



Annual Report 2021

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registered charity number: 1188608



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Organisational Structure & Governance:

South Cheshire CLASP is governed by its Constitution adopted on 12th June 2020.

The governing body is the board of Trustees. As at 31st December 2021, there were 6 members. Trustees are recruited annually at the AGM or can be co-opted on to the board. Decision making takes place at bi-monthly Trustee meetings.

Trustees:

Chris Wenlock (Vice Chairman)
Gemma Harris (Parent Representative)
Graham Bushill (Safeguarding Lead)
John Colclough (Chairman)
Ruth Grimshaw
Stuart Luck (Treasurer)

Staff:

Emma Culleton (Support Worker)
Gemma Edwards (Administrator)
Jan Wenlock (Support Worker)
Jill Lloyd (Support Assistant)
Julia Wood (Chief Executive)
Lynne Davies (Finance Officer)
Marie Harrison (Cleaner)
Rachael Doherty (Children's Work Co-ordinator)
Sarah Blake-Appleton (Counsellor)
Sharon Hickson (Counselling Service Co-ordinator)
Sharon Stowell (Funding Manager)
Stuart Watson (Counsellor)
Sue Chapman (Project Co-ordinator)

Volunteers:

Christel Remond
Frances Trivett
Ian Nixon
Jan Ferguson
Margaret Whyley
Sue Chapman
Sue Walker

Values and Objectives

The Charity is an expression of care and support for all lone parents in the locality, whatever their circumstances and regardless of how they became lone parents.

South Cheshire CLASP was first established in 1998 and obtained charity status in 2002 under charity number 1093471. In 2020 the Charity became a CIO with the new Charity Number of 1188608.

Charitable Objects:

The objects of the CIO are:

For the public benefit and within a Christian ethos to advance the education and development of children and lone parents living in the South Cheshire area, in particular but not exclusively by:

- a) providing child development and parenting skills training to parents;
- b) providing safe group play and other activities designed to support children's social and emotional development;
- c) providing support, activities and signposting to advice which develop the capabilities, competences, skills and understanding of parents;
- d) providing activities and services designed to preserve and protect the physical and emotional health and wellbeing of children and their parents;
- e) providing or assisting in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of children and their parents with the object of improving their conditions of life.

Vision Statement:

To reach out and support those in the community who are affected by the difficulties associated with parenting alone, whatever their circumstances. We offer friendly support and encouragement to assist with the progression from crisis to wholeness, and a positive future for the whole family.

Values

- CARING
- ACCEPTING
- RESPECTFUL
- EMPOWERING

Overarching Aims and Objectives

- Lone parents and their children will experience an increase in confidence and self-esteem
- Lone parents and their children will experience improved family relationships
- Lone parents and their children will be able to better cope with family breakdown/their family situation
- Lone parents and their children will report improved emotional health and wellbeing

Chairman's Report

I am delighted to write the Chairman's report once again!

Just like every other organisation, 2021 was a very difficult year for CLASP- we were frustrated by the restrictions and limitations that prevented us from offering our full range of support during the covid pandemic, even though we knew how difficult life was for lone parent families. Nevertheless so much was achieved despite the difficulties.

We continued to use the government job retention scheme as appropriate, to furlough staff who remained on full pay throughout lockdown periods. Ironically the increased income that we received actually helped us to boost reserves, which trustees committed to use wisely for our future work. Also we all used this time to evaluate the makeup of our service 'offer', to equip us for the next phase of our ongoing work.

As anticipated, pent up demand subsequently increased referrals to CLASP- a trend which continues to this day. The impact of inflation and other adverse social factors is always felt the most by people who have the least.

Throughout the year, the skill and commitment of both paid and volunteer staff has been excellent and the whole team works so well together- this is CLASP's greatest strength.

There are now two main issues confronting us, and they are interlinked. The first (as mentioned above) is how do we respond to the increasingly difficult life experiences that our service users are encountering? The second is how do we pay for it all? We have strong reserves, but they will quickly reduce unless we are successful in obtaining more grant income. Bids are being made: our strong track record of service delivery puts us in a good position as we seek further funding, but nothing is guaranteed at the moment.

Finally I thank the selfless dedication of our trustees. I formally welcome Stuart Luck and Gemma Harris, who were elected in 2021 and have truly enhanced the Board.

