

Springs Family Centre

Report and Accounts
Year ended 31 July 2022

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

SPRINGS FAMILY CENTRE
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JULY 2022

ADDRESS FOR CORRESPONDENCE	9 Tower Street Northampton Northamptonshire NN1 2SN
GOVERNING DOCUMENT	Constitution dated 27 February 2019
CHARITY REGISTRATION NUMBER	1184510
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	E. Agudosy (appointed 31 March 2022) A. Layade D. Muncherji T. Adelegan C. Ireson (resigned 13th February 2023)
INDEPENDENT EXAMINER	Archie McDowall BA CA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

INDEX

Page 1	Legal & Administrative Details
Pages 3-5	Trustees' Report
Page 6	Independent Examiner's Report
Page 7	Receipts and Payments Account
Page 8	Statement of Assets & Liabilities
Pages 9-11	Notes to the Accounts

SPRINGS FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022

The trustees present their report with the financial statements of the charity for the year ended 31 July 2022.

OBJECTIVES AND ACTIVITIES

The charity is governed by a constitution and is constituted as a charitable incorporated organisation. Springs Family Centre is situated in an area of five per cent most deprivation in England. It is a rich diverse community. The charity's principal objects, as set out in its governing document, are:

1. To further or benefit the residents of Spring Boroughs, Castle Ward and Northampton, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents 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 objective of improving the conditions of life for the residents. In furtherance of these objects but not otherwise, the trustees shall have power: To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.
2. The relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment.
3. To act as a resource for young people up to the age of 25 living in Spring Boroughs, Castle Ward and Northampton by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: (a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals; (b) advancing education; (c) relieving unemployment; (d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such
4. The above objects will be carried out within a Christian ethos.

Public benefit

The trustees have had regard to the guidance issued by the Charity Commission in relation to public benefit and believe that all the activities of the charity comply.

Staffing

The small team of staff and volunteers strive to provide the very best for the service users and community. All of this is provided free at the point of use so it can be accessed by all in need.

OBJECTIVES AND ACTIVITIES (continued)

General

Having remained open during the pandemic – coming out of the pandemic has been a challenging year for us and our service users. We have continued to take precautions where necessary as many of our older service users are vulnerable. Sanitisation continues to ensure the best possible safety for service users and staff.

Gaining access to grants has become increasingly difficult this year. Our lettings income which pre-pandemic was used for insurances and audit has not returned and so alternative funding has been needed.

This year saw us enter the third year of our Tudor Trust grant. This grant has been crucial to us being able to retain and expand our services coming out of the pandemic.

During this year we gained a two year Youth Music grant. This has enabled us to greatly expand the use of the Recording Studio including taster sessions, artist development, keyboard and drum lessons plus music production classes.

We have also been very grateful for additional funding from Northamptonshire Community Foundation, Awards for All and West Northamptonshire Council.

In addition we carried out two employment projects during the year. Firstly our Next Steps employment project funded through the European Union and Semlep saw us working with adults to get them into education or employment. Secondly our Goals for Life employment project working with young people funded by Goodwill Solutions was based around music and encouraged young people into employment or training.

Our daytime work has seen an expansion of our foodbank activities as part of West Northants Food Alliance. We have also run Jobsclub sessions and Bingo sessions as well as working with service users on Individual Action Plans to work with them to move them forward. We now have some aspect of adult provision happening four days a week.

In the evenings we have concentrated on youth work including Junior Hub (8-10 year olds), Spring Boroughs Youth Hub (11-25year olds), Basketball Practice (11-25 year olds), Football (11-25 year olds), detached outreach youth work, youth jobsclub and music recording studio sessions. We now have some aspect of youth provision happening six days a week.

The small staff team and the trustee team have remained in place with no changes. The staff team have all undertaken additional safeguarding training and we now have two trained designated safeguarding leads. One member of staff has also undertaken First Aid training. Post pandemic we have begun to build up our volunteer base again.

Looking forward

The trustees looking forward hope to:

- Substantially increase the number of volunteers and support for them by employing a volunteer co-ordinator
- Seek long term funding for the youth work provision
- Review and implement new approaches to employment projects
- Strengthen, enlarge and upskill the trustee team

FINANCIAL REVIEW

During the year income decreased by £14,447, to £96,580, and expenditure increased by £329, to £87,153. As a result the cash held by the charity increased by £9,427 to £55,344, of which £1,951 is unrestricted.

RESERVES POLICY

The trustees have agreed a reserves policy of one months free reserves (approximately £1,350) rising to three months free reserves (£4,050), excluding salaries which are all related to grants, as soon as possible. As unrestricted cash is £1,951, the reserves policy is currently being met and the trustees are continuing to seek grant funding to ensure that all short-term requirements are covered. In December 2022, the charity was notified of a successful application for an unrestricted grant of £50,000 over the next two years that will significantly improve this position.

