

St Christopher's Family Centre

Charity number 1175935

Annual Report and Financial Statements for the year ended 31 December 2023



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COMMUNITY ACCOUNTING
WEST YORKSHIRE

St Christopher's Family Centre

Annual Report and Financial Statements for the year ended 31 December 2023

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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 2023

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	Position	Dates
Rev. Gary Hodgson (Ex-officio)	Chair	
Lesley Allen (Appointed)	Treasurer	
Louise Connacher (Nominated)	Secretary	
Angelo Meneghello (Appointed)		Resigned 1 June 2023
Andrew Sykes (Nominated)		
Simon Rulton (Appointed)		Appointed 1 February 2024
Charity number	1175935	Registered in England and Wales
Registered and principal address	Bankers	
St. Christopher's Church	HSBC Bank plc	
Holme Wood Road	47 Market Street	
Bradford	Bradford	
BD4 9EJ	BD1 1LW	

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:

- 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.
- 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 2023

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 Emerge, the Valley Project, 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:

- Being an advocate for young people and families
- Weekly age-related preschool groups
- Peer support groups for parents with children under 2
- Home visits and support

We support young people through:

- Detached work to nurture relationships and create opportunities for early intervention
- Weekly after school drop-in sessions
- Life skills sessions to nurture skills and confidence for their start into independent adult life
- 1-2-1 sessions in schools on a referral basis
- School visits

People reached in 2023

During 2023 the Family Centre directly supported 253 people and delivered 266 sessions with a total of 550 hours of sessional delivery.

The Family Centre has increased its level of support for families by creating a new support group for parents with babies and small children under 2 years of age and employed a family outreach worker who is connecting with families on the estate.

Networking and partnership work has increased, and the Family Centre is part of the Bradford Advisory Group.

The Centre has also partnered with two other charities to work in partnership to support school-aged children and started to network with the local schools to provide 1-2-1 support.

We provided holiday provisions throughout the school holidays and took families and young people on trips during the summer holidays.

Individual support took place with families, who needed more intense support. We could address their needs such as liaising with the housing association to help a family get a bigger house and supporting other families who had children with additional needs.

The Family Centre also worked closely together with St Christopher's Church and Community Centre by signposting families to the local food pantry and getting referrals from St Christopher's Community Centre, especially during the Christmas period when a toy appeal was held for the most vulnerable families.

St Christopher's Family Centre

Trustees' report (continued) for the year ended 31 December 2023

Achievements and performance continued

Looking ahead

We want to focus on providing more intense family support for the families in Holme Wood by increasing the level of individual support and group support for young parents. There are also plans to network with schools and statutory organisations to increase the number of families reached over the next year. Our aim is to grow the family support by increasing individual support and offering parenting courses, tailored to the family's needs.

Financial review

The net payments for the year were £26,808, including net payments of £22,996 on unrestricted funds and net payments of £3,812 on restricted funds.

Reserves policy

The charity's free reserves, at the year end were £44,318.

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 manage this level effectively as funding permits. Based on budgeted 2024 expenditure the charity's target reserves are between £31,100 and £62,200.

Funds in deficit

At 31 December 2023 the WW Spooner Charitable Trust fund had a deficit of £1,000. This was resolved following the receipt of planned additional grant support in January 2024.

Approved by the board of trustees on 14/10/2024

Rev. Gary Hodgson (Trustee)

St Christopher's Family Centre

Independent examiner's report to the trustees of St Christopher's Family Centre

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2023, 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 charity as required by section 130 of the Charities Act;
- 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.

