

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021



Registered Charity Number: 1000661

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

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BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

The trustees are pleased to present their annual Report of the Trustees together with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2019) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Objectives and Activities

When Brentwood Catholic Children's Society (**bccs**) was established by the Diocese of Brentwood the primary aim was protecting and improving the quality of life of vulnerable children and young people throughout Essex and the five East London Boroughs of Barking & Dagenham, Havering, Newham, Redbridge and Waltham Forest.

Today **bccs** fulfils this objective by **working in partnership with over 100 schools** in Essex and East London. These schools benefit from having a dedicated **bccs** worker who delivers vital mental health services in the school setting. Our workers are fully qualified and experienced mental health professionals who conduct thorough assessments and provide expert advice and support to both school staff, parents/carers and families.

In more recent years we have extended our services. We now have several arms to the service and our provision is, therefore, entirely holistic:

- SLA provision (dedicated **bccs** worker attached to a school providing weekly sessions)
- Staff therapy and wellbeing check-ins
- Consultation: including behaviour management and immediate bereavement support to schools and families
- Online CPD
- Training
- Practical, home-based Social Work Support
- Child and Family Counselling (Self-Referral route)
- Emergency response to crisis situations such as bereavement in a school setting

The working mission of **bccs** has always been, and remains:

- To provide a caring, professional response to the child and family in need, irrespective of race or religion
- To uphold the rights of the child and to ensure the protection and welfare of the child is paramount

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The team

At **bccs** we employ only highly skilled and experienced counsellors, therapists and social workers and we have seen an increase in the skill set of applicants when we seek to recruit. So as to give a clear sense of our growth, the team now consists of a diverse group of highly skilled therapists, to include:

- 17 counsellors and/or psychotherapists
- 4 play therapists
- 2 art psychotherapists
- 4 clinical supervisors
- 5 social workers

Our professionals are supported by a small administrative team to enable them to spend the maximum amount of working time face to face with children, families and school staff. They are fully and effectively supervised and developed to ensure a quality professional service.

Achievements and Performance

bccs practitioners continue to have a good rapport with schools and work closely with relevant school staff to ensure the best possible outcomes for children. They are closely supported by management to ensure a good dialogue is always maintained. We work tirelessly in collaboration with school staff and seek to inform and upskill them in relation to the pupils in their care. We receive consistently good feedback and staff feel they benefit from the support of the **bccs** team.

Our working model is to be responsive to meeting the needs of children who are experiencing issues with their emotional wellbeing. We are responsive in many different ways:

- Responding to a school who are concerned about a child, whether that be their wellbeing or safety
- Responding to another professional who has concerns, whether immediate or ones which need support
- Responding to a school or family where a sudden bereavement has occurred
- Meeting a parent at short notice to speak with them about concerns for their child

We provide a lot of consultation, often immediate, to schools and other services, to give context to a child or young person's concerning presentation. We also liaise quickly with parents who have expressed worry or concern so that they do not feel alone or helpless.

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Therapy

A child or young person's issues can present in various forms, and it is the job of the team to understand what is being conveyed. Our clients are placed firmly at the centre of everything we do, and our approach is based on what is best and most effective: that may be therapeutic work with a child, support in school to a member of staff, or parental work. When a child is referred to **bccs** we commence work immediately and continue to support with regular reviews to assess impact, effectiveness and outcomes.

Data evidencing patterns of working

Period	New Referrals	Wellbeing check-in	Sessions
2020/2021	442 new cases 700 cases on-going	Over 3500 wellbeing check-in sessions with children or staff	6868 3500 wellbeing check-ins
2019/2020	858	n/a - see narrative below	10,339

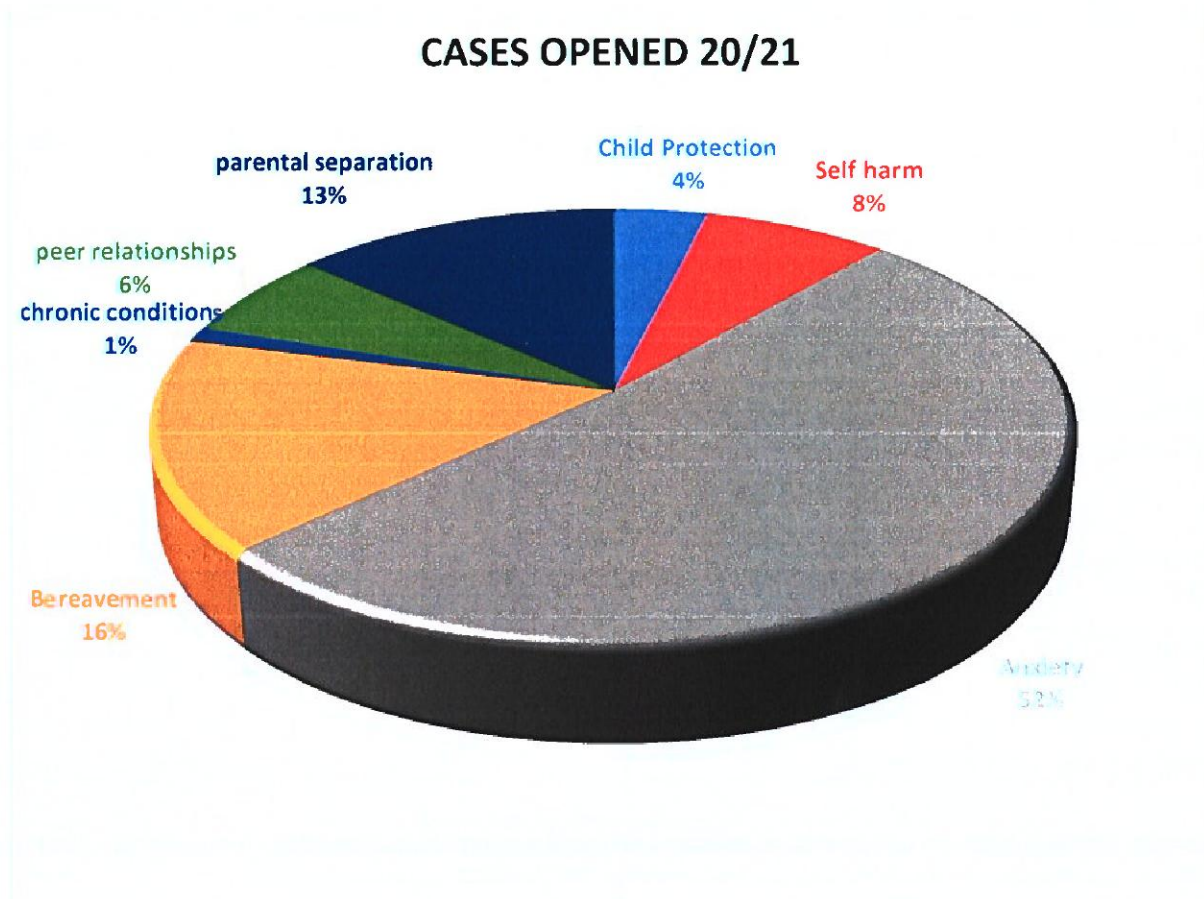
The figures for this academic year are reflective of our decreased presence in schools and our more limited access to children and young people because of Covid 19. We furloughed 6 part-time members of the team during lockdown 1 in April 2020 to the end of the summer term. We engaged in so many other forms of support and had to work creatively to meet need, with immovable restrictions in place. Working creatively meant that we were providing staff therapy and wellbeing check-ins, consultation to parents and school staff and we worked tirelessly to ensure we had online workshops available to parents who were worried about their children.

For ethical reasons, the focus of our work had to change. Because we were not able to physically sit alongside children/young people in the way we usually do, we were unable to work in a fully therapeutic way. Ethically, we are bound to ensure we provide the right space, feel and structures around the provision of therapy so that we know a child or young person is safe whilst exploring their unconscious processes. Because our work was typically undertaken via a screen and within the homes of our children, we could not control the setting and so our work had to lessen in its intensity. We offered wellbeing check-in sessions – more of a 'hello, we're still here' kind of support than a full therapeutic session. It meant that our work was more shallow than usual and that was difficult for the team, and our clients.

