

## **Swindon Family Contact Centre Trustees' Report**

### **Introduction**

The trustees present their report and the financial statements of The Swindon Family Contact Centre Charity (SFCC) for the year ended 31 March 2024.

### **Charity's Purpose**

The purpose of SFCC is to promote the care and upbringing of children of separated families for the public benefit by providing a safe, secure and neutral location where such children can spend time with the parent they no longer live with, or other family members they would not otherwise see; by providing the highest quality, child focussed service for the benefit of the children of separated families; by facilitating the contact arrangements in ways which are in the best interests of the children; and by assisting the families to move forward and, where appropriate, to move to contact arrangements away from the centre.

### **Achievements During the Year**

- SFCC starts Self-referring process due to closure of Safe referring system provided by NACCC
- Services available to new families extending our support further and fulfilling a crucial need

### **Financial Review**

During the year, the charity received £2848 in donations and generated £1180 in service fees. The total expenditure for the year amounted to £4943 over 40% increase from the previous year. The main reason for higher costs is the increase of hours to process referrals as the main NACCC referral support has ceased. Other costs remain the same as previously mainly SFCC expenses and administrative costs.

### **Challenges**

One of the primary challenges faced by the SFCC revolves around the ability to maintain adequate funding. Securing consistent financial support is essential to sustain our initiatives and ensure the continuity of our services. Furthermore, recruiting dedicated and passionate volunteers poses another significant challenge, as their contributions are pivotal to the functioning of our operations.

### **Future Plans**

Looking ahead, the SFCC is dedicated to implementing continuous training programmes for our volunteers, fostering their professional development, and enhancing their skills. In tandem with this, our focus remains on actively recruiting additional volunteers, aiming to expand our reach and provide essential services to a greater number of families in need. As we move into the next year, our agenda remains a website update to streamline communication, thereby facilitating better

engagement with our stakeholders. Additionally, our goal remains to appoint a dedicated, permanent volunteer tasked with fundraising activities, ensuring a sustainable financial base to support our ongoing initiatives and future expansion. Longer term plans are to plan and prepare proposal for supervised contact. These plans underscore our commitment to adapt, grow, and continue making a positive impact in the lives of those we serve.

### **Appreciation and Thanks**

The trustees would like to express their heartfelt gratitude to the SFCC co-ordinator, all volunteers, donors and supporters whose contributions and efforts have been instrumental in the success of our programmes and without whom SFCC will not be able to exist and provide its support to families.

### **Trustees' Responsibilities**

Our trustees play a pivotal role in ensuring the smooth functioning and success of the SFCC. Their responsibilities encompass various critical tasks, including the preparation of the Annual report and the Trustees' report, which serves as a comprehensive overview of the SFCC activities and financial performance. In addition to this, the trustees are entrusted with the safe and efficient operation of the Centre, ensuring that all activities and programmes adhere to the highest standards of safety and professionalism. Furthermore, their role involves the diligent implementation of the tasks outlined in the SFCC constitution, aiming to achieve the SFCC goals and mission. By fulfilling these responsibilities, the trustees demonstrate their commitment to the SFCC sustainable growth and their dedication to fostering a supportive and enriching environment for the families of the SFCC.

### **Conclusion**

We believe that our efforts have made a positive impact on the lives of the children and their parents. We remain committed to our mission and look forward to continuing our work in the years ahead.

On behalf of the Board of Trustees:

Chair:

A handwritten signature in black ink, appearing to read 'Iryada Ashmore', written in a cursive style.

Iryada Ashmore

26 October 2024

# SWINDON FAMILY CONTACT CENTRE

ACCOUNTS 2023-2024



## RECEIPTS AND PAYMENTS SCHEDULE

BALANCE B/F	£ 18,181.77
RECEIPTS IN	£4,028.24
PAYMENTS OUT	£4,942.98
BALANCES AT 31/03/2024	£ 17,267.03

## BANK REC

BALANCE B/F	£19,601.49
RECEIPTS IN	£4,087.24
PAYMENTS OUT	£5,198.84
TRANSFERS	
<b>Metro BALANCES AT 31/03/2024</b>	<b>£18,391.89</b>
<b>Petty Cash 31/03/2024</b>	<b>98.00</b>

## DIFFERENCE

Closing Balance Difference	Unpresented Cheques	-£1,222.86
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## SWINDON FAMILY CONTACT CENTRE RECEIPT AND PAYMENTS 2023-2024

