

Southampton Family Trust
(A company limited by guarantee)

Company Registration No. 04559853
Charity Registration No. 1095732

Annual Report and Financial Statements

For the year ended 31 October 2016

Contents

	Page
Legal and Administrative Details	1
Report of the Management Committee	2
Independent Examiners Report	7
Balance Sheet	8
Statement of Financial Activities	9
Notes to the Accounts	10

SOUTHAMPTON FAMILY TRUST

(A company limited by guarantee)

1

Legal and Administrative details

Report of the Trustees for the year ended 31 October 2016

The trustees present their report and independently examined financial statements for the year ended 31 October 2016.

Reference and Administrative Information

Charity Name:	Southampton Family Trust
Charity registration number:	04559853
Company registration number:	1095732
Registered Office:	93 Ethelburt Avenue, Southampton Hampshire SO16 3DF
Main operational address:	Southampton Voluntary Services Kingsland Square St Mary Street Southampton SO14 1NW

Trustees

Graham Salmon	Chair
Jonathan Paul Sweeney	Appointed 26 May 2005
Alison Jane Sweeney	Appointed 26 May 2005
Paul Finn	Appointed 12 July 2016
Janice Finn	Appointed 12 July 2016

Secretary

Helen Savage

Structure, Governance and Management

Governing Document

SFT is a charitable company limited by guarantee, incorporated on 10 Oct 2002 and registered as a charity on 31 Jan 2003.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and Appointment of Trustees

Trustees are normally, but not exclusively, recruited from supporters of the charity who are all supportive of our aims and practically involved in the work of the charity. We try to keep a balance of skills and backgrounds to enable the efficient functioning of the group.

Report of the Trustees**Objectives and Activities****Our objectives:**

1. The advancement in the Unitary Authority area known as Southampton and the surrounding area ("the area of benefit") of public education in matters concerning interpersonal relationship and life skills and strengthening and enriching family life marriage parenting and relationships and the doing of all such things being charitable in law as are incidental or conducive to the attainment of these Objects and without prejudice to the generality of the foregoing.
2. By developing long term cultural changes to raise public awareness of the importance of life skills and thus promoting better relationships in the community generally;
3. By offering every couple contemplating marriage or committed relationship, preparation and short courses that give them help with such issues as communication conflict resolution agreeing personal values and budgeting;
4. By giving on-going support for marriage and relationships generally including (but not exclusively) mentoring, step family support and specialist sources of help when needed;
5. By conducting dialogue with local schools and those involved with post-16 education to help children and adults to learn life skills and values to empower them to make better relationship decisions
6. By parenting networks so that every parent has the opportunity of relevant parenting support for children from baby to toddler stages acquiring and/or improving skills through the primary school age group and up to and including teenage years;
7. By creating a directory of support services for couples in difficulty and families in crisis so that people are enabled to know where they can go to obtain help with their relationship;

Our methods

- Selection of mentor couples on criteria linked to experience, openness to continuous enrichment, interpersonal skills, and a specified level of availability
- Training of mentor couples and relationship professionals, (which is carried out by qualified trainers and teachers or by experienced qualified volunteers in the use of inventories, and facilitation of effective couple dialogue)
- Highlighting opportunities for the community to support family stability and health
- Identifying initiatives and agencies currently operating in this field
- Resourcing current gaps (e.g. marriage mentoring, men only parenting courses)
- Preparing and delivering training in a variety of venues, halls and homes, in a classroom training format, and in couple to couple sessions.
- Contributing to research, validation and evaluation of national groups.
- Developing healthy relationship programmes
- Developing partnerships with other agencies
- Linking with and influencing policy makers
- Providing information and access to key services
- Web site development and links
- Dissemination of topical reports
- Exchange information with other groups
- Developing Schools work
- Developing portfolio for key stages of relationship change

- Advertising and publicity
- Web site promotion
- Development in the application of Prepare Inventories
- Marriage Enrichment Courses
- Access to professional counselling
- Parenting courses
- Link to Emotional Literacy initiatives
- Link to Explore (a group working into schools)
- Link to Sure Start
- Develop ante natal and post natal relationship support
- Cross city Older People events (Silver Service)
- Supporting churches in developing their mental health offer

Public Benefit

SFT continues to meet the public benefit requirement and has regard to the Charities Commission guidance on public benefit where relevant.