However, for many families we were, in their words "a life-line". They told us that when other support structures and agencies disappeared, we were ever present, including during holiday periods. One family describes the impact of our presence:

"T's regular phone calls and sessions with X meant that we were supported and encouraged during an exceptionally stressful and challenging time. We noticed the calmer state of X after every check-in session, T also talked us through strategies to support X during this challenging time"

The trends in referrals received for the period 2020-2021 are shown below:



You will not be surprised to see that the majority of referrals were in relation to the issue of anxiety. This year, however, we supported a much wider cohort with this issue: children, young people, parents and school staff were all supported around the issue of anxiety. We supported so many school staff with what was either work-based anxiety about exposure to the virus, worries about workload, or personal triggers resulting in anxiety. The amount of support we provided to school staff meant we created our new programme of Staff Therapy and wellbeing check-ins which continue to prove popular.

We were also inundated with bereavement work. Our bereavement support was greater than it was last year, and our support was holistic and time intensive. This is not fully reflected in the statistics, but we were present in schools via Zoom or with a family via Zoom and were the professionals sharing devastating news with a child about the loss of their parent. The consultation we have offered to schools cannot be reflected within our figures of engagement, but we told over 25 families that loved ones had died, worked with 15+ schools to ensure they provided the right kind of support to bereaved children and young people and provided consultation to families post-news about funeral plans and presenting this to children in the 'right' way.

From the period 1st April 2020 to 31st March 2021 the team opened 442 new cases. In total, however, we supported over 700 children, young people and families.

What our schools say about us:

FEEDBACK FOR IN-SCHOOL COUNSELLOR

Like most educational settings we have found the impact of COVID 19 challenging. Over the period of lockdown, X continued to support her key children and families through virtual meetings adapting her approaches to meet the COVID 19 Government guidelines, consistently liaising with senior staff.

In June 2020 we reopened for EYFS and Year 1, X was an integral part of supporting our school's inclusive ethos. In planning our reopening, having X return as soon as possible to support our staff and pupil wellbeing was a priority and integral to our long-term outcome. As a leaderships team knowing we had X was reassuring. During this time, X was extremely creative with how she worked with children always adapting and following the government restrictions.

We have found it immensely reassuring that we have had the expertise and support of X at this time. X has worked collaboratively in supporting our recovery curriculum ensuring that it meets the needs of our children and supports the emotional wellbeing of our staff.

FEEDBACK FOR IN-SCHOOL COUNSELLOR

X has been a great source of advice and support for parents, children and staff within St Helen's. She is always available to talk, either in person or by phone or e-mail. Being so easily available is invaluable. She has a great deal of experience and knowledge which we call upon very regularly to help us make informed decisions about the best ways to support a child or family within the setting.

I would say she often goes above and beyond her professional duties and we feel very lucky that she works alongside us in providing the best outcomes for our children.

FEEDBACK FOR IN-SCHOOL COUNSELLOR

X has been a much-valued addition to the bccs team and our school. She is friendly, approachable and very professional. She has a lovely relationship with the children and they enjoy working with her; one young lady's face lights up when she knows X is in school.

At Christmas and recently when she was poorly, X provided us with letters for the children. The children really value these letters, with one pupil writing back to wish her well and tell her she was a star!

We very much value the support that bccs has provided to our pupils.

HEADTEACHER FEEDBACK FOR SENIOR LEADERS

What has struck me this term is how connected the team is, and how X works to ensure that the work of the team for us is as effective as possible. It would be easy for there to be overlaps and possible conflicts with different people supporting our most needy pupils, and X has proactively ensured that this does not happen, discussed the issues with me and helped us to plan as a school how to avoid them.

X has also consulted me on some of her ideas regarding wider support of schools and what **bccs** can provide. She shows she is open to ideas from her team and beyond.

HEADTEACHER FEEDBACK FOR SENIOR LEADERS

bccs has provided a variety of services to our school. We benefit from the weekly presence of an in-school counsellor, half termly supervision for Senior Staff and Heads of Year, wellbeing check-ins during lockdown and live streamed video trainings.

Our **bccs** provision is always tweaked to meet the needs of our staff, children and their families. The holistic approach means we are well prepared to meet the changing needs of our school community. **bccs** staff are readily available to advise and talk through challenges. **bccs** is an essential service provider at our school.

HEADTEACHER FEEDBACK FOR SENIOR LEADERS

X is highly organised, professional with absolute clarity of thought. She is empathetic, flexible to the needs of others, astute, and inquisitive. I find her to be caring, kind and humble.

X is creative in her approach, energetic in terms of new ideas, current and in tune with needs of schools, children and their families

We love working with X and she receives extremely positive feedback from staff and other agencies and has an excellent impact on the CPD of others which transfers onto children and their families

Self-Referral Pathway

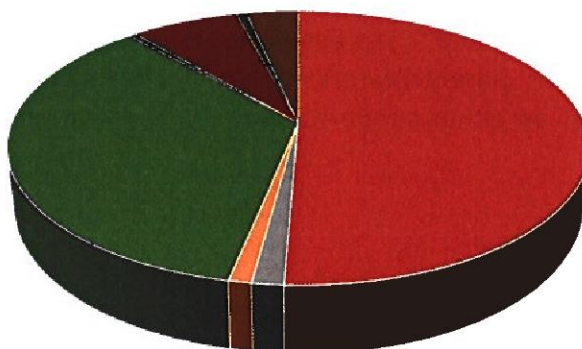
Our self-referral pathway provides therapeutic support to children, young people, parents and families at our consulting rooms in Rayleigh. The team has grown from one part-time therapist to four part-time therapists including Child and Adolescent therapists, play therapists, integrative therapists and parental counsellors. During the year we delivered **684 sessions and supported 33 families/children** remotely.

Reasons for Referral

Anxiety, general emotional health and behaviour were the most common reasons for referral again this year. This follows a very similar trend to the 2 previous years with an increase in self harm and suicide ideation which is a likely consequence of the pandemic. The reason for referral is determined at the Psychodynamic Assessment which is completed and discussed with the parent/carer. We receive referrals from GPs, directly from schools (and this work is typically funded by schools), parents/carers and Social Care.

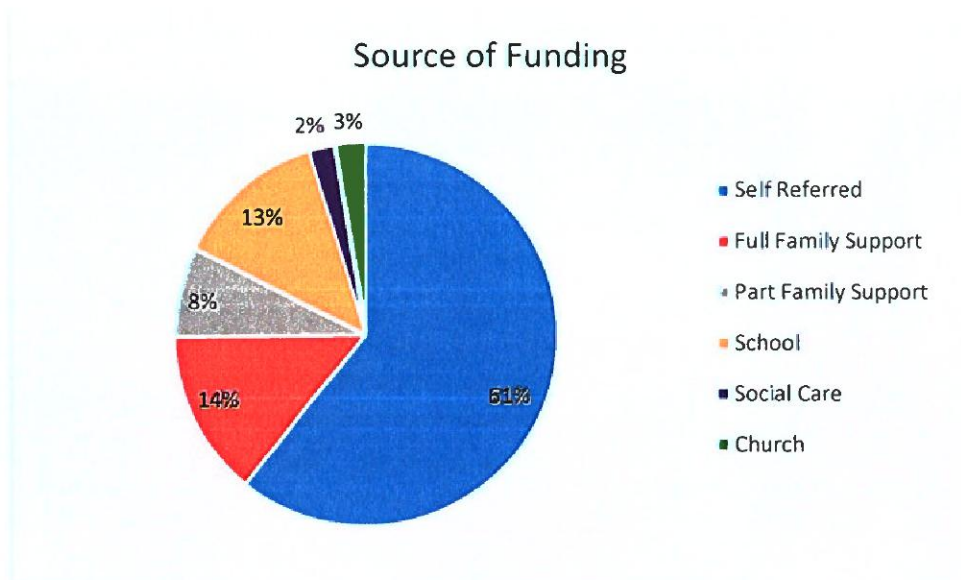
No clients have been re-referred which is a testament to the impact of our work.

