

REGISTERED COMPANY NUMBER: CE028698 (England and Wales)
REGISTERED CHARITY NUMBER: 1198383

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
BISHOP'S STORTFORD CHILD CONTACT CENTRE

Cook & Partners Limited
Manufactory House
Bell Lane
Hertford
Hertfordshire
SG14 1BP

BISHOP'S STORTFORD CHILD CONTACT CENTRE

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FOR THE YEAR ENDED 31 MARCH 2025

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BISHOP'S STORTFORD CHILD CONTACT CENTRE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the charity is a community based, not for profit, child-focused charity that supports families directly impacted by separation or divorce.

The charity offers a safe place for supported and supervised contact between the child/ren and the parent/family member they don't usually live with in a safe, neutral, family orientated space.

Significant activities

The charity has had its third year as a Charitable Incorporated Organisation and has now gained enhanced accreditation from NACCC to offer supervised contact alongside the supported contact also offered.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The charity is a community based, not for profit, child-focused charity that supports families directly impacted by separation or divorce. The charity believes that every child has a right to build a relationship with both parents and other family members when families live apart. Their wellbeing both now and for their futures is at the heart of what the charity does. The charity currently offers supervised and supported contact for child/ren and the parent/family member they don't usually live with in a safe, neutral, family orientated space.

The charity is open to enquiries and referrals from parents themselves and from professionals and the courts and are accredited by The National Association of Child Contact Centres (NACCC).

Since September 2024 we have also been able to employ a coordinator on a part time basis thanks to a grant from the National Lottery Community Fund.

Achieving enhanced accreditation from NACCC and being in a position to pay our coordinator were the two main objectives in our three year strategic plan 2022 - 25.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The Trustees have generally been invited to become trustees because of the skills they have to offer and are elected at the Annual General Meeting. A skills audit exercise has been undertaken to identify and take on new trustees where deemed necessary.

Organisational structure

Board Meetings are held at appropriate times throughout the year to set policy and make appropriate decisions on financial matters. Day to day decisions as to the hiring of the halls, cleaning, maintenance, repairs etc are delegated to the Co-ordinator.

Induction and training of new trustees

The trustees of the charity have taken advantage of training courses through the Hertfordshire Community Foundation and mentoring through East Herts Launchpad 2 to ensure trustees are adequately trained in their roles.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE028698 (England and Wales)

Registered Charity number

1198383

BISHOP'S STORTFORD CHILD CONTACT CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Registered office

5 Bridge Street
Bishops Stortford
Hertfordshire
CM23 2JU

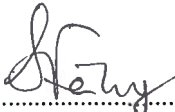
Trustees

Ms S J Fahy (resigned 28.6.25)
R G Mills (resigned 11.11.24)
Ms S J Gubb
Rev J H Bisschoff (resigned 22.6.24)
Ms H R Lettin
Ms M Weir (resigned 11.11.24)
M Chiverton
Ms L Adams
J Gubb (appointed 28.6.25)
A Doran (appointed 28.6.25)

Independent Examiner

Cook & Partners Limited
Manufactory House
Bell Lane
Hertford
Hertfordshire
SG14 1BP

Approved by order of the board of trustees on 28th June 2025 and signed on its behalf by:



.....
Ms S J Fahy - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BISHOP'S STORTFORD CHILD CONTACT CENTRE

Independent examiner's report to the trustees of Bishop's Stortford Child Contact Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Cook & Partners Ltd

Cook & Partners Limited
Manufactory House
Bell Lane
Hertford
Hertfordshire
SG14 1BP

Date: 28/06/2025

BISHOP'S STORTFORD CHILD CONTACT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

		2025 Unrestricted fund £	2024 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		3,348	3,354
Charitable activities			
General		9,964	7,386
Other trading activities	2	398	1,784
Investment income	3	471	99
Total		<u>14,181</u>	<u>12,623</u>
 EXPENDITURE ON			
Raising funds		180	482
Charitable activities			
General		<u>18,257</u>	<u>9,757</u>
Total		<u>18,437</u>	<u>10,239</u>
 NET INCOME/(EXPENDITURE)		(4,256)	2,384
 RECONCILIATION OF FUNDS			
Total funds brought forward		6,307	3,923
 TOTAL FUNDS CARRIED FORWARD		<u><u>2,051</u></u>	<u><u>6,307</u></u>

The notes form part of these financial statements

BISHOP'S STORTFORD CHILD CONTACT CENTRE

BALANCE SHEET
31 MARCH 2025

	Notes	2025 Unrestricted fund £	2024 Total funds £
FIXED ASSETS			
Tangible assets	7	1,046	549
CURRENT ASSETS			
Debtors	8	598	533
Cash at bank		14,138	9,271
		<u>14,736</u>	<u>9,804</u>
CREDITORS			
Amounts falling due within one year	9	(13,731)	(4,046)
NET CURRENT ASSETS		<u>1,005</u>	<u>5,758</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,051</u>	<u>6,307</u>
NET ASSETS		<u>2,051</u>	<u>6,307</u>
FUNDS	10		
Unrestricted funds		<u>2,051</u>	<u>6,307</u>
TOTAL FUNDS		<u>2,051</u>	<u>6,307</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