The trust continues to grow in terms of influence and activity. A significant proportion of work is now in the areas of parenting and ante natal classes. The trust continues to build up its work with older people and other relationship areas, including domestic abuse awareness. Over the year in question training and development sessions were carried out with several hundred people in the Southampton area, with additional indirect benefit to their families.

Specific achievements over the year include (referenced against SFT objectives):-

1 Relationship skills

- a. Ante Natal Classes – impact of a new baby on your couple relationship
- b. Parenting courses – GroBrain, Feelings Affect Behaviour (women only and men only), Strengthening Families, Emotional First Aid for Parents.
- c. Team development – 6 monthly training, and information sharing

2 Public Awareness/Cultural Change

- a. Membership of Southampton Family & Parenting Practitioners Network (SFPPN)
- b. Member of Relationship Alliance – aims to develop and support strong and stable personal and social relationships through:
 - *Championing the importance of relationships so that they are valued in all aspects of public policy and across national and local government.*
 - *Helping the media, politicians, policy makers and public service providers to understand how relationship matter.*
 - *Generating and disseminating high quality information, insight and research on the importance and impact of supporting relationships.*
 - *Growing the market place for relationship support so that more relationships are supported in more ways.*
 - *Developing the capacity of the local relationship support sector so that they are able to adapt to rapidly changing public policy.*
- c. Membership of PIPPA partnership - Prevention, Intervention and Public Protection Alliance
- d. Part of Southampton City Council's strategy group working against domestic and sexual abuse
- e. Continued funding for women only FAB parenting courses focussing on domestic abuse awareness. Also running men only FAB courses for men who SCC staff consider to be "low risk" perpetrators.

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3 Short courses for pre-marriage

- a. Encouragement of locally based marriage preparation events, and couple to couple work.

4 On-going support

- a. Couple work on Marriage/Relationship Enrichment
- b. Developing couple counselling links with local agencies
- c. Running Emotional First Aid for Parents
- d. Development of course for older people
- e. Mental health awareness in churches and impact on relationships

5 Schools

- a. FAB, Strengthening Families and Emotional First Aid courses delivered at local schools

6 Parenting courses

- a. Strengthening Families for parents and their pre-teen children
- b. FAB course featuring self-esteem activity and domestic abuse awareness
- c. Grobrain - early years' attachment support

7 Directory of relationship support

- a. Signposting and links with other directories on new website

Activity Summary and Main Achievements 2015/16

Over the period in question the following dimensions outline the main activities of the trust

Extension of facilitator team and continued training of facilitators

Increase in work with pre-marriage and married couples – in particular, referrals from Southampton City Council for couples where the child is on a child protection plan because the level of conflict in the home is so high

Delivery of parenting courses, commencement of men only FAB courses

All Change Ante Natal – higher attendance rates

Development of relationships within Pippa Alliance, raising level of awareness of SFT's work

Development of new website – funding received from Laing Trust

Financial Review

SFT raised £40,047 (2015: £54,050), and spent £40,980 (2015: £51,060) the reduction in figures being due to the completion of the Thornhill “Your Community, Your Health” funded project, and reduction in number of All Change sessions held (due to Princess Anne decreasing the number of ante-natal classes run). A further application for Thornhill funding has been made. Despite the decrease in income, we have continued delivering our customary activity and initiated new modules. We have continued to be able to meet all our financial commitments throughout the year and we are very grateful for the regular and faithful giving of our donors, as well as the agencies that commission our services. Our reserves are sufficient to meet liabilities.

More funding this year received from Children in Need to deliver Strengthening Families courses across the city and Southampton Rape Crisis (now Yellow Door).