INCOME	BUDGET	ACTUAL	% RECEIVED
Parent Referral Fees On-Going	£0.00	£370.00	
Parent Referral Fees New	£800.00	£810.00	101.25%
Grants	£0.00	£2,700.00	
Other	£50.00	£52.00	104.00%
Donations - Businesses	£5,000.00	£96.24	1.92%
Donations - Clients/Parents	£0.00	£0.00	
<b>TOTAL</b>	<b>£5,850.00</b>	<b>£4,028.24</b>	<b>68.86%</b>

  

OUTGOINGS AND EXPENSES	BUDGET	ACTUAL	% SPENT
Rent	£840.00	£840.00	100.00%
Travel	£50.00	£25.00	-50.00%
Refreshments	£100.00	£3.35	3.35%
Postage	£50.00	£0.00	0.00%
Phone	£82.80	£82.80	100.00%
Stationery	£100.00	£0.00	0.00%
Equipment / Toys	£500.00	£195.83	39.17%
Training - Room Hire	£120.00	£360.00	300.00%
AGM	£150.00	£0.00	0.00%
Miscellaneous	£50.00	£35.00	70.00%
IT and Website Cost	£200.00	£140.80	70.40%
Photocopying	£50.00	£0.00	0.00%
NACCC Subscription	£300.00	£292.40	97.47%
DBS	£100.00	£0.00	0.00%
Maintenance	£100.00	£0.00	200.00%
Data Protection Cost	£50.00	£0.00	0.00%
Insurance	£192.00	£192.00	419.80%
Bank and Insurance Charges	£20.00	£0.00	0.00%
Coordinator Part-time	£2,400.00	£2,825.80	117.74%
Support Staff	£600.00	£0.00	0.00%
<b>TOTAL</b>	<b>£6,054.80</b>	<b>£4,942.98</b>	<b>81.64%</b>

BALANCE B/F	£18,181.77
RECEIPTS IN	£4,028.24
PAYMENTS OUT	£4,942.98
BALANCES AT 31/03/24	£ 17,267.03

## RECEIPT AND PAYMENT BY MONTH

RECEIPTS	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Parent Referral Fees On-Going		£20.00	£20.00		£20.00	£80.00		£40.00	£40.00	£40.00	£70.00	£40.00
Parent Referral Fees New	£60.00	£60.00	£120.00		£120.00	£120.00	£30.00		£60.00	£60.00	£60.00	£120.00
Grants									£2,500.00			£200.00
Other	£4.00	£4.00	£5.00	£4.00	£5.00	£4.00	£4.00	£5.00	£4.00	£4.00	£5.00	£4.00
Donations - Businesses										£18.74	£77.50	
Donations - Clients/Parents												
<b>TOTAL RECEIPTS</b>	<b>£64.00</b>	<b>£84.00</b>	<b>£145.00</b>	<b>£4.00</b>	<b>£145.00</b>	<b>£204.00</b>	<b>£34.00</b>	<b>£45.00</b>	<b>£2,604.00</b>	<b>£122.74</b>	<b>£212.50</b>	<b>£364.00</b>

  

PAYMENTS	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Rent			£210.00			£210.00				£210.00		£210.00
Travel	£25.00											
Refreshments											£3.35	
Postage												
Phone			£82.80									
Stationery												
Equipment / Toys						£114.98				£34.20	£46.65	
Training - Room Hire			£360.00									
AGM												
Miscellaneous										£35.00		
IT and Website Cost			£20.34									£120.46
Photocopying												
NACCC Subscription												£292.40
DBS												
Maintenance												
Data Protection Cost												
Insurance						£192.00						
Bank and Insurance Charges												
Coordinator Part-time		£150.00	£510.00			£450.00	£20.00		£10.00	£805.80	£280.00	£600.00
Support Staff												
<b>TOTAL PAYMENTS</b>	<b>£25.00</b>	<b>£150.00</b>	<b>£1,183.14</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£966.98</b>	<b>£20.00</b>	<b>£0.00</b>	<b>£10.00</b>	<b>£1,085.00</b>	<b>£330.00</b>	<b>£1,222.86</b>

  

<b>TOTAL FOR MONTH</b>	<b>£89.00</b>	<b>£66.00</b>	<b>£1,038.14</b>	<b>£4.00</b>	<b>£145.00</b>	<b>£762.98</b>	<b>£14.00</b>	<b>£45.00</b>	<b>£2,594.00</b>	<b>£962.26</b>	<b>£117.50</b>	<b>£858.86</b>
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