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17 Milton Meadows
Milton, Nr Tenby
Pembrokeshire
SA70 8PL

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020
FOR
TREGARON FAMILY CENTRE

**TREGARON FAMILY CENTRE
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. The trustees have adopted the provisions of the Charity SORP.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1168620

Registered Office

Tregaron Family Centre
Ground Floor Flat
Council Offices
Dewi Road
Tregaron
Ceredigion
SY25 6JN

Trustees

Mrs Catherine Hughes
Mrs Ann Jones
Mrs Margaret Jones
Revd Philip Wyn Davies
Mrs Mary Lewis

Bankers

Barclays Bank
32 High Street
Cardigan
Ceredigion
SA31 3AQ

Independent Examiners

Business & Employment Support & Training
17 Milton Meadows
Milton, Nr Tenby, Pembrokeshire SA70 8PL

**TREGARON FAMILY CENTRE
REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Tregaron Family Centre is a charity governed by a constitution as adopted 25th November 2013 and amended in 2016. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are, in Tregaron and surrounding districts:

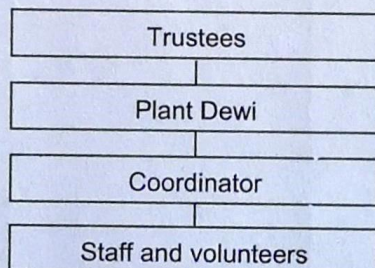
- i) The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills;
- ii) The provision of facilities for recreation and other leisure time activities for families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

Plant Dewi are appointed by the Family Centre Management Committee to manage and advise the Co-ordinator.

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. Nomination forms are completed and applicants are voted onto the committee as appropriate. Committee members can also be co-opted when appropriate.

Organisation Structure



Trustees are consulted on aspects of accounting, policies and procedures and involved in the decision-making regarding the running of the charity. The Co-ordinator is responsible for keeping order of files, office work and over-seeing all other day-to-day activities at the centre.

Related Parties

Plant Dewi are appointed by the Family Centre Management Committee to manage the Co-ordinator and the day to day running of the Family Centre.

Risk Management

Tregaron Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults. Financial risks have been reviewed and procedures put in place accordingly. The trustees are currently working on a reserves policy to be held in line with the identified risks.

**TREGARON FAMILY CENTRE
REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

OBJECTIVES AND ACTIVITIES

The aims and objects of the charity are, in Tregaron and surrounding districts:

- i) 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;
- ii) The provision of facilities for recreation and other leisure time activities for families with young children 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 various play equipment and activities
- offer training and support to families
- provide opportunities to go on trips and outings
- provide open-door policy where everyone is welcomed
- continue outreach work to identify isolated families

The changes we have noticed are that children are better prepared for school life. Also, some parents have gone back to employment, gained certificates with our training, learned new skills and children have developed better social skills. Parents and children interact much more freely and enjoy their experiences together.

At the Family Centre Staff provide a safe quality service. Staff provide an opportunity to access information and other services that they may require 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

Public Benefit

The public benefit through having a service that provides families with children aged 0-4 years (0-11 school holidays) with free access to a wide variety of play activities, free accredited training/courses on 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 sign-post families in need to other professionals. By providing this service we preserve and protect health and relieve stress within family relationships.

**TREGARON FAMILY CENTRE
REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

ACHIEVEMENT AND PERFORMANCE

Tregaron Family Centre has had a busy and successful year with increasing numbers of families attending regularly. We have been open for 4 days a week throughout the year, during this time we offered a variety of groups, sessions, activities and support for families. Our Baby Group has continued to be a popular session with parents to be and those with young babies attending to gain advice and support from staff and also from professionals who visit the centre to talk to parents, including a monthly visit from the Health Visitor. Parents have come to rely on these sessions for the chance to weigh their babies and talk about any concerns they may have.

We held a variety of open sessions including messy play, active sessions, arts and crafts, Boogie Babies, story and song, healthy cooking activities, lunch clubs and free play. Professional courses held included Babbling Babies, Come and Play, Incredible Years, First Aid, Cymraeg I Blant Welsh classes, and have had outside organisations such as the Road Safety team, visit to talk to parents about various topics. These sessions have all been popular and well attended by families. During our healthy Lunch Clubs, we have helped families eat healthily on a budget, we've provided simple recipes they can use at home, role modelled eating skills, encouraged social skills, given advice about fussy eaters and weaning and also provided cooking sessions to build parents and children's skills and confidence in the kitchen. We have also made use of the surrounding countryside and places of interest for walks and trips out.

