

Registered Charity Number: 1086340

**GARNANT FAMILY CENTRE
REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2020**

GARNANT FAMILY CENTRE
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FOR THE YEAR ENDED 5 APRIL 2020

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GARNANT FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2020

The trustees present their report with the financial statements of the charity for the year ended 5 April 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed and, the Charities Act 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number	1086340
Registered Office	25 Maes Y Bedol Garnant Ammanford Carmarthenshire SA18 2EP
Trustees	Councillor Kevin Madge - Chair Councillor Pauline Barker - Vice Chair Cellan Williams - Treasurer Victoria Sporano (resigned) Cherie Adamson (resigned)
Advisory	Jane Hanwell-Plant Dewi
Bankers	Barclays Bank plc Ammanford Carmarthenshire
Independent Examiners	Rimmer & May Chartered Accountants 19 Murray Street Llanelli Carmarthenshire SA15 1AQ

GARNANT FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2020 Cont'd

STRUCTURE, GOVERNANCE AND MANAGEMENT

Garnant Family Centre is a charity governed by a constitution as adopted 21st September 2000. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are "1. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills. 2. The provision of facilities for recreation and other leisure time activities in the interests of social welfare with a view to improving conditions of life."

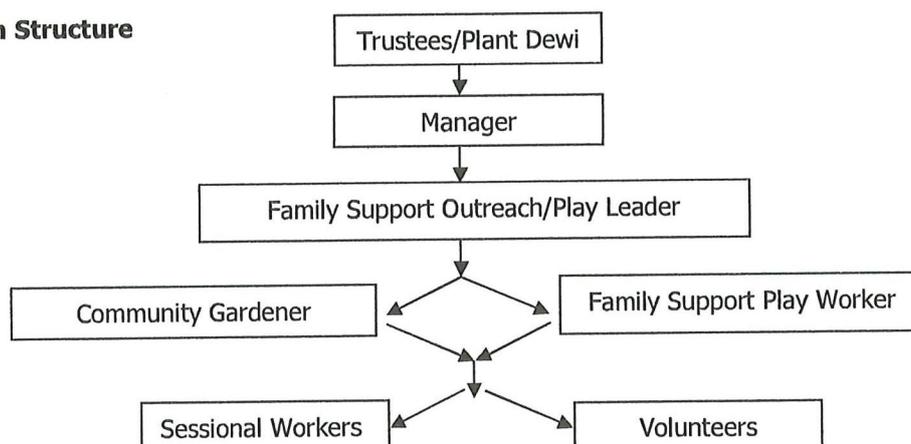
Appointment of Trustees

Trustees are appointed as set out in the Constitution of the charity. Professionals and service users within the community, who have a personal interest in the charity, are invited to join the management committee. Committee members can also be co-opted when appropriate.

Trustee Induction and Training

As part of induction all trustees are DBS checked and shown the relevant documentation regarding the running of the Family Centre.

Organisation Structure



Trustees are consulted on all aspects of accounting, policies and procedures and involved in the decision making regarding the day-to-day running of the Centre. The manager is responsible for keeping order of files, office work and overseeing all other day-to-day activities at the Centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Family Centre manager.

Risk Management

The trustees have carried out a review of the major risks to the organisation and believe that the level of reserves aimed for in the reserves policy below is sufficient to cover adverse conditions that the organisation may face. In addition the organisation has in place financial, personnel and health and safety controls to limit the likelihood and impact of risks. All activities and events are risk assessed prior to commencement. Appropriate DBS checks are done of all staff and volunteers. The trustees will actively monitor risk and review their policies at least annually.

GARNANT FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2020 Cont'd

Financial risks have been reviewed and procedures put in place accordingly. A reserves policy has been established in line with the identified risks and is stated on page 6.

OBJECTIVES AND ACTIVITIES

The constitution states the two objects as

1. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills.
2. The provision of facilities for recreation and other leisure time activities for and in the interests of social welfare with a view to improving conditions of life.

The charity works in partnership with parents and carers. It empowers them in order to better cope with family life and therefore gives their children a better start in life.

