

# **Little Lounge CIO**

## **REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

Charity Number 1181770

Cilfynydd Community Centre, Howell Street, Pontypridd, CF37 4NR



Registered Charity: 1181770

Little Lounge is a community project dedicated to support the well-being of children in their early years and their families; in Cilfynydd and across Pontypridd

## LITTLE LOUNGE CIO

### REFERENCE & ADMINISTRATIVE INFORMATION

Registered Charity Number	1181770
Principal Address	Cilfynydd Community Centre Howell Street Pontypridd CF37 4NR
Trustees	Mr Peter Bevan (Joined 19 October 21) Mrs Una Hilder (Chair until 22 April 21 when resigned) Mrs Helen Jones (Joined 19 October 21) Mr Mark Pont Miss Suzanne Spooner (Chair from 7 February 22) Mrs Fionn Vance (Resigned 19 October 21)
Bookkeepers	Your Business Hub Services Ltd Ty Menter Navigation park Abercynon CF45 4SN
Bankers	Santander HSBC Fraternal Parade 92A Taff St Pontypridd Pontypridd CF37 4UH CF37 4SR

## **LITTLE LOUNGE CIO**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their report and the financial statements of the charity for the year ended 31 March 2022

#### **CONSTITUTION & LEGAL STATUS**

Little Lounge is a Charitable Incorporated Organisation (CIO).

The CIO was registered with the Charity Commission on 29 January 2019 and the Charity Registration Number is 1181770.

#### **OBJECTS OF THE CHARITY**

The Trustees of Little Lounge CIO seek

- 1) To advance in life and help children and young people through:
  - a) the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
  - b) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- 2) To promote for the benefit of the inhabitants of Cilfynydd (RCT) and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

#### **TRUSTEES**

The method of appointment of trustees is set out in the Governing Document dated 21 January 2019. No trustees are remunerated.

The need for new trustees is reviewed regularly and when appropriate possible names are presented at a trustees meeting for consideration. The existing trustees make any new appointments, for an indefinite period. New trustees are given copies of the governing documents, appropriate Charity Commission information and recent trustees minutes.

During the year ended 31 March 2022 the following people acted as trustees:

Mrs Una Hilder	(Chair until 22 April 21 when resigned)
Mrs Helen Jones	(Joined 19 October 21)
Mr Mark Pont	
Miss Suzanne Spooner	(Chair from 7 February 22)
Mrs Fionn Vance	(Resigned 19 October 21)
Mr Peter Bevan	(Joined 19 October 21)

#### **RISK REVIEW**

The management committee regularly reviews the major risks to which the charity is exposed and systems are established to mitigate these risks. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

#### **RESERVES POLICY**

The trustees decided to maintain a small financial reserve, approximately equivalent to the normal, predictable outgoings in one month.

#### **FINANCIAL REVIEW**

## **LITTLE LOUNGE CIO**

These accounts cover the period of the Charity from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

### **ACHEIVEMENTS & PERFORMANCE**

#### **Spring 2021**

Due to the ongoing Covid restrictions, social distancing guidelines prevented much of our usual activities at the beginning of the year. We continued to engage with the local community in alternative ways, with weekly Live Facebook Baby Sessions a QR Code Easter Trail & Activity packs being given out over the Easter holidays.

We partnered with three South Wales based Wellbeing professionals to deliver a Collaboration project entitled 'SWAG' Support, Wellbeing Advice and Guidance' online event for parents. We partnered with Inspirational Futures, Voyage of Hope Therapy and The Pili Pala Project. The event was well attended with 10 participants. 100% responding that they had found the event helpful.

With National Lottery Awards for All funding we launched Outdoor Adventures Toddler Group officially and took on Angela Karadog as a paid facilitator.

Weekly Pantry at the Basement continued to take place with our volunteer workforce.

In May Katie Hadley was selected as a Finalist of Welsh Ice & Social Business Wales Social Entrepreneur of the Year award.

Baby Group reopened indoors (socially distanced) music class with a stripped back team of two; Katie & Rhianon a volunteer. 2 sessions of 8 families in each were held back to back; 45minutes per session and a 30 minute sanitation in between. The sessions were fully booked for two 6 week blocks.

