COMPANY REGISTRATION NUMBER: 05115062 CHARITY REGISTRATION NUMBER: 1108055

# Families First Bedfordshire Company Limited by Guarantee Financial Statements 31 March 2021



# **COLLETT HULANCE LLP**

Chartered Certified Accountants & statutory auditor
40 Kimbolton Road
Bedford
MK40 2NR

# Company Limited by Guarantee

# **Financial Statements**

# Year ended 31 March 2021

•	age
Trustees' annual report (incorporating the director's report)	1
Independent auditor's report to the members	7
Statement of financial activities (including income and expenditure account)	11
Statement of financial position	12
Statement of cash flows	13
Notes to the financial statements	14
The following pages do not form part of the financial statements	
Detailed statement of financial activities	27
Notes to the detailed statement of financial activities	28

#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

#### Chair's introduction

During the year, the charity has gone through a period of transition via a transfer of charitable undertaking to One YMCA (04430743) and its subsidiary the Early Childhood Partnership (10197205).

Following the transfer of the children's centre and Horizons services to the Early Childhood Partnership (ECP) in 2020, a number of new contracts have been awarded which has seen the expansion of activities linked to domestic abuse and sexual violence. This ratifies the positive assumptions of the Board's decision to transfer the charitable activities to a larger partner in order to continue supporting the needs of local families but also to expand into new service areas and geographical locations (which would have not been achieved without the transfer). One YMCA have shown a strong commitment to the legacy of Families First Bedfordshire which spans over three and a half decades.

The three nurseries (Wootton, Goldington and Queens Park) have continued to operate through Families First Bedfordshire over the year with the final TUPE transfer to One YMCA taking place on 1 January 2021. Whilst we must recognise the challenges the Covid-19 pandemic has had on the nurseries, the trustees remain optimistic that under One YMCA's leadership they will recover to full financial strength. The nurseries 'weathered the storm' extremely well with little financial loss. All nurseries remained open during the year, albeit at a smaller scale, and families of key worker children and the most vulnerable in our community continued to receive high quality childcare during this particularly difficult time. The charity took advantage of the Government's coronavirus job retention scheme and furloughed approximately 75% of its staff during the first lockdown. Full cost recovery from the scheme was not achieved due to the restrictions of what childcare businesses could claim. Local Authority payments continued on an estimated basis despite the nurseries being partially open which affected Wootton more than most being a new 'start up' setting with small numbers of children accessing their free entitlement at ages 2, 3 and 4.

The trustees have continued to meet virtually during the year. Following the transfer of the CEO to One YMCA in January 2020, he has continued in his role as company secretary and provided representation and oversight on behalf of the Board on residual matters relating to the closure of the charity. Two ex-FfB trustees have also taken up director positions within One YMCA and the ECP to aid the transfer process and to ensure that the continued commitment, motivations and rationale of all partners remained central during the transition phases.

The trustees would like to extend their gratitude to the staff and volunteers who have continued to support the needs of families during the pandemic. They have shown great adaptability during this time and a relentless drive to ensure services remained 'open' as much as they could be. At the time of agreeing to the transfer of charitable undertaking in November 2019, the trustees had no idea that this would consequently be mobilised through a global pandemic. Staff have shown true resilience and dedication to the activities of the charity during Covid-19 whilst also going through employment changes themselves. Our central team have done a fantastic job in bridging the transfer process making sure all employment and financial tasks have continued as normal.

As the final Chair's report, it is important we must give thanks and congratulations to all staff, volunteers and trustees who have supported and been involved with the charity since its creation as 'Goldington Family Support Centre' in 1985. From a once weekly drop in led by volunteers to a charity reaching over 15,000 individuals per year demonstrates the significant success all people involved have collectively achieved over the last 36 years. The transfer of charitable undertaking was a strategic decision made by the current board of trustees to protect and future-proof the ongoing viability of our activities. As FfB grew in size and reach, the trustees had an obligation to ensure that its legal and governance structures facilitated our growth ambitions for years to come as opposed to

#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report) (continued)

#### Year ended 31 March 2021

preventing it. The difficult decision to transfer its charitable activities to a larger infrastructure means that the charity is now in a stronger position to compete and take the outstanding impact it has achieved over the last three decades forward. The very essence of what Families First Bedfordshire does will continue for years to come and those staff, volunteers and trustees who have been on this journey and steered the charity into such as strong position should be extremely proud.

We thank them all!