The Aims of the Family Centre is to ensure children:-

- Have a flying start in life.
- Have a range of education and learning opportunities.
- Enjoy the best possible health, free from abuse.
- Have access to play, leisure and cultural activities.
- Are listened to and respected and have their identity recognised.
- Have a safe home and community.
- Are not disadvantaged by poverty.

The objectives for the next year are to continue to:-

- Provide a safe, warm, and welcoming environment.
- Provide access to high quality play experiences to support children's learning and development.
- Offer training and support to families.
- Provide access to information on parenting so parents can make informed choices.
- Provide opportunities to go on trips and outings.
- Provide open-door policy where everyone is welcomed.
- Continue outreach work to identify isolated families.
- Continue to provide courses, workshops, play activities for parents and their children to do together.
- Continue to involve and engage families and the community, in the Community Garden project
- Continue with the development of the bumps to babies' group and breast feeding group.
- Work with other agencies to promote families' health and well being
- To continue adapting services in response to the pandemic that continue to meet the above objectives

The changes that parents have fed back are that they have a better felt less socially isolated through online groups such as Baby Massage and Bumps to Babies, which have also given them reassurance about their parenting through both peer and staff support. Through messaging, photographs and video clips parents have reported how much they and their children have looked forward to the activity packs, how much they've enjoyed participating in the packs with their children and appreciated the home education resources in the pack. That overall the packs reduced the stress of having to come up with ideas to stimulate their children. Parents are grateful for the opportunities to have shared memories with their children, through the online events that the Family Centre has provided, which they otherwise could not have attended due to lockdown. Families have enjoyed returning to the community garden and having face to face contact with the staff and other families, they have spoken about how lovely it is for the children to be able explore and play in the garden and the difference it makes to share their experiences of the pandemic with other families. A family that completed a 2 year TAF, have made great changes in their resilience, and parenting skills.

GARNANT FAMILY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2020 Cont'd

At the Family Centre staff provide a safe quality service and an opportunity to access information and other services that they may require in order to meet their individual needs. We offer support to parents while caring for their children and try to relieve stress and anxiety within the family. Through questionnaires and evaluation forms parents have told us that through attending the Family Centre, their families have gained:-

- Improved social and support networks.
- Improved skills on positive parenting.
- Improved relationships.
- Improved resilience.
- Increased confidence and self-esteem.
- Increased access to community resources.

ACHIEVEMENT AND PERFORMANCE

Garnant Family Centre has targeted and worked with numerous deprived families with pre-school aged children that face social exclusion and Family Breakdown. We continue to provide a non-judgemental space whether online, by phone, delivering activity packs or at the Community Garden that offers a wide range of opportunities for both parents and children. For adults we provided access to online parenting courses, signposted parents to food banks, financial support and provided support through JAFF and TAF.

We have recently opened up the run a weekly Community Garden, to run a weekly wellies and play session that provides outdoor activities for the children and given parents an understanding of how outdoor play is getting their children ready for school, as well as improving mental health and wellbeing through being outside in nature. All activities have been risk assessed to follow Covid Procedures including Contact and trace.

Our baby massage group is also growing, attracting new parents and provides time for parents when they can just focus on their child. From November 2019-March 2020 the breastfeeding group attracted Mum's that had never thought of breastfeeding until they heard of the group and met some of the breastfeeding Mums at the Family Centre.

Activity Packs have allowed us to provide families with information on child development as the activities are targeted at the children's age. During the Summer holidays we provided kitchen science materials for older children and sensory, craft and messy play for younger children including babies. The delivering of the packs allowed us the engage with both new and vulnerable families, building relationships through a weekly deliveries.

We have continued to work with Flying Start through delivering Baby Massage and Language and Play sessions online. We worked with the Booktrust and Carmarthenshire Youth Council to deliver books and period products for girls living with poverty. We have referred and received referrals from all the local food support groups, Canolfan Maerdy, Cwmamman Community Centre and Ammanford Food Bank. We have worked with the generic health visitor to support families and the Flying Start Health Visitor informs and refers families to our sessions. Through key working a TAF we have worked with the local school, DASH and the TAF team.

Throughout the pandemic we have continued to offer parenting advice, emotional support and also referred to other health professionals with any concerns.