John Colclough
Chairman
July 2022

A Snapshot of 2021

- At the beginning of 2021 we were offering a reduced range of services:

- Counselling for parents
- Counselling for children (aged 5 to 19)
- 1 to 1 parent support
- Young People group support in school

From early Spring we recommenced with

- Primary Plus in school

And from the Summer, we gradually reintroduced:

- Coffee & Chat
- Limited parenting courses

We also piloted:

- Family therapy
- Befriending service

- 2021 also saw the year start with some staff on furlough, due to the continuation of the Covid 19 pandemic. We were not operating at full capacity during the first few months of the year, but by the end of March, most services were back to some kind of normality. We carried out a review of our offer to ensure that families were still being supported, but safety of all was still the priority. We carried out risk assessments before returning to working in schools as quickly as possible, as this was seen as a priority due to the difficulties working with children and young people at a distance. Funding became more challenging due to many grants being focused upon the response to the pandemic.

And in other news

- We were able to recruit two new Trustees – Stuart Luck joined us as Treasurer in the early part of 2021, and Gemma Harris became our new lone parent representative later on in the year. It is very important to CLASP that the voice of lone parents is heard at Board level, to influence our strategic direction and ensure that the support offered matches the needs of lone parent families.
- The targets set pre-pandemic became more difficult to achieve, but we were able to adapt (with the agreement of funders) to achieve different kinds of support for families. Substitute activities included weekly check-in phone calls and the delivery of hundreds of 'goody bags', consisting of anything from wellbeing books and sunflower seeds to Easter chocolate.
- As part of a new funding bid, we decided to pilot an offer of Family Therapy, as it became apparent, through talking to families, that there was a real need for this type of support. Two members of staff – Sharon and Sarah – completed training over a 5 week period to obtain the necessary skills to enable them to commence a pilot project towards the end of 2021 and the beginning of 2022. The pilot began

slowly, due to difficulties in finding suitable families, but has really begun to take off. A report will be available over the next few months to determine its success or otherwise.

- Through Cheshire Connect, we partnered with Phoenix Cellular, who very kindly provided us with a new website – take a look – www.southcheshireclasp.org.uk - we're very impressed!
- Since the pandemic, we have found, sadly, that the counselling clients referred to us (mainly children and young people) are presenting with ever-increasing complex issues. We have undertaken training to ensure we understand the level of support required, and we endeavour to prioritise all young people who are presenting with this high level of risk.
- Last Summer we relaunched summer holiday activities, bringing our families back together at last! Everyone enjoyed meeting for crafts, games, snacks, and also a very enjoyable day at Brereton Park with the Oakhanger Project.
- Our Recovery Plan, which saw us through the difficult 2 year period of Covid 19, saw us safely through to the end of 2021, ensuring that all decisions were made in a timely and safe way.
- We made the decision to take on a temporary Funding Manager for 6 months to see us through a dry period, to assist the Chief Executive in ensuring that adequate funds were available for the short-term into 2022. This role has since been made permanent.
- Volunteering activity slowly picked up and we were able to begin recruiting into new roles, such as a Play Therapist and Here to Listen Co-ordinator.
- A Reaching Communities National Lottery bid was submitted in June 2021 (stage 1), which was successful, then progressing to the 2nd stage at the end of the year. We were fortunate in being granted £185,505 over 4 years, which will enable us to continue with our counselling programme (including family therapy), the Here to Listen project, and our coffee & chat sessions.
- Additional funding was also acquired via our Emotionally Healthy Children and Young People contract, enabling us to reach more children and young people in need of mental health support.
- This brings us up to the end of the year, when unfortunately our children's Christmas party was cancelled due to Covid, but we were able to deliver hampers (generously donated by LATH), and presents to 30 families.

Achievements 2021

We have 4 main outcomes running across all of our projects, as well as additional outcomes relating to individual projects. The following shows our progress across these 4 main outcomes.

