

**Howgill Family Centre**  
(A company limited by guarantee)

**Trustees' report and financial statements**

**for the year ended 31st March 2022**

**Charity number: 519278**

**Company number: 02045632**

**robinson + co**

**Chartered Accountants**

**Howgill Family Centre**  
**(A company limited by guarantee)**

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**HOWGILL FAMILY CENTRE**  
**COMPANY LIMITED BY GUARANTEE**

**MEMBERS OF THE BOARD AND MANAGEMENT AND PROFESSIONAL ADVISERS**

**Registered charity name**                      Howgill Family Centre

**Charity number**                                519278

**Company registration number**            02045632

**Registered office**                            Birks Road  
Cleator Moor  
Cumbria  
CA25 5HR

**Trustees**                                        Brenda Holden                      Chair  
Ian Harvie                                        Treasurer  
Willie Slavin  
Geoff Toogood  
Gwynneth Everett  
Julie Barnes    Appointed 18/11/2021, Resigned 27/06/2022

**Professional Adviser**                        Mary Lowrey

**Howgill Manager**                             Ishbel Cooke

**Howgill Business Manager**                Eric Batty

**Accountants**                                 Robinson + co., Chartered Accountants  
Oxford Chambers, New Oxford Street, Workington, Cumbria

**Auditors**                                        Saint & Co, Chartered Accountants & Statutory Auditor  
12/13 Church Street, Whitehaven, Cumbria, CA28 7AY

**Bankers**                                         National Westminster Bank plc  
71 Lowther Street, Whitehaven, Cumbria, CA28 7AG

**Solicitors**                                        Burnetts Solicitors  
6 Victoria Place, Carlisle, Cumbria, CA1 1ES  
HTF Gough & Co  
38/42 Lowther Street, Whitehaven, Cumbria, CA28 7NR

**HOWGILL FAMILY CENTRE**  
**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2022**

The Trustees, who are also directors for the purposes of company law, present their report and the financial statements of the company for the year ended 31 March 2022.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

**DIRECTORS/TRUSTEES**

The directors of the charitable company (the charity) are its Trustees for the purpose of the charity law and throughout this report are collectively referred to as Trustees.

The Trustees serving during the year were as follows, and contribute their experience from:

Brenda Holden	Education	
Ian Harvie	Private industry	
Willie Slavin	Education	
Geoff Toogood	Education	
Gwynneth Everett	Local government	
Julie Barnes	Local business	Appointed 18/11/2021, Resigned 27/06/2022
<b>PROFESSIONAL ADVISER</b>	Mary Lowrey	Appointed 11/08/2021

**CHAIR'S REPORT**

The past year has continued to throw up challenges for Howgill. With continued determination and resilience from the Board of Trustees and staff, we are in a more secure position to continue to support children and families in our communities. As Chair, I am deeply indebted to my colleagues across the whole organisation for their continued commitment, hard work and diligence which has been key to the success of major developments and change that have been necessary to drive Howgill forward.

The loss of secure, guaranteed funding to deliver services on behalf of Cumbria County Council remains a destabilising factor for the organisation and a threat to the future of the charity and business to continue as a viable operation. The Board of Trustees and the Management Team continue to look for all opportunities to secure funding to enable the organisation to flourish and expand.

A thorough and rigorous review, restructure and reorganisation of our Early Years provision has led to enhanced status for managers and deputies in all four settings, further training opportunities for all staff and improved outcomes for children and families.

## **Howgill Family Centre** **(A company limited by guarantee)**

**Trustees' Annual Report (continued)**  
**for the year ended 31st March 2022**

### **CHAIR'S REPORT (continued)**

The services we are running also include emotional wellbeing in primary schools, family finance, speech, language and communication in Early Years and working with parents through the Transforming West Cumbria Family Wellbeing programme. This funding ensures that we can continue to provide these much needed services.

All the staff are dedicated to making a difference to the lives of the children and families and I would like to take this opportunity to thank them for their professionalism and commitment to ensure the children and families get the best possible experience whilst in our care.

Partnerships with a range of organisations have continued to grow and flourish. Ambitious development plans drive us forward and the Bedrock Award process we are embarking on will enable the Board to plan the future direction of Howgill.

The reserves remain healthy, and new funding streams put the organisation on a more secure footing to move our ambitious plans forward.

Several successful funding bids ensure we continue to deliver and expand our services in Copeland and support as many children and families as possible for at least the next three years. The funding has enabled us to continue with previous partnerships as well as developing new ones. Opening new horizons is an exciting prospect and we relish the opportunity to work alongside committed professionals who have shown faith in Howgill.

We rely heavily on the help from funders, who continue to support our work, especially Sellafield Ltd, Cumbria Community Foundation, Francis C Scott Charitable Trust and Copeland Community Fund. We are extremely grateful for their financial and practical support.

Howgill's services include supporting families facing financial hardship and improving the education and wellbeing of their children, both in the earliest years and within their school environments.

Howgill's future success will depend on staff being extremely conscientious, committed and hard-working and we thank them for the loyalty they show and their determination to make Howgill the successful organisation it is and can be in the future. I am optimistic that their continued support as we rebuild and plan to grow Howgill again will stand us in good stead. The road ahead remains arduous but exhilarating.