Reason for Referral per Session



- Abuse/Neglect
- Anxiety
- Behaviour
- Bereavement
- Domestic violence
- Emotional health
- Family separation
- OCD
- Peer Relationships
- Self harm
- Bullying
- Family Illness

Self-Referral Funding



The majority of appointments were self-funded. In September 2019, we were allocated a Family Support Fund budget of £4500 (previously known as the Discretionary Fund). We monitor the allocation of the Family Support Fund (FSF) to ensure there is no overspend. We have implemented a structure where in some cases, parents/carers pay a lower fee per session which is subsidised by with the FSF. This means we can either support additional children or support a child for a longer period if required.

Training programme 20/21

Our training programme is designed to meet the needs of children, their families and the school staff who support them. Training during 20/21 has had to adapt to meet the ongoing restrictions imposed by COVID-19. From February 2020 until 31st March 2020, no training was delivered as efforts were concentrated on getting online therapy and a scheme for free supervision in schools established.

From September 2020 until April 2021 we have offered a mixture of digital, live-stream and face-to-face trainings.

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Additional team members and changes.

From December 2020 the role of Head of Training was adapted to allow Louise Picton and Catherine Munns to share the training role between them and incorporate it into their existing roles. This allowed for a consolidation of their expertise to meet the changing demands present during the COVID pandemic. The 2 extra members of staff recruited last year will be able once again to engage in supporting both Louise and Catherine in the delivery of digital and face-to-face training as well as writing programmes where specialist knowledge is required. It is anticipated that more team members will be supported and mentored in order to facilitate training growth.

Activity	Delivery (number of schools)
External supervision (to include free supervision provision given during lockdowns)	12 to include both primary and secondary
Mindfulness staff and students	3 primary schools, 2 secondary plus the Youth Group at Walsingham House. Also delivered to 200 children online in 2 primary schools as part of the first online children's mental health festival
Exam Stress	4 secondary schools plus 1 delivery livestream to an alternative provision school as part of the above mental health festival Also, in conjunction with Trinity Catholic High School, produced an exam stress video
Understanding Bullying – pupil workshops to Year 8 students	1 secondary school
Staff CPD video for Diocese	Various schools in the Diocese
Parent video about supporting their child's anxiety	Various primary schools
Supporting Children Back into the School Setting	5 primary schools

Extra support for school staff during COVID-19

Well-being check-ins – In response to school staff and senior leads communicating high stress levels to us, we began to offer well-being check-ins to staff at the end of the school day. They could come and offload, informally, and leave us feeling unburdened and heard. Schools have given us great feedback about this responsive provision.

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Process Groups – It was difficult for many staff to return to school in September 2020 after 6 months of sporadic schooling. In recognition of this we offered the chance for staff to be part of a process group which offered a safe space for them to consider and share their feelings.

Staff Counselling Scheme – In October we started a scheme whereby any member of school staff could seek a therapeutic intervention. This can be supported financially by the school, the individual or a combination of the two.

Marketing and Fundraising

This year has brought many unique and unprecedented challenges and like most charities, we have been required to rethink and adapt all our fundraising activities in order to withstand the impact of the Covid 19 pandemic on our voluntary income.

Following the introduction of the “rule of six”, where no more than six people from different households were allowed to meet and socialise in England, in-person events became impossible to deliver and we were unable to host any of our usual face to face fundraising events.

Social distancing had a massive impact on our traditional community-led fundraising events and the need to comply with distancing rules impacted our ability to proceed with quiz nights, craft fairs, school concerts, and sponsored walks. These ongoing restrictions on our traditional fundraising resulted in our having to think outside the box, to adapt quickly and to find innovative and safe ways to raise money.

The pandemic and subsequent lockdowns ushered in a digital revolution in fundraising, and we focused a lot of time planning on how to use new technology to reach our supporters in a new ‘virtual’ landscape. We faced a steep learning curve as we embraced social media fundraising and on-line campaigns with enthusiasm. We also dedicated a significant amount of time updating and making sure our website, newsletters and social media platforms were utilised fully to ensure our communication with both supporters and service users was timely, informative, and relevant.

With lockdown measures in place, we embraced and implemented a variety of ‘virtual’ and ‘remote’ fundraising events and initiatives. These gave us not only an opportunity to engage with our supporters and encourage them to raise funds for us, but also played a vital role in ensuring lines of communication were kept open between us, our supporters and our service users.

'Hats on for bccs'

This year our two regular Ladies' Lunches were held remotely when some of our supporters hosted a small event for us in their 'sixes' or 'family bubbles' in the comfort of their own homes or gardens. Ten of our supporters responded to our call to action and hosted a remote event for us in line with government guidelines. These individual events gave us a unique opportunity to stay connected with our supporters, promote what a 'remote' event could look like on social media and raise some vital funds.



The 2.6 Challenge



The 2.6 challenge was launched following the cancellation of the London Marathon and was designed so that any charity could get involved and bring in some vital funds. Supporters were asked to come up with a fundraising challenge involving the numbers two and six. We had supporters cycling, running, and jogging 26 miles, as well as a member of staff who raised over £1000 by competing 26 individual fitness circuits.

Tree of Angels

In December we launched our on-line **Tree of Angels** initiative inviting supporters to light up an angel on a virtual Christmas tree and to post a dedication for a friend or family member, to remember someone who had died or to simply to share a Christmas greeting

Our supporters were made aware that every angel that was lit up would help to support the emotional health and wellbeing of children and young people in our community.



Corporate

Our annual London-based awards dinners were not able to proceed this year and corporate fundraising is an area that we will continue to monitor. We will work hard to ensure our existing relationships are successfully maintained until such times as corporate fundraising can return to normal levels.

Individual Donations

We have seen that the pandemic has given rise to a spirit of charity and community that has moved and connected us all. A re-focus on our Take a Minute Appeal alongside specifically targeted Appeals at both Christmas and Lent has resulted in an amazing amount of generous donations coming from our supporters during the course of this year and we are truly grateful to them all.

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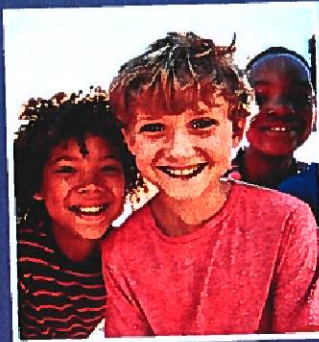
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Trusts & Foundation Fundraising

With additional emergency funding available for pandemic relief and to support charities during the crisis, we ensured time and resources were focused on making applications to Trusts and Foundations, securing income to support running costs, specific projects as well as specialist equipment.

We were fortunate to see an unprecedented increase in funding from trust and foundations during 2020 during which time we have received funding for:

- A Specialist Family Support Worker a Transitional Support Worker
- A Family Outreach Programme Music & Art Therapy Sessions Food Vouchers
- Bereavement Support Resources Play Therapy Sessions
- Parent Support On-Line Platform
- Additional Laptops & Computer Software to enable secure remote working.
- The upgrade of IT equipment



Fundraising Approach

The charity undertakes fundraising activity to its supporters via fundraising events (in line with government guidelines), sponsored events, gala dinners, challenges, direct-mail, and email in line with the Fundraising Code of Practice set by Fundraising Regulator. Our fundraising policy outlines our commitment to our supporters and the public and is available on our website to reassure supporters. Our promise is that:

- *We will adhere to the Fundraising Code of Practice.*
- *We will comply with the law as it applies to charities and fundraising.*
- *We will keep your personal details safe.*
- *We will communicate appropriately and sensitively and are especially careful when engaging with vulnerable people.*
- *If you have questions about our fundraising activities and costs, we will answer them openly and truthfully.*
- *We will keep you up to date with inspiring and relevant news from our professional team and the families you are helping.*
- *We will tell the truth and will not exaggerate, and we will do what we say we are going to do.*
- *You will always be able to let us know how you would like us to communicate with you or if you would prefer not to be contacted.*
- *Our database is constantly updated to ensure we have correct contact details for you, and we will make sure we know exactly how you would like us to contact you.*
- *We adopt best fundraising practice as outlined by regulatory bodies and will continue to do so as these are updated.*

Charity supporters registered on the Telephone Preference Service have not been contacted.

The charity is registered with the Fundraising Regulator and adheres to the standards of the Fundraising Code of Practice.

No complaints about fundraising activity were received in this year.

