Family Centre**

## **Trustees' report for the year ended 31 December 2021**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Rev. Gary Hodgson (Ex-officio)	Chair	
Lesley Allen (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 Accountancy Service CIO**

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 and is governed by a foundation constitution.

### **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 appoint up to three trustees (nominated). Other trustees are appointed by a resolution passed at a properly convened meeting of the charity trustees.

### **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.

# **St Christopher's Family Centre**

## **Trustees' report (continued) for the year ended 31 December 2021**

### **Objectives and activities**

#### **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
- 1:1 support

#### **We support young people through:**

- Weekly after school drop in sessions
- Young carers support in local schools in either group or 1:1 work
- Young leader training to nurture skills and confidence for volunteering, being role models and improving employability
- School visits

#### **People reached in 2021**

During 2021 the Family Centre directly supported 232 people in total:

- 41 women
- 4 men
- 160 young people (5 yrs plus)
- 27 children (under 5's)

Our work schools had to be put on hold during 2021 as schools stopped welcoming many outside agencies.

#### **Impact assessment**

In 2021 we had a total of 232 people using our services. According to the research done with our service users, 97% of service users felt less isolated, 98% felt more part of a community, 96% felt more confident, 100% felt happier and 100% felt welcomed since coming to St. Christopher's Family Centre. The research was done by asking children and young people, feedback forms and face to face conversations.

#### **Looking ahead**

Due to the Coronavirus pandemic, the Family Centre had to adjust its services and the way we delivered sessions. Thankfully we were able to fully operate from May 2021 again, based on government guidelines.

# **St Christopher's Family Centre**

## **Trustees' report (continued) for the year ended 31 December 2021**

### **Achievements and performance continued**

#### **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.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

#### **Financial review**

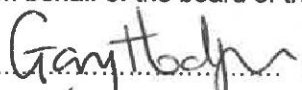
The net receipts for the year were £4,598, including net payments of £1,701 on unrestricted funds and net receipts of £6,299 on restricted funds.

#### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £44,978.

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 – 6 months reserves for contingency and risk and have developed a plan and budget to build these gradually as funding permits.

Signed on behalf of the board of trustees on ..... 21<sup>st</sup> October 2022

Signed:  (Trustee)

Name: GARY HODGSON

## **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 2021, 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 Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**St Christopher's Family Centre**  
**Receipts and payments account**  
**for the year ended 31 December 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	28,968	65,469	94,437	131,109
Contributions from service users		1,514	-	1,514	472
Other income		845	-	845	1,332
<b>Total receipts</b>		<u>31,327</u>	<u>65,469</u>	<u>96,796</u>	<u>132,913</u>
<b>Payments</b>					
Salaries and NIC	(3)	7,169	46,234	53,403	46,818
Staff and volunteer training and expenses		1,565	587	2,152	1,981
Sessional delivery and support		-	3,510	3,510	2,380
Activity resources		2,311	929	3,240	2,097
Food, drink and refreshments		283	498	781	725
School holiday activities and resources		449	1,705	2,154	1,079
Insurance		693	-	693	485
Rent, utilities and phone		7,373	788	8,161	7,340
Office costs, stationery and printing		466	237	703	1,105
Network and IT		982	363	1,345	1,907
Finance and administration		1,391	-	1,391	1,170
Funding and development		4,871	3,719	8,590	11,477
Independent examination		-	600	600	600
Other costs		5,475	-	5,475	25
<b>Total payments</b>		<u>33,028</u>	<u>59,170</u>	<u>92,198</u>	<u>79,189</u>
<b>Net receipts</b>		<u>(1,701)</u>	<u>6,299</u>	<u>4,598</u>	<u>53,724</u>
<b>Fund balances brought forward</b>		<u>46,679</u>	<u>49,169</u>	<u>95,848</u>	<u>42,124</u>
<b>Fund balances carried forward</b>	(4)	<u>44,978</u>	<u>55,468</u>	<u>100,446</u>	<u>95,848</u>

**St Christopher's Family Centre**  
**Statement of assets and liabilities**  
**as at 31 December 2021**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	44,911	55,468	100,379	95,539
Cash in hand	67	-	67	309
<b>Total cash funds</b>	<u>44,978</u>	<u>55,468</u>	<u>100,446</u>	<u>95,848</u>

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

	£
Computer equipment	5,298
Office equipment and furniture	3,601
Play equipment	8,692
	<u>17,591</u>

**Liabilities**

	£
Independent examination	720
	<u>720</u>

**Approval of the accounts**

The financial statements were approved by the board of trustees on 3<sup>rd</sup> October 2022

Signed: Gary Hodgson (Trustee)

Name: GARY HODGSON



# **St Christopher's Family Centre**

## **Notes to the accounts**

### **for the year ended 31 December 2021**

#### **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 2021**

<b>2 Grants and donations</b>	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Henry Smith	-	27,600	27,600	27,600
Tudor Trust	22,000	-	22,000	22,000
Trusthouse Charitable Trust	-	10,000	10,000	10,000
Awards for All	-	9,984	9,984	-
Pears Youth Fund	-	9,930	9,930	-
Bradford City Challenge	4,750	-	4,750	4,125
Bradford Metropolitan District Council (BMDC)	-	3,750	3,750	15,000
The Souter Charitable Trust	-	2,500	2,500	-
The Hobson Charity	-	1,705	1,705	-
BBC Children in Need	-	-	-	18,511
Charles and Elsie Sykes	-	-	-	2,000
Garfield Weston	-	-	-	10,000
Scurrah Wainwright	-	-	-	5,000
Spooner Trust	-	-	-	1,500
Transforming Lives for Good	-	-	-	5,000
Bradford Diocesan Council for Social Aid	-	-	-	3,000
Donations	2,218	-	2,218	7,373
	<u>28,968</u>	<u>65,469</u>	<u>94,437</u>	<u>131,109</u>

<b>3 Staff costs and numbers</b>	2021	2020
	£	£
Gross salaries	52,193	45,768
Social security costs	2,524	2,115
Employment allowance	(2,524)	(2,115)
Pensions	1,210	1,050
	<u>53,403</u>	<u>46,818</u>

The average number employees during the year was 5, being an average of 2.7 full time equivalent (2020: 4.4, 2.3 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2021	2020
	£	£
Costs of the scheme to the charity for the year	1,210	1,050

# St Christopher's Family Centre

## Notes to the accounts continued

for the year ended 31 December 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
BBC Children in Need	15,676	-	15,676	-
Awards for All - Youth Work	1,458	9,984	5,152	6,290
Henry Smith	18,882	27,600	23,549	22,933
Pears Foundation	-	9,930	634	9,296
Trusthouse Charitable Foundation	8,153	10,000	3,704	14,449
Scurrah Wainwright	5,000	-	5,000	-
BMDC Early Years	-	3,750	3,750	-
The Hobson Charity	-	1,705	1,705	-
The Souter Charitable Trust	-	2,500	-	2,500
	<u>49,169</u>	<u>65,469</u>	<u>59,170</u>	<u>55,468</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 Foundation	Young carers sessions
Trusthouse Charitable Foundation	Youth work sessions
Scurrah Wainwright	Young carers sessions
BMDC Early Years	Youth work sessions
The Hobson Charity	Summer programme of activities for children and young people
The Souter Charitable Trust	Parental support 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.