#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report) (continued)

#### Year ended 31 March 2021

#### Reference and administrative details

Registered charity name

Families First Bedfordshire

Charity registration number

1108055

Company registration number 05115062

Principal office and registered

30 Meadway

office

Bedford

**MK41 9HU** 

The trustees

C Cole R Hopkin M Hallett R Thompson

S Allen A Victor

**Company secretary** 

Michael Howe

**Auditor** 

Collett Hulance LLP

Chartered Certified Accountants & statutory auditor

40 Kimbolton Road

Bedford **MK40 2NR** 

**Bankers** 

CAF Bank Ltd

25, Kings Hill Avenue

Kings Hill West Malling Kent ME19 4JQ

#### **Company Limited by Guarantee**

# Trustees' Annual Report (Incorporating the Director's Report) (continued)

#### Year ended 31 March 2021

#### Structure, governance and management

#### Governing Document

The organisation is a charitable company limited by guarantee, registered under the Companies Act 1985, incorporated on 28 April 2004 and registered as a charity on 20 January 1995. The company was established under a Memorandum of Association which established the objects of the charitable company and is governed under its Articles of Association. The Articles of Association were updated in 2016 to reflect changes in the name of the Charity from 'Goldington Family Centre' to 'Families First Bedfordshire' and updated legislation. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

#### **Board Structure**

Over the last year, the full Board have continued to meet virtually to ensure that the transfer of charitable undertaking remains on track. Previous sub-committees were disbanded and elements around quality, impact, audit, risk, finance etc were subsumed into One YMCA and the Early Childhood Partnership board structures.

#### Trustee recruitment and induction

The directors of the company are also charity Trustees for the purposes of charity law and under the company's articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, the members of the Board of Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. All give their time voluntarily and receive no benefit from the charity other than incurred expenses, when appropriate.

Recruitment of Trustees is usually through current Trustee and Charity networks. The Charity is fortunate to have a good strong team of committed individuals who all bring a range of skills and experience and an overriding interest in the work and ethos of the Charity to better the lives of children and families locally. To underline and emphasise their role and function, a comprehensive recruitment and information pack for Trustees has been developed and a rigorous appointment process is in place. Visits to the Family Centre and informal discussions with fellow Trustees to answer questions and queries are arranged as well as attending Board meetings as an observer before proceeding with the formal application, references, registration with Ofsted and DBS screening processes. External training opportunities are made available, particularly around areas of governance and safeguarding and attendance encouraged and logged.

#### Pay policy for senior staff

Key management personnel comprise the members of the Board of Trustees who are not remunerated and the senior management team who are in charge of directing, controlling and operating the charity on a day-to-day basis.

#### Objectives and activities

Our mission is to provide an empowering, community focussed service which enables families to thrive and have positive outcomes for today's and tomorrow's generations.

#### Our Values:

Honesty – A shared belief when working with families, partners and staff Trust – Vital in order to achieve success in our work

Responsiveness - The right action at the right time

Understanding - A non-judgemental disposition held by all

Visionary - Striving to be the best, in practice and in reality

#### Company Limited by Guarantee

# Trustees' Annual Report (Incorporating the Director's Report) (continued)

#### Year ended 31 March 2021

#### The focus of our work

Statement of public benefit

The Charities Act 2011 sets out thirteen kinds of activity that are recognised as 'charitable', provided that there is sufficient demonstrable public benefit. All the charity's beneficiaries are individuals or communities that are in need of relief. The governing document sets out our objectives in the following areas, each of which is consistent with areas identified in the Act:

- To relieve poverty, sickness and distress
- To promote the preservation and protection of health
- To advance the education of the public
- To advance the education of children below compulsory school age
- To provide facilities for recreation or other leisure-time occupation with the objective of improving the conditions of life of such persons having need of such facilities by reason of age, youth, infirmity, disablement, poverty and social economic circumstances.

#### Achievements and performance

Activities which remained in the Charity (Nursery provision) have continued to operate during the Covid-19 pandemic. Achievements and performance can be found in One YMCA's (04430743) annual report.

Achievement and performance relating to legacy activities of the Charity (Horizons and Children's Centre) can be found in the Early Childhood Partnership's (10197205) annual report.

#### Financial review

These financial statements represent the final period of activity for Families First Bedfordshire as a legal entity. The children's centre and Horizons services transferred to the Early Childhood Partnership on 1 January 2020, which fell in the 31 March 2020 accounts. The nurseries transferred to One YMCA on 1 January 2021. These financial statements therefore represent residual transactions relating to the children's centre, in addition to the summer and autumn terms for the three nurseries.

