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REGISTERED CHARITY NUMBER: 1062339

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2020
FOR
THE FAMILY CENTRE (DEAF CHILDREN)**

THE FAMILY CENTRE (DEAF CHILDREN)

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FOR THE YEAR ENDED 31 MARCH 2020**

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THE FAMILY CENTRE (DEAF CHILDREN)

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report with the financial statements of the charity for the year ended 31 March 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1062339

Other Charity name

FCDC

Principal address

Elmfield School
Greystoke Avenue
Westbury-on-Trym
Bristol
BS10 6AY

Trustees

Emma Stevenson	Chair
Laura Orna	Secretary
Neil Curry	Treasurer
Wilson McKelvie	Trustee
Ema Hall	Trustee
Laura Hunter	Trustee
Sonya Brewer	Trustee
Stuart Millar	Trustee

Bankers

Cater Allen
9 Nelson Street
Bradford
BD1 5AN

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is managed by its constitution which re-adopted at the last AGM on 11 Jan 2020.

Recruitment and appointment of new Trustees

Trustees are appointed at the AGM and serve for a term of 3 years, after which they may stand for re-election. The constitution requires the Board of Trustees to consist of a minimum of 7 full members (full members being those who live with deafness in the family who are paid members of the charity) and a maximum of 11. The minimum number allowed to constitute a meeting (the quorum) is 5. If the number of trustees fall below 5, trustees may at any time appoint a Member or Non Member to be a charity trustee, who would then step down at the next AGM. Associate Members (those who do not live with deafness in the family, but have relevant skills to offer) maybe invited by the Board of Trustees to be non-voting members of the Board. Sub-committees can also be formed when required.

THE FAMILY CENTRE (DEAF CHILDREN)

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES

Objectives and aims

“The promotion of social inclusion and the provision of education among deaf children and their families in Bristol and the surrounding area, who may be excluded from society, or parts of society, as a result of being deaf (where deaf is defined as mild to profound hearing loss) by:

1. Providing workshops, forums and general advice for deaf families
2. Providing social support, recreational facilities and opportunities for deaf families
3. Providing, or supporting access to the provision of, services supporting deaf families, by working with other relevant agencies.

Significant Activities:

Summary of main activities in relation to the objects of the charity are;

- To provide a base for families and carers of deaf children to discuss, to meet, to interact freely with professionals and to have access to materials, information and training as required.
- For deaf children to find peers to share experiences and find support to help promote personal identity and confidence.
- For siblings of deaf children and children of deaf adults to find similar others to help promote personal identity and share experiences.
- To work in conjunction with other agencies and providers of services for the benefit of families with deaf children.
- To provide some support, training and information in British Sign Language (BSL) and to facilitate contacts between families and deaf people.
- To promote, encourage or otherwise undertake organised research into the effects of deafness and the family, and to publish the useful results of such research.
- To arrange public meetings, lectures, conferences and seminars for the consideration and discussion of problems arising out of childhood deafness and the family.
- To promote and encourage the education and training of professionals, students and other persons for the furtherance of the education and support of the families of deaf children.
- To raise funds and to invite and receive contribution from any person or persons or body corporate by way of subscription, covenant, donation, affiliation fees, legacies, grants or otherwise to assist in the achieving the charity's objective as mentioned above.

Public benefit

The trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit when planning and reviewing the objectives and activities of The Family Centre (Deaf Children).

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Counselling service

A counselling service is available to any parent of a deaf child who needs it.

Kids Activities

The charity organised accessible outdoor activity courses for groups of older children, allowing them access to new experiences, opportunities to find new friends and to improve confidence. There were also bowling trips, and opportunities to try accessible sports on weekends and school holidays. Confidence courses for older children were led by a trained counsellor.

THE FAMILY CENTRE (DEAF CHILDREN)

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2020

Family events

Twelve Coffee Mornings were held monthly throughout the year, catering for the whole family. There were quarterly family parties celebrating seasonal events (Christmas, Easter, Summer & Halloween). Family days out/picnics during school holidays included trips to the local parks, the zoo and family entertainment centres.

Sign Language

Beginner BSL Sessions were held for family members (parents and grandparents) throughout the year, which offered informal conversation practice and were well attended.

Staff

The Family Centre employed three staff on contracted hours; Emma Stevenson (Office Manager) contracted to 20hr/week, Marcella Wyatt (Events Co-Ordinator) contracted to 16hrs/week and Ellie Kelly (Education Support Officer) contracted to 4hr/week as an education specialist for the charity until September 2019. In addition, we one administrator and three Support Workers, were employed on sessional worker contracts, completing work as required.