As the Board of Trustees is reduced in number, we are actively seeking new Trustees to join and refresh the Board and bring a wider range of skills and expertise. This will be essential as we are at a pivotal stage of development.

On a personal level I would like to thank my fellow Trustees for their help and support during the last year. I must express my heartfelt thanks to all the staff who have carried on working and coping so well with the challenges they faced. Their commitment to Howgill has been outstanding.

Howgill Family Centre has always been an organisation that adapts to change, and we now look forward to working on new projects as they develop. We will take full advantage of any new opportunities as they occur.

# Howgill Family Centre

## (A company limited by guarantee)

Trustees' Annual Report (continued)  
for the year ended 31st March 2022

### CHAIR'S REPORT (continued)

The excellent links we have built up with partner organisations continues to stand us in good stead as we develop a new Howgill Family Centre and continue to support the community in whatever way we can. The future is bright.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing Document

Howgill Family Centre is a company limited by guarantee and the roles and responsibilities are laid down in the Memorandum and Articles of Association dated 12<sup>th</sup> June 1986 and amended on 9<sup>th</sup> December 2004.

#### Appointment of Trustees

The Board of Trustees is responsible for the organisation in all respects and are elected by all Members at the Annual General Meeting. Under the Articles of Association there is no maximum number of Trustees and the minimum number is three.

Howgill recruits Trustees as volunteers for their skills in safeguarding, education, business, legal, financial, marketing and communications, public health or social care. Trustees are sought in a variety of ways involving exploration of the field of potential candidates, including through advertising and by recommendation from service users, members and existing Trustees.

We aim to assess the implications of the Charity Governance Code 2020 for our charity, and to take steps to ensure that we adopt those aspects of the Code that are relevant to us. We are aware that a number of our Trustees have been in office for an extended time, but face challenges in recruiting and retaining committed individuals to our Board in the location where we operate.

#### Trustee induction and training

We ensure that all new Trustees understand their responsibilities to the charity and carry out their duties based upon the principals of "Good Governance", A Code for the Voluntary and Community Sector, December 2020 and the guidance issued by the Charity Commission for England and Wales. All new Trustees undertake appropriate training.

#### Organisational structure

Trustees meet as a full Board at least 6 times during the year but more often should the need arise. Sub-committees and task groups of Trustees, co-opted members and management staff may be convened when appropriate and report to the Board.

Howgill's Trustees have clearly defined roles and responsibilities and there are job descriptions for all Trustees, Chair and Treasurer. However, all Trustees are encouraged to become as involved as they possibly can in the life and work of the organisation. It is so important that the Board understands fully what is involved so that they can make important strategic decisions and carry out their function efficiently.

# Howgill Family Centre

## (A company limited by guarantee)

Trustees' Annual Report (continued)  
for the year ended 31st March 2022

### Organisational structure (continued)

Trustees have full responsibility for the governance and finances of the organisation. The Chair continues the overseeing of the management and operations of the organisation. The Howgill Manager, Ishbel Cooke has delegated responsibility to manage the day-to-day operations of the charity on behalf of the Trustees, to allow effective management over service delivery, finance and employment. Alongside the senior managers, she provides appropriate supervision for the current key operational areas of our activities - business, Early Years provision, community financial support, and children's therapy and other support services.

At 31 March 2022, we had 38 employees, including full time, part time and bank staff.

### Key management and personnel remuneration

The Trustees consider the Board of Trustees and the Senior Manager, aided by the Management Team, as comprising the key management personnel of the charity, in charge of directing and controlling the charity and running the operation of the charity on a day-to-day basis.

All Trustees give of their time freely and no remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in notes 13 and 24 to the accounts.

The pay of the charity's senior Manager and senior staff is reviewed annually and assessed in accordance with average earnings. The remuneration is also benchmarked with charities of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

### Partnership

In line with Howgill's objectives, many of the initiatives that are developed and delivered gain from the involvement and support of other charitable, voluntary, and public sector bodies, including schools, colleges and universities, as well as commercial businesses. This can be in the form of co-working, mutual support and direct funding.

Charities and organisations who have worked in partnership with Howgill during the last year include: Sellafield Ltd, Jim Bowers Foundation, Copeland Borough Council, Cumbria County Council, Copeland Community Fund, Cumbria Community Foundation, Francis C Scott Charitable Trust, Love Barrow Families, Together We Can CIC, Phyllis Harney Trust, Elected mayor of Copeland Mike Starkie, North Lakes Foodbank, Tesco, Buttle Trust, Cumbria CVS, Citizens Advice Bureau, Nuclear Decommissioning Agency (NDA), University of Central Lancashire (UCLan), Social Enterprise Acumen, Whitehaven, Egremont & District Credit Union, Police and Crime Commissioner, CADAS, Phunky Foods, Cumbria Youth Alliance, Inspira, Dioceses of Carlisle and Lancaster, Lakes College West Cumbria, Young Cumbria, Riverside Housing Association, The Whitehaven Foyer, South Whitehaven Youth Partnership, Baby Basics, Phunky Foods, Phoenix Youth Centre, University of Cumbria, Whitehaven Harbour Youth Project, Cumbria Partnership NHS Foundation Trust, West Cumbria Child Poverty Forum, Barnardo's, North Cumbria Integrated Care NHS Foundation Trust, West Cumberland Hospital and many local schools, too numerous to mention individually.