Serious Incidents

There were no serious incidents to report. Discussion by the trustees has been built into our annual calendar and will also be addressed on an as needs basis.

Reserve Policy

The management committee has examined the charity’s requirements for reserves in the light of the main risks to the organisation. The established policy, whereby the unrestricted funds not committed or invested in tangible fixed assets (‘the free reserves’) held by the charity will be used for the charity’s objectives, subject to maintaining sufficient funds to confidently plan ahead and provide for any closure liabilities, whilst recognising the intent and purpose of those who donate funds to the charity, will continue.

This policy is under ongoing scrutiny as we develop new income streams into the charity.

Going Concern

The Directors consider that aspects of doubt about the company’s ability to continue as a going concern are reduced. There is still progress to be made in building up reserves but the going concern basis remains appropriate.

The Directors have reviewed:

- further options available for increasing income and margins
- projections for the future 12 months, addressing cash flow and underlying balances
- the timescales for further scrutiny, and
- the level of obligations that the trust needs to meet

and are confident about the going concern basis, as a result.

SOUTHAMPTON FAMILY TRUST

(A company limited by guarantee)

6


The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity's trustees

Name: Graham Salmon

Position: Chair

Signature:

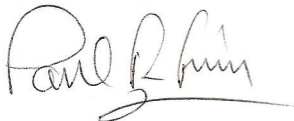
A handwritten signature in cursive script, reading 'Graham Salmon'.

Date: 18 July 2017

Name: Paul Finn

Position: Trustee

Signature:

A handwritten signature in cursive script, reading 'Paul Finn'.

Date: 18 July 2017

**Independent Examiner's Report to the Trustees of Southampton Family Trust Ltd
on the accounts for the year ended 31 October 2016**

I have reviewed the accounts of the charity for the year ended 31 October 2016, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

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.

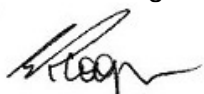
Basis of independent examiner's statement

My examination was carried out in accordance with 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

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.



Margaret Rachel Cooper ACA

Independent Examiner

Welbeck, 29 Welbeck Avenue Southampton, SO17 1ST

18 July 2017

SOUTHAMPTON FAMILY TRUST

(A company limited by guarantee)

8

BALANCE SHEET AS AT 31 OCTOBER 2016

	<u>Note</u>	<u>2016</u>	<u>2015</u>
		<u>£</u>	<u>£</u>
<u>Fixed Assets</u>		-	-
<u>Current Assets</u>			
Inventory stock		108	180
Debtors	6	4,669	5,386
Cash at bank and in hand:			
Current Account		1,177	1,553
Deposit Account		4,178	5,156
Direct plus account		3,961	2,761
Petty Cash		42	92
		<u>9,358</u>	<u>9,562</u>
		14,135	15,128
<u>Liabilities</u>			
Creditors: Amounts falling due within one year:			
Accruals		1,770	1,210
Deferred Income	9	-	619
		<u>1,770</u>	<u>1,829</u>
<u>Net Current Assets</u>		12,366	13,299
<u>Total Assets less Current Liabilities</u>		<u>12,366</u>	<u>13,299</u>
<u>Funds of the Charity</u>			
Unrestricted Funds		9,319	12,521
Restricted Funds	5	3,047	778
		<u>12,366</u>	<u>13,299</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The notes on pages 10 to 13 form part of these accounts.