FUNDS IN DEFICIT

The "Next Steps" restricted fund was in deficit at the end of the financial year, due to the timing of the receipt of grant funding. The deficit was eliminated in September 2022 upon receipt of a payment of £4,129. The charity's ability to fund any minor deficits in restricted funds has been enhanced by the improvement in unrestricted funding noted above.

RECRUITMENT AND APPOINTMENT OF TRUSTEES

Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

RISK STATEMENT

The charity is exposed to various risks - be they operational, financial or reputational. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

RESPONSILITIES OF TRUSTEES

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

APPROVAL

This report was approved by the trustees and signed on their behalf by:

DAVID MUNCHERJI

.....
DAVID MUNCHERJI (TREASURER)

Date: 10 March 2023

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SPRINGS FAMILY CENTRE

I report to the trustees on my examination of the accounts of Springs Family Centre ('the charity') for the year ended 31 July 2022 on pages 6 to 9 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I would draw attention to Note 3 ("Transactions with Related Parties") where it is noted that a trustee was employed when this was not permitted by the governing document. As noted, the trustee concerned recently resigned as a trustee as part of the steps taken by the charity to rectify this misunderstanding.

I have no other 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.

Archie McDowall

Archie McDowall BA CA

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 13 March 2023

SPRINGS FAMILY CENTRE
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 JULY 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
<i>Income receipts</i>					
Donations		274	139	413	4,738
Grants		-	91,273	91,273	94,934
Recharges and other income		574	-	574	8,506
Room hire		4,320	-	4,320	2,849
<i>Total receipts</i>		<u>5,168</u>	<u>91,412</u>	<u>96,580</u>	<u>111,027</u>
<i>Payments</i>					
Payments in relation to charitable activities undertaken directly	2	11,397	75,756	87,153	86,824
<i>Total payments</i>		<u>11,397</u>	<u>75,756</u>	<u>87,153</u>	<u>86,824</u>
Net of receipts / (payments) before transfers		(6,229)	15,656	9,427	24,203
Transfers between funds	5	(1,935)	1,935	-	-
Net movement in funds		<u>(8,164)</u>	<u>17,591</u>	<u>9,427</u>	<u>24,203</u>
Cash funds as at last year end		10,115	35,802	45,917	21,714
Cash funds at this year end	A	<u>1,951</u>	<u>53,393</u>	<u>55,344</u>	<u>45,917</u>

The notes on pages 9 - 11 form part of these accounts.

SPRINGS FAMILY CENTRE
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 JULY 2022

Notes	Unrestricted funds £	Restricted funds £	2022 £	2021 £
A Cash funds				
Cash at bank with immediate access	1,951	53,393	55,344	45,917
	<u>1,951</u>	<u>53,393</u>	<u>55,344</u>	<u>45,917</u>
B Other monetary assets				
Other debtors	-	600	600	1,910
	<u>-</u>	<u>600</u>	<u>600</u>	<u>1,910</u>
C Liabilities				
Falling due within one year				
Fee for Independent Examination	1,200	-	1,200	1,800
Total	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>1,800</u>

D Assets retained for charity's own use

	Unrestricted funds Cost £	Restricted funds Cost £	Total Cost £
Computers & IT	2,624	3,650	6,274
Equipment	-	4,902	4,902
Fixtures & Fittings	-	970	970
Music & PA	-	587	587
	<u>2,624</u>	<u>10,109</u>	<u>12,733</u>

E Guarantees and secured debts

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

DAVID MUNCHERJI

DAVID MUNCHERJI (TREASURER)

Date: 10 March 2023

The notes on pages 9 - 11 form part of these accounts.

SPRINGS FAMILY CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2022

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

In the previous year, the charity presented accounts prepared on the accruals basis using the Charities SORP. However, the charity is a charitable incorporated organisation and it has taken advantage of the option to prepare its accounts on a receipts and payments basis. The results reported previously have been restated and further information is given in note 7 below.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2 Payments in relation to charitable activities undertaken directly				
Employment costs (see note 3)	6,357	65,205	71,561	62,163
Direct cost of activities	369	4,080	4,448	7,632
Insurance	103	932	1,035	917
Telephone	25	687	712	607
Postage and stationery	60	293	353	2,009
Advertising	-	-	-	426
Sundries	776	725	1,501	3,427
Subscriptions	-	-	-	96
Licenses	-	-	-	422
IT	-	-	-	250
Independent examination	1,770	-	1,770	1,979
Professional fees & services	974	2,503	3,477	1,132
Equipment	964	1,331	2,296	5,764
	<u>11,397</u>	<u>75,756</u>	<u>87,153</u>	<u>86,824</u>

3 Transactions with related parties

One trustee received remuneration totalling £18,326 (2021: £19,024) for their role as Development Manager. It has come to light that the charity's governing document does not permit the charity to employ trustees. To rectify this breach of the governing document, the Development Manager resigned as a trustee on 13 February 2023.