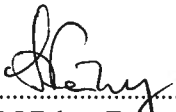
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 28th June 2025 and were signed on its behalf by:


.....
S J Fahy - Trustee

The notes form part of these financial statements

BISHOP'S STORTFORD CHILD CONTACT CENTRE

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

2. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Fundraising events	398	1,784
	<u> </u>	<u> </u>

BISHOP'S STORTFORD CHILD CONTACT CENTRE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

3. INVESTMENT INCOME

	2025	2024
	£	£
Deposit account interest	471	99
	<u> </u>	<u> </u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Auditors' remuneration	1,800	1,800
Depreciation - owned assets	80	153
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

During the year no trustees were reimbursed for directly incurred expenses including, stationery, equipment, telephone and promotional costs, as part of their responsibilities totalling £0.00 (2024: £341.47 to four employees).

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	3,354
Charitable activities	
General	7,386
Other trading activities	1,784
Investment income	99
Total	<u>12,623</u>
EXPENDITURE ON	
Raising funds	482
Charitable activities	
General	9,757
Total	<u>10,239</u>
NET INCOME	2,384
RECONCILIATION OF FUNDS	
Total funds brought forward	3,923

BISHOP'S STORTFORD CHILD CONTACT CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
fund
£

TOTAL FUNDS CARRIED FORWARD

6,307

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2024	-	766	766
Additions	<u>577</u>	<u>-</u>	<u>577</u>
At 31 March 2025	<u>577</u>	<u>766</u>	<u>1,343</u>
DEPRECIATION			
At 1 April 2024	-	217	217
Charge for year	<u>16</u>	<u>64</u>	<u>80</u>
At 31 March 2025	<u>16</u>	<u>281</u>	<u>297</u>
NET BOOK VALUE			
At 31 March 2025	<u>561</u>	<u>485</u>	<u>1,046</u>
At 31 March 2024	<u>-</u>	<u>549</u>	<u>549</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	195	120
Prepayments and accrued income	<u>403</u>	<u>413</u>
	<u>598</u>	<u>533</u>

BISHOP'S STORTFORD CHILD CONTACT CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	245	600
Social security and other taxes	94	-
Other creditors	59	-
Accruals and deferred income	11,533	1,640
Accrued expenses	1,800	1,806
	<u>13,731</u>	<u>4,046</u>

10. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	6,307	(4,256)	2,051
	<u>6,307</u>	<u>(4,256)</u>	<u>2,051</u>
TOTAL FUNDS	<u>6,307</u>	<u>(4,256)</u>	<u>2,051</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	14,181	(18,437)	(4,256)
	<u>14,181</u>	<u>(18,437)</u>	<u>(4,256)</u>
TOTAL FUNDS	<u>14,181</u>	<u>(18,437)</u>	<u>(4,256)</u>

Comparatives for movement in funds

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	3,923	2,384	6,307
	<u>3,923</u>	<u>2,384</u>	<u>6,307</u>
TOTAL FUNDS	<u>3,923</u>	<u>2,384</u>	<u>6,307</u>

BISHOP'S STORTFORD CHILD CONTACT CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	12,623	(10,239)	2,384
TOTAL FUNDS	<u>12,623</u>	<u>(10,239)</u>	<u>2,384</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	3,923	(1,872)	2,051
TOTAL FUNDS	<u>3,923</u>	<u>(1,872)</u>	<u>2,051</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	26,804	(28,676)	(1,872)
TOTAL FUNDS	<u>26,804</u>	<u>(28,676)</u>	<u>(1,872)</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

12. OPENING FUNDS

After the incorporation of the new Charitable Incorporated Organisation (CIO) - the Bishop's Stortford Child Contact Centre - the Portland Child Contact Centre ceased its activities all of which were carried forward by the new CIO. It therefore gifted its cash reserves of £4,252.96 on the 25/03/2022 to the new CIO at its inception.

BISHOP'S STORTFORD CHILD CONTACT CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,940	3,046
Admissions	1,408	308
	<hr/> 3,348	<hr/> 3,354
Other trading activities		
Fundraising events	398	1,784
Investment income		
Deposit account interest	471	99
Charitable activities		
Grants	9,964	7,386
	<hr/> 14,181	<hr/> 12,623
Total incoming resources		
EXPENDITURE		
Other trading activities		
Postage and stationery	2	1
Promotional materials	128	431
Regulatory fees	50	50
	<hr/> 180	<hr/> 482
Charitable activities		
Wages	8,931	-
Insurance	347	714
Rent	2,063	3,115
Purchases	-	36
Postage and stationery	37	7
Telephone	307	252
Travel expenses	-	32
Computer expenses	2,501	3,081
NACCC	1,292	-
Training	334	40
Regulatory fees	35	73
Sundry expenses	30	286
Bank charges	73	73
Promotional materials	37	95
Fixtures and fittings	16	-
Computer equipment	64	153
	<hr/> 16,067	<hr/> 7,957
Support costs		

This page does not form part of the statutory financial statements

BISHOP'S STORTFORD CHILD CONTACT CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Support costs		
Other 3		
Accountancy	390	-
Governance costs		
Auditors' remuneration	1,800	1,800
Total resources expended	18,437	10,239
Net (expenditure)/income	(4,256)	2,384