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Financial Review

Every year our key task is to match our income to the cost of the work we do. We never have a shortage of work that we could do and in recent years our workload has increased dramatically. In order to maintain long term sustainability, we must avoid taking on more unfunded work than we can afford to do. Historically, our main limitation on our activities is generating income. We differentiate Operational Income from Overall Income in all our internal management and monitoring. Operational Income excludes legacy and gift income of an unusual nature (i.e. above a low budget level representing a reasonable and prudent expectation). We aim to break even without such income, and we do not include it in our planning on a yearly basis.

Overall, our income reduced by £13,311 from £894,574 to £881,263.

Funds from voluntary donations and similar income has increased by £13,849 over the prior year, from £155,947 to £169,796. In 2018 **bccs** benefitted from a restricted donation of £250,000 which crystallises over the period 2018-2027. This is restricted to help the work of the charity in meeting the needs of more children and young people, by delivering programmes educating and empowering parents, carers and school professionals in their interactions and relationships with young people.

Income directly generated by the work we do with schools has reduced by 6.49% over the previous year from £542,697 last year to £507,464 this year. Fees generated from Service Level Agreements directly with schools and extended service clusters have increased by 1.65% despite some discounts given where service delivery was much reduced due to the pandemic restrictions. Training and self-referral consultation income have reduced over the previous year (2021: £31,382, 2020: £66,506), due to the abrupt halt to on-site training because of COVID-19 lockdowns. This income stream has also been adversely affected by our face-to-face self-referral counselling service being severely restricted by lockdown restrictions, reducing income year on year by over 70%. New services introduced during 2021 to support educational staff and external supervision have mitigated this reduction in income by £9,153. Income generated from Trusts and Grants has increased by 145.6% over 2019/20 to £139,850 of which £83,050 is restricted funds. A full analysis can be found in note 10 of the financial statements.

During 2021 our total costs have reduced by 16.4% to £782,797, the reduction due to lower costs in providing support and care services, lower fundraising event costs due to decimation of the event programme and much reduced charity shop overheads due to the decision to close in April 2021. Support and care costs amounted to £797,323 in 2020 and this has reduced by £107,167 to £690,156 in 2021. This is partly due to a reduction in average number of employees to 25.9 (2020: 29.7), but also due to lower travelling and premises costs where staff working remotely for a proportion of 2020/21.

Legacy income amounted to £9,750 (£2,781 in 2019/20).

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This current year shows a net surplus of £98,466 increasing to £190,334 positive net movement in funds once notional investment gains of £91,868 are included. Notional investment gains arose due to the market corrections as the UK emerged from the shock of the coronavirus lockdown starting on 23rd March 2020 and have more than reversed the notional losses of 2019/20. This has in turn led to our free reserves increasing from £674,667 in 2019/20 to £851,207 in 2020/21. This represents 13.05 months expenditure (8.65 in 2019/18) and achieves the medium-term aim set by trustees.

A key performance indicator for **bccs** has been the percentage of incoming resources (ex-legacy income) accounted for by fees for professional services. This year the percentage is slightly reduced at 58.2% (60.9% in 2019/20) and income increased by 1.65% (increased 6.65% in 2019/20). The interconnection between our work, the schools we partner with, the children and families we help and our donors and supporters is an important factor in contributing to our community.

We have been striving to increase the level of expenditure on the direct provision of support and care service as a percentage of total expenditure – 85.2% in 2019/20 and 88.2% in 2020/21. This has increased slightly due to lower resources expended for fundraising activity – specifically the lack of physical event portfolio for the year. Fundraising continues to play a significant role in funding our work. Despite the increase in the percentage of income provided by fees, the increased level of work that is being undertaken means that our fundraising targets continue to increase in real terms and a greater insight is detailed later in this report.

The charity shop previously situated at Highams Park closed permanently as a result of the coronavirus pandemic at the end of March 2020, the costs incurred in 2020/21 being in safe disposal of obsolete and unsaleable gifted stocks.

Reserves and going concern

Our medium to long term policy is to have 5 to 6 months expenditure as reserves. The trustees consider that this level, which amounts to between £326,000 and £391,000, will provide sufficient funds to fund support and care services and ensure that support and governance costs are covered. Medium term would be defined as 5 years. Due to the generous legacies included within previous years, the charity holds free reserves at the year-end equivalent to 13.05 months expenditure (2020: 8.65 months). In order to maintain this, we are committed to becoming at least operationally breakeven by 2021/22 before moving into operational surpluses. Fortunately, the charity has healthy cash balances available to draw on to mitigate the peaks and troughs whilst maintaining services.

Investments

The Board has agreed to maintain the current portfolio of investments which are all mainstream balanced low risk funds. It is not considered appropriate to have a more detailed Investment Policy unless and until our investment portfolio grows considerably. The trustees have reviewed the current portfolio during the year to ensure return is maximised albeit within a low-risk environment investing in ethical funds. The trustees do not consider high risk or speculative investments as suitable for **bccs**

There are some long-term unit trust investments which have shown an unrealised gain of £91,868 (36,843 loss in 2019/20). An element of the gain is considered to be due to the reversal of 2019/20 exceptional loss from the effect on global markets of the coronavirus pandemic and the relative timing of UK lockdown in relation to **bccs** year end. Investment income amounts to 1.63% of capital value (2020: 2.18%). This has reduced as the latest investment has been made on an accumulation rather than income basis. The trustees regularly monitor the investment position and are satisfied an acceptable return has been achieved.

Going Forward/Future Plans

- It is true to say that we have all been impacted by the Covid pandemic and subsequent lockdowns to some degree or other. As we emerge from one of our most challenging years and begin to see some hopeful signs of the return to normalcy, we will need to continue to keep the momentum going that we have worked so hard to achieve. It is important that we are in the strongest possible position to move forward when more traditional fundraising opportunities return.
- As the coronavirus crisis began to bite a year ago, it was recognised that the adverse financial impact of the pandemic was going to hit the charity sector hard. In response to this, Trusts and Foundations were among the first organisations to leap into action. They made emergency funds available and became more flexible and understanding as charities wrestled with the crisis. We benefitted greatly from these new income streams, securing funding from many funders for the first time. It is our intention to continue to develop and utilise resources to develop further this area of income.
- As for many charities, our future fundraising potential through our events portfolio is still very much an unknown at this time and we will be keeping this under constant review. It is anticipated that we may start researching more hybrid fundraising events; by taking the connections and live experience of in-person events and adding a virtual element – one that invites and engages a broader, digital audience as and when restriction lift. This is an area we will continue to monitor carefully.
- Raising money is about relationships be that with an individual giver, a volunteer, a major donor, a corporate or a trust. **Digital fundraising** has opened new connections for us and will continue to play a vital role in building our community, allowing us to share stories, photos, videos, and messages with a wider audience than we would usually reach.

However, whilst we have embraced the world of online giving, it does not mean that personal contact is no longer needed. We recognise this and will continue to develop and research campaigns that will make sure our digital platforms dovetail alongside all other forms of giving. The pandemic has had a massive impact on our fundraising potential, and we predict that the crisis will continue to affect the ways in which we raise voluntary income over the next twelve months.

- Within our **Child and Family Counselling Service** we anticipate resuming face to face sessions in September 2021. Currently we have some families wishing to wait for face-to-face sessions. All session data will be input on the CRM from Sept 2021
- **Bereavement workshop** – we are currently writing this workshop after a request from a secondary school who would like to support their staff in talking to students and parents about what can be a difficult subject. This will then be offered to other schools.
- **Digital training** – we have begun to offer both livestream and video trainings and will continue to build on this area. After being commissioned to make an exam stress video in conjunction with one of our diocesan schools we are planning on making a whole series to support secondary school PSHE programmes. Following the success of our 'Managing your Child's Anxiety' Video workshop we plan to produce some more on-line workshops around these topical issues for parents
- We are still aware of a need to capture more **qualitative training data** to provide information for funding streams, schools who buy in our services and **bccs** supporters. We are looking at our training feedback form and how to incorporate this accordingly. We will still ask for some narrative however as this brings an attendee's experience to life and is helpful in giving our reports a continued personal flavour of how our training is viewed.
- As always, we will continue with our discussion with school around exactly what training they would like to see in the school setting. We are aware of the impact that the pandemic has had on staff, students and parents and will be supporting this in any way we can.
- Review and refine our **Induction processes** for new staff - throughout the pandemic most of our inductions have been carried out remotely, in returning to face-to-face inductions we are reviewing and revising our processes.
- Identify and implement **outcome measures and evaluation systems** across our school services provision.
- **Recruitment of new Trustees** to add diversity and experience to an existing robust board. We have extended the term of office for 4 trustees who were due to finish their term during the pandemic to 2022, this will allow us time to carry out a thorough recruitment process
- Post year end, upon approval from the Charity Commission, bccs have received a very generous unrestricted donation from the Jean Marie Gunn Trust. The Board of Trustees have agreed to designate these funds to acquire **new premises** that will facilitate bccs expanding services allowing more children and young people to receive the help they need.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Structure, Governance and Management

bccs is an unincorporated trust constituted under a Trust Deed dated 25th August 1990. It is an independent registered charity in England and Wales, number 1000661. **bccs** is not formally connected to the Diocese of Brentwood (which is a separate charity) and for legal purposes the two are not connected. However, the Bishop of Brentwood is our President and we maintain very close informal links with the diocese and the parishes.

bccs does not receive any direct funding from Government or from the Diocese of Brentwood. Donations are received and an active Fundraising Events' Calendar is undertaken.