Operations

Operations are running well with the limited resources that we have, and the office staff have ensured that Policies and Procedures are being revised, improved and registered appropriately.

Governance

At our AGM in January 2020, three Trustees were re-elected to the board for a further three year term maintaining the number as 7 active members. Trustee meeting take place at 6 weekly intervals.

THE FAMILY CENTRE (DEAF CHILDREN)

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2020

FINANCIAL REVIEW

Reserves policy

Four years lottery funding has secured the charity's future for the next few years therefore future fundraising will focus on building up reserves to cover any unexpected costs. Contracted staff are currently on fixed term contracts and while we rent office space we can keep unexpected costs to a minimum

FUTURE PLANS

Current Lottery funding running from April 2020 until March 2024 provide for the following projects:

- Family Activities and days out
- Kids activities
- BSL Courses
- Counselling
- Monthly coffee mornings

Fundraising to continue to build up charity reserves

Approved by order of the board of trustees on and signed on its behalf by:

Signed: Chair – Emma Stevenson

Date:

**Independent Examiner's Report to the Trustees of
The Family Centre (Deaf Children)**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2020 which are set out on pages 6 to 8.

Responsibilities and basis of report

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 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 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.


Geoffrey Speirs FCA
Haines Watts Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

Date 17 October 2020

THE FAMILY CENTRE (DEAF CHILDREN)

**STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
RECEIPTS				
Event income, donations and subscriptions	8,279	-	8,279	4,125
Grants	17,408	5,000	22,408	6,000
Interest received	8	-	8	32
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RECEIPTS	25,695	5,000	30,695	10,157
	<hr/>	<hr/>	<hr/>	<hr/>
PAYMENTS				
Event charges	4,723	2,175	6,898	7,170
Office costs	2,539	-	2,539	3,383
Governance	2,733	-	2,733	2,302
Staff costs	26,792	-	26,792	21,164
Travel costs	1,694	-	1,694	2,314
Other support costs	670	-	670	628
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL PAYMENTS	39,151	2,175	41,326	36,961
	<hr/>	<hr/>	<hr/>	<hr/>
NET OF RECEIPTS/(PAYMENTS)	(13,456)	2,825	(10,631)	(26,804)
Transfers between funds	-	-	-	-
Total funds brought forward	17,169	-	17,169	43,973
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>3,713</u>	<u>2,825</u>	<u>6,538</u>	<u>17,169</u>

THE FAMILY CENTRE (DEAF CHILDREN)

**STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
CURRENT ASSETS				
Cash funds - Cater Allen account	2,530	2,825	5,355	7,590
Cash funds - Scottish Widows account	1,115	-	1,115	9,471
Cash funds - Paypal account	28	-	28	8
Cash funds - Petty cash account	<u>40</u>	<u>-</u>	<u>40</u>	<u>100</u>
NET ASSETS	<u>3,713</u>	<u>2,825</u>	<u>6,538</u>	<u>17,169</u>
 FUNDS				
Unrestricted funds			3,713	17,169
Restricted funds			<u>2,825</u>	<u>-</u>
TOTAL FUNDS			<u>6,538</u>	<u>17,169</u>

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

Treasurer – Neil Curry

THE FAMILY CENTRE (DEAF CHILDREN)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared in accordance with the Charities Act 2011.

The financial statements are drawn up on the Receipts and Payments basis of accounting. All donations and other income are therefore accounted for when received and all expenditure is accounted for when paid.

Fund accounting

Restricted funds comprise amounts received for special purposes and used for those purposes during the year or held for those purposes at the balance sheet date. The use of donations and grants received for a specific purpose is restricted to that purpose. There were no restricted funds during the year in question.

2. RESTRICTED FUNDS

	Balance brought forward	Receipts in year	Payments in year	Transfers	Balance carried forward
Quartet Community Foundation	-	5,000	(2,175)	-	2,825
	-	5,000	(2,175)	-	2,825

3. UNRESTRICTED FUNDS

	Balance brought forward	Receipts in year	Payments in year	Transfers	Balance carried forward
General fund	17,169	25,695	(39,151)	-	3,713
	17,169	25,695	(39,151)	-	3,713

4. TRUSTEES' REMUNERATION AND BENEFITS

The trustees all give freely of their time and expertise.

During the year to 31 March 2020, payment was made under an employment contract to E Stevenson, in her role as Office Manager. She received total employee benefits of £11,874 (2019 - £9,539).

Trustees' expenses

During the year 2 trustees (2019: 2) had their expenses reimbursed by the charity. Expenses of £1,715 (2019: £2,881) were paid for travel.