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**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
BETWS FAMILY CENTRE**

REGISTERED CHARITY NUMBER: 1093525

**BETWS FAMILY CENTRE**  
REGISTERED CHARITY NUMBER: 1093525  
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**FOR THE YEAR ENDED 31 MARCH 2021**

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**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number**

1093525

**Registered Office**

19 Treforis  
 Betws  
 Ammanford  
 SA18 2RA

**Trustees**

Tricia Steinmann	Chairperson
Karen McMinn-Davies	Treasurer
Rhian Morris	Trustee
Helen Evans	Trustee
Emma Day	Trustee
Betsan Jones	Vice Chair
Anneka Bell	Advisory
Suzy Bale	Advisory

**Bankers**

Unity Trust Bank  
 Customer Service Centre  
 Nine Brindleyplace  
 Birmingham  
 B1 2HB

**Independent Examiners**

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

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE TRUSTEES - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Betws Family Centre is a charity governed by a constitution as adopted 21 March 2002. It is registered as a charity with the Charity Commission.

The aims and objects of the charity are "to develop at a local level the skills and nurturing capacity of families, parents and carers so that the well-being and life chances of their children are enhanced."

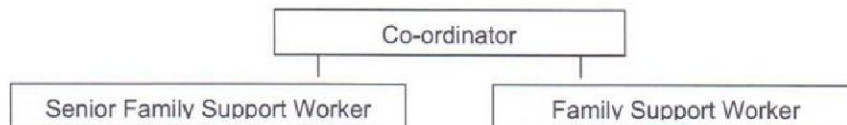
**Appointment of Trustees**

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

**Trustee Induction and Training**

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

**Organisation Structure**



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

**Related Parties**

There were no related party transactions

**Risk Management**

Betws Family Centre conducts risk assessments before undertaking any activities or events and ensures that appropriate DBS checks are undertaken for those working with children or vulnerable adults.

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

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE TRUSTEES - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

### **OBJECTIVES AND ACTIVITIES**

The object of the charity is about prevention and early intervention.

The constitution states the two objects as: I. The preservation and protection of health and the relief of distress within family relationships by the provision of a resource and advice centre and by the education of the public in good parenting skills; II. The provision of facilities for recreation and other leisure time activities for families with young children in the interests of social welfare with a view to improving conditions of life.

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

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

- Have a flying start in life
- Have a comprehensive range of education and learning opportunities
- Enjoy the best possible health, free from abuse, victimisation and exploitation
- Have access to play, leisure and cultural activities
- Are listened to, treated with respect, and have their race and cultural identity recognised
- Have a safe home and a community which supports physical and emotional well-being
- Are not disadvantaged by poverty

The objectives for the next year are:

- Improve parents knowledge of the contribution messy play makes to child development.
- Increase their amount of all weather outdoor play for children at the centre.
- Reduce social isolation and increase social networks for children with sensory impairments and their families.
- Improve parents' knowledge of health and the well-being of their babies and children.
- Enhance the life skills of parents at the centre and enable them to go on to further training or employment.
- Increase parents' basic knowledge of the Welsh Language and its culture.

### **ACHIEVEMENT AND PERFORMANCE**

Due to the Covid-19 lock downs and restrictions the centre has changed how it reaches families. In lockdowns we provided families with online Zoom groups. As restrictions have lifted we have done outdoor sessions and then indoor session following guidance.

Thanks to Comic Relief we have run our Bumps to Babies project that has supported families from pregnancy until their child is 1. We have run a combination of online and face-to-face groups; baby massage, baby sensory, baby walking group, Breastfeeding group. We have provided places for 13 parents on a distant learning Paediatric First Aid course and also facilitated 8 Mindfulness sessions held online by Mind Swansea.

Children In Need project has been further developed over this year to provide sessions from babies to children of 11 years of age. We have supported 122 children during this project these children have experienced activity packs with crafts, gardening, books and sensory activities to complete at home with their care givers, cooking packs with a recipe to follow on zoom, outdoor play, sessions run by external providers via zoom.

Mynydd y Betws have aided us in better reaching families during lockdown with a grant that was used towards buying a laptop, mobile phone and tablet for the centre. They have also funded staffing for the Language and Play and Baby Massage courses that we ran online and face to face as restrictions eased.