The deficit for the period was £24,803 (2020: £40,087). An analysis of the deficit, split between charitable activities is shown in note 12.

During the pandemic, the three nurseries (Wootton, Goldington and Queens Park) remained open, albeit at a smaller scale for families of key worker children and vulnerable children. The Charity furloughed approximately 75% of its staff and utilised the Government's coronavirus job retention scheme to cover £45,000 of wages costs. This was in addition to £27,000 of local government Coronavirus support.

Local Authority nursery funding payments continued on an estimated basis, but reduced income affected the financial performance of Wootton in particular, because it is a new 'start up' setting with small numbers of children accessing their free entitlement.

The transfer of activities and the associated funds to One YMCA and its subsidiary was completed on 1 January 2021. The transfer of the charity's funds of £195,738 included £155,168 for the accounts value of fixed assets. The trustees' intention is to dissolve Families First Bedfordshire, as a legal entity, shortly after approval of these financial statements.

#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report) (continued)

#### Year ended 31 March 2021

#### Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK 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 adequate accounting records that are sufficient to show and explain the charity's transactions and 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 Companies Act 2006. 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.

#### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The trustees' annual report was approved on TJune 2021 and signed on behalf of the board of trustees by:

C COLE

#### **Company Limited by Guarantee**

# Independent Auditor's Report to the Members of Families First Bedfordshire Year ended 31 March 2021

#### **Opinion**

We have audited the financial statements of Families First Bedfordshire (the 'charity') for the year ended 31 March 2021 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 2021 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.

As described in the financial statements, the charity's activities, assets and liabilities were transferred to One YMCA and its subsidiary Early Childhood Partnership during the year. The trustees' intention is to wind up the charity within a period of three months from the date that the financial statements are authorised for issue. The value of the charity's remaining assets and liabilities are not considered to be affected by the preparation of the financial statement on a basis other than going concern.

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

#### **Company Limited by Guarantee**

# Independent Auditor's Report to the Members of Families First Bedfordshire (continued)

#### Year ended 31 March 2021

#### 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.

#### **Company Limited by Guarantee**

# Independent Auditor's Report to the Members of Families First Bedfordshire (continued)

#### Year ended 31 March 2021

#### 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 our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework applicable to the charity and how the charity is complying with that framework. We also enquired of management about their own identification and assessment of the risks of irregularities and reviewed the minutes of meetings of those charged with governance. We considered the susceptibility of the financial statements to material misstatement, including how fraud might occur and we obtained an understanding of the charity's current activities, the scope of its authorisation and the effectiveness of its control environment. These procedures are considered to be sufficient to identify material misstatements in in respect of irregularities, including fraud, but cannot be relied upon to detect every potential misstatement.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to
  fraud or error, design and perform audit procedures responsive to those risks, and obtain audit
  evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not
  detecting a material misstatement resulting from fraud is higher than for one resulting from error,
  as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override
  of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit
  procedures that are appropriate in the circumstances, but not for the purpose of expressing an
  opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

#### **Company Limited by Guarantee**

# Independent Auditor's Report to the Members of Families First Bedfordshire (continued)

#### Year ended 31 March 2021

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the
  disclosures, and whether the financial statements represent the underlying transactions and
  events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### 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.

Andrew Robert Upton FCCA (Senior Statutory Auditor)

For and on behalf of Collett Hulance LLP Chartered Certified Accountants & statutory auditor 40 Kimbolton Road Bedford MK40 2NR

Dated: 26 July 2021

#### **Company Limited by Guarantee**

# Statement of Financial Activities (including income and expenditure account)

#### Year ended 31 March 2021

		Unrestricted	<b>2021</b> Restricted		2020
	Note	funds £	funds £	Total funds £	Total funds £
Income and endowments Donations and legacies Charitable activities Other trading activities Investment income	5 6 7 8	243 199,095 317 16	32,886 386,764 —	33,129 585,859 317 16	64,214 1,228,385 841 52
Total income		199,671	419,650	619,321	1,293,492
Expenditure  Expenditure on raising funds:  Costs of raising donations and legacies  Expenditure on charitable activities	9 10,11		403,913		490 1,333,089
·	10,11				<del></del>
Total expenditure		240,211	403,913	644,124	1,333,579
Net expenditure		(40,540)	15,737	(24,803)	(40,087)
Fund transfers		(159,606)	(36,132)	(195,738)	
Net movement in funds		(200,146)	(20,395)	(220,541)	(40,087)
Reconciliation of funds Total funds brought forward		200,146	20,395	220,541	260,628
Total funds carried forward		_			220,541

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

All income and expenditure derive from activities which have been transferred to One YMCA and its subsidiary, The Early Childhood Partnership.

