

Child Concern

Report and financial statements
For the year ended 31st December 2019

Child Concern
Reference and administrative information
for the year ended 31st December 2019

Charity number 1052381

Registered office and operational address Child Concern, PO Box 167, Stockport SK6 9BG

Trustees Trustees who served during the year and up to the date of this report were as follows:

Gwyneth John - Chair
Kate Allsop - Vice Chair
Camille Scott - Treasurer (Elected April 2019)
Jennifer Penman - Secretary

David Delahunty
Dr Sarah Dixon
Julie Doyle
Jack Harrison
Dr Kate Hellin
Nick Hodson
Simon Hutchence
Fiona Mackenzie
Dr Frank Margison
Dr Erica McInnis
Lianne McNally (Resigned January 2019)
Charlotte O'Prey

Key Management Personnel Annie Garside (Administrator)

Bankers Royal Bank of Scotland
St Ann Street, Manchester M60 2SS

Independent Examiner Christy Lau FCCA CTA DChA, Slade & Cooper Limited
Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

Child Concern
Trustees' annual report
for the year ended 31st December 2019

The trustees present their report and the unaudited financial statements for the year ended 31st December 2019.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the charity's constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP.

Objectives and activities

Objects

The objects of the Association are the advancement of education of the public and in particular but without limitation to work to further and improve the knowledge and practice of all persons involved and interested in the law and practice relating to children and children's issues.

Aims & Objectives

- To provide its members with a forum for the exchange of information, opinions and ideas and the opportunity to share and to learn from the experience and knowledge of members of other professions dealing with the same issues in relation to children and their families.
- To provide regular CPD accredited training seminars to improve the knowledge and practice of all persons involved and interested in the law and practice relating to children and children's issues where guest speakers specialising in related topical or special interest subjects are invited to present, debate and answer questions.
- To raise funds in order to provide such training and operate successfully
- To recruit and maintain a multi-disciplinary membership base

Strategies

In order to fulfil the aims and objectives of the Charity, Child Concern engages the following strategies:

- Organises a maximum of 11 training courses (either full day or twilight seminars) annually which are CPD accredited for solicitors and for members of the Bar under the New Practitioner Programme which are open to members and non-members at very competitive prices
- Distributes an occasional newsletter to members containing articles of topical interest relating to practical issues, case law notes, diary dates of forthcoming events and other items of interest with contributions from the Executive Committee, members and professionals.
- Charges an annual membership subscription and delegate fee for most training courses to raise sufficient income in order to fund training and operate successfully
- Promotes Membership of the Association to, among others, solicitors, barristers, social workers, guardians, psychologists, psychiatrists, paediatricians and other health professionals and members of the Judiciary from a wide geographical area via the Executive Committee, current members and at training seminars and social events.

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Achievements and performance

The charity's main activities and who it tries to help are described below. All its charitable activities focus on furthering on understanding of the family justice system.

Training 2019

During the last 12 months, Child Concern has successfully organised:

6 x Twilight or Afternoon Training Seminars:

- Friday 11th January - The Effect of Child Neglect on Development, Health and Wellbeing (3 CPD)
- Monday 18th February: Multicultural Issues in the Family Court (1.5 CPD)
- Wednesday 27th March: Child Concern Question Time 2019 'Views from The Bench – 30 years of The Children Act 1989' (2 CPD)
- Wednesday 22nd May: Recent Cases – Public Law (2 CPD)
- Friday 7th June: Forced Marriage Protection Orders - A Review (2 CPD)
- Monday 2nd December: An Exploration into Childhood Obesity and Child Protection (2 CPD)

2 x Day Training Seminar:

- Friday 12th April - Re W, Intermediaries & Vulnerable Witnesses (5 CPD)
- Friday 18th October: Gender Identity - Legal & Social Issues (5 CPD)

Social

- Saturday 6th July – Child Concern Summer Ball
- Friday 15th November - The Annual Autumn Child Concern Quiz

Membership

There are currently 177 members.

Beneficiaries of our services

Beneficiaries are all persons involved and interested in the law and practice relating to children and children's issues. Based in the North West, Child Concern is an association with a multi-disciplinary membership from a wide geographical area. The present membership includes Solicitors, Barristers, Social Workers, Guardians, Psychologists, and Psychiatrists, Paediatricians and other Health Professionals and members of the Judiciary.

Financial review

Reserves Policy

The Management Committee has examined the charity's requirements for reserves in light of the major risks to the organisation. The reserve of £10,000 has been maintained in order to ensure adequate cash flow throughout the year.

