

SOUTHAMPTON FAMILY TRUST LTD
(A company limited by guarantee)

Company Registration No. 04559853
Charity Registration No. 1095732

Annual Report and Financial Statements

For the year ended 31 October 2018

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SOUTHAMPTON FAMILY TRUST LTD

(A company limited by guarantee)

Company No. 04559853

Charity No. 1095732

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Legal and Administrative details

Report of the Trustees for the year ended 31 October 2018

The trustees present their report and independently examined financial statements for the year ended 31 October 2018.

Reference and Administrative Information

Charity Name: SOUTHAMPTON FAMILY TRUST LTD

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
Hampshire SO14 1NW

Trustees

Graham Salmon	Chair
Jonathan Paul Sweeney	
Alison Jane Sweeney	
Paul Finn	
Janice Finn	
Ben Clark	

Secretary

Helen Savage

Structure, Governance and Management

Governing Document

SOUTHAMPTON FAMILY TRUST LTD 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 facilitators (parenting and couple support) on criteria linked to experience, openness to continuous enrichment, interpersonal skills, and a specified level of availability
- Training of facilitators, (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. couple mentoring, support for parents of children who have suffered trauma)
- Preparing and delivering training in a variety of venues, halls and homes, in a group 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

- Advertising and publicity
- Web site promotion
- Development in the application of Prepare Inventories
- Parenting courses
- Link to Sure Start
- Develop ante natal and post natal relationship support
- Supporting churches in developing their mental health offer
- Partnership with local churches

Public Benefit

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

Southampton Family Trust continues to grow in terms of influence and activity. A significant proportion of work is now in the areas of couple support, parenting and ante natal classes. Southampton Family Trust continues to build up its work in other relationship areas, including domestic abuse awareness and the impact of mental health and trauma. Over the year Southampton Family Trust's work has reached about 700 Southampton residents, with additional indirect benefit to their extended families.

Specific achievements over the year include (referenced against Southampton Family Trust's 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), Strengthening Families, Emotional First Aid for Parents.
- c. Couple support work. Working with couples who are experiencing difficulties using Prepare Enrich Relationship Education Programme.
- d. Team development – 6 monthly training and information sharing

2 Public Awareness/Cultural Change

- a. Run the Southampton Family & Parenting Practitioners Network (SFPPN) promoting awareness of family support work in Southampton
- b. Member of Relationship Alliance – aims to develop and support strong and stable personal and social relationships nationally
- c. Membership of PIPPA partnership - Prevention, Intervention and Public Protection Alliance (domestic and sexual abuse).
- d. Part of Southampton Council Steering Group working against domestic and sexual abuse
- e. Women only FAB parenting courses focussing on domestic abuse awareness.

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 around marriage/relationship enrichment
- b. Developing counselling links with existing agencies
- c. Running Emotional First Aid for Parents

- d. Development of the Omega 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 promoted 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 website

Summary and Main Achievements 2017/18

Over the period in question the following dimensions outline the main activities of Southampton Family Trust:

- Southampton Family Trust has continued to deliver parenting courses and couple support, reaching over 700 Southampton residents. Parenting courses delivered include Strengthening Families, FAB (women only and men only), Emotional First Aid for Parents and GroBrain.
- Southampton Family Trust's All Change Ante Natal session has continued to run at Princess Anne Maternity Hospital with large numbers attending.
- The number of couples wishing to access couple support has continued to increase, as have the number of referrals from Southampton City Council.
- The facilitator team has been extended. The number of couple facilitators has been doubled.
- Southampton Family Trust has benefitted from being a member of PIPPA (Prevention and Intervention and Public Protection Alliance) and has seen an increased number of referrals onto parenting courses from domestic abuse agencies.
- Development of Building Emotional Strength, a new course for parents of children who have suffered trauma. Developed in partnership with Yellow Door.
- Partnership with Highfield Church to send trained Early Intervention Coaches into schools in association with a national charity, Transforming Lives for Good.
- Development of the Omega Course for older members of the community.