#### **Company Limited by Guarantee**

#### **Statement of Financial Position**

#### 31 March 2021

		2021		2020
•	Note	£	£	£
Fixed assets				
Tangible fixed assets	16		-	164,743
_				
Current assets				45.000
Debtors	17	-		15,293
Cash at bank and in hand		1,139		214,034
				229,327
				•
Creditors: amounts falling due within one year	18	1,139		158,529
Net current liabilities			_	70,798
Het Current nabilities				
Total assets less current liabilities			-	235,541
Out distance and a control falling above after an area show				
Creditors: amounts falling due after more than	19			(15,000)
one year	19			(13,000)
Net liabilities				220,541
			====	
Funds of the charity				
Restricted funds				20,394
Unrestricted funds			_	200,146
				<del></del>
Total charity funds	21		_	220,540

These financial statements were approved by the board of trustees and authorised for issue on 7.June. 2021, and are signed on behalf of the board by:

M HALLETT Trustee

MN Hallett

C COLE Trustee

# **Company Limited by Guarantee**

# **Statement of Cash Flows**

# Year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities Net expenditure	(9,803)	(40,087)
Adjustments for: Depreciation of tangible fixed assets Other interest receivable and similar income Accrued (income)/expenses	9,575 (16) (125,357)	24,750 (52) 45,326
Changes in: Trade and other debtors Trade and other creditors	15,293 (12,033)	32,012 (5,326)
Cash generated from operations	(122,341)	56,623
Interest received	16	52
Net cash (used in)/from operating activities	(122,325)	56,675
Cash flows from investing activities Purchase of tangible assets Net cash used in investing activities		(23,794) (23,794)
Cash flows from financing activities Proceeds from borrowings Repayments of borrowings Other financing cash flow adjustment	(35,000) - (55,570)	(20,000)
Net cash used in financing activities	(90,570)	(20,000)
Net (decrease)/increase in cash and cash equivalents Cash and cash equivalents at beginning of year	(212,895) 214,034	12,881 201,153
Cash and cash equivalents at end of year	1,139	214,034

#### **Company Limited by Guarantee**

#### **Notes to the Financial Statements**

#### Year ended 31 March 2021

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 30 Meadway, Bedford, MK41 9HU.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the 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

#### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

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

#### 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.

#### **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 project 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.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 3. Accounting policies (continued)

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking
  activities that further its charitable aims for the benefit of its beneficiaries, including those
  support costs and costs relating to the governance of the charity apportioned to charitable
  activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 3. Accounting policies (continued)

#### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Leasehold property

Over the life of the lease

improvements

Fixtures and fittings - 20% straight line
Motor vehicles - 25% reducing balance
Office equipment - 33% straight line

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### **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.

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

# **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 4. Limited by guarantee

Families First Bedfordshire is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

#### 5. Donations and legacies

	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
			2021	2020
	£	£	£	£
NSPCC DART training	_	_	-	5,500
Talk4M Conference	_	-	-	1,280
ECP - Children's Centre	_	474	474	822
ECP - Service Delivery Lead	_	24,084	24,084	_
ECP - Recruit to train	_	_		13,250
Families in Need	_	172	172	2,586
Harpur Trust - Play therapy		827	827	292
Horizons - Reaching Communities	_	2,387	2,387	2,407
Horizons - Children in Need	_	816	816	292
IAPT Project		_		2,000
Men as Victims	_	_	_	260
Goldington Community Nursery	_	742	742	10,775
Queens Park Community Nursery	_	1,155	1,155	10,926
Wootton Community Nursery	_	2,229	2,229	6,064
Unrestricted donations	243	, <u>-</u>	243	7,760
	243	32,886	33,129	64,214