# Howgill Family Centre (A company limited by guarantee)

Trustees' Annual Report (continued)  
for the year ended 31st March 2022

## Risk Assessment

A lack of critical leadership and its effect throughout the whole organisation, as well as maintaining the funding necessary for Howgill to meet its objectives, are the main risks to the charity. Long term funding and maintaining appropriate staffing levels in a climate of local and national recruitment and retention difficulties is challenging.

Ongoing recruitment to the Board of members with specific skills, experience and expertise and seeking corporate input are critical to continue to strengthen the governance of the organisation.

During the last financial year, we have kept under constant review the services presently provided and those that are essential for the future direction of the organisation. New services are now being delivered and we identify and review on a regular basis those services that are most needed and where we are in a strong position to make a significant contribution to the wellbeing of our local families.

The success of future plans depends on securing the level of funding that will be required for services and planned projects, in a challenging post-COVID-19 environment. We remain alert to opportunities to increase the sources of our funding.

To meet the needs of maintaining a high level of service provision, we continue to provide training opportunities for employees and volunteers to maximise the skills base and offer career progression opportunities when these become available.

## OBJECTIVES AND ACTIVITIES

The Charity is established to promote any charitable purpose for the benefit of the inhabitants of Copeland in West Cumbria, including the advancement of education and the provision of facilities for recreation and leisure time occupation, in the interests of social welfare and with the objective of improving the condition of life of those inhabitants.

Howgill aims to provide support to children and families with particular emphasis on the disadvantaged.

Over the last year it has done this by:

- Working with families and delivering Early Years Childcare & Education providing 60 places in total for 2–4-years at Mirehouse, Kells and Whitehaven and ensuring a smooth transition to schools.
- Working with families and delivering Early Years Childcare & Education providing 50 places for 0-5 years in Cleator Moor and ensuring a smooth transition to schools.
- Working in partnership with the Cumbria Communication Project team to support the development of speech, language and communication in the Early Years.
- Working in partnership with Transforming West Cumbria: Family Wellbeing to promote and provide services to parents/carers of young children from 0-4 years in a number of our centres.

## Howgill Family Centre (A company limited by guarantee)

Trustees' Annual Report (continued)  
for the year ended 31st March 2022

### OBJECTIVES AND ACTIVITIES (continued)

- Providing additional support to eight local primary schools to improve the emotional wellbeing of children who have experienced one off trauma, separation or loss issues and anxiety, based around play therapies with a strong emphasis on the voice of the child.
- Supporting families with financial support that includes helping parents with budgeting and monitoring, claiming benefits and grants.
- Working in partnership with Good Enough Start in Millom to provide local community perinatal and infant attachment care by delivering a pioneering preventative service to transform the life chances for future newborn babies.
- Providing accountability for Baby Basics West Cumbria to provide a baby bank to deliver essential, additional services for low income communities alongside midwives and health visitors.

We are dedicated to providing high quality services open to external inspection, evaluation and assessment. Premises and activities are registered with Ofsted where appropriate. Distinctive services provided by Howgill to children and families are based on trusting relationships.

Our Early Years provision has continued at our settings at Catherine Street, Birks Road, Valley and Kells. Over 100 children each day continue to benefit from this high quality service.

We are committed to people's growth and development. By increasing aspirations and expectations, service users, parents, carers, children, volunteers and employees, are encouraged to learn and progress towards fulfilling their potential. We aim to build the capacity and resilience of local communities.

Our approach is collaborative. Families have always been at the centre of what we do and we have high expectations of the adults in the relationship. There is a recognition that people we work with have responsibilities too – to act safely and responsibly. Our aim is to foster greater independence and resilience. We believe that people can address the issues they face – recognising that they may need support in the forms of information, skills and confidence to enable them to do so. We will enable people, when they are ready, to move beyond the point where Howgill's support is required. Former service users are encouraged to become volunteers, sponsors, trustees and patrons.

The safeguarding of all children is a priority concern and all staff and volunteers, including Trustees, are regularly trained in safeguarding. Staff and volunteers have a clear pathway for reporting concerns as soon as they arise. Safer Recruitment practices are rigorously deployed, including obtaining enhanced Disclosure and Barring Service (DBS) checks (renewed every three years) on Trustees, employees and volunteers. Training is recorded and monitored to ensure that employees' qualifications, especially in safeguarding and first aid, are kept up-to-date. There are Designated Safeguarding Leads and Deputy Designated Safeguarding Leads to drive continuous improvement.

Trustees have regard to the Charity Commission's guidance on public benefit when reviewing Howgill's aims and objectives and in planning future activities. Howgill fulfils its public benefit objectives through its support to children and families with particular emphasis on the vulnerable and disadvantaged.

# Howgill Family Centre

## (A company limited by guarantee)

Trustees' Annual Report (continued)  
for the year ended 31st March 2022

### ACHIEVEMENTS

Howgill continues to develop services through grants and fees. Referrals were received from a wide range of agencies, the majority from midwives, health visitors and primary schools.

Howgill's deep roots in local communities provide distinctive strengths in drawing in some of the most disadvantaged families. This is reflected in the strong partnerships and relationships that have been established at all our settings and centres and which continue as we develop our new focus and direction in 2022.