We regularly monitor and evaluate our service, through feedback forms, questionnaires, suggestion boxes, and consultations to ensure that our aims and objectives are meeting our family's expectations and needs, and that we are providing the best possible service.

GARNANT FAMILY CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2020 Cont'd

PUBLIC BENEFIT

The public benefit through having a service that provides families with children aged 0 - 4 (0 - 11 during school holidays) with free access to a wide variety of play activities, free accredited training courses and parenting skills, free trips and outings, and an open-door policy promoting equal opportunities for all families. The Centre also works closely with other like-minded organisations and is therefore able to signpost families in need to other professionals. In providing this service we preserve and protect health and relieve stress within family relationships.

FINANCIAL REVIEW

Reserves Policy

The trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The greatest area of risk to the effectiveness of the charity is loss of grant income. The trustees feel that, given their responsibilities to both the paid workers and the families who benefit from the services, a reserve of 3 - 4 months running costs (currently equivalent to between £14,675 and £19,567) should be held. This will allow the scheme to function for this period whilst additional funding is raised. The current level of reserves is £24,156. The trustees are seeking to increase the level of reserves through increased fundraising and donation income during the coming year. This level of reserves has been determined taking into account the fact that income is heavily dependent on grant income at present, the extent of protective measures (such as insurance), commitments it has to staff, and other obligations under agreements with third parties. The reserves policy is reviewed annually.

GARNANT FAMILY CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2020 Cont'd**

STATEMENT OF TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

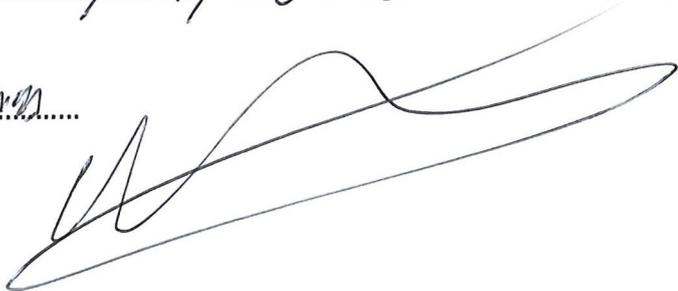
The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources including the income and expenditure, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards 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 business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the Provisions of the Trust deed. 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.

This Report was approved by the Trustees on.....2/12/20..... and signed on its behalf by

.....*Colin Williams*.....

A large, stylized handwritten signature in black ink, appearing to be the name of the trustee mentioned in the text above.

GARNANT FAMILY CENTRE

**REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 5 APRIL 2020**

Independent examiner's report to the Trustees of Garnant Family Centre

I report on the accounts of the Charity for the year ended 5 April 2020, which are set out on pages 9 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit and is eligible for independent examination, it is my responsibility to:

- to examine the accounts under section 145 of the Charities 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

E Truman FCA
Rimmer and May
Chartered Accountants
19 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date:

GARNANT FAMILY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Receipts					
Gifts, donations and legacies		350	-	350	100
Grants	2	-	31,654	31,654	69,821
Activities for gen funds		522	-	522	868
Investment income		22	-	22	43
Reimbursed expense		320	-	320	-
Incoming resources – other		-	-	-	-
Total receipts		<u>1,214</u>	<u>31,654</u>	<u>32,868</u>	<u>70,832</u>
Payments					
Charitable activities					
Activities and trips		55	1,353	1,408	2,040
Arts and crafts		-	345	345	151
Books		-	-	-	-
Groceries		-	253	253	290
Forest School		-	1,613	1,613	-
Garden equipment & activities		9	2,057	2,066	279
General equipment		-	-	-	-
Housekeeping		-	630	630	89
Kitchen equipment		-	72	72	-
Maintenance		281	5,746	6,027	1,731
Office supplies		-	331	331	617
Petty cash		12	118	130	40
Play equipment and other		-	-	-	843
Office equipment		-	-	-	-
Planning re eco lodge		116	189	305	-
Salaries, tax and NIC	3	-	40,616	40,616	36,049
Computer costs		-	891	891	162
Telephone		-	939	939	676
Toys		-	-	-	257
Training for beneficiaries		-	-	-	-
Training for staff and volunteers		-	1,239	1,239	239
Travel for staff and volunteers		-	431	431	586
Utilities		-	1,019	1,019	1,164
Legal advice		-	-	-	117
Total charitable payments		<u>473</u>	<u>57,842</u>	<u>58,315</u>	<u>45,330</u>
Governance costs	4	<u>702</u>	<u>7,624</u>	<u>8,326</u>	<u>7,622</u>
Total payments		<u>1,175</u>	<u>65,466</u>	<u>66,641</u>	<u>52,952</u>
Net Income		39	(33,812)	(33,773)	17,880
B/Fwd previous year end		24,134	46,151	70,285	52,405
Transfer between funds		(17)	17	-	-
C/Fwd current year end		<u>24,156</u>	<u>12,356</u>	<u>36,512</u>	<u>70,285</u>