Financial Review

Southampton Family Trust raised £42,771 (2017: £44,475) and spent £47,459 (2017: £40,872). 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, our funders and the agencies which commission our services. Our reserves are sufficient to meet liabilities.

Continued funding was received this year from:

- i. Children in Need (three-year grant) to deliver Strengthening Families courses across the city; and
- ii. Yellow Door to deliver women only FAB parenting courses.

Southampton Family Trust also received funding from the Hampshire & Isle of Wight Community Foundation to:

- i. deliver an Emotional First Aid for Parents course; and
- ii. develop Building Emotional Strength, a new course for parents of children who have suffered trauma.

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. A Serious Incident Policy has been drafted and disseminated.

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.

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:

Date: 9th July 2019

Name: Paul Finn

Position: Trustee

Signature:

Date: 9th July 2019

**Independent Examiner's Report to the Trustees of Southampton Family Trust Ltd
on the accounts for the year ended 31 October 2018**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st October 2018 set out on pages 7 to 15

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Margaret Rachel Cooper ACA
Independent Examiner
Welbeck, 29 Welbeck Avenue Southampton, SO17 1ST

Date: 9th July 2019

SOUTHAMPTON FAMILY TRUST LTD

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Company No. 04559853

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Charity No. 1095732

SOUTHAMPTON FAMILY TRUST
STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)
YEAR ENDED 31ST OCTOBER 2018

STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure Account)
for the year ended 31st October 2018

	Note	Unrestricted £	Restricted £	Total £	2017 £
<u>Income</u>					
Income from:					
Donations					
Donations and Gifts		9,627	-	9,627	9,770
Gift Aid		1,496	-	1,496	1,657
Charitable Activities					
Grants	4	-	17,966	17,966	18,012
Commissioned Courses		13,531	-	13,531	8,931
Grobrain		93	-	93	116
Other Course Income		-	-	-	600
Other trading Activity					
Contributions to office costs		5,473	-	5,473	5,375
Investments					
Bank Interest Received		11	-	11	14
		<u>30,231</u>	<u>17,966</u>	<u>48,197</u>	<u>44,475</u>
<u>Expenditure</u>					
Expenditure on:					
Commissioned Course Expenses		4,891	-	4,891	6,688
Other Course Expenses		95	15,230	15,324	9,401
Grobrain		163	-	163	378
Gifts and Donations		213	-	213	5
Insurance		294	-	294	289
Payroll Expenses	2	22,531	-	22,531	19,170
Postage and Delivery		53	-	53	10
Printing and Stationery		17	-	17	158
Independent Examination		-	-	-	-
Professional Fees		420	-	420	1,170
Rent		3,000	-	3,000	3,000
Telephone		80	-	80	60
Training		354	-	354	197
Travel & Entertaining		-	-	-	-
Advertising and promotion		114	-	114	230
Other Office Expenses		4	-	4	116
Materials, admin and support costs		(7,562)	7,562	-	-
		<u>24,668</u>	<u>22,791</u>	<u>47,459</u>	<u>40,872</u>
Net Income/(expenditure) for the year		5,563	(4,825)	739	3,603
Transfers between funds	5	-	-	-	-
Net movement of funds		<u>5,563</u>	<u>(4,825)</u>	<u>739</u>	<u>3,603</u>
Reconciliation of funds:					
Total Funds brought forward		6,459	9,510	15,969	12,366
Total Funds carried forward		<u>12,022</u>	<u>4,685</u>	<u>16,708</u>	<u>15,969</u>