Trustees view the provision of Early Years Learning for 0-4 year olds as an integral part of Howgill's offer, enabling the organisation to reinforce the support it provides that ensures children are receiving the best start, especially as they prepare to enter formal nursery education. There is great continuity in Howgill's relationship with families, which may have started at the prenatal stage and can continue as the children move towards adolescence and even into adulthood.

Specific achievements during the year to 31st March 2022 include:

- Successful applications to a number of funding bodies that provide essential business and planning support and a range of services for children and families.
- A thorough and rigorous review, restructure and reorganisation of our Early Years provision which has led to enhanced status for managers and deputies in all four settings and further training opportunities for all staff.
- Strengthened our relationship with CCC Learning Improvement Service for Early Years who support our managers, deputies and practitioners.
- Continued to invest in developing our future Early Years workforce. Our settings continue to be popular and we are seeing the growing popularity of all our settings.
- Managed and delivered successful projects supported by grants and personnel from health and other funding bodies.
- Developed and secured funding to assist with our future plans to continue our key projects in support of our redesigned strategy. In common with all other charities we can only deliver services if we have the funding. This is always an ongoing priority.
- Continued the joint venture in collaboration with Riverside Housing to continue to support young people aged 16-24 and rent out the office space at the Whitehaven Foyer.
- Continued to provide a widening range of training opportunities for our staff across all teams.

### FINANCIAL REVIEW AND RESERVES

The current free (unrestricted) reserves of £257,440 enable the organisation to continue its operational activities in the event of any further reduction or cessation of funding. Restricted funds at the year end totalled £234,563. Tangible fixed assets of £140,747 are held for use by the charity (unrestricted fund £25,970, restricted fund £114,777) and can only be realised by the disposal of these assets.

## **Howgill Family Centre** **(A company limited by guarantee)**

**Trustees' Annual Report (continued)**  
**for the year ended 31st March 2022**

### **FINANCIAL REVIEW AND RESERVES (continued)**

The reserves policy has been established to mitigate the main financial risks facing the charity. The Trustees aim to maintain those unrestricted funds that are not committed or invested in tangible fixed assets at a level to provide working capital covering 3 to 6 months of expenditure relating to normal activities and anticipated service delivery. It is expected that, for the next few years, the level of these reserves will need to be maintained at no less than £200,000.

The Trustees consider that the charity is adequately funded to meet its current obligations.

Nursery Provision has been supported by Cumbria County Council Early Years entitlement grants, Early Years support grants, fee income and nursery grant funding.

We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.

The Trustees have given consideration to the major risks to which the organisation is exposed and satisfied themselves that systems or procedures are established to manage these risks.

### **PLANS FOR FUTURE PERIODS**

Over the next 12 months Howgill's plans can be summarised as follows:

- Recruit and induct Trustees and Professional Advisers with relevant experience and expertise to strengthen the Board.
- Provide managers and staff with the necessary resources and training to maximise the potential of the organisation's offer within the community by delivery of new projects supported by funding from diverse organisations.
- Manage the budget efficiently, by holding regular budget meetings and monitoring income and expenditure.
- Ensure there is a suitably qualified, well-trained workforce to deliver our plans by providing opportunities for staff to attend regular training.
- Work closely with a wide range of organisations and partners to ensure Howgill is at the heart of strategic decision making.
- Continue to look for opportunities to extend the range and scope of our services in line with current thinking and service user need and demand.
- Focus on and develop speech, language and communication in the Early Years and working with parents/carers.
- Extend emotional wellbeing services to a wider range of primary schools.
- Extend Early Years provision in Cleator Moor and Kells.
- Develop new community facilities and services in the Kells area of Whitehaven.
- Make further improvements to indoor and outdoor areas at all our premises, where funding permits.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Trustees' Annual Report (continued)**  
**for the year ended 31st March 2022**

**Trustees' responsibilities in relation to the financial statements**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit 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
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

**AUDITORS**

Saint & Co., Statutory Auditor, are deemed to be re-appointed as auditors to the charity under section 487(2) of the Companies Act 2006.

The annual report was approved by Trustees of Howgill Family Centre on 14/11/22 and signed on its behalf by:

  
Mrs Brenda Holden

Chair

# Howgill Family Centre

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Howgill Family Centre

Year ended 31 March 2022

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#### OPINION

We have audited the financial statements of Howgill Family Centre (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, 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 FRS 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 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### BASIS FOR OPINION

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.