These financial statements were approved by the directors on 18th July 2017 and signed on their behalf by:



Signed.....
Name...Graham Salmon
Director of SFT

SOUTHAMPTON FAMILY TRUST

(A company limited by guarantee)

9

STATEMENT OF FINANCIAL ACTIVITIES **YEAR ENDED 31ST OCTOBER 2016**

	<u>Note</u>	<u>Unrestricted</u> <u>£</u>	<u>Restricted</u> <u>£</u>	<u>Total</u> <u>£</u>	<u>2015</u> <u>£</u>
<u>Income</u>					
Income from:					
Donations and legacies					
Gifts and Donations Income		7,567	1,500	9,067	7,891
Gift Aid Tax Recoverable		1,438	-	1,438	1,487
Charitable Activities					
Grants	4	-	9,954	9,954	8,099
Commissioned Courses	9	13,806	-	13,806	28,564
Contributions to office costs		5,650	-	5,650	7,012
Relish		-	-	-	-
Grobrain		111	-	111	229
Other Course Income		-	-	-	750
Investments					
Interest Received		21	-	21	18
		<u>28,593</u>	<u>11,454</u>	<u>40,047</u>	<u>54,050</u>
<u>Expenditure</u>					
Expenditure on:					
Charitable Activities					
Commissioned Course	4	10,592	-	10,592	19,136
Expenses					
Other Course Expenses		330	4,947	5,277	6,829
Grobrain		712	-	712	1,240
Gifts and Donations		364	-	364	550
Insurance		277	-	277	776
Payroll Expenses	2	18,753	-	18,753	18,211
Postage and Delivery		67	-	67	58
Printing and Stationery		153	-	153	318
Independent Examination		200	-	200	200
Professional Fees		306	975	1,281	294
Rent		3,000	-	3,000	3,000
Telephone		89	-	89	-
Training		180	-	180	7
Travel & Entertaining		-	-	-	156
Advertising and promotion		-	-	-	70
Other Office Expenses		37	-	37	215
Materials, management and support costs		(2,508)	2,508	-	-
		<u>32,550</u>	<u>8,430</u>	<u>40,980</u>	<u>51,060</u>
Net Income/(expenditure) for the year		(3,957)	3,024	(933)	2,990
Transfers between funds	5	755	(755)	-	-
Net movement in funds		<u>(3,202)</u>	<u>2,269</u>	<u>(933)</u>	<u>2,990</u>
Reconciliation of funds:					
Total Funds brought forward		12,521	778	13,299	10,309
Total Funds carried forward		<u>9,319</u>	<u>3,047</u>	<u>12,366</u>	<u>13,299</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS**FOR THE YEAR ENDED 31 OCTOBER 2016****1) ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

a) Basis of Accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have also been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes

- (There are no such funds to date)
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor

c) Tangible fixed assets

Assets that can be used by the charity for more than one year and costing above £500 are capitalised.

The charity does not currently hold any Fixed Assets.

d) Income

Income is included in the statement of financial activities when the charity is entitled to the income, it is more likely than not that the trustees will receive the resources and the amount can be quantified with sufficient reliability.

Income received prior to the year end for course sessions that have not been completed by the balance sheet date is carried forward to next year as Deferred Income.

e) Tax reclaim on gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

f) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

g) Stock

Stock of inventories used for charitable activities is valued at the lower of cost and net realisable value.

h) Public benefit

The charity constitutes a public benefit entity as defined by FRS 102

SOUTHAMPTON FAMILY TRUST

(A company limited by guarantee)

11

2) PAID EMPLOYEES

	<u>2016</u>	<u>2015</u>
	£	£
Salaries and Wages	18,753	18,211
Social Security Costs	-	-
	<u>18,753</u>	<u>18,211</u>

The charity employs 3 part time members of office staff who work across all areas of the charity.

Helen Savage, resigned as a Trustee and was appointed CEO at the end of April 2015 and has responsibility for directing major activities and resources of the charity. During the year to 31 October 2016 she received remuneration of £6000 and £270 for acting as a course facilitator (for the period April - October 2015 £3,181).

No employee received more than £60,000.

No redundancy payments were made by the charity during the year.