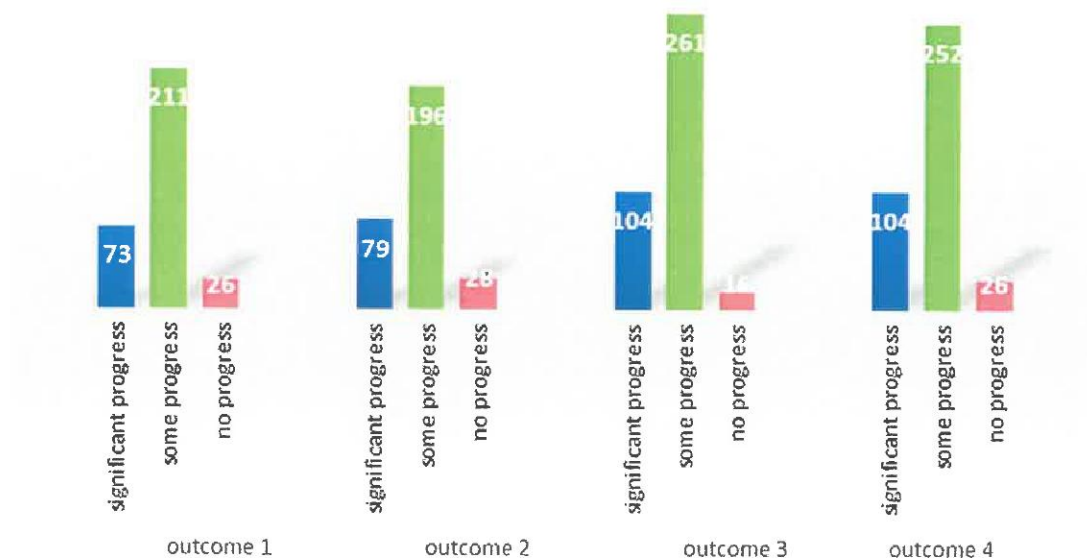
Outcome 1. Lone parents and their children will benefit from an increased ability to cope with family breakdown and/or their family situation

Outcome 2. Lone parents and their children will benefit from improved family relationships

Outcome 3. Lone parents and their children will benefit from increased confidence/self-esteem

Outcome 4. Lone parents and their children will report improved emotional health and wellbeing.

CLASP Outcomes 2021/2



Some examples of how projects/services have contributed to these outcomes:

C feels that she now has a much better relationship with her 3 year old daughter, and social care will be stepping down.

A has opened up more about her feelings and seems more secure.

J's mum said she has definitely noticed changes in him since undertaking 1 to 1 Primary Plus sessions.

J has accepted that it is ok to feel different emotions and not to bottle them up.

J is more confident and relaxed each week.

J has a better relationship with her step-mum

O has had space to explore his feelings over his Dad's death, he feels happier.

R is beginning to use new strategies with the children and this is having positive outcomes – they do jobs around the house.

C seemed much stronger today, she didn't cry at all.

R feels more confident and happier.

M now has coping mechanisms to help with her anger and she is coping better.



Referrals received in 2021 for **246** families



We interacted in some way with **446** lone/step parents



We provided support to **215** children and young people

Acknowledgements & Thanks

The Trustees and Staff Team of South Cheshire CLASP wish to thank all the individuals and organisations who have supported us throughout 2021, through donations, funding support, partnership working, free training, volunteering, and advice.

- ❖ All of our wonderful volunteers
- ❖ Ann Norburn
- ❖ Anonymous donors
- ❖ Audlem Baptist Church
- ❖ Cheshire Community Foundation
- ❖ Cheshire Connect
- ❖ Cheshire East Council – Children and Families
- ❖ CVS Cheshire East
- ❖ CWP
- ❖ Garfield Weston
- ❖ Henry Smith Charity
- ❖ LATH
- ❖ J & R Rivers
- ❖ Just Drop-In
- ❖ L Gentil
- ❖ Local Primary & Secondary Schools
- ❖ Nantwich Churchwardens Merged Charity
- ❖ Phoenix Cellular
- ❖ St Bridget's Trust
- ❖ St Mary's – Nantwich PCC
- ❖ The National Lottery Fund – Reaching Communities & Awards for All
- ❖ The Oakhanger Project
- ❖ Visyon
- ❖ Wishing Well Project
- ❖ West St Christian Fellowship
- ❖ Wrenbury PCC

Appendix: Financial Reports

- Treasurer's Report
- Receipts & Payments Accounts for the period 1st January 2021 to 31st December 2021 for Charity Number 1188608
- The set of Accounts includes a statement of Assets and Liabilities for the period, an analysis of Restricted Funds, notes to the Accounts and the Independent Examiner's Report

Operating for the Public Benefit:

As can be seen from the Project report we were able to meet our aims and objectives during the year to provide support for lone parents and their children, enabling them to grow and develop.

