



Friends For Families

Sevenoaks

Trustees' Annual Report

2024-25

Registered charity number 1178499

Section A:**Administration Details**

This report covers the period from 1 April 2024 to 31 March 2025.

Friends For Families (Sevenoaks) was established in January 2018 and became a registered charity on 23 May 2018. The registered charity number is 1178499 and the address the charity is registered to is currently subject to change.

The charity's name is Friends For Families (Sevenoaks) and it is not known by any other name, though it is often abbreviated to Friends For Families or F4F.

Names of the charity trustees who manage the charity

Shona Campbell (Chair), first charity trustee stepped down in August 2024.

Jacky Crisp (Chair) was appointed as a trustee and as Chair in October 2024.

Claire Davison (Treasurer): Claire was appointed as a trustee and as Treasurer in January 2021 and reappointed in January 2024.

Kelly Barlow: Kelly was appointed as a trustee in February 2020, and reappointed in February 2023 and stepped down in October 2024

Heather Brightwell: Heather was appointed as a trustee in January 2024

Helen Buttivant: Helen was appointed as a trustee in January 2024

Katya Wickham: Katya was appointed as a trustee in January 2024

Anne Ralph: Anne was appointed as a trustee in May 2024

Kay Fox-Joyce: Kay was appointed as a trustee in January 2025

There are at present no other trustees, and there are no staff members.

Section B:**Structure, Governance and Management**

The charity is governed by its constitution and is a Foundation Charitable Incorporated Organisation. Apart from the first charity trustees, all trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

The charity is managed and run by the trustees, and there are no paid staff members. There are several volunteers who work with the trustees on an ad hoc basis.

Section C:

Objectives and activities

The objects of the charity are

To relieve the poverty of families with children who are living within the Sevenoaks district and Dartford or are otherwise clients of West Kent Children's Services at Kent County Council, specifically families who do not have the resources to provide themselves with the normal things of life which most people take for granted, by

- providing items including but not limited to furniture, bedding, clothing, food, fuel, heating appliances, washing machines and fridges or by providing grants to purchase these items.
- payment for services including but not limited to essential repairs, hairdressing or outings and entertainment for children.
- providing facilities including but not limited to the supply of equipment, books, and travelling expenses to attend school, and equipment and funds for recreational pursuits intended to bring the quality of life of the beneficiaries to a reasonable standard
- financing any other items, services or facilities that the trustees agree should be provided to bring the quality of life of the beneficiaries to a reasonable standard.

The main activities undertaken for the public benefit in relation to these objects are

- The purchase of beds and bedding, basic furniture and white goods, whether new or second hand. Where appropriate donated second hand items are also provided.
- The purchase of clothing, nappies, basic baby equipment, cleaning equipment and products. Where appropriate donated second hand items are also provided.
- The purchase of food. Much of the non-perishable food we supply is donated, and we fund the rest and specifically perishable foods.
- Payment for children's groups and classes, particularly where these are therapeutic and/or prevent a child being isolated on grounds of poverty.
- Payment for school uniform, shoes, bags and equipment and travelling costs to school where no alternative is available that can be funded by the family or statutory services.

In all cases the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The charity does not give cash grants to families, and all activities are undertaken in conjunction with and through the intermediary of West Kent Children's Services.

The charity benefits greatly from the support of the local community, both in volunteering their time and making financial donations, but also in supplying the charity with second hand items and ensuring they are in a good condition to be donated, purchasing food supplies, and providing the charity with advice and support on a range of issues.

Section D

Achievements and performance

The trustees raise the funding for the work to be undertaken from three sources: individual and corporate donations, donations from other organisations and grants. In 2024-2025, the trustees decided to review and amend their classification of grants and donations from organisations to provide additional clarity in the accounts. The trustees did not apply for any grants in 2024-2025 but received the remaining balance of a 2-year grant from Kent Community Foundation.

The trustees also worked to raise awareness within the local community, resulting in many individual donations to the charity. Further financial details may be found in the annual accounts.

All trustees worked to develop the pool of volunteers willing to assist with the workload (particularly important as the charity has no paid staff). This included building relations with local businesses and community groups.

The charity met 235 referrals in 2024-25 and spent £87,490 helping families in need. In addition to this, the charity also provided 385 Christmas gifts for children identified by the social work teams, and 182 Christmas food parcels for their families.

Section E:

Financial review

Reserves

Trustees have agreed that reserves of 4-6 months of expenditure should be maintained either in the current account or an instant access savings account split as follows: up to £,3000 in the current account and 4-6 months' average expenditure in an instant access savings account.