The trustees are appointed by the Board of Trustees. Following an Order made by the Charity Commission on 18th July 2005 the Trust Deed was amended giving the trustees the power at their discretion to vary both the number of trustees and the length of time that they can serve.

Meetings of the Board of Trustees are held four times a year to agree broad strategy and areas of activity and to receive reports from the Director and three Sub Committees (Finance, Governance and Marketing and Fundraising). Additionally, the trustees consider investments, safeguarding, reserves and risk management on a regular basis.

Day to day operation of **bccs** is delegated to the Director and staff.

Sub committees also meet up to four times per year prior to the Main Board meetings and they have the power to co-opt advisers as required.

Finance Sub Committee:

Approves the Annual Budget prior to submission to the Main Board for final approval.

Monitors financial performance against budget and monthly management accounts.

Liaises with the auditors.

Assesses financial risks and provides advice to the Director.

Agree proportional investments which are then actioned by Director (see page 21 (b)).

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Marketing and Fundraising Sub Committee:

The programme of events is monitored by the trustees. At each meeting, the Marketing and Fundraising Sub Committee monitors the performance of fundraising events that have taken place against the budget set for them. Lessons are learned and decisions taken in relation to future events that may be the same or similar. It also keeps track of those events that have not yet taken place so as to ensure so far as is possible, that they are on target both in financial terms and in terms of putting on a successful event for the participants. We aim to deliver a programme of events that not only raise money directly but also help to build the community of those who support our work.

In relation to donations throughout the year the Marketing and Fundraising Sub Committee monitors each heading to ensure that we are on track and so that decisions can be made about how we might bolster performance if we are not. Some activities are seasonal and some are year-long and for those that are seasonal, trustees will monitor activity within the Fundraising team to ensure that appropriate preparations have been made to support seasonal appeals and to learn lessons for the future after each season is complete.

Fundraising trustees are presented with a financial report at each meeting against which monitoring can take place. Risks are assessed and discussed which inform planning and decision making.

Governance Sub Committee:

Monitors policies and practices within **bccs** and assesses risks associated with good governance. During the year the Risk Policy and Register are revised and this is reviewed at each meeting and reported to the board. There is a rolling programme of policy reviews.

Recruitment, Induction and Training of Trustees

The Board keeps the skill set required for proper performance of its duties under regular review. Potential trustees initially meet with the Chair of Trustees and Director for an informal interview. Thereafter they are invited to attend a full board meeting as observers in order to meet other trustees and to gain a fuller understanding of the work of **bccs** and the Board before making a commitment to serve as a trustee. As a matter of courtesy, new trustees are notified to the President who writes to them before they are formally appointed by the Board at the next Board Meeting. New Trustees are given an induction pack covering all aspects of the history of **bccs**, charity commission requirements, safeguarding, current practices and structures.

During the course of the year trustees have received on-going training and updates in relation to Safeguarding, Statements of Recommended Practice for accounting and developments in the statutory and legislative framework surrounding fundraising activity and GDPR. Trustees were also updated on Risk Management best practice and the activities and supervision of our Social Workers and Counsellors. Regular updates by the Training and Marketing and Fundraising Teams are given at Trustee meetings. We will continue to develop the knowledge and skills of Trustees into 2021/22 with particular reference to the Charity Commission's updated CC20 guidance - "A Guide to Trustee Duties".

Key Risks and Uncertainties

Trustees regularly consider and review risks against an established and constantly refreshed Risk Register. This is done in sub-committee meetings and reported to Full board. The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finance of the charity and are satisfied that systems are in place to mitigate the charity's exposure to such risks e.g. the pandemic.

The principal risks we have identified are broken down into "Operational", "Environmental and External", "Law and Regulation Compliance", "Governance" and "Finance". The nature of our operations, the interaction with parish communities, supporters, priests in the Diocese of Brentwood and particularly the relationships we have with over 100 schools means that our risks are diverse and to an extent interconnected. The main risks as identified in our risk matrix are:

- a) The risk of having an ineffective Board of Trustees. We are fortunate that we maintain a board of quality trustees through good recruitment in a good mix of skills relevant to our operations. This is re-enforced by induction, training and refreshing the Board on a regular basis with an agreed retirement process.

- b) The risk of having poor financial controls and reporting. The sub committees are particularly helpful in mitigating this risk and sensible setting of budgets and good monitoring of performance against those budgets both by Heads of Department and the trustees. The Finance subcommittee will review our recent investments on the Flagstone Platform at each subcommittee meeting and agree changes to ensure good management of these investments. During 2021/22 **bccs** will continue with the following Covid Mitigation measures:
- P/T furlough were appropriate
 - Engage a temporary community engagement officer to reconnect with all our parishes
 - Office staff to continue to work from home where appropriate reducing associated office costs
- c) The risk of poor safeguarding policies. As the Charity works with vulnerable children and families, safeguarding is considered an inherent risk in the work we do. **bccs** has a framework of controls, consents, policies and reviews to mitigate the associated risks. The focus on training of trustees and professional staff together with an effective supervision structure ensures that concerns are identified and acted upon. Our safeguarding trustee reviews and revises our policy and procedures annually with staff and trustees
- d) The risk of economic strains in the education sector. Financial risks to the charity reflect the uncertainties of the economic climate and strains within the education sector. More schools and Multi Academy Trusts are increasingly becoming key commissioners of their own services. With this in mind **bccs** is mitigating this risk by expanding our core one-to-one counselling activity to deliver a tiered model of therapy, training and support to schools and MAT clusters. We have revised our Service Level Agreements with all schools to ensure commitment of service provision and termly payments during a pandemic or any other unforeseen circumstances.
- e) The sensitivity to financial losses and our ability to meet liabilities as and when they fall due. Combined with our relationship with the Diocese of Brentwood this is the final key area of risk identified by our matrix. We maintain a good relationship with our President, Director of Catholic Education and Diocesan Director of Civil Administration, through regular meetings and updates from the Director. This along with constant effective communications with parishes and schools in the diocese, both reduces the risk and increases the possibility of early warning of potential risks. School services income being subject to Service Level Agreements have a requirement of a minimum notice period of one academic term and so assists with financial planning and forecasting. Constant monitoring of the financial position ensures that timely actions can be taken in response

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

to adverse circumstances. We carefully monitor the effect of national and local trends on school budgets allowing us to respond as necessary.

Volunteers

Due to Covid-19 restrictions the regular assistance and physical support of our volunteers has been limited. However, they have actively promoted and supported our challenges and on-line events. All our volunteers provide a valuable contribution to the care of children in our community and we are grateful to them all.

Key Management

The Trustees consider the Board of Trustees and the Director as comprising the key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration was paid in the year. The salary of the Director who works part-time was determined to mutual satisfaction and market rate for a charity of its size at the time of joining and has been increased precisely in line with increases applicable to all other employed staff year on year.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in s17 Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission in determining the activities undertaken by [bccs](#).