We were fortunate to have been part of a project with Natural Resources Wales where families had the opportunity to make a mosaic for display at the Red Kite Centre in Tregaron. We also worked in partnership with Aberystwyth University and with Bryntirion, the local residential home, to participate in learning about the importance of play, creating videos, building teepees and other arts and crafts. We have also been involved in community events such as the local Carnival and Agricultural show.

Parents have built good friendships/relationships within the Family Centre and regularly arrange to do things together outside of the Centre. One of the parents started a Buggy Fit class which has been well attended since Christmas, they regularly meet for coffees, lunch, play dates with their children and have even hired the hall for a group of parents to meet up on days when the Family Centre was closed. A group of parents attend the Home Start session that is held in the hall on a Monday afternoon when the Family Centre is closed. Parents have also started a group chat where they can discuss any concerns they have about parenting outside of the Centre. All of these things are as a result of parenting support from the Centre.

Sadly, due to the public health crisis due to Covid-19, the Family Centre closed its doors on March 17th 2020 and the service moved to being delivered online via Facebook, Messenger and WhatsApp, and by regular phone contact. We look forward to reopening the Centre when this crisis is over.

FINANCIAL REVIEW

Reserves Policy

The trustees have reviewed the risks facing the organisation and have determined that reserves of between 3 – 6 months should be held to protect against the sudden/unexpected loss of funding or other unanticipated problems. This would equate to between £13,434 and £26,868. Reserves of £5,384 are held at present, which is significantly below this level but increased on the previous year. Trustees are taking steps to fundraise and increase unrestricted income to address this issue. Trustees will review the policy at least annually and whenever new services are introduced.

**TREGARON FAMILY CENTRE
REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

**TREGARON FAMILY CENTRE
REPORT OF THE INDEPENDENT EXAMINER
FOR THE YEAR ENDED 31 MARCH 2020**

Independent examiner's report to the trustees of Tregaron Family Centre

I report on the accounts of the charity for the year ended 31 March 2020, which are set out on pages 8 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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities 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 the 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

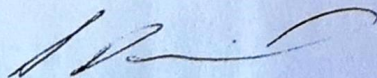
In connection with my examination, no matter has come to my attention (other than disclosed below):

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Mrs Shirley David

Address: Business & Employment Support & Training
17 Milton Meadows, Milton, Nr Tenby, Pembrokeshire, SA70 8PL
01646 65165

Date: 15th October 2020

**TREGARON FAMILY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

This statement includes an income and expenditure account and statement of total recognised gains and losses

				Totals	
	Notes	Unrestricted Funds	Restricted Funds	Apr 2019 - Mar 2020	Apr 2018 - Mar 2019
Income					
Donations and Legacies					
Donations		3150	100	3,250	435
Grants		100	32144	32,244	51,017
Total Donations and Legacies		3250	32244	35,494	51,452
Trading Income		676	0	676	
Total Income	2	3926	64487	36,170	51,452
Expenditure					
Charitable Activities					
Activity costs		0	247	247	582
Advertising/promotional		0	116	116	0
Consultancy		0	5217	5,217	2,685
Equipment Rental		0	0	0	12
Finance costs		0	108	108	144
Lunch club		0	190	190	224
Miscellaneous Expense		0	0	0	30
Office Expense		0	291	291	1,173
Postage and Delivery		0	12	12	0
Professional Fees		0	363	183	159
Rent and Rates		0	4053	4,053	36
Repairs and Maintenance		0	1100	1,100	195
Salary	3	0	36912	36,912	27,778
Small items of Equipment		0	338	338	351
Support Costs - Fundraising	4	0	0	0	100
Support Costs - Governance	4	0	1827	1,827	1,111
Support Costs - HR	4	0	30	30	0
Telephone		2	519	522	335
Training		0	94	94	955
Utilities		2	2525	2,527	2,583
Total Charitable Activities		4	53942	53,736	38,454
Total Expenditure	2	4	53942	53,766	38,454
Net Income/Expenditure		3922	-21698	-17,597	12,998
B/F Funds Previous Year		1462	31698	33,160	20162
C/F Funds Current Year		5384	10000	15384	33,160