# Howgill Family Centre

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Howgill Family Centre *(continued)*

Year ended 31 March 2022

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#### OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

#### OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

**Howgill Family Centre**  
**Company Limited by Guarantee**

**Independent Auditor's Report to the Members of Howgill Family Centre *(continued)***

**Year ended 31 March 2022**

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**RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) 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 the audit was considered capable of detecting irregularities including fraud**

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

# Howgill Family Centre

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Howgill Family Centre *(continued)*

#### Year ended 31 March 2022

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We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- To address the risk of fraud through management bias and override of controls, we:
  - performed analytical procedures to identify any unusual or unexpected relationships;
  - tested journal entries to identify unusual transactions;
  - assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
  - investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with the Charity Commission.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Howgill Family Centre**  
**Company Limited by Guarantee**

**Independent Auditor's Report to the Members of Howgill Family Centre *(continued)***

**Year ended 31 March 2022**

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**USE OF OUR REPORT**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members 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 and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

*S. Farrer*

Stuart Farrer (Senior Statutory Auditor)

For and on behalf of  
Saint & Co  
Chartered Accountants & Statutory Auditor  
Sterling House  
Wavell Drive, Rosehill  
Carlisle, Cumbria  
CA1 2SA

~~17 November~~, 2022

**Howgill Family Centre**  
(A company limited by guarantee)

**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31st March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Income</b>					
Donations and legacies	5	8,436	8,202	16,638	51,608
Income from charitable activities	6	24,555	539,801	564,356	577,444
Income from other trading activities:					
Activities for generating funds	7	110,228	611	110,839	62,168
Investment income	8	49	-	49	192
<b>Total income</b>		<u>143,268</u>	<u>548,614</u>	<u>691,882</u>	<u>691,412</u>
<b>Expenditure</b>					
Charitable activities	9, 10	180,340	591,102	771,442	579,680
<b>Total expenditure</b>		<u>180,340</u>	<u>591,102</u>	<u>771,442</u>	<u>579,680</u>
<b>Net income/(expenditure) for the year</b>		(37,072)	(42,488)	(79,560)	111,732
Total funds brought forward		320,482	277,051	597,533	485,801
<b>Total funds carried forward</b>		<u>283,410</u>	<u>234,563</u>	<u>517,973</u>	<u>597,533</u>

The statement of financial activities includes all gains and losses in the year.

All income and expenditure derive from continuing activities.

The notes on pages 19 to 32 form an integral part of these financial statements.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Balance sheet**  
**as at 31st March 2022**

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	16		140,747		151,551
<b>Current assets</b>					
Debtors	17	94,366		88,081	
Cash at bank and in hand		498,259		609,985	
		<u>592,625</u>		<u>698,066</u>	
<b>Creditors: amounts falling due within one year</b>	18	<u>(215,399)</u>		<u>(252,084)</u>	
<b>Net current assets</b>			<u>377,226</u>		<u>445,982</u>
<b>Net assets</b>			<u>517,973</u>		<u>597,533</u>
<b>Funds</b>	20				
Restricted income funds			234,563		277,051
Unrestricted income funds			283,410		320,482
<b>Total funds</b>			<u>517,973</u>		<u>597,533</u>

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on  
on its behalf by

14 <sup>(14)</sup> November 2022 and signed

*Ian Harvie*

**Ian Harvie**  
Trustee

Registration number 02045632

The notes on pages 19 to 32 form an integral part of these financial statements.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Cash flow statement**

**for the year ended 31st March 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
Net income/(expenditure)	(79,560)	111,732
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	14,645	15,129
Government grant income	(6,929)	(49,596)
Other interest received and similar income	(49)	(192)
<i>Changes in:</i>		
Trade and other debtors	(6,285)	(57,841)
Trade and other creditors	(36,686)	444
Cash generated from operations	(114,864)	19,676
Interest received	49	192
<b>Net cash (used)/provided by operating activities</b>	<b>(114,815)</b>	<b>19,868</b>
<b>Cash flows from investing activities</b>		
Purchase of tangible fixed assets	(3,840)	(836)
<b>Net cash used in investing activities</b>	<b>(3,840)</b>	<b>(836)</b>
<b>Cash flows from financing activities</b>		
Government grant income	6,929	49,596
<b>Net cash provided by financing activities</b>	<b>6,929</b>	<b>49,596</b>
<b>Change in cash and cash equivalents in the year</b>	<b>(111,726)</b>	<b>68,628</b>
<b>Cash and cash equivalents brought forward</b>	<b>609,985</b>	<b>541,357</b>
<b>Cash and cash equivalents carried forward</b>	<b>498,259</b>	<b>609,985</b>

The notes on pages 19 to 32 form an integral part of these financial statements.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**1 General information**

Howgill Family Centre is a private company, limited by guarantee, domiciled in England and Wales, registration number 02045632. The registered office is Birks Road, Cleator Moor, Cumbria, CA25 5HR. The company is a registered charity, number 519278.

**2 Statement of compliance**

These financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

**3. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are summarised below.

**3.1. Basis of accounting**

The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The company constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in UK sterling, which is the functional currency of the entity.

***Going concern***

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

***Judgements and key sources of estimation uncertainty***

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

***Significant judgements***

The trustees consider there to be no significant judgements made in the process of applying the entity's accounting policies.

***Key sources of estimation uncertainty***

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The trustees consider there to be no key sources of estimation uncertainty.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**3.2. Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

**3.3. Income**

All income is included in the statement of financial activities once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The following specific policies are applied to particular categories of income:

(a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

(b) Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

(c) Gifts donated for resale are included as income within activities for generating funds when they are sold.

(e) Income from investments is included in the year in which it is receivable.

(f) Income from grants, where related to specific performance conditions, are accounted for as earned (as the related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, receipt of the income is probable and the amount can be measured with sufficient reliability.

(g) Income or grants received in advance are held in deferred income. Any grants restricted to future accounting periods are deferred and recognised in those accounting periods.