Negotiating the lease of the basement with RCT was ongoing, since resubmitting the Community Asset Transfer application in Jan 2021. Fundraising towards the renovations was also ongoing with an unfortunate increase in projected costs from £65,000 to £110,000. This was partly due to increases in labour costs and materials, it was also affected by bringing a Mechanical & Electrical Engineer into the project to design the M&E plans to a commercial standard.

During the course of the year the capital funding secured:

- £19,426 Postcode Lottery
- £10,000 Moondance Fund
- £9,684 National Lottery Awards for All
- £39,587 National Lottery People & Places
- £17,000 RCT Community Funds

#### **Summer 2021:**

Angela made connections with local school Pont Sion Norton, facilitated on site visits for the Cyngor ECO Council to see the Pantry in action and do some work in the Community Garden at the Centre.

Welsh Government launched the Summer of Fun funding scheme through local authorities. We successfully applied for a grant to run a free weekly Brunch Club over the summer holidays.

Technique approached us to be a 'host' for a Summer Science club, this ran for three weeks in Aug. We also collaborated with RCT Play for a 6 week Play scheme at the Centre.

#### **Autumn & Winter 2021:**

September saw the relaunch of Baby Group – non socially distanced, with increased capacity and more volunteers. We continued to use our Bookwhen online booking system, which has streamlined all our bookings and payments. In October we ran a successful outdoor Pumpkin Patch event in the Community Garden.

## **LITTLE LOUNGE CIO**

The decision was taken to move Outdoor Adventures Toddler group indoors for the winter months; due to no natural rain cover in the Community Garden.

In November Una arranged 'in-person' Food Hygiene training for 12 of our Volunteers.

We planned an indoor Santa's Grotto event (fully booked)

December came and along with it a change in Covid restrictions; our Santa's Grotto had to move outside (Covid restrictions reintroduced) Although still well attended and good feedback.

Pantry overview for 2021:

- 16 volunteers, 12 trained Food Hygiene.
- 1000 bags of food redistributed and saved from landfill. (86kg food saved per week)
- 10 tonnes of CO2 emissions saved
- 20 approx. weekly attendees, feeding 130 approx. family members.
- £1980 raised in donations.

### **Spring 2022:**

In January we closed Pantry to clear Basement ready for the renovation work to begin.

In February Pantry reopened inside the basement, with a new 'self-serve' system.

Unfortunately, Outdoor Adventures did not reopen as Ange had long covid. Collaborating with Angela we ran an Outdoor Half Term event in the Community Garden, which was well attended.

In March we partnered with Renew Wales to host 6 weekly Youth Wood work workshops for local teens.

### **In summary:**

2021-2022 saw lots of new collaboration work with various partners, the successful relaunch and expansion of 'in person' Baby & Toddler activities and a significant amount of capital funding secured.

The biggest frustration was the drawn-out process of securing the lease on the Basement and the repercussions of this on the costs of the proposed renovation.

**RESPONSIBILITIES OF THE TRUSTEES**

Charity law 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 Trust as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year.

In preparing those financial statements the trustees should follow best practice and

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis.

The trustees are responsible for maintaining proper accounting records which disclose at any time the financial position of the charity and to enable them to ensure that the financial statements comply with charity legislation. The trustees 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 31 January 2023 and signed on their behalf



.....  
Miss Suzanne Spooner  
Chair of Trustees



.....  
Mr Mark Pont  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

I report on the accounts of Little Lounge CIO for the year ended 31 March 2022 set out on pages 3 to 13.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 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 the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Mr Paul Burnell  
C Management Services Ltd  
Independent Examiner  
69 Velindre Road  
Cardiff  
CF14 2TF

Date: 31 January 2023

# LITTLE LOUNGE CIO

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2021-22 Total £	2020-21 £
<b>Incoming resources</b>					
Charitable Activities		4,520	370	4,890	160
Donations		2,935	0	2,935	2,358
Grants Income	2	0	69,255	69,255	28,556
Interest		0	0	0	1
<b>Total incoming resources</b>		<b>7,454</b>	<b>69,625</b>	<b>77,079</b>	<b>31,075</b>
<b>Resources expended</b>					
Charitable Activities					
Activity Costs		184	2,219	2,403	1,740
Operations & Administration		977	4,127	5,103	1,189
Venue Development		9,002	0	9,002	0
Grants Expenses	3	0	26,170	26,170	11,646
<b>Total resources expended</b>		<b>10,162</b>	<b>32,516</b>	<b>42,678</b>	<b>14,575</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>(2,708)</b>	<b>37,109</b>	<b>34,401</b>	<b>16,501</b>
Transfer between funds		0	0	0	0
<b>Net incoming/(outgoing) resources for the year</b>		<b>(2,708)</b>	<b>37,109</b>	<b>34,401</b>	<b>16,501</b>
Total funds brought forward		6,526	29,091	35,617	19,116
<b>Total funds carried forward</b>		<b>3,818</b>	<b>66,200</b>	<b>70,018</b>	<b>35,617</b>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