The early intervention services provided by [bccs](#) enable the children to address difficulties that may be impeding their educational, social and emotional development. This benefits the individual children directly and also their peers in school. This in turn helps support teachers and other school support staff. We are committed to the principle that assistance is provided to any child in need irrespective of background, race or religion.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Statement of trustees' responsibilities

The trustees are responsible for preparing the 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these 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 enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charity (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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees on 23rd September 2021 and signed on their behalf by:

.....
C Tisi - Chair of Trustees

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Reference and administrative information

Trustees	Appointment Date	1 st Term End	2 nd Term End
Rev. Richard Cerson*	July 2015	June 2018	June 2022
Anthony Tisi*	March 2013	February 2016	February 2022
Christopher Tisi (Chair)	June 2015	May 2019	May 2023
David Worsfold*	December 2013	November 2017	November 2022
Christopher Chandler*	March 2015	February 2018	February 2022
Liam Connolly	September 2016	August 2019	August 2022
Martin McClenaghan	June 2017	May 2021	May 2025
Ray Keilthy	September 2017	August 2021	August 2025
Lucie Racon	September 2017	August 2021	August 2025
Rev. Mathew Bemand-Qureshi	September 2017	August 2021	August 2025
Maire Maisch	March 2018	February 2022	February 2026
Lisa Patmore	March 2018	February 2022	February 2026

*During the year it was agreed to extend the term by one year for those trustees due to end their term during 2021 due to Covid restrictions impeding the recruitment of new trustees. This applies to Rev. Richard Cerson, Anthony Tisi, David Worsfold and Christopher Chandler. There were no further changes to the Board during the year.

President: Rt Reverend Alan Williams Bishop of Brentwood.

Founder: Rt Rev Mgr. John Armitage

Director: Mrs Bernadette Fisher

Principal Office: Childcare House, Little Wheatley Chase, Rayleigh, Essex SS6 9EH

Charity Number: 1000661

Trading names: In addition to the formal name Brentwood Catholic Children's Society, the name "bccs" is used generally and the name "Childcare" is used in association with the shop.

Auditors: Haysmacintyre LLP, 10 Queen Street Place, London, EC4R 1AG

Bankers: HSBC Bank PLC, 91 High Street, Brentwood, Essex, CM14 4RU
CAF Bank Ltd, 25 Kings Hill, Kings Hills Avenue, West Malling, Kent, ME19 4JQ
Santander UK, 2 Triton Square, Regent's Place, London, NW1 3AN

INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

Opinion

We have audited the financial statements of Brentwood Catholic Children's Society for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of the charity's net movement in funds for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder. We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- adequate accounting records have not been kept by the charity; or
- sufficient and proper accounting records have not been kept; or
- the charity financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

INDEPENDENT AUDITORS' REPORT cont

TO THE TRUSTEES OF BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to safeguarding regulations, employment law and taxes and Charity law, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and the Charities SORP.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to depreciation charges. Audit procedures performed by the engagement team included:

- Inspecting minutes of Trustees' meetings;
- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Evaluating management's controls designed to prevent and detect irregularities;
- Reviewing valuations of investments; and
- Challenging assumptions and judgements made by management in their critical accounting estimates. There were no areas within the financial statements that required the Trustees to make significant judgements or estimates during the year.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body for our audit work, for this report, or for the opinions we have formed.

Haysmacintyre LLP

Haysmacintyre LLP
Statutory Auditors
Date: 23/9 / 2021

10 Queen Street Place
London
EC4R 1AG

Haysmacintyre LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2021

Income from:	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	Unrestricted Funds £	Restricted Funds £	2020 Total £
<i>Donations and legacies</i>							
Donations and similar income		155,886	13,910	169,796	146,515	9,432	155,947
Legacies		9,750	-	9,750	2,781	-	2,781
Trusts and Grants		56,800	83,050	139,850	18,000	38,952	56,952
<i>Charitable activities</i>							
Fees for professional services and service level agreements		507,464	-	507,464	542,697	-	542,697
<i>Other Trading Activities</i>							
Fundraising events income		46,604	-	46,604	103,705	-	103,705
Shop income		-	-	-	24,093	-	24,093
<i>Investment Income</i>							
Dividends		7,799	-	7,799	8,399	-	8,399
Total Income		<u>784,303</u>	<u>96,960</u>	<u>881,263</u>	<u>846,190</u>	<u>48,384</u>	<u>894,574</u>
Expenditure on:							
<i>Raising Funds</i>							
Fundraising events costs		77,141	-	77,141	106,744	-	106,744
Shop costs		3,178	-	3,178	15,222	-	15,222
Fundraising costs - Trusts		12,322	-	12,322	16,528	-	16,528
<i>Charitable activities</i>							
Provision of support and care services		611,774	78,382	690,156	727,508	69,815	797,323
Total Expenditure	2	<u>704,415</u>	<u>78,382</u>	<u>782,797</u>	<u>866,002</u>	<u>69,815</u>	<u>935,817</u>
Net income (Expenditure) and net movement in funds before gains (losses) on investments		79,888	18,578	98,466	(19,812)	(21,431)	(41,245)
Transfers between funds		8,071	(8,071)	-	-	-	-
Unrealised gains/(losses) on investment	7	91,868	-	91,868	(36,843)	-	(36,843)
Net movement in funds		<u>179,827</u>	<u>10,507</u>	<u>190,334</u>	<u>(56,655)</u>	<u>(21,431)</u>	<u>(78,086)</u>
Total funds brought forward		694,940	219,064	914,004	751,595	240,495	992,090
Total funds carried forward		<u><u>874,767</u></u>	<u><u>229,571</u></u>	<u><u>1,104,338</u></u>	<u><u>694,940</u></u>	<u><u>219,064</u></u>	<u><u>914,004</u></u>

All operations are continuing and there are no discontinued operations in either year.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY**BALANCE SHEET****AS AT 31 MARCH 2021**

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Tangible assets	6		23,560		20,272
Investments	7		477,692		385,824
			<u>501,252</u>		<u>406,096</u>
Current Assets					
Debtors	8	32,851		44,766	
Cash at bank and in hand		627,527		522,567	
		<u>660,378</u>		<u>567,333</u>	
Current Liabilities					
Creditors: amounts falling due within one year	9	(57,292)		(59,425)	
Net current assets			<u>603,086</u>		<u>507,908</u>
Total assets less current liabilities			<u>1,104,338</u>		<u>914,004</u>
Funds					
Unrestricted funds	11		874,767		694,940
Restricted funds	10		229,571		219,064
Total funds			<u>1,104,338</u>		<u>914,004</u>

The financial statements were approved by the Trustees and authorised for issue on 23rd September 2021 and signed on their behalf by:



C Tisi
CHAIR of TRUSTEES

The notes on pages 30 to 41 form part of the financial statements.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY**STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 MARCH 2021**

		Total Funds 2021	Total Funds 2020
	Note	£	£
Net cashflow used in operating activities	13	107,402	(8,886)
		<u> </u>	<u> </u>
<i>Cash flows from investing activities:</i>			
Interest and dividends		7,799	8,399
Purchase of furniture and equipment		(10,241)	(21,921)
Purchase of investments		-	(193,800)
		<u> </u>	<u> </u>
Net cash provided by (used in) investing activities		(2,442)	(207,322)
		<u> </u>	<u> </u>
Change in cash and cash equivalents in the year		104,960	(216,208)
Cash and cash equivalents brought forward		522,567	738,775
		<u> </u>	<u> </u>
Cash and cash equivalents carried forward		627,527	522,567
		<u> </u>	<u> </u>
Analysis of cash and cash equivalents			
Cash at bank and in hand		627,527	522,567
		<u> </u>	<u> </u>
		<u>627,527</u>	<u>522,567</u>

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

1.1 Basis of Preparation

The financial statements are prepared under the historical cost convention modified to include the revaluation of certain fixed assets. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP 2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011 and applicable regulations. Figures are presented in sterling and rounded to the nearest pound.

The charity constitutes a public benefit entity as defined by FRS102.

1.2 General information

The Charity is a charity registered in England and Wales (charity number: 1000661). The Charity's registered office address is Childcare House, Little Wheatley Chase, Rayleigh, Essex SS6 9EH.