**3.4. Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of raising funds comprise the costs associated with attracting voluntary income and those incurred in activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for Early Years and Other Activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Charitable expenditure in connection with the Sure Start programme is comprised entirely of depreciation on fixed assets purchased via this programme.

Support costs are allocated between Early Years and Other Activities based on total direct project expenditure.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**3.5. Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Freehold land and buildings	-	Straight line over fifty years
Leasehold land and buildings	-	Straight line over the life of the lease
Fixtures and fittings	-	10% straight line
Motor vehicles	-	10-20% straight line
IT equipment	-	25% straight line
Outdoor play equipment	-	50% straight line
Other equipment	-	4-20% straight line

Fixed assets costing less than £500 are not capitalised.

The trustees have used judgement to estimate the expected useful life for each of the categories of tangible fixed assets.

**3.6. Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

**3.7. Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**3.8. Defined contribution pension schemes**

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**3.9. Government grants**

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

**4. Company limited by guarantee**

Howgill Family Centre is a company limited by guarantee and accordingly does not have a share capital.

The guarantors are the members and the liability in respect of the guarantee as set out in the memorandum is limited to £1 per member.

**5. Donations and legacies**

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Donations	4,436	1,273	5,709	2,012
Employment Allowance	4,000	-	4,000	-
Government grants recognised directly in income	-	6,929	6,929	49,596
	<u>8,436</u>	<u>8,202</u>	<u>16,638</u>	<u>51,608</u>

In 2021 of the income from donations and legacies £50,288 was attributable to restricted income funds, with the balance of £1,320 being unrestricted income.

All of the government grant income above, for both 2022 and 2021, relates to amounts received via the HMRC Job Retention Scheme.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**6. Income from charitable activities**

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Cumbria CC - Baby Basics	-	-	-	5,000
Cumbria CC - Two Year Old Funding Entitlement	-	100,089	100,089	95,385
Cumbria CC - Education Health & Care Plan grant	-	9,385	9,385	6,060
Allerdale BC - Baby Basics	-	-	-	2,325
BBC Children in Need	-	-	-	30,000
Cumbria CC - Nursery Grant	-	59,556	59,556	76,355
F Scott Trust - Time to be me	-	10,800	10,800	-
F Scott Trust - EYS Speech & Language	-	1,250	1,250	-
National Lottery Comm. Fund	-	-	-	24,140
Cumbria Community Found. - EYS Speech & Language	-	19,248	19,248	19,248
Cumbria Community Found. - EYS Parental Engagement	-	41,375	41,375	20,700
Cumbria Community Foundation - Bedrock	24,525	-	24,525	-
The Phyliss Harney Trust	-	22,000	22,000	22,000
Sellafield Limited	-	136,000	136,000	136,000
Well Whitehaven - Time to be me	-	5,410	5,410	3,617
Good Enough Start - Cumbria Community Foundation	-	37,700	37,700	47,518
Good Enough Start - Francis Scott Trust	-	1,250	1,250	28,000
Good Enough Start - Copeland Community Fund	-	-	-	40,150
Phunky Foods	-	91,267	91,267	13,296
Project cost recovery	-	-	-	2,016
Other income from charitable activities	30	4,471	4,501	5,634
	<u>24,555</u>	<u>539,801</u>	<u>564,356</u>	<u>577,444</u>

In 2021 of the income from charitable activities £542,398 was attributable to restricted income funds, with the balance of £35,046 being unrestricted income.

**7. Income from other trading activities**

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Fundraising events	-	611	611	-
Use of facilities	6,577	-	6,577	4,905
Fee income	102,091	-	102,091	57,263
Training income	1,560	-	1,560	-
	<u>110,228</u>	<u>611</u>	<u>110,839</u>	<u>62,168</u>

In 2021 all of the income from other trading activities was attributable to unrestricted income funds.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**8. Investment income**

	Unrestricted funds £	2022 Total £	2021 Total £
Bank interest receivable	49	49	192
	<u>49</u>	<u>49</u>	<u>192</u>

In 2021 all of the investment income was attributable to unrestricted income funds.

**9. Costs of charitable activities - by fund type**

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Early Years	179,740	207,793	387,533	393,114
Other Activities	600	380,244	380,844	183,501
Sure Start	-	3,065	3,065	3,065
	<u>180,340</u>	<u>591,102</u>	<u>771,442</u>	<u>579,680</u>

In 2021 of the costs of charitable activities, £504,749 were attributable to restricted funds, with the balance of £74,931 being unrestricted.

**10. Costs of charitable activities - by activity**

	Activities undertaken directly £	Support costs £	2022 Total £	2021 Total £
Early Years	309,260	78,273	387,533	393,114
Other Activities	320,171	60,673	380,844	183,501
Sure Start	3,065	-	3,065	3,065
	<u>632,496</u>	<u>138,946</u>	<u>771,442</u>	<u>579,680</u>

For analysis of support costs, see Note 11.