Note correction to 2020-21: £9343.75 of WCVA Thrive/Revive Grant Income from 2020-21 actually relates to a long term loan: 'WCVA - Third Sector Resilience Fund for Wales Phase 2 Loan'

All the above amounts relate to continuing activity.



# LITTLE LOUNGE CIO

## BALANCE SHEET AS AT 31 MARCH 2022

	Notes	31 March 22 £	31 March 21 £
<b>Current Assets</b>			
Cash at bank and in hand		79,103	44,825
Debtors		0	0
<b>Total Current Assets</b>		<b>79,103</b>	<b>44,825</b>
<b>Current Liabilities</b>			
Creditor amounts falling due within one year		0	(333)
<b>Net Current Assets</b>		<b>79,103</b>	<b>44,493</b>
<b>Fixed Assets</b>			
Tangible Assets	4	259	468
<b>Total Assets less Current Liabilities</b>		<b>79,361</b>	<b>44,961</b>
<b>Non-Current Liabilities</b>			
Creditor amounts falling due after more than one year	5	(9,344)	(9,344)
<b>Net assets</b>		<b>70,018</b>	<b>35,617</b>
<b>Funds</b>			
Restricted Funds	6	66,200	29,091
Unrestricted Funds	7	3,818	6,526
<b>Total funds</b>		<b>70,018</b>	<b>35,617</b>

Notes in pages 10 to 13 form part of these accounts

Note correction to 2020-21: £9343.75 of WCVA Thrive/Revive Grant Income from 2020-21 actually relates to a long term loan: 'WCVA - Third Sector Resilience Fund for Wales Phase 2 Loan'

Approved by the trustees on 31 January 2023 and signed on their behalf



Miss Suzanne Spooner  
Chair of Trustees



Mr Mark Pont  
Trustee

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the year preceding.

**1.1. Basis of Preparation**

The financial statements have been prepared in accordance with 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 1 January 2015) - (Charities SORP (FRS 102); and the Charities Act 2011.

The accounts have been prepared on an accruals basis.

**1.2. Cashflow**

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

**1.3. Fund Accounting**

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated Funds** - these are funds set aside by the trustees out of unrestricted general funds for a specific future purpose or projects
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**1.4. Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

1. Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable.
2. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.
3. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Other grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.
4. Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified

**1.5. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

## LITTLE LOUNGE CIO

Operational costs include Governance costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees, costs relating to the strategic development of the charity, management of assets and organisational administration.

### 2. Grants Income

	Unrestricted Funds	Restricted Funds	2021-22 Total	2020-21 Total
	£	£	£	£
1910 Grant	0	5,000	5,000	0
2021 Summer of Fun (RCT)	0	696	696	0
Food Network	0	10,000	10,000	0
Interlink Microgrant	0	474	474	250
Magic Little Grant - Localgiving	0	500	500	0
Moondance Foundation	0	10,000	10,000	0
Pontypridd Town Council	0	0	0	200
RCT	0	0	0	500
Postcode Lottery	0	19,426	19,426	0
The Grange Appeal	0	370	370	0
TNL Awards for All	0	9,684	9,684	7,050
Trivallis Community Fund	0	1,000	1,000	0
UnLtd grant	0	5,000	5,000	0
WCVA Thrive/Revive	0	7,475	7,475	20,556
<b>Total</b>	<b>0</b>	<b>69,625</b>	<b>69,625</b>	<b>28,556</b>

### 3. Grants Expenses

	Unrestricted Funds	Restricted Funds	2021-22 Total	2020-21 Total
	£	£	£	£
2021 Summer of Fun (RCT)	0	696	696	0
Interlink Microgrant	0	388	388	0
National Lottery	0	0	0	6,656
Moondance Foundation	0	3,000	3,000	0
The Grange Appeal	0	370	370	0
TNL Awards for All	0	1,083	1,083	150
UnLtd Grant	0	4,888	4,888	0
WCVA Thrive/Revive	0	22,091	22,091	0
WCVA Flood	0	0	0	4,840
<b>Total</b>	<b>0</b>	<b>32,516</b>	<b>32,516</b>	<b>11,646</b>

