

## **FAMILIES 1<sup>st</sup> 4 ADDITIONAL NEEDS TRUSTEES ANNUAL REPORT**

For the year ended 10 February 2024

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 10 February 2024.

The financial statements comply with the Charities Act 2022, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective October 2019)

### **1. Objectives and Activities**

#### **Aims of the Charity**

Our MAIN AIMS are to help families/individuals with mental health and neurological conditions feel more supported with pastoral support at home and school and MULTI bank support as a whole person and or family. This includes the wider communities with face to face interactions, food |clothing and home parcels and emergency interventions for people with mental health and neurological conditions/ anxiety in schools, at home and in society who would otherwise find it most difficult to access these services due to neurological and mental health conditions..

#### **Objectives, strategies and activities for the year**

### **2. Policy on Grant Making**

We do not make grants.

### **3. Policy on Social Investment**

There is currently no social investment in Families 1st 4 additional needs

### **4. Contribution by Volunteers**

Volunteers can claim back expenses for using their own vehicle for deliveries.

### **5. Achievements and Performance**

2023/24 saw a huge increase in service requests in all aspects of our work, our biggest growth in performance is changing our model slightly to accept the working family/individual/retired/medical discharge into the priority needs. Having identified that mental health and neurological needs of this demographic increase of workload by

### **6. Fundraising**

Fundraising is very limited due to the demands of the current aims being stretched and lack of support in volunteering in this area.

### **7. Investments**

There are currently no investments.

## 8. Financial review

### Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £31,365 (2023: £22,831) and expenditure of £32,398 (2023: £24,545). There was an operating deficit of £1,053 (2023: deficit of £1,714).

At 10 February 2024 the Charity had net assets of £248 (2023: £1,281).

### Reserves policy/Going concern

The Trustees consider the level of reserves, £248, prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually.

## 9. Risk Management

we identified in 2023/24 the need for an organisational structural review

## 10. Plans for future periods

consider and implement OSR recommendations.

## 11. Reference and administrative details of the charity, its trustees and advisors

<b>Registered charity name</b>	Families 1st 4 additional needs
<b>Charity number</b>	1181255
<b>Registered office</b>	The Brunswick Park Centre Newcastle upon Tyne NE13 7EG
<b>Trustees and Members of the Board</b>	Amanda Boyce Richard Wilson Paula Howd Sarah Robinson
<b>Independent Examiner</b>	Doug Maltman FMAAT Connected Voice Business Services One Strawberry Lane Newcastle upon Tyne. NE1 4BXF.
<b>Bankers</b>	Lloyds Bank

## 12. Fund held as custodian trustees on behalf of others

There is currently no funds held in Families 1st 4 additional needs.

## 13. Exemptions from disclosures

There are no exemptions at this point.

## 14. Structure, governance and management

### Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

## 15. Statement of Trustee Responsibilities

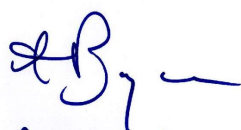
The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 10/12/2024 and signed on their behalf by:



Amanda Boyce

Chair



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
11/2/2023


To

Period end date  
10/2/2024

### 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 £
<b>A1 Receipts</b>					
	-	-	-	-	-
Shop sale/contracts	10,391	-	-	10,391	6,786
Funding	10,000	-	-	10,000	12,504
Donations	1,985	-	-	1,985	58
Centre/online/foodbank sales	8,989	-	-	8,989	3,483
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>31,365</b>	<b>-</b>	<b>-</b>	<b>31,365</b>	<b>22,831</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>31,365</b>	<b>-</b>	<b>-</b>	<b>31,365</b>	<b>22,831</b>
<b>A3 Payments</b>					
Storage	5,223	-	-	5,223	10,095
Service Delivery Costs (purchase for direct donation)	7,834	-	-	7,834	2,277
Vehicle Costs	2,464	-	-	2,464	1,784
Software/Sundry	2,769	-	-	2,769	2,162
Staffing	1,202	-	-	1,202	692
Loan Payments	68	-	-	68	888
Centre costs & consumables	10,431	-	-	10,431	3,345
Shop Rent & fitting costs	2,407	-	-	2,407	3,302
Cost of selling donated goods	-	-	-	-	-
<b>Sub total</b>	<b>32,398</b>	<b>-</b>	<b>-</b>	<b>32,398</b>	<b>24,545</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>32,398</b>	<b>-</b>	<b>-</b>	<b>32,398</b>	<b>24,545</b>
<b>Net of receipts/(payments)</b>	<b>- 1,033</b>	<b>-</b>	<b>-</b>	<b>- 1,033</b>	<b>- 1,714</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,281</b>	<b>2,995</b>
<b>Cash funds this year end</b>	<b>- 1,033</b>	<b>-</b>	<b>-</b>	<b>248</b>	<b>1,281</b>

## 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 £
<b>B1 Cash funds</b>	Bank	248	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	248	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details			
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details			
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details			
	Trustee Loan	4400	-	
	Bridging Loan		-	
	connected voice	252	-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 Amanda Boyce	Amanda Boyce	22/01/2025	

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

For the year ended 10 February 2024

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I report on the financial statements of for the year ended 10 February 2024, which are set out on the following pages 5 to 10.

### **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 144 of the Charities Act 2022 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I 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.

Doug Maltman FMAAT

Fellow member of the Association of Accountancy Technicians

Connected Voice Business Services

One Strawberry Lane

Newcastle upon Tyne

NE1 4 BX

Date: 22.01.2025

D G Maltman