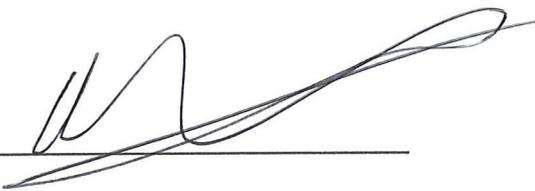
GARNANT FAMILY CENTRE

BALANCE SHEET
AS AT 5 APRIL 2020

	Note	2020		2019	
		£	£	£	£
Current assets					
Cash at bank and in hand					
Barclays Current Account		30,664		64,453	
Barclays Tracker		5,827		5,805	
Petty cash		<u>21</u>		<u>27</u>	
Total cash at bank and in hand			36,512		70,285
Current liabilities					
Accounts payable					
Accounts payable		<u>-</u>		<u>-</u>	
Total accounts payable			-		-
Net Assets			<u>36,512</u>		<u>70,285</u>
Fund Breakdown					
Unrestricted funds			24,156		24,134
Restricted funds	2		<u>12,356</u>		<u>46,151</u>
Total Funds			<u>36,512</u>		<u>70,285</u>

Signed by one of the Trustees on behalf of the Trustees

Print Name


Catherine Williams

Date

2/17/20

GARNANT FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2020**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of Preparation

The financial statements have been prepared on a receipts and payments basis on a consistent basis.

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity receives the resources.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has received the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for as a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

GARNANT FAMILY CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2020 Cont'd**

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when received.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as paid by the charity.

Governance costs

This includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or charity matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

2. RESTRICTED INCOME

Restricted funds are received for a specific purpose within the objects of the charity and must be accounted for separately. All income has therefore been shown as restricted where the donor has stated that the income can only be used for a specified purpose or where it has been raised through an appeal for a specified purpose. Fund movements were as follows:

Fund	B/F	Income/ Additions	Expenditure	Funds Transfer	C/F
	£	£	£	£	£
Big Lottery	36,632	-	(35,615)	-	1,017
BBC Children in Need	8,316	9,943	(10,028)	-	8,231
C C C	(17)	-	-	17	-
Flying Start	530	18,458	(18,610)	-	378
William Brownhill	-	2,000	(1,213)	-	787
St Davids of the Diocesan	-	1,253	-	-	1,253
Tesco	<u>690</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>690</u>
	<u>46,151</u>	<u>31,654</u>	<u>(65,466)</u>	<u>17</u>	<u>12,356</u>

GARNANT FAMILY CENTRE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2020**3. SALARY AND WAGES**

£

Total staff costs comprised:

Wages and salaries	40,553
Employers National Insurance costs	-
Employers Pension Costs	-
Total staff costs	<u>40,553</u>

Payroll DBS and recruitment costs totalled £63

The average monthly number of employees in the year was 3

The number of higher paid (including benefits) employees was:

£50,000 - £59,999

£60,000 - £69,999

4. GOVERNANCE COSTS

Includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to trustees on governance or charity matters.

There was no trustee remuneration.

Governance costs were as follows:

	£
Independent Examination	594
Insurance	1,599
Consultancy and advice	5,930
Membership fees	<u>203</u>
Total	<u>8,326</u>