## LITTLE LOUNGE CIO

### 4. Fixed Assets

	Computer Equipment £
<b>Cost</b>	
At 1 April 2021	474
Additions	0
At 31 March 2022	<b>474</b>
<b>Depreciation</b>	
At 1 April 2021	(6)
Charge for the year	(209)
At 31 March 2022	<b>(215)</b>
<b>Net book values</b>	
At 31 March 2021	<b>468</b>
At 31 March 2022	<b>259</b>

### 5. Long Term Liabilities

	Unrestricted Funds £	Restricted Funds £	2021-22 Total £	2020-21 Total £
WCVA - Third Sector Resilience Fund for Wales Phase 2 Loan	0	9,344	9,344	9,344
<b>Total</b>	<b>0</b>	<b>9,344</b>	<b>9,344</b>	<b>9,344</b>

### 6. Restricted Funds

	At 1 April 21 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2022 £
1910 Grant	0	5,000	0	0	5,000
2021 Summer of Fun (RCT)	0	696	(696)	0	0
Food Network Grant	0	10,000	0	0	10,000
Interlink Microgrant	250	474	(388)	0	336
Magic Little Grant	0	500	0	0	500
Moondance Foundation	0	10,000	(3,000)	0	7,000
National Lottery	525	0	0	0	525
Pontypridd Town Council	200	0	0	0	200
RCT	500	0	0	0	500
Postcode Lottery	0	19,426	0	0	19,426
The Grange Appeal	0	370	(370)	0	0
TNL Awards for All	6,900	9,684	(1,083)	0	15,501
Trivallis Community Fund	0	1,000	0	0	1,000
UnLtd Grant	0	5,000	(4,888)	0	112
WCVA Flood	160	0	0	0	160
WCVA Thrive/Revive	20,556	7,475	(22,091)	0	5,941
<b>Total</b>	<b>29,091</b>	<b>69,625</b>	<b>(32,516)</b>	<b>0</b>	<b>66,200</b>

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### Restrictions applied:

- **1910 Grant** - To pay equine therapy facilitator for Find Your Voice (family support project for families with children with additional needs)
- **Summer of Fun Grant (RCT)** - 6-week breakfast club, summer holidays 2021
- **Food Network Grant (RCT)** - Funding for capital project –basement renovation phase 1
- **Interlink Microgrants** - one was £250 to buy toys/COVID PPE for first baby group post -lockdown, the other was for a summer litterpicking project, Summer 2021
- **Magic Little Grant – Localgiving** - Outdoor Adventures, gardening equipment for the allotment project
- **Moondance Foundation** - Funding for capital project – basement renovation, phase 1
- **National Lottery** - Funding for capital project – basement renovation, phase 1
- **Pontypridd Town Council** - Funding received to plant fruit trees on new Outdoor Adventures space
- **Postcode Lottery** - Funding for capital project – basement renovation, phase 1
- **RCT Food Grant** - Stock for Pantry project (when Phase 1 build is completed)
- **The Grange Appeal** - community Christmas appeal for a local hostel for young people
- **TNL Awards for All** - Funding for Outdoor Adventures leader, staff training and equipment
- **TNL Awards for All2** - Funding for capital project – basement renovation, phase 1
- **Trivallis Community Fund** - Match funding for Purple Shoots grant (received April 2022, for landscaping the allotment)
- **UnLtd Grant** - Revenue funding for ongoing costs of the charity
- **WCVA Flood** - Vouchers for victims of the February 2020 floods
- **WCVA Third Sector Resilience Fund for Wales Phase 2** - Funding for capital project – basement renovation, phase 1. Also 2 x staff posts, website development, volunteer training, Welsh translation and accreditation.

### 7. Unrestricted Funds

	At 1 April 21 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2022 £
Unrestricted Funds	6,526	7,454	(10,162)	0	3,818
<b>Total</b>	<b>6,526</b>	<b>7,454</b>	<b>(10,162)</b>	<b>0</b>	<b>3,818</b>

### 8. Transactions with Trustees

There were no transactions with the Trustees during the year