1.3 Going Concern

The trustees consider there are no material uncertainties about the charity's ability to continue as a going concern despite the disruption caused by successive COVID-19 lockdowns and restrictions. Savings in overheads, support from the government furlough scheme and adoption of new ways of working and fundraising have reduced the potential impact on professional fees and voluntary income. Cash flow forecasts have been prepared that show the charity has sufficient liquid reserves for the foreseeable future. This combined with the added back up of investments held would allow the charity to continue with its work.

1.4 Critical accounting estimates and judgements

There are no areas within the financial statements which have required the Trustees to make significant judgements or estimates.

1.5 Income

Voluntary, charitable and fundraising income from various sources are only recognised as income when there is sufficient evidence to provide the necessary certainty so it is probable that the income will be received, that the charity is entitled to receive the income and the value can be measured with sufficient reliability. In the case of legacy income, this is recognised when the above income recognition criteria have been met.

Fees from professional services and service level agreements are recognised in the period the service has been provided.

Shop income is included when earned.

Investment income is included when receivable.

Donated assets are included within income at their estimated market value, and are capitalised in the balance sheet.

1.6 Tangible Fixed Assets and Depreciation

Tangible fixed assets costing more than £100 are capitalised and are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Fixtures, fittings and equipment - 25% straight line basis

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

1.7 Investments

Fixed asset investments are initially stated at their transaction value and subsequently stated at fair value. Any realised and unrealised gains or losses, including income received on accumulation units, are included in the Statement of Financial Activities.

The Charity does not acquire or use put options, derivatives or other complex financial instruments.

1.8 Impairment of Fixed Assets and Investments

Fixed assets and investments are subject to review for impairment when there is an indication of a reduction in their carrying value. Any impairment is recognised in the SOFA in the year in which it occurs.

1.9 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is included on an accruals basis, inclusive of any VAT that cannot be recovered. Support costs are allocated based on staff time spent on the activities.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities together with an allocation of support costs.

Expenditure on raising funds comprise those costs associated with attracting voluntary income and the costs of the charity shop together with an allocation of support costs.

Governance costs comprise direct costs for the statutory and governance of the charity together with an allocation of support costs. These are reapportioned to expenditure on raising funds and expenditure on charitable activities according to the ratio of salary costs for each heading.

1.10 Pension Costs

The Society makes defined benefit pension contributions to a Group Pension Scheme administered by Scottish Equitable. Contributions are charged against the Statement of Financial Activities as they fall due. At the year end, contributions of £4,767 were outstanding and were paid when due in April 2021.

1.11 Funds

Restricted funds are those funds subject to restrictions imposed by the donor. Details of funds subject to restriction are set out in note 10.

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

1.12 Taxation

The charity is exempt from tax on income and gains under sections 466 to 493 of the Corporation Tax Act 2010 to the extent that these are applied to its charitable objects.

1.13 Cash at bank and in hand

Cash at bank and in hand includes cash, balances held within bank current accounts payable on demand.

1.14 Financial Instruments

The charity has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial assets, which include trade and other receivables and cash and bank balances are measured at transaction price or consideration expected to be received. Investments are measured at market value. Basic financial liabilities, including trade and other payables and bank overdraft are measured at transaction price or consideration expected to be paid.

1.15 Contributions from Volunteers

The Society relied on part-time volunteers to run the charity shop in Highams Park which closed permanently during April 2021. Volunteers also generally give their time on an adhoc basis to collate the Charity's newsletters and aid with sundry administration and fundraising duties. Due to COVID-19 restrictions on group gatherings and therefore the affect on the charity's fundraising calendar, combined with administration and finance functions fulfilled via working from home arrangements, the charity's offices have been occupied only as strictly necessary and volunteers' contributions have been severely limited during 2020/21. The Trustees consider there is no objective way of putting a financial value on volunteers' effort but record their gratitude for this considerable and essential contribution.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

2. TOTAL EXPENDITURE

	Support And Care services	Fundraising Events	Shop	Trusts	2021 Total
	£	£	£	£	£
<i>Costs directly allocated</i>					
Staff costs	471,702	59,642	221	9,837	541,402
Agency staff and similar costs	65,806	-	-	-	65,806
Fundraising events and activities	-	3,156	-	-	3,156
Shop	-	-	2,957	-	2,957
Special needs and other care costs	15,197	-	-	-	15,197
<i>Support costs allocated</i>					
Staff costs	55,849	7,061	-	1,165	64,075
Travel costs	12,749	6	-	-	12,755
Premises costs	1,369	173	-	29	1,571
Finance and administration costs	35,403	3,215	-	466	39,084
Professional fees	4,897	619	-	102	5,618
Depreciation	5,959	754	-	124	6,837
<i>Governance costs allocated</i>					
Staff costs	8,871	1,051	-	250	10,172
Audit and accountancy	11,773	1,395	-	332	13,500
General office support	481	57	-	14	552
Depreciation	100	12	-	3	115
2021 Total	<u>690,156</u>	<u>77,141</u>	<u>3,178</u>	<u>12,322</u>	<u>782,797</u>

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

TOTAL EXPENDITURE PREVIOUS YEAR

	Support And Care services £	Fundraising Events £	Shop £	Trusts £	2020 Total £
<i>Costs directly allocated</i>					
Staff costs	555,046	57,714	2,652	13,194	628,606
Agency staff and similar costs	51,528	-	-	-	51,528
Fundraising events and activities	-	33,749	-	-	33,749
Shop	-	-	12,570	-	12,570
Special needs and other care costs	10,619	-	-	-	10,619
<i>Support costs allocated</i>					
Staff costs	53,610	5,573	-	1,274	60,459
Travel costs	31,996	891	-	2	32,889
Premises costs	12,379	1,286	-	294	13,959
Finance and administration costs	46,480	3,644	-	833	50,957
Professional fees	11,779	1,181	-	270	13,230
Depreciation	3,083	321	-	73	3,477
<i>Governance costs allocated</i>					
Staff costs	8,732	1,001	-	246	9,979
Audit and accountancy	11,183	1,282	-	315	12,780
General office support	844	97	-	24	965
Depreciation	44	5	-	1	50
2020 Total	<u>797,323</u>	<u>106,744</u>	<u>15,222</u>	<u>16,528</u>	<u>935,817</u>

Support costs are allocated to each activity in proportion to the ratio of direct salary costs they represent, other than travel costs that can be directly attributable to specific activities.

In 2021 the expenditure on charitable activities was £690,156 (2020: £797,323) of which £611,774 (2020: £727,508) was expenditure from unrestricted funds and £78,382 (2020: £69,815) was expenditure from restricted funds.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

3. EMPLOYEES

Number of Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Fundraising and Trusts	2.1	3.0
Direct charitable	19.3	22.1
Administration	4.3	4.4
Governance	0.2	0.2
	<u>25.9</u>	<u>29.7</u>

Employment Costs and remuneration of key management personnel

	2021 £	2020 £
Salaries and Wages	537,074	610,724
Social security costs	39,679	46,375
Other pension costs	38,896	41,945
	<u>615,649</u>	<u>699,044</u>

Employment costs include termination payment amounting to £Nil (2020; £10,592).

The Trust considers its key management personnel comprise the trustees and the charity Director. The total employment benefits including employer pension contributions of the key management personnel were £45,477 (2020: £45,498). No employees had annual emoluments in excess of £60,000 (2020: None).

All pension costs are from unrestricted funds for both years.

4. AUDITORS REMUNERATION

Included within the audit and accountancy costs in Note 2, the auditor's remuneration constituted an audit fee of £11,250 (2020: £10,650) and additional advisory fees of £Nil (2020: £Nil).

5. RELATED PARTY TRANSACTIONS AND TRUSTEES' EXPENSES AND REMUNERATION

None of the trustees (or any persons connected with them) received any remuneration during the year (2020: Nil), and none of them were reimbursed for expenses (2020: None).

There were no services provided to the charity during the year by persons or legal bodies connected to any trustee (2020: Nil.).

Donations received from trustees totalled £2,590 (2020: £2,135).