Any other funds in excess of this can be transferred to a savings account with a maximum of 1 month's notice. Account balances should be regularly reviewed and transfers between accounts made as needed on a timely basis.

Cash reserves should be monitored at least monthly to ensure their adequacy and actions taken (eg increased grant applications) to address any potential shortfall.

The charity has no funds in deficit.

The charity's principal sources of funds are grants from grant-making bodies and businesses and individual donations. The charity occasionally organises fundraising events and raffles when needed.

The charity has been fortunate enough to raise enough funds from these sources to enable it to meet all the referrals made to it that were found to be consistent with its objects.

The Charity has decided not to invest funds in investments other than savings accounts as outlined above.

Section F:

Other optional information

None.

Section G:

Declaration

The trustees declare that they have approved the trustees' report above. The Trustees are of the view that there are no uncertainties at present as to the charity's status as a going concern.

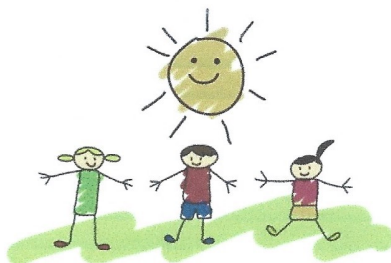
Signed on behalf of the charity's trustees:

Signature 

Full Name JACKY CRISP

Position CHAIR

Date 21/01/2026.



Friends For Families
Sevenoaks



Receipts and payments accounts

CC16a

For the period
from

01/04/2024

To

31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations - cash	58,141	13,500	-	71,641	70,181
Christmas Appeal donations	1,088	2,598	-	3,686	2,316
Gift Aid	9,231	-	-	9,231	10,501
Grants - restricted	-	10,656	-	10,656	20,495
Grants - unrestricted	-	-	-	-	18,450
Fundraised income	258	-	-	258	1,433
Bank interest	2,834	-	-	2,834	647
Gift vouchers/Nectar points used	113	-	-	113	170
Non cash donations (food and presents)	10,490	-	-	10,490	15,510
Sub total (Gross income for AR)	82,155	26,754	-	108,909	139,703
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	82,155	26,754	-	108,909	139,703
A3 Payments					
Food and drink	30,356	9,549	-	39,905	29,092
Baby supplies	2,166	444	-	2,610	2,678
Clothing and shoes	1,717	560	-	2,277	4,391
Furniture	13,656	3,068	-	16,724	21,076
Electrical appliances and white goods	7,446	923	-	8,369	11,450
Home furnishings/improvements	9,097	2,071	-	11,168	12,748
Toys, books and crafts	301	112	-	413	3,474
Sports and activities	239	-	-	239	494
Wellbeing	1,327	434	-	1,761	1,561
Technology	-	-	-	-	164
Nursery fees	-	-	-	-	639
Transport	378	120	-	498	541
Utilities	83	-	-	83	402
Vouchers	2,795	247	-	3,042	2,890
Christmas Appeal Costs	1,087	2,598	-	3,685	2,853
Fundraising costs	-	-	-	-	-
Other	317	85	-	402	512
Admin costs	1,080	500	-	1,580	529
Donated items passed on	10,490	-	-	10,490	15,510
	-	-	-	-	-
Sub total	82,535	20,711	-	103,246	111,004
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	82,535	20,711	-	103,246	111,004
Net of receipts/(payments)	- 380	6,043	-	5,663	28,699
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	159,274	206	-	159,480	130,781
Cash funds this year end	158,894	6,249	-	165,143	159,480

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		158,894	6,249	-
		-	-	-
		-	-	-
	Total cash funds	158,894	6,249	-
	(agree balances with receipts and payments account(s))			

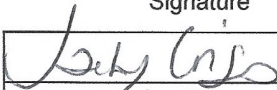

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JACKY CRISP	21.01.26
	CLAIRE DAVISON	21.01.26



Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Friends for Families

On accounts for the year
ended

2024/25

Charity no
(if any)

1178499

Set out on pages

1, 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended **31/03/25**

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation
of the accounts in accordance with the requirements of the Charities Act
2011 ("the Act").

Independent
examiner's statement

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 the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have
come to my attention (other than that disclosed below *) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Emily Chandler

Date:

13/01/2026

Name:

Emily Chandler

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

MICB – Institute of Certified Bookkeepers

Address:

16 White Friars

Sevenoaks

Kent TN13 1QG

Only complete if the examiner needs to highlight 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.