The same trustee was paid £4,473 (2021: £14,564) for reimbursed expenses for cleaning materials, equipment, refreshments, stationery, telephone, transport and other costs associated with the charity's activities.

There were no other related party transactions for the year ended 31 July 2022.

SPRINGS FAMILY CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2022

4 Non-monetary resources

The charity receives and distributes donations of food to members of the local community in need.

The charity uses premises and utilities provided without charge to it by New Life Church (charity registration number 1092247).

5 Movement of funds

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
Unrestricted funds					
General funds	10,115	5,168	(11,397)	(1,935)	1,951
Restricted funds					
Food Bank	-	2,639	(2,598)		41
Big Lottery	3,539	-	-	(3,539)	-
Tudor	14,296	32,768	(33,000)		14,063
Wooden Spoon	2,711	-	-		2,711
High Sheriff	2,268	-	-		2,268
Wellbeing	1,038	-	(1,934)	896	-
Lottery	68	-	-	(68)	-
Ubele	205	-	-	(205)	-
Recovery	158	-	-	(158)	-
DCMS	242	-	-	(242)	-
Goodwill Solutions (Goal Getter)	10,732	-	(9,135)		1,597
Next Steps	546	7,580	(10,381)		(2,255)
Hub	-	14,800	(6,879)	4,212	12,134
Star	-	9,227	(2,090)		7,138
Matched Grant	-	519	(96)	1,039	1,462
Youth Music	-	14,996	(3,294)		11,702
Youth Hub	-	8,884	(6,350)		2,534
	<u>35,802</u>	<u>91,412</u>	<u>(75,756)</u>	<u>1,935</u>	<u>53,393</u>
Total funds	<u>45,917</u>	<u>96,580</u>	<u>(87,153)</u>	<u>-</u>	<u>55,344</u>

The Hub Fund was set-up for the purpose of funding the afternoon hub and jobs club. It is an amalgamation of the previously quoted Big Lottery and DCMS funds.

The Tudor Fund was set up for the purpose of funding staff salaries to continue to promote growth within the charity.

The Star Fund enables the adult jobs club to run each week.

The Matched Grant Fund, from time to time, allows monies donated by individuals to be matched by other funders.

The Wellbeing Fund was set-up by Tudor Grant holders to assist in the wellbeing of staff and volunteers during the Covid-19 pandemic.

The Youth Music Fund enables young people to learn skills of music production and some to receive instrument tuition.

The Youth Hub Fund was set-up for the purpose of funding the charities youth work and youth outreach program. It is an amalgamation of the previously quoted Wooden Spoon and High Sheriff funds.

The Goodwill Solutions (Goal Getter) Fund was set-up to fund work with vulnerable young people aged 14-25 years to maintain in education or to help gain employment.

The Next Steps fund was set-up to support those 18 years old and over who are a long way from employment find work or enter further education.

The Lottery Fund was set-up for the purpose of providing general support to expenditure during the Covid-19 pandemic.

The Ubele Fund was set-up for general funding of all activities during the pandemic.

The Recovery Fund was set-up for the purpose of providing general support to expenditure during the Covid-19 pandemic.

The Food Bank Fund was set-up for donations to be spent on food.

Transfers between funds

Some transfers have been made between funds previously reported to amalgamate some of them in line with donor intent and purpose, and to reallocate receipts and payments from prior years.

Other transfers have been made into funds in deficit from the General Fund to cover the excess expenditure allocated to these projects over what was received.

SPRINGS FAMILY CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2022

6 Reconciliation with previously reported funds

As explained in note 1 'Accounting Policies', in the previous year the charity prepared its accounts using the accruals basis; in the current year the charity has taken advantage of the option to prepare its accounts on a receipts and payments basis. The comparatives presented in these accounts have been re-stated using the receipts and payments basis and a reconciliation with the reserves and results reported previously follows:

Reconciliation of reserves

	2021 £	2020 £
Previously reported reserves, at 31 July	51,736	23,244
Adjustments arising from use of receipts and payments basis:		
Exclusion of previously included fixed assets	(5,709)	(2,354)
Exclusion of previously included debtors	(1,910)	(675)
Exclusion of previously included creditors	1,800	1,499
Re-stated reserves, at 31 July	<u>45,917</u>	<u>21,714</u>

Reconciliation of results

	2021 £
Previously reported results	28,492
Adjustments arising from use of receipts and payments basis:	
Previously capitalised expenditure, less depreciation, now expensed	(3,355)
Excluded movements in debtors resulting in the recognition of more / (less) income	(1,235)
Excluded movements in creditors resulting in the recognition of less / (more) expenditure	301
Re-stated results	<u>24,203</u>