I am pleased to be writing my first Treasurer's report since taking over the role from Ruth Grimshaw during 2021.

2021 was a challenging year with the covid pandemic restrictions again affecting the services we were able to provide but we continued to receive some assistance from Government Grants under the Job Retention Scheme relating to several of our staff who were furloughed for part of the year.

We have included two sets of Accounts in the Annual report which only differ in respect to the prior year comparative figures.

During 2020 we changed our status to a CIO with a new Charity Number. In the first set of Accounts, we only show the prior year figures for the period when we were a CIO. In the second set we show the prior year figures for the full year which include the periods before and after the change to a CIO and provide a like for like financial comparison to 2021.

Our total income for the year ending 31st December 2021 was £205,620 and expenditure for the same period was £178,700 giving us a balance at the end of the year of £170,667 of which £28,856 was in restricted funds. Full year comparative figures were income of £221,231 and expenditure of £180,785 and a closing balance of £143,747 of which £43,405 was restricted.

Restricted Funds are, as the name implies, for specific projects and cannot be spent on other things.

During the year we secured new funding from The National Lottery Community Fund, Cheshire & Wirral Partnership NHS Foundation Trust and Cheshire Community Foundation. We are very grateful to these and our other funders as well as the individuals, trusts and churches who have provided financial support during the year.

We have started 2022 in a strong financial position but with a substantial portion of our grant income expiring during the year we are dependent on securing new funding to maintain our service level.

Stuart Luck
Trustee Treasurer

SOUTH CHESHIRE CLASP

Charity Commission Registered Number: 1188608

RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 12.6.2020-31.12.2020 £
RECEIPTS				
Donations & Grants	99,232	98,288	197,520	111,850
Receipts from Operating Activities	-	-	-	45
Tax Recovered on Gift Aid	470	-	470	242
HMRC JRS	7,620	-	7,620	9,742
Investment Income	10	-	10	2
Fundraising Activities	-	-	-	40
Other Income	-	-	-	-
	107,332	98,288	205,620	121,921
PAYMENTS				
Charitable Activities				
Staff Salaries/Sessional Workers/inc Creche	51,416	100,270	151,686	88,675
Volunteers Expenses	203	-	203	217
DBS checks	172	-	172	316
Counselling Supervision	1,069	638	1,707	850
Staff Training	50	2,785	2,835	962
Travel	125	103	228	177
Materials/Resources	857	26	883	1,541
Refreshments/meals	264	-	264	178
Parties/Activities	-	-	-	-
	54,156	103,822	157,978	92,916
Support Costs				
Utilities	3,500	3,500	7,000	5,250
Insurance	1,450	406	1,856	3,066
Consultancy - Building Capabilities	-	1,063	1,063	893
Subscriptions	-	-	-	-
Stationery/Telephone/Post	716	1,526	2,242	1,236
Repairs & Equipment	-	398	398	358
Database/IT	998	-	998	478
Advertising/Printing	445	2,112	2,557	517
Other	4,598	-	4,598	444
	11,707	9,015	20,722	12,242
Total Payments	65,863	112,837	178,700	105,158
Net Receipts / (Payments)	41,469	(14,549)	26,920	16,763
Transfer between Funds	-	-	-	-
Net Movement in Funds	41,469	(14,549)	26,920	16,763
Total funds b/fwd - 1 January	100,342	43,405	143,747	
Total funds c/fwd - 31 December	141,811	28,856	170,667	