Provision is made for employment of one part-time Administrator and the associated office expenses.

Our financial position was restored to a much healthier balance following the ball in 2019 and it is the committee's intention to ensure that remains the case. To this end we continue with our regular seminars and it is hope that the successful Informal drinks do can be repeated in 2020 with another Ball if practicable in 2021.

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The financial position is now much improved with more seminars and social events having taken place and being planned. The need to run seminars that are expert topical and profitable is key to the ongoing viability of the charity. The reserve has remained at £10,000 and a keen eye kept on the bank balance.

Principal Funding Sources

Principal funding sources continue to be the annual subscription fee from members, income from social events and the delegate fees for training courses.

Plans for the Future

Child Concern will continue with the object of the Association of the advancement of education of the public and in particular but without limitation to work to further and improve the knowledge and practice of all persons involved and interested in the law and practice relating to children and children's issues.

The reserve will remain at £10,000 to ensure financial obligations can be met and reviewed monthly at the committee meetings – if funds begin to dip the Executive members of the committee in liaison with our administrator will convene an urgent committee meeting to identify the best way forward.

Structure, governance and management

Governing Document

The organisation is an unincorporated charity, registered as a charity in 1990 in England and Wales.

The charity is constituted under a constitution. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits or remuneration from the charity. No expenses were reclaimed from the charity.

Recruitment and Appointment of Trustees

The Executive Committee must consist of not less than 13 members nor more than 16 members being:

- a) Four Honorary Officers (Chair, Vice-Chair, Treasurer & Secretary)
- b) Not less than 9 and not more than 12 members
- c) Not more than 4 co-opted members

Nominations of Honorary Officers

Each Officer shall be elected by the Group at the Annual General Meeting from amongst the members who had served as an Officer of the Group or as a member of the Executive Committee for a period of at least one year prior to the Annual General Meeting at which the election takes place. Each Officer shall serve from the date of the election until the close of the following Annual General Meeting.

No officer may serve in one office for more than three years in succession or as an officer in any capacity for more than five years in succession and shall not be eligible for re-election as an Officer at the end of such five-year period unless he or she shall first have served again for at least one year as a member of the Executive Committee.

In the event of any office becoming vacant the Executive Committee may appoint one of its number to fill the vacancy for the remainder of the unexpired term of office.

Nominations of the Executive Committee

All members of the Executive Committee must be individual members of the Association.

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Candidates for election to the Executive Committee must be proposed and seconded by members of the Association. The name of every candidate with names of his or her proposer and seconder must be sent in writing to the Secretary of Child Concern not less than 14 days before the date of the Annual General Meeting.

If no names or an insufficient number of candidates eligible for re-election are received by the Secretary by the nominated date, candidates may be proposed at the Annual General Meeting. If the number of candidates duly proposed and seconded exceeds the number to be elected, voting shall be by ballot.

All the members of the Executive Committee who have themselves been members for three years shall retire from office at the end of the Annual General Meeting three years after the date on which they came into office but they may be re-elected. The proceedings of the Executive Committee shall not be invalidated by any vacancy among their number or by any failure to appoint or any defect in the appointment or qualification of a member.

Nobody shall be appointed as a member of the Executive Committee who is aged under 18 or who would if appointed be disqualified under the provisions of the Constitution.

Any casual vacancy in the Committee may be filled by the Committee and any person appointed to fill such a casual vacancy shall hold office until the conclusion of the next Annual General Meeting of the Association and shall be eligible for election at that meeting.

No person shall be entitled to act as a member of the Executive Committee whether on a first or any subsequent entry into office until after signing in the minute book of the Executive Committee a declaration of acceptance and of willingness to act in the trusts of the Group.

Co-opted members of the Executive Committee

The Executive Committee may appoint not more than 4 co-opted members but so that no-one may be appointed as a co-opted member if, as a result, more than one third of the members of the Executive Committee would be co-opted members. Any person eligible to be a co-opted member shall be an individual member of the Association.

Appointments will be made at committee meetings and the appointment shall take effect from the end of that meeting unless the appointment is to fill a place which has not been vacated in which the appointment will run from the date when the post becomes vacant. No appointment of a co-opted member shall be made at any meeting without the notice period specified in the Constitution having been given.

A person may only be co-opted for a specific purpose expressly determined by the Executive Committee. Co-opted members shall be entitled to attend such meetings as they are invited to by the Executive Committee, but they shall not have any voting rights nor shall they be Trustees of the Association.