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE TRUSTEES - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

We have carried out the following courses over the year these have been online and mainly to reduce isolation and help parents mental health these courses are: Language and Play for babies and toddlers, Active Story Time, Mindfulness Courses by Swansea Mind, Baby Weaning, baby massage.

We had Flying Start money and specific money from Flying Start to run a "Time to Shine" programme. This was for families who had concerns about their children's communication development following the first lockdown. The programme was an intervention to improve their speech early on. The time to shine course was two online sessions per week; one was a Language and Play and the other was an Active Story session,

Thanks to Archbishop we have been able to offer cooking sessions for families, parents and children have been able to cook together as a family. Due to Covid restrictions this has been done by providing ingredient packs to families and then step by step instructions for them to follow via our social media. This gets children involved in healthy cooking and gives parents confidence to be able to do it at home.

We have continued to support families with the TAF approach. We offered a lot of 1-1 support for parents during lockdowns for things like anxiety, parenting concerns, concerns about child development, mental health issues, relationship breakdown, housing, challenging behaviour and debt management.

**Activities/Courses**

- Sensory play
- Arts and crafts
- Messy play
- Outdoor play
- Free Play
- Baby massage
- Breast Feeding Group
- Songs, stories and rhymes
- Gardening
- Walking Groups
- Toddler Group
- Baby group
- Cooking packs
- Activity Packs
- Actif Story Time
- Michelle Jamba Drama
- Bongo Clive
- Sponsored Walk
- Zoolab
- MadScience
- Chwarae Anibendod

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE TRUSTEES - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

### **Training**

Staff training has been given covering:

- **Fire awareness & fire warden**
- **Safeguarding**
- **VAWDA Training**
- **COSHH Training**
- **Guide Digital Mental Health Training**
- **Lone worker training**
- **Children's Rights Event**
- **TAF Training**
- **Mental health awareness**
- **BookTrust webinars**
- **Early Language Webinar**
- **Systemic training**

We have worked with the following agencies: Menter Bro Dinefwr, CBSA, Flying Start Health Visitor, Flying Start Team, Dinefwr, Cymraeg I Blant, Social Services, Citizens Advice Bureau (financial advice), Betws School, local Councillors, Swansea University, counselling services.

### **FINANCIAL REVIEW**

#### **Reserves Policy**

Betws Family Centre has reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The greatest area of risk to the effectiveness of the charity is loss of grant income. The trustees feel that, given their responsibilities to both the paid workers and the families who benefit from the services, a reserve of 4 – 6 months running costs (currently equivalent to £14,405 - £21,608) should be held (this being calculated in relation to total payments less capital costs). Current reserves are £24,001, which is slightly above this range, but it should be noted that expenditure was affected by Covid-19 and is lower than last year. Had expenditure remained at a consistent level this would be within the reserves policy. The trustees monitor reserves on a regular basis.

This level of reserves has been determined taking into account the fact that income is received from a wide range of sources, the extent of protective measures (such as insurance), commitments it has to staff, and other obligations under agreements with third parties.

Risk management has been reviewed in terms of child protection policies, risk assessments of events and trips, the undertaking of DBS checks and health and safety issues. The trustees feel that they have taken all reasonable steps to protect beneficiaries, staff, volunteers and the organisation itself. This policy will be reviewed annually.

#### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**REPORT OF THE INDEPENDENT EXAMINER**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Independent examiner's report to the trustees of Betws Family Centre**

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 8 to 11.

**Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

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

**Basis of independent examiner's report**

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

**Independent examiner's statement**

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

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



Name: Mrs Shirley David

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

Date: 23<sup>rd</sup> September

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted Funds	Restricted Funds	Apr 2020 - Mar 2021	Apr 2019 - Mar 2020
<b>Receipts</b>					
Voluntary Income		0	0	0	0
Gifts and Donations Income		0	0	0	941
Grants		0	61,763	61,763	34,485
<b>Total Voluntary Income</b>		0	61,763	61,763	35,426
<b>Total Receipts</b>	2	0	61,763	61,763	35,426
<b>Payments</b>					
Books and Publications		0	696	696	1,685
Capital		30	450	480	2,312
Craft Activities		0	1,626	1,626	486
Equipment		0	199	199	861
Governance Costs	3	0	6,366	6,366	5,922
HR Costs		0	0	0	90
Maintenance		0	208	208	212
Marketing		0	199	199	0
Miscellaneous		0	23	23	0
Office Supplies & Stationery		0	486	486	270
Petty Cash		0	52	52	647
Postage and Delivery		0	9	9	0
Salaries, Tax and NI	4 & 5	0	29,878	29,878	30,683
Telephone		0	1,368	1,368	972
Training for Beneficiaries		0	335	335	1,010
Training Staff and Volunteers		0	359	359	1,416
Travel Expenses		0	76	76	210
Trips and Events		0	318	318	885
Total Utilities		0	537	537	671
<b>Total Payments</b>		30	43,185	43,215	48,332
<b>Net Income/(Expenditure)</b>		-30.35	18,578	18,548	-12,906
<b>B/F Previous Year End</b>	2	24,032	-3,782	20,250	33,156
<b>C/F Current Year End</b>	2	24,001	14,797	38,798	20,250