SOUTH CHESHIRE CLASP

Charity Commission Registered Number: 1188608

RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS				
Donations & Grants	99,232	98,288	197,520	204,955
Receipts from Operating Activities	-	-	-	45
Tax Recovered on Gift Aid	470	-	470	242
HMRC JRS	7,620	-	7,620	15,346
Investment Income	10	-	10	36
Fundraising Activities	-	-	-	47
Other Income	-	-	-	560
	107,332	98,288	205,620	221,231
PAYMENTS				
Charitable Activities				
Staff Salaries/Sessional Workers/inc Creche	51,416	100,270	151,686	154,499
Volunteers Expenses	203	-	203	340
DBS checks	172	-	172	316
Counselling Supervision	1,069	638	1,707	1,583
Staff Training	50	2,785	2,835	1,391
Travel	125	103	228	301
Parents Courses/Activities	-	-	-	-
Materials/Resources	857	26	883	2,314
Refreshments/meals	264	-	264	216
Parties/Activities	-	-	-	-
	54,156	103,822	157,978	160,960
Support Costs				
Utilities	3,500	3,500	7,000	7,000
Insurance	1,450	406	1,856	5,189
Consultancy - Building Capabilities	-	1,063	1,063	1,841
Subscriptions	-	-	-	105
Stationery/Telephone/Post	716	1,526	2,242	2,243
Repairs & Equipment	-	398	398	603
Database/IT	998	-	998	924
Advertising/Printing	445	2,112	2,557	1,360
Staff Uniforms	-	10	10	-
Fundraising	-	-	-	-
Other	4,598	-	4,598	560
	11,707	9,015	20,722	19,825
Total Payments	65,863	112,837	178,700	180,785
Net Receipts / (Payments)	41,469	(14,549)	26,920	40,446
Transfer between Funds	-	-	-	-
Net Movement in Funds	41,469	(14,549)	26,920	40,446
Total funds b/fwd - 1 January	100,342	43,405	143,747	
Total funds c/fwd - 31 December	141,811	28,856	170,667	

SOUTH CHESHIRE CLASP

Charity Commission Registered Number: 1188608

STATEMENT OF ASSETS AND LIABILITIES AS AT 31st DECEMBER 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Cash and Bank Balances			
Unrestricted Funds	141,811		141,811
			0
Restricted Funds			0
Cheshire Community Funding		7,700	7,700
Henry Smith		14,325	14,325
Steven Morgan Foundation		(183)	(183)
Nantwich Churchwardens		7,014	7,014
			0
Total Cash & Bank Balances	141,811	28,855	170,667

Other Monetary Assets	-	-	-
Debtors and Pre-Payments	-	-	-
Investment Assets	-	-	-

Assets Retained for Charity's own use	Fund to which asset belongs	Original Cost £	Current Book Value £
Fixed Assets			
Computers	All	5,021	2,371
Furniture	All	1,026	506
Total		<u>6,047</u>	<u>2,878</u>

Liabilities at the end of the year	-	-
Total Value of Assets less Liabilities		<u><u>173,544</u></u>

Trustee's Signature



Print Name

JOHN COLCLOUGH

Trustee's Signature



Print Name

STUART LITCH

Date Approved 8/8/22

SOUTH CHESHIRE CLASP

Charity Commission Registered Number: 1188608

NOTES TO ACCOUNTS

Reserves Policy

Our current reserves policy aims to stabilise our unrestricted cash and bank balances at a level sufficient to cover our next three months worth of expenditure. This would suggest that our optimum cash balances would be between £40,000 and £50,000. At the end of 2021 our unrestricted cash balances totalled £141,811

Debtors and Prepayments

Depreciation

Our furniture and office equipment is depreciated over 5 years

Trustees Remuneration

Trustees should not generally receive payment for being a charity trustee and no Trustee has received any remuneration. Janet Wenlock is employed by CLASP and her husband Christopher Wenlock is a trustee. Employment cost was £10481.47 including pension contributions. Christopher does not take part in any discussions regarding salary increases etc.

Operating for the Public Benefit

As can be seen from the Project report, we were able to meet our aims and objectives during the year to provide support for lone parents and their children, enabling them to grow and develop.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH CHESHIRE CLASP

I report to the trustees on my examination of the accounts of the South Cheshire CLASP (the Trust) for the year ended 31 December 2021.

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'). 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 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 Trust as required by section 130 of the Act; or
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.

Signed:



Name: A.P. Buchan - ACMA, CGMA

Member of the Chartered Institute of Management Accountants (CIMA)

28 Cormorant Close

Crewe

Cheshire, CW1 5LN

Date: 23/8/22