**TREGARON FAMILY CENTRE
BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2020**

	Notes	Mar 31, 2020	Mar 31, 2019
Fixed Asset			
Total Fixed Asset			
Cash at bank and in hand			
Barclays 23722678		4,727	541
Barclays 33466639		15,624	36,169
Petty cash		195	57
Total Cash at bank and in hand		20,547	36,768
Current Assets			
Undeposited Funds		0	0
Total Current Assets		0	0
Net current assets		20,547	36,768
Creditors: amounts falling due within one year			
Trade Creditors			
Accounts Payable		921	3,607
Total Trade Creditors		921	3,607
Current Liabilities:			
Accrued Leave and Payroll		4,062	
Total Current Liabilities		4,062	0
Total Creditors: amounts falling due within one year	7	4,983	3,607
Net current assets (liabilities)		15,564	33,160
Total assets less current liabilities		15,564	33,160
Total net assets (liabilities)		15,564	33,160
Fund Breakdown			
Unrestricted Funds - Reserves	2	5,384	1,462
Restricted Funds	2	10,000	31,698
Total Funds		15,384	33,160

Approved by the Trustees on 28.1.2021

Signed on their behalf by M. E. Jones

Name MARGARET E. JONES Date 28.1.2021
Trustee

**TREGARON FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1. Accounting Policies

The accounts have been prepared under the historical cost convention (except that investments are shown at market value) and in accordance with:

- Charities SORP
- Applicable accounting standards and
- The Charities Act 1993.

The principal accounting policies adopted in the preparation of the accounts are as follows:

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- The charity becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

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 unconditional entitlement to the resources.

Charitable Activities Income

Income earned from performance-related grants, which have conditions that specify the provision of goods or services to be provided by the charity, is recognised in the accounts as income from charitable activities.

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 at 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.

**TREGARON FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

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 receivable.

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 there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

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.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs

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

ASSETS

Tangible fixed assets for use by the charity

These are capitalised if they exceed £500 and can be used for more than one year. Fixed assets are valued at cost, or if gifted, at the value to the charity on receipt. Depreciation is computed on a fixed rate basis to write off the cost of tangible fixed assets over their expected useful lives using the following rates:

Premises	– not depreciated
Furniture and fittings	– 25% per annum

**TREGARON FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

Fixed Assets

There were no fixed assets held in 2019-20

Stocks and works in progress

These are valued at the lower of cost or market value.

Allocation and Apportionment

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Resources used across a number of projects are apportioned equally across the projects incurring the expenditure, or where appropriate on an activity based costing.

Pension Schemes

The charity does not operate a pension scheme beyond the statutory requirement.

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	Transfer of funds	C/F
Big Lottery Fund	31,444	25,326	44,407	0	12,363
Ceredigion CC	0	200	200	0	0
Families First	4	6,093	8,710	0	(2,613)
Healthy Preschool Fund	250	0	0	0	250
Pathfinder	0	625	625	0	0
Total Restricted Funds	31,698	32,244	53,942	0	10,000
Unrestricted Funds	1,462	3,926	4	0	5,384
Total Funds	33,160	36,170	53,946	0	15,384

3. Functional Analysis of Expenditure

Expenditure has been broken down according to the activity headings as recommended by the Accounting and Reporting by Charities Statement of Recommended Practice (SORP 2005).

Total wages and salaries £27,778

The average number of employees in the year, calculated on a full-time equivalent basis, was 1.6

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

£50,000 - £59,999	Nil
£60,000 to £69,999	Nil

**TREGARON FAMILY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

4. Support Costs

Support Costs	Raising Funds	Charitable Activities	Total
Governance	0	1,827	1,827
Finance	0	0	0
HR	0	30	30
Total	0	1,857	1,857

Costs are allocated directly.

There was no trustee remuneration.

5. 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 & 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.

6. Debtors/Prepayments: There were no debtors at end of year.

7. Creditors: There was £1,100.82 due in accounts payable at the end of the year, St Davids Diocesan Council £920.82 and BEST £180.00