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**11. Analysis of support costs**

	Early Years £	Other Activities £	2022 Total £	2021 Total £
Staff costs	7,171	5,634	12,805	85,854
Operating lease payments	8,766	6,888	15,654	7,515
Repairs and maintenance	2,634	2,069	4,703	4,402
Premises costs	27,349	21,489	48,838	29,380
Transport costs	1,800	1,414	3,214	3,037
Auditor's remuneration	4,051	3,183	7,234	8,294
Other professional fees	4,157	3,267	7,424	3,752
Communication and information technology	7,112	5,588	12,700	11,824
Other office expenses	6,629	5,208	11,837	8,834
Depreciation and impairment	6,948	4,632	11,580	12,064
Other admin costs	1,656	1,301	2,957	1,668
	<u>78,273</u>	<u>60,673</u>	<u>138,946</u>	<u>176,624</u>

Support costs are allocated between Early Years and Other Activities based on total direct project expenditure. On this basis 56% of support costs are allocated to Early Years and 44% to Other Activities.

For the year ended 31 March 2021 62% of support costs were allocated to Early Years and 38% to Other

**12. Net income/(expenditure) for the year**

	2022 £	2021 £
Net (expenditure)/income is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	14,645	15,129
Operating lease rentals	15,653	7,515
Auditor's remuneration	<u>7,234</u>	<u>8,294</u>

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**13. Employees**

<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	434,319	374,462
Social security costs	22,311	15,337
Pension costs	16,088	12,470
	<u>472,718</u>	<u>402,269</u>

**Number of employees**

No employee received emoluments of more than £60,000 (2021: None).

The average monthly numbers of employees (including the trustees) during the year, was as follows:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Provision of services	35	26
Management and administration	4	4
	<u>39</u>	<u>30</u>

Trustees are not remunerated. Expenses of £41 were reimbursed to 1 trustee for directly incurred travel costs (2021: £340 to 1 trustee).

The key management personnel of the charity include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total employment benefits including employer pension contributions of the key management personnel were £70,440 (2021: £23,042).

**14. Pension costs**

The company operates a defined contribution pension scheme in respect of certain employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amounted to £16,088 (2021: £12,470). Contributions amounting to £nil are included in creditors at the year end (2021: £nil).

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Pension charge	<u>16,088</u>	<u>12,470</u>

**Howgill Family Centre**  
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**Notes to financial statements**  
**for the year ended 31st March 2022**

**15. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

<b>16. Tangible fixed assets</b>	<b>Land and buildings freehold £</b>	<b>Short leasehold property £</b>	<b>Fixtures, fittings and equipment £</b>	<b>Motor vehicles £</b>	<b>Total £</b>
<b>Cost</b>					
At 1st April 2021	188,353	139,028	111,887	3,175	442,443
Additions	-	-	3,840	-	3,840
At 31st March 2022	<u>188,353</u>	<u>139,028</u>	<u>115,727</u>	<u>3,175</u>	<u>446,283</u>
<b>Depreciation</b>					
At 1st April 2021	68,411	131,026	90,185	1,269	290,891
Charge for the year	4,351	3,088	6,571	635	14,645
At 31st March 2022	<u>72,762</u>	<u>134,114</u>	<u>96,756</u>	<u>1,904</u>	<u>305,536</u>
<b>Net book values</b>					
At 31st March 2022	<u>115,591</u>	<u>4,914</u>	<u>18,971</u>	<u>1,271</u>	<u>140,747</u>
At 31st March 2021	<u>119,942</u>	<u>8,002</u>	<u>21,702</u>	<u>1,906</u>	<u>151,552</u>

**17. Debtors**

	<b>2022 £</b>	<b>2021 £</b>
Other debtors	73,773	75,117
Prepayments and accrued income	20,593	12,964
	<u>94,366</u>	<u>88,081</u>

**18. Creditors: amounts falling due within one year**

	<b>2022 £</b>	<b>2021 £</b>
Trade creditors	51,697	54,915
Other taxes and social security	3,351	3,092
Accruals and deferred income	160,351	194,077
	<u>215,399</u>	<u>252,084</u>

**Howgill Family Centre**  
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**Notes to financial statements**  
**for the year ended 31st March 2022**

**19. Deferred income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
At 1 April 2021	159,540	147,000
Amount released to income	(159,540)	(147,000)
Amount deferred in year	136,000	159,540
At 31 March 2022	<u>136,000</u>	<u>159,540</u>

Deferred income relates to income received in advance for the following projects: Sellafield Project Support £136,000 (2021: Sellafield Project Support £136,000; Phunky Foods £2,840; and EYS Parental Engagement £20,700).

**20. Analysis of net assets between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>2022</b>	<b>2022</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31st March 2022 as represented by:			
Tangible fixed assets	25,970	114,777	140,747
Current assets	336,839	255,786	592,625
Current liabilities	(79,399)	(136,000)	(215,399)
	<u>283,410</u>	<u>234,563</u>	<u>517,973</u>

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>2021</b>	<b>2021</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31st March 2021 as represented by:			
Tangible fixed assets	26,189	125,362	151,551
Current assets	386,837	311,229	698,066
Current liabilities	(92,544)	(159,540)	(252,084)
	<u>320,482</u>	<u>277,051</u>	<u>597,533</u>

**Howgill Family Centre**  
(A company limited by guarantee)

**Notes to financial statements**  
for the year ended 31st March 2022

**21. Analysis of movements in unrestricted funds**

	At 1 April 2021 £	Incoming resources £	Outgoing resources £	At 31 March 2022 £
General funds	<u>320,482</u>	<u>143,268</u>	<u>(180,340)</u>	<u>283,410</u>