SOUTHAMPTON FAMILY TRUST LTD

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Charity No. 1095732

SOUTHAMPTON FAMILY TRUST**BALANCE SHEET AS AT 31 OCTOBER 2018**

	<u>Note</u>	<u>2018</u>	<u>2017</u>
		<u>£</u>	<u>£</u>
<u>Fixed Assets</u>		-	-
<u>Current Assets</u>			
Inventory stock		18	36
Debtors	6	4,560	1,969
Cash at bank and in hand:			
Current Account		779	6,580
Deposit Account		6,714	6,991
Direct plus account		7,041	5,401
Petty Cash		37	30
		<u>14,571</u>	<u>19,002</u>
		19,149	21,007
<u>Liabilities</u>			
Creditors: Amounts falling due within one year	7	2,442	5,038
<u>Net Current Assets</u>		<u>16,707</u>	<u>15,969</u>
<u>Total Assets less Current Liabilities</u>		<u>16,707</u>	<u>15,969</u>
<u>Funds of the Charity</u>			
Unrestricted Funds		12,022	6,459
Restricted Funds	5	4,685	9,510
		<u>16,707</u>	<u>15,969</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 9 to 15 form part of these accounts.

The above financial statements were approved by the directors on 9th July 2019 and signed on their behalf by:

Graham Salmon
Director of SFT

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2018**
1) BASIS OF PREPARATION
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 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) Public benefit

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

d) Going Concern

The Trustees regularly review the financial position of the organisation, and based on the level of reserves, the continuing levels of funding and the capacity to manage expenditure, they consider that Southampton Family Trust is a going concern.

2) ACCOUNTING POLICIES
INCOME
Recognition of income

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

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Tax reclaims on donations and 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.

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<i>Contractual income and performance related grants</i>	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.
<i>Support costs</i>	The charity has incurred expenditure on support costs.
EXPENDITURE AND LIABILITIES	
<i>Liability recognition</i>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
<i>Support Costs</i>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
<i>Grants with performance conditions</i>	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.
<i>Grants payable without performance conditions</i>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.
<i>Redundancy cost</i>	The charity made no redundancy payments during the reporting period.
<i>Deferred income</i>	No material item of deferred income has been included in the accounts.
<i>Creditors</i>	The charity has creditors which are measured at settlement amounts less any trade discounts.
ASSETS	
<i>Tangible fixed assets</i>	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.
<i>Stocks and work in progress</i>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.
<i>Debtors</i>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

SOUTHAMPTON FAMILY TRUST						
NOTES FORMING PART OF THE FINANCIAL STATEMENTS						
FOR THE YEAR ENDED 31 OCTOBER 2018						
5) CHARITY FUNDS						
5.1 Details of material funds held and movements during the CURRENT reporting period						
	At 1 Nov 2017	Incoming resources	Outgoing resources	Transfer of funds	At 31 Oct 2018	
	£	£	£		£	
Restricted funds:						
(i) Children In Need - 3	195	-	-		195	
HIWCF-EFA (Hope						
(ii) School)	-	2,709	2,344		365	
(iii) Children In Need - 4	2,446	9,005	7,426		4,025	
(iv) Henry Smith Charity	5,856	-	5,856		-	
(v) EFA-Thornhill	1,013	1,869	2,882		-	
(vi) Seedbed-Omega course	-	1,000	900		100	
HIWCF-Building						
(vii) emotional strengths		3,383	3,383		-	
Total restricted funds	9,510	17,966	22,791	-	4,685	
Unrestricted funds:						
General fund	6,459	30,231	24,668	-	12,022	
Total funds	15,969	48,197	47,459	-	16,707	

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

(ii) Hampshire & Isle of Wight Community Foundation provided funding in December 2017 for delivering an Emotional First Aid course at Hope school

(iii) BBC Children In Need agreed further funding in September 2017 for Strengthening Families work

(iv) A grant from The Henry Smith Charity was awarded in June 2017 to fund one years running costs on projects providing support to families

(v) The Thornhill Community Health Group Funding agreed funding in April 2017 for 2 Emotional First Aid courses in Thornhill

(iv) A Seedbed grant was awarded in February 2018 to fund the development of the Omega course.