3) TAXATION

As a charity, Southampton Community Family Trust, is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

4) GRANTS RECEIVED (Restricted)

	£	£
BBC Children In Need	9,954	8,099
	<u>9,954</u>	<u>8,099</u>

5) CHARITY FUNDS

5.1 Details of material funds held and movements during the CURRENT reporting period

	<u>At 1</u> <u>Nov</u>	<u>Incoming</u> <u>resource</u>	<u>Outgoing</u> <u>resource</u>	<u>Transfer</u>	<u>At 31</u> <u>Oct</u>
	<u>2015</u>	<u>£</u>	<u>£</u>	<u>of funds</u>	<u>2016</u>
	£	£	£		£
Restricted funds:					
(i) Children In Need -SF	778	-	23	(755)	-
(ii) Children In Need - 2	-	7,432	7,432		-
(iii) Children In Need - 3	-	2,522	-		2,522
(iv) Laing Trust	-	1,500	975		525
Total restricted funds	<u>778</u>	<u>11,454</u>	<u>8,430</u>	<u>(755)</u>	<u>3,047</u>
Unrestricted funds:					
General fund	12,521	28,593	32,550	755	9,319
	<u>13,299</u>	<u>40,047</u>	<u>40,980</u>	<u>-</u>	<u>12,366</u>
Total funds					

(i) BBC Children In Need provided funds in September 2014 for Strengthening Families work, including training 2 new facilitators. It was agreed that excess funds of £755 be retained for use with Thornhill work in 2015-16.

(ii) BBC Children In Need agreed further funding in September 2015 for Strengthening Families work.

(iii) BBC Children In Need agreed further funding in September 2016 for Strengthening Families work.

(iv) Laing Trust provided funds towards the cost of a new website. The project was completed in December 2016.

5.2 Details of material funds held and movements during the PREVIOUS reporting period

	<u>At 1 Nov</u> <u>2015</u>	<u>Incoming</u> <u>resource</u>	<u>Outgoing</u> <u>resource</u>	<u>Transfer</u> <u>of funds</u>	<u>At 31 Oct</u> <u>2016</u>
	£	£	£		£
Restricted funds:					
(i) Children In Need	2,871	8,099	7,695	(2,497)	778
Total restricted funds	2,871	8,099	7,695	(2,497)	778
Unrestricted funds:					
General fund	7,438	45,951	43,365	2,497	12,521
Total funds	<u>10,309</u>	<u>54,050</u>	<u>51,060</u>	<u>-</u>	<u>13,299</u>

(i) BBC Children In Need provided funds in September 2014 for Strengthening Families work, including training 2 new facilitators.

6) DEBTORS (recoverable within one year)

	<u>2016</u>	<u>2015</u>
	£	£
Trade Debtors	-	-
Prepayments and accrued Income	3,132	1,511
Other debtors	1,537	3,875
	<u>4,669</u>	<u>5,386</u>

7) TRUSTEE REMUNERATION AND RELATED PARTY DISCLOSURES

None of the Trustees have been paid any remuneration or received any other benefits from an employment with the charity. No trustee expenses have been incurred.

There have been no related party transactions in the year.

8) POST BALANCE SHEET EVENTS

There are no material post balance sheet events that need to be disclosed and no contingent liabilities to be made at the year end.

9) DEFERRED INCOME

In accordance with SORP 2005, income received during the year for commissioned course sessions that have not been completed by the year end is recognised as deferred income and carried forward as a liability on the balance sheet to be matched with the costs of running those courses in the next financial year.

10) GOING CONCERN

The financial statements have been prepared on the Going Concern basis. The Directors consider that material uncertainties noted in the 2012 Accounts have been managed successfully, and aspects of doubt about the Company's ability to continue as a going concern are reduced. There is still progress to be made in building up reserves but the going concern basis remains appropriate.

11) TRANSITION TO FRS 102

The Charity has adopted the SORP (FRS 102) for the first time in the year ended 31 October 2016. The effect of the transition is outlined below:

- a) Changes in accounting policies – no consequential changes in accounting policies resulting from the adoption of FRS 102 were required.
- b) Reconciliation of total charity funds – No adjustments were required to previously reported total charity funds at the date of transition to SORP (FRS 102) or at the end of the comparative period.
- c) Reconciliation of comparative period net income – No adjustments were required to previously reported net income in the comparative period.