**Analysis of movements in unrestricted funds - previous year**

	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
General funds	<u>296,687</u>	<u>98,726</u>	<u>(74,931)</u>	<u>320,482</u>

**Purposes of unrestricted funds**

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

**Howgill Family Centre**  
(A company limited by guarantee)

**Notes to financial statements**  
for the year ended 31st March 2022

**22. Analysis of movements in restricted funds**

	At 1 April 2021 £	Incoming resources £	Outgoing resources £	At 31 March 2022 £
Sure Start funds	88,982	-	(3,065)	85,917
Early Years settings	-	180,321	(180,321)	-
Management and admin staff	-	85,000	(85,000)	-
Phunky Foods	-	91,267	(91,267)	-
Good Enough Start	110,156	39,159	(78,928)	70,387
Time to be me	-	67,931	(67,931)	-
Family Finance	-	23,000	(23,000)	-
Baby Basics	3,888	63	(3,951)	-
EYS Speech and Language	19,248	20,498	(3,694)	36,052
EYS Parental Engagement	18,396	41,375	(43,865)	15,906
Tangible fixed assets	36,381	-	(10,080)	26,301
	<u>277,051</u>	<u>548,614</u>	<u>(591,102)</u>	<u>234,563</u>

**Analysis of movements in restricted funds - previous year**

	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
Sure Start funds	92,047	-	(3,065)	88,982
Early Years settings	-	238,755	(238,755)	-
Management and admin staff	-	85,000	(85,000)	-
Phunky Foods	3,000	13,296	(16,296)	-
Good Enough Start	44,795	118,923	(53,562)	110,156
Time to be me	-	44,515	(44,515)	-
Play Therapy	-	21,000	(21,000)	-
Family Finance	-	23,842	(23,842)	-
Baby Basics	-	7,407	(3,519)	3,888
EY Speech and Language	-	19,248	-	19,248
EY Parental Engagement	-	20,700	(2,304)	18,396
Tangible fixed assets	47,259	-	(10,878)	36,381
Other restricted funds	2,013	-	(2,013)	-
	<u>189,114</u>	<u>592,686</u>	<u>(504,749)</u>	<u>277,051</u>

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**22. Analysis of movements in restricted funds (continued)**

**Purposes of restricted funds**

Incoming resources shown as restricted funds are raised and given for specific purposes and projects. The conditions governing the income or grants restrict these funds and when these conditions have been met any balance may become unrestricted and can be used as a contribution to the charity's unrestricted funds.

Sure Start funds relate to the delivery of the Sure Start Copeland Whitehaven local programme. Howgill Family Centre ceased to be the accountable body for this programme on 31 March 2006 and the balance on this fund is represented entirely by fixed assets purchased via this programme.

Early Years settings relates to funding regarding the provision of nursery services.

Good Enough Start is a project which supports parents in creating a secure parent-infant relationship. Funders supporting this project include Cumbria Community Foundation, Copeland Community Fund, Sellafield Ltd, and Francis C Scott Charitable Trust.

Tangible fixed assets funds relate to various capital developments and are represented by the net book value of these assets. Expenditure consists of the depreciation charge for the year.

Other restricted funds relate to various smaller projects.

**23. Financial commitments**

At 31 March 2022 the company had financial commitments under non-cancellable operating leases, as set out below, in respect of the premises at Birks Road, Cleator Moor, which expires on 1 April 2023. The company also entered into a service contract with Peninsula Business Services for Health and Safety. The Health and Safety contract is a five year contract commencing on 22 May 2018.

	Land and buildings		Other	
	2022	2021	2022	2021
	£	£	£	£
<b>Payable:</b>				
Within one year	15,000	5,000	4,449	4,449
Between one and five years	-	-	742	5,191
	15,000	5,000	5,191	9,640
	15,000	5,000	5,191	9,640

**Howgill Family Centre**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st March 2022**

**24. Related party transactions**

Mr W Slavin, trustee of Howgill Family Centre, and Mrs J Smith, trustee of Howgill Family Centre until 3 July 2020, are also trustees of the Whitehaven Foyer. At 31 March 2016 Howgill Family Centre had a £130,000 programme related investment in The Whitehaven Foyer. During the year ended 31 March 2017 the Trustees of Howgill Family Centre agreed to convert the programme related investment into a grant, with a condition that it will become repayable, in full or in part, should the Whitehaven Foyer dispose of its premises within the next 30 years. Howgill retains a second charge on these premises at 44 Irish Street, Whitehaven as protection for its funding.

In addition to the above, Howgill Family Centre made purchases of £nil (2021: £197) from The Whitehaven Foyer for shop rental and other costs.

**25. Indemnity insurance**

The charity paid for the insurance premiums to indemnify trustees and senior staff from any loss arising from neglect or defaults of trustees or staff and any consequent loss. The cost of this insurance was £50 (2021: £1,089).

**26. Analysis of changes in net debt**

	Opening balance	Cash flows	Closing balance
	£	£	£
Cash at bank and in hand	609,985	(111,726)	498,259
<b>Net debt</b>	<u>609,985</u>	<u>(111,726)</u>	<u>498,259</u>