No appointment of a co-opted member shall continue beyond the Annual General Meeting following the appointment unless renewed in accordance with the provisions in the Constitution. The Executive Committee may terminate the appointment of a co-opted member at any Executive Committee meeting.

Induction and Training of Trustees

Trustees receive no formal training but receive a copy of and must abide by the Constitution where the Objectives and Powers of the Association are set out along with the specific duties of the Officers (Chair, Vice-Chair, Treasurer and Secretary).

Existing Trustees can also coach new Trustees and answer queries at any time, including at the monthly Committee Meetings.

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for the year ended 31st December 2019

Organisational Structure

The Executive Committee must consist of not less than 13 members nor more than 16 members being:

- a) Four Honorary Officers (Chair, Vice-Chair, Treasurer and Secretary)
- b) Not less than 9 and not more than 12 members
- c) Not more than 4 co-opted members

In addition, there is one part-time Administrator.

Risk Management

The Constitution sets out specific duties for the Officers and in doing so, identifies key areas of risk - the management, administrative and financial responsibilities of the Charity:

The duties of the Chairperson shall be to conduct all meetings in accordance with the Constitution and to represent the Association at such public or other functions in which it is involved. If the Chairperson is absent from any meeting or unable to represent the Association the Vice-Chairperson shall stand in his or her place.

The duties of the Secretary shall be to supervise and oversee the conduct of the administration of the Association and to be responsible for all official correspondence, the convening of meetings of the Association and the Executive Committee and the preparation of minutes for all such meetings.

The duties of the Treasurer shall include responsibility for overseeing the finances of the Association, keeping up-to-date accounts and arranging for the accounts to be audited at the end of the financial year and presenting the same to the Annual General Meeting.

There are monthly Committee meetings to discuss and monitor all aspects of the Charity's work and responsibilities, and where risks can be identified or anticipated and necessary action put in place as required. In addition, a part-time Administrator and independent Accountants (Slade & Cooper Limited) are employed to assist the Committee in its work.

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Statement of responsibilities of the trustees

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report has been approved by the trustees on 21st May 2020 and signed on their behalf by

Gwyneth H John (Chair)

Independent examiner's report
to the members of
Child Concern

I report on the receipts and payments accounts of the charity for the year ended 31st December 2019 which are set out on pages 9 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 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 charity 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.

Christy Lau FCCA CTA DChA
Slade & Cooper Limited
Chartered Certified Accountants
Green Fish Resource Centre
46-50 Oldham Street
Manchester
M4 1LE

Date 12th June 2020

Child Concern
Receipts and Payments Accounts
for the year ended 31st December 2019

	2019 £	2018 £
Receipts		
Memberships	5,990	5,630
Seminars, meetings and courses	11,040	12,960
Social events	604	388
Ball income	21,108	-
Interest	28	11
Sundry	-	201
	<hr/>	<hr/>
Total receipts	38,770	19,190
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Payments		
<i>Charitable expenditure</i>		
Speakers' costs and disbursements	279	15
Catering and room hire	6,028	6,754
Salary	13,280	12,532
Social security costs	925	843
Telephone and internet	883	746
Website	229	264
Post	383	339
Stationery and office equipment	395	611
Sundry	40	118
Accounts	1,123	1,008
Ball 2019	10,717	-
	<hr/>	<hr/>
Total payments	34,282	23,230
	<hr/>	<hr/>
Net receipts / (payments) for the year	4,488	(4,040)
	<hr/>	<hr/>
Bank and cash balances at start of year	12,330	16,370
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Bank and cash balances at end of year	16,818	12,330
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Child Concern
Statement of Assets and Liabilities
as at 31st December 2019

	2019 £	2018 £
Bank and cash balances	16,818	12,330
	<hr/>	<hr/>
Other monetary assets		
Membership amounts outstanding	1,070	1,220
	<hr/>	<hr/>
Fixed assets		
Office equipment	580	580
	<hr/>	<hr/>
Liabilities		
Membership income in advance	1,513	1,408
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Notes

- a) All the charity's funds are unrestricted. Unrestricted funds are available to spend on activities that further any of the purposes of charity.
- b) The financial statements have been prepared in accordance with the Charities Act 2011. As a lower-income charity under section 133 of the 2011 Act, the trustees have elected to prepare the charity's financial statements using the Receipts & Payments basis.

Approved by the trustees on 21/05/2020

and signed on their behalf by:

Gwyneth H John (Chair)