Rhys North ACA

14/10/2024

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 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Receipts					
Grants and donations	(2)	32,018	51,891	83,909	84,795
Contributions from service users		909	-	909	1,043
Other income		350	-	350	1,215
Total receipts		33,277	51,891	85,168	87,053
Payments					
Salaries and NIC	(3)	33,513	34,057	67,570	59,803
Staff and volunteer training and expenses		2,691	1,811	4,502	4,334
Sessional delivery and support		535	1,050	1,585	815
Activity resources		2,040	5,276	7,316	2,829
Food, drink and refreshments		2,385	1,296	3,681	1,633
School holiday activities and resources		2,907	4,979	7,886	3,945
Equipment		-	-	-	4,768
Insurance		793	-	793	709
Rent, utilities and phone		6,919	437	7,356	7,182
Office costs, stationery and printing		1,247	537	1,784	1,968
Network and IT		611	427	1,038	1,409
Finance and administration		309	1,187	1,496	1,407
Funding and development		823	3,296	4,119	3,142
Independent examination		900	-	900	720
Website development		600	1,350	1,950	-
Total payments		56,273	55,703	111,976	94,664
Net receipts / (payments)		(22,996)	(3,812)	(26,808)	(7,611)
Fund balances brought forward		67,314	25,521	92,835	100,446
Fund balances carried forward	(4)	44,318	21,709	66,027	92,835

St Christopher's Family Centre
Statement of assets and liabilities
as at 31 December 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	44,198	21,709	65,907	92,811
Cash in hand	120	-	120	24
Total cash funds	<u>44,318</u>	<u>21,709</u>	<u>66,027</u>	<u>92,835</u>

Debtors and prepayments

	2023
	£
Prepayments - Insurance	132
Other debtors - Grant due	<u>1,000</u>
	<u>1,132</u>

Assets retained for the charity's own use

Computer equipment
Office equipment and furniture
Play equipment

Liabilities

	2023
	£
Accruals - Independent examination fee	<u>1,080</u>
	<u>1,080</u>

The financial statements were approved by the board of trustees on 14/10/2024

Rev. Gary Hodgson (Trustee)

St Christopher's Family Centre

Notes to the accounts

for the year ended 31 December 2023

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 2023

2 Grants and donations	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Awards For All	-	9,974	9,974	-
Bradford City Challenge	7,000	-	7,000	6,500
E:merge (UK) Company Ltd	-	9,894	9,894	-
The Henry Smith Charity	-	14,800	14,800	13,800
Sovereign Health	-	5,048	5,048	-
The Brelms Trust CIO	-	5,675	5,675	-
The Liz & Terry Bramhall Trust	-	5,000	5,000	-
Tudor Trust	25,000	-	25,000	27,000
WW Spooner Charitable Trust	-	1,500	1,500	1,000
Pears Youth Fund	-	-	-	9,784
The Clothworkers' Foundation	-	-	-	5,000
Trusthouse Charitable Trust	-	-	-	10,000
Other donations	18	-	18	11,711
	<u>32,018</u>	<u>51,891</u>	<u>83,909</u>	<u>84,795</u>

3 Staff costs and numbers

	2023	2022
	£	£
Gross salaries	66,119	58,382
Social security costs	3,276	3,115
Employment allowance	(3,276)	(3,115)
Pensions	1,451	1,421
	<u>67,570</u>	<u>59,803</u>

The average number employees during the year was 7, being an average of 3.4 full time equivalent (2022: 6 WTE; 2.7 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	1,451	1,421

St Christopher's Family Centre
Notes to the accounts continued
for the year ended 31 December 2023

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Awards for All	-	9,974	4,704	-	5,270
Henry Smith	2,724	14,800	11,654	-	5,870
Trusthouse Charitable Trust	13,989	-	13,989	-	-
Pears Youth Fund	8,808	-	8,808	-	-
WW Spooner Charitable Trust	-	1,500	2,500	-	(1,000)
E:merge	-	9,894	5,786	-	4,108
Sovereign Health	-	5,048	3,256	-	1,792
The Brelms Trust	-	5,675	5,006	-	669
The Liz & Terry Bramhall Trust	-	5,000	-	-	5,000
	<u>25,521</u>	<u>51,891</u>	<u>55,703</u>	<u>-</u>	<u>21,709</u>

Fund name	Purpose of restriction
Awards for All	Youth work sessions.
Henry Smith	Staffing and sessional development sessions and associated running costs.
Trusthouse Charitable Trust	Youth work sessions.
Pears Youth Fund	Young carers sessions.
WW Spooner Charitable Trust	Towards summer provision costs.
E:merge	Delivery of Holme Wood Youth Work Partnership working with E:merge and The Valley Project.
Sovereign Health	Youth work sessions.
The Brelms Trust	Towards core costs.
The Liz & Terry Bramhall Trust	Towards core costs.

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.