**BETWS FAMILY CENTRE**  
 REGISTERED CHARITY NUMBER: 1093525  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	As of Mar 31, 2021	As of Mar 31, 2020
Cash at bank and in hand			
Petty cash			
Unity Trust current		26	26
<b>Total Cash at bank and in hand</b>		<b>38,772</b>	<b>20,224</b>
<b>Net current assets</b>		<b>38,798</b>	<b>20,250</b>
<b>Creditors: amounts falling due within one year</b>		<b>38,798</b>	<b>20,250</b>
Current Liabilities			
VAT Control		0	0
<b>Total Current Liabilities</b>		<b>0</b>	<b>0</b>
<b>Total Creditors: amounts falling due within one year</b>	7	<b>0</b>	<b>0</b>
<b>Net current assets (liabilities)</b>		<b>38,798</b>	<b>20,250</b>
<b>Total assets less current liabilities</b>		<b>38,798</b>	<b>20,250</b>
<b>Total net assets (liabilities)</b>		<b>38,798</b>	<b>20,250</b>
<b>Breakdown of Funds</b>			
Unrestricted Funds (Reserves)	2	24,001	24,032
Restricted Funds	2	14,797	-3,782
<b>Total Funds</b>		<b>38,798</b>	<b>20,250</b>

Signed on behalf of the trustees

Name Tricia Tautt

Signature [Signature]

Date 14/10/21

**BETWS FAMILY CENTRE**  
REGISTERED CHARITY NUMBER: 1093525  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. Accounting Policies**

The accounts have been prepared under the receipts and payments convention and in accordance with:

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

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

- Restricted funds are to be used for specified purposes as specified by the donor. Expenditure that meets these criteria is identified to the fund.
- Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and is available as general funds

**2. Restricted Income**

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

<b>Fund</b>	<b>B/F</b>	<b>Income</b>	<b>Expenditure</b>	<b>C/F</b>
B&Q Foundation	0	1,000	0	1,000
BBC Children in Need	352	23,237	23,246	343
Coalfields	2,472	0	2,472	0
Comic Relief	0	7,999	4,556	3,443
Flying Start	53	0	36	17
Flying Start 2021	0	5,385	5,295	90
Foyle Foundation	0	5,000	0	5,000
Garfield Weston	0	6,000	0	6,000
Mynydd y Betws	(5,804)	7839	4,786	(2751)
Mynydd y Betws Covid	0	1,000	1,000	0
Tesco 2020-21	0	1,000	0	1,000
The Archbishop of Wales Foundation	519	0	145	373
Time to Shine	0	1,653	1,371	282
WCVA	(1,650)	1,650	0	0
William Brown Hill	277	0	277	0
<b>Total Restricted Funds</b>	<b>(3,782)</b>	<b>61,763</b>	<b>43,185</b>	<b>14,797</b>

**3. Support costs**

Governance:

This includes costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or charity matters. There was no trustee remuneration. Governance costs were as follows:

Accounting	£ 360
Bank Charges	£ 72
Consultancy	£ 3,941
Insurance	£ 933
Membership/Dues	£ 159
Professional Fees	£ 900
<b>Total</b>	<b>£ 6,366</b>

**BETWS FAMILY CENTRE**  
REGISTERED CHARITY NUMBER: 1093525  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**4. Pension Schemes**

The charity provides an autoenrollment pension scheme.

**5. Salaries and Wages**

£ 29,878 was spent on salaries and wages during the year.

The average number of employees in the year, calculated on a full-time equivalent basis, was 1.19

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

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

**6. Debtors**

There were no debtors at the year-end.

**7 Creditors**

There were no accounts payable at the year-end.