(vii) Hampshire & Isle of Wight Community Foundation provided funding in April 2018 for developing a new course 'Building Emotional Strength'

5.2 Details of material funds held and movements during the PREVIOUS reporting period						
	<u>At 1 Nov</u> <u>2016</u>	<u>Incoming</u> <u>resources</u>	<u>Outgoing</u> <u>resources</u>	<u>Transfer</u> <u>of funds</u>	<u>At 31 Oct</u> <u>2017</u>	
	£	£	£		£	
Restricted funds:						
(i) Children In Need - 3	2,522	5,299	7,626		195	
(ii) Laing Trust	525	-	525		-	
(iii) Children In Need - 4	-	2,844	398		2,446	
(iv) Henry Smith Charity	-	8,000	2,144		5,856	
(v) EFA	-	1,869	856		1,013	
Total restricted funds	3,047	18,012	11,549	-	9,510	
Unrestricted funds:						
General fund	9,319	26,463	29,323	-	6,459	
Total funds	12,366	44,475	40,872	-	15,969	

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

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

(iii) BBC Children In Need agreed further funding in September 2017 for Strengthening Families work

(iv) A grant from The Henry Smith Charity was awarded in June 2017 to fund one years running costs on projects providing support to families

(v) The Thornhill Community Health Group Funding agreed funding in April 2017 for 2 Emotional First Aid courses in Thornhill

6) DEBTORS (recoverable within one year)						
	<u>2018</u>	<u>2017</u>				
	£	£				
Trade Debtors						
Prepayments and accrued Income	364	221				
Other debtors	1,569	1,748				
	<u>1,934</u>	<u>1,969</u>				
7) CREDITORS AND ACCRUALS						
	<u>2018</u>	<u>2017</u>				
	£	£				
Accruals	1,942	1,888				
Payments received on account for	500	3,150				
contracts or performance-related grants	<u>2,442</u>	<u>5,038</u>				

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8) TRUSTEE REMUNERATION AND RELATED PARTY DISCLOSURES				
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There have been no related party transactions in the year.

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10) PRIOR YEAR COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>2016</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Income				
Income from:				
Donations				
Gifts and Donations Income	9,770	-	9,770	9,067
Gift Aid Tax Recoverable	1,657	-	1,657	1,438
Charitable Activities				
Grants	-	18,012	18,012	9,954
Commissioned Courses	8,931	-	8,931	13,806
Contributions to office costs	5,375	-	5,375	5,650
Relish	-		-	-
Grobrain	116		116	111
Other Course Income	600	-	600	-
Investments				
Interest Received	14	-	14	21
	<u>26,463</u>	<u>18,012</u>	<u>44,475</u>	<u>40,047</u>
Expenditure				
Expenditure on:				
Commissioned Course Expenses	6,688	-	6,688	10,590
Other Course Expenses	2,841	6,560	9,401	5,277
Exhibitions & Marketing		-	-	
Grobrain	378	-	378	712
Gifts and Donations	5	-	5	364
Insurance	289	-	289	277
Payroll Expenses	19,170	-	19,170	18,753
Postage and Delivery	10	-	10	67
Printing and Stationery	158	-	158	153
Independent Examination	-	-	-	200
Professional Fees	645	525	1,170	1,281
Rent	3,000	-	3,000	3,000
Software Expense		-	-	
Subscriptions		-	-	
Telephone	60	-	60	89
Training	197	-	197	180
Travel & Entertaining	-	-	-	-
Advertising and promotion	230	-	230	-
Other Office Expenses	116	-	116	37
Materials, admin and support costs	(4,464)	4,464	-	-
	<u>29,323</u>	<u>11,549</u>	<u>40,872</u>	<u>40,980</u>
Net Income/(expenditure) for the year	(2,860)	6,463	3,603	(933)
Transfers between funds	-	-	-	-
Net movement of funds	(2,860)	6,463	3,603	(933)
Reconciliation of funds:				
Total Funds brought forward	9,319	3,047	12,366	13,299
Total Funds carried forward	<u>6,459</u>	<u>9,510</u>	<u>15,969</u>	<u>12,366</u>