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

6. TANGIBLE FIXED ASSETS	Fixtures, fittings and equipment £
Cost	
At 1 April 2020	53,846
Additions	10,241
Disposals	(16,888)
	<hr/>
At 31 March 2021	47,199
	<hr/>
Depreciation	
At 1 April 2020	33,574
Charge for the year	6,953
Disposals	(16,888)
	<hr/>
At 31 March 2021	23,639
	<hr/>
Net Book Value	
At 31 March 2021	23,560
	<hr/> <hr/>
At 31 March 2020	20,272
	<hr/> <hr/>
7. FIXED ASSET INVESTMENTS	Listed Investments £
Market value at 1 April 2020	385,824
Unrealised gain in the year	91,868
	<hr/>
Market value at 31 March 2021	477,692
	<hr/> <hr/>
Investment assets are held in the U.K.	
Historical cost:	
At 31 March 2021	298,801
	<hr/> <hr/>
At 31 March 2020	298,801
	<hr/> <hr/>

Listed investments include M&G Charifund income units, Black Rock UK Equity Fund A and Bond A Fund Income units, CCLA's income units, Schroder Charity Fixed Interest Fund units, St. James Place Sustainable & Responsible Equity Class unit trust accumulation units and St James Place Money Market unit trust accumulation units whose values individually exceed 5% of the total investment portfolio. Investments are held to provide an investment return.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY**NOTES TO THE ACCOUNTS (continued)****FOR THE YEAR ENDED 31 MARCH 2021**

8. DEBTORS	2021	2020
	£	£
Prepayments and accrued income	9,068	11,623
Other debtors	23,783	33,143
	<u>32,851</u>	<u>44,766</u>
All debtors related to unrestricted funds in both 2021 and 2020.		
9. CREDITORS: amounts falling due within one year	2021	2020
	£	£
Tax and social security	12,549	11,051
Accruals and deferred income	22,594	31,780
Other creditors	21,149	16,594
	<u>57,292</u>	<u>59,425</u>
All creditors in 2021 and 2020 relate to unrestricted funds.		
Deferred Income – other		
Balance as at 1 st April	11,587	12,112
Additional amounts of income deferred	2,663	11,587
Amount released to incoming resources	11,587	(12,112)
	<u>2,663</u>	<u>11,587</u>

This relates to professional service fee income received in advance and income received for fundraising events that take place after the year end.

Other creditors include pension contributions due at the year-end of £4,767 (2020: £4,936).

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

10. RESTRICTED FUNDS

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfer to Unrestricted Reserves £	Balance at 31 March 2021 £
Discretionary Fund	2,086	13,910	(8,266)	-	7,730
Building Resilience Project Year 2	8,382	-	(8,382)	-	0
Family Support Fund	1,225	-	-	-	1,225
Bounce Back Project	-	48,000	(22,713)	-	25,287
COVID-19 Crisis & Hardship Grants	-	7,250	(6,850)	-	400
COVID-19 IT & Website Support Grants	-	11,000	(1,160)	(8,071)	1,769
Family Wellbeing Support Project	-	16,800	(455)	-	16,345
Counselling Suite Refurbishments	1,815	-	-	-	1,815
Training programmes to support child emotional wellbeing	200,000	-	(25,000)	-	175,000
Building Resilience Project	5,556	-	(5,556)	-	0
2021 Total	<u>219,064</u>	<u>96,960</u>	<u>(78,382)</u>	<u>(8,071)</u>	<u>229,571</u>

PREVIOUS YEAR

	Balance at 1 April 2019 £	Incoming Resources £	Resources Expended £	Transfer ex Unrestricted Reserves £	Balance at 31 March 2020 £
Tesco Bags of Hope	3,166	1,000	(4,166)	-	-
Discretionary Fund	129	9,432	(7,475)	-	2,086
Building Resilience Project Year 2	-	20,116	(11,734)	-	8,382
Family Support Fund	-	4,500	(3,275)	-	1,225
Counselling Suite Refurbishments	1,815	-	-	-	1,815
Training programmes to support child emotional wellbeing	225,000	-	(25,000)	-	200,000
Building Resilience Project	10,385	13,336	(18,165)	-	5,556
2020 Total	<u>240,495</u>	<u>48,384</u>	<u>(69,815)</u>	<u>-</u>	<u>219,064</u>

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

Bounce Back Project

A combination of grants from six differing sources to support children and young people with transition out of lockdown by supporting additional health and wellbeing support. This will involve funding a new role of transition co-ordinator to act as a dedicated link between children, families and schools during transition arranging the additional requests for help.

COVID-19 Crisis and Hardship Grants

A combination of three donations from differing sources specifically to fund family food poverty and crisis counselling support directly as a result of changing circumstances directly as a result COVID lockdown.

COVID-19 IT and Website Support Grants

A combination of grants from two differing sources providing support to introduce ways to support children remotely via the internet where face to face counselling is not possible due to lockdown. Also, to help the charity enhance it's digital footprint to source donations and promote virtual fundraising where traditional events and sponsorship is unable to take place due to COVID-19 restrictions upon social interaction.

Tesco Bags of Hope

This local community grant where money raised by carrier bag charge in Tesco stores is being used to fund community projects across Great Britain. In this case, three grants have been received to provide counselling sessions and resources within the geographical areas of Clacton-on-Sea, Grays and Witham.

Discretionary Fund

This fund consists of regular donations from an individual company requiring the monies be utilised for direct financial assistance to children and their families within Essex and East London, where it is recognized such assistance would make a real difference to their lives. The fund is administered within strict guidelines for specific item or event.

Family Wellbeing Project

Funded by local authority grant, this project aims to reach vulnerable families through the school community offering face to face support liaising closely with statutory services.

Family Support Fund

This fund was established from a grant received and is earmarked to subsidise one-to-one counselling sessions to children and young people outside of a school setting, to support their emotional needs. The fund is utilised where family finances would not stretch to contribute to the cost of therapy.

Counselling Suite Refurbishments

We have received two donations to refurbish general office space into dedicated counselling suite accommodation to provide a comfortable safe environment for families and children to receive emotional and therapeutic services.

Training programmes to support child emotional wellbeing

This grant was made to help expand training program provision by bccs over a 10 year period. The fund is to contribute towards the costs of increasing numbers and content of training programs offered to parents and professionals. This helps to equip them with the skills and confidence in providing early intervention support to young people and when to seek additional support if necessary.

Building Resilience Project (original and year 2)

A combination of two donations from differing sources to help fund specific support to children and young people to develop strengths, acquire skills, recover from hardships and be prepared for future challenges. Children and young people have differing levels of resilience and different ways of responding to stressful times. This project allows the expansion of the provision of 1:1 therapy with trained family counsellors enabling the building of these skills.

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

11. UNRESTRICTED FUNDS

	Balance at 1 April 2020	Income	Expen- diture	Transfer from Restricted Reserves	Unrealised gain (loss) on investments	Balance at 31 March 2021
	£	£	£	£	£	£
Unrestricted Funds 2021	694,940	784,303	(704,415)	8,071	91,868	874,767
Unrestricted Funds 2020	751,595	846,190	(866,002)	-	(36,843)	694,940

12. NET ASSETS OF THE FUNDS OF THE CHARITY

	Fixed Assets	Investments	Net current assets/(liabilities)	Fund Balance
	£	£	£	£
2021				
Unrestricted Funds	23,560	477,692	373,515	874,767
Restricted Funds	-	-	229,571	229,571
	23,560	477,692	603,086	1,104,338
2020				
Unrestricted Funds	20,272	385,824	288,844	694,940
Restricted Funds	-	-	219,064	219,064
	20,272	385,824	507,908	914,004

13. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net movement in funds	190,334	(78,086)
Adjustments for:		
Depreciation charges	6,953	3,527
(Gains)/losses on investments	(91,868)	36,843
Dividends and interest from investments	(7,799)	(8,399)
Decrease (increase) in debtors	11,915	50,372
(Decrease)/increase in creditors	(2,133)	(13,143)
Net cash used in operating activities	107,402	(8,886)

BRENTWOOD CATHOLIC CHILDREN'S SOCIETY

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

14. POST BALANCE SHEET EVENT

Following approval by the Charities Commission on 22nd April 2021, Bccs have been the fortunate recipients of a large unrestricted donation of £1,750,000 from the Jean Marie Gunn Trust. At the full trustees meeting on 24th June 2021, trustees decided to designate this generous donation to acquire suitable premises for the charity to allow for the expansion of services for the benefit of more children and young people and their families.