#### 6. Charitable activities

	Unrestrict	Restricte	Total	Total
	ed Funds	d Funds	Funds	Funds
			2021	2020
Grants	£	£	£	£
Harpur Trust - Play Therapy	_	_	_	25,000
Space - Harpur Trust	_	_	_	39,878
Children's Centre - ECP funding	_	_	•	181,949
Parent Conflict	6,403	_	6,403	32,014
Covid grant - Bedford Borough Council	27,050	_	27,050	_
Furlough grant	· <del>-</del>	45,177	45,177	_
Pupil premium and LAC funding	_	51,275	51,275	21,135
Horizons - Reaching Communities	_	· _	_	151,898
Early Year Hubs	_	1,000	1,000	_
Horizons - Children in Need	_	_	<del>-</del>	38,275
Men as Victims (Gale & PCC	_	_	_	8,272
Talk4M Conference	_	· _	_	1,745
Men As Victims (post code)	_	_	_	5,000
PAFT	_	_	_	4,788
Other income	_			
Nursery fees	164,558	289,312	453,870	711,619
Other income	1,084	-	1,084	6,812
	199,095	386,764	585,859	1,228,385

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 March 2021

7.	Other	trading	activities
	Other	uauma	activities

7.	Other trading activities		•		
		Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
	Internal fundraising	317	317	841	841 —
8.	Investment income				
		Funds	Total Funds 2021	Unrestricted Funds £	Total Funds 2020 £
	Bank interest receivable	£ 16	£ 	52 —	52
9.	Costs of raising donations and legac	ies			
	Costs of raising donations and legacies	s - Donations	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
	Costs of raising donations and legacies	s - Donations	Unrestricted Funds £ 353	Restricted Funds £ 137	Total Funds 2020 £ 490
10.	Expenditure on charitable activities to	y fund type			
	Goldington Family Centre		Unrestricted Funds £ 4,361	Funds £ 81,087	Total Funds 2021 £ 85,448
	Goldington Community Nursery Queens Park Community Nursery Wootton Community Nursery		32,535 59,062 144,253	112,927 117,617 92,282	145,462 176,679 236,535
			240,211	403,913	644,124
			Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
	Goldington Family Centre Goldington Community Nursery Queens Park Community Nursery Wootton Community Nursery		90,216 65,286 100,331 251,797	448,001 149,069 151,162 77,227	538,217 214,355 251,493 329,024
			507,630	825,459	1,333,089

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 11. Expenditure on charitable activities by activity type

	Family Centre £	Goldington Community Nursery £	Queens Park Community Nursery £	Wootton Community Nursery £	Total funds 2021 £	Total funds . 2020 £
Direct costs	~	~	~	~	~	~
Family Centre						
Project costs	3,966	_	-	_	3,966	58,077
Printing, stationery						
and advertising	14,946	4,317	4,259	6,908	30,430	50,042
Training costs	240	641	1,175	475	2,531	15,425
Nursery project			40.770	44.000		57.004
costs	-	7,957	12,770	14,068	34,795	57,661
Nursery training						2.504
costs	-	_	-	_	_	2,594
Staff costs – wages and salaries	42 402	02 274	100 017	172 725	433,416	835,506
Staff costs –	43,103	93,371	123,217	173,725	433,416	635,506
employer's NIC	1,517	5,473	8,272	10,429	25,691	53,124
Staff costs – pension	1,517	5,475	0,272	10,429	25,051	33, 124
costs	557	2,237	2,791	2,865	8,450	20,764
Establishment - rent	5,337	13,910	2,701	2,000	19,248	21,299
Establishment - light	0,007	10,010	·	•	10,210	2.,200
and heat	12,110	2,595	3,556	2,387	20,648	25,410
Establishment –	,	_,,	2,222	-,	•	•
repairs and	1,486	7,200	10,041	11,728	30,455	35,732
maintenance	•	•	·	·	-	
Establishment –						
insurance	1,368	1,432	848	2,738	6,386	5,661
Motor vehicle						
expense	815	_	_	· –	815	8,075
Sundry expenses	_	3,364	6,005	3,549	12,918	10,517
Depreciation	-	1,365	2,144	6,066	9,575	24,750
Support costs			•			
Staff costs – wages						
and salaries	-	_	_	_	_	89,358
Staff costs –						0.075
employer's NIC	_	-	_	_	_	8,375
Staff costs – pension						2 210
Covernance	_	-	_	_	_	3,319
Governance costs						
Professional – Auditor fees		1,600	1,600	1,600	4,800	7,400
Additor 1662			<del></del>			
	85,445	145,462	176,679	236,538	644,124	1,333,089

Support costs and governance costs are apportioned on the basis of estimated time spent.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 12. Summary of expenditure and related income for charitable activities

This table shows the cost of the main charitable activities and the sources of income directly to support those activities.

		Goldington Community Nursery	Queens Park Community Nursery	Wootton Community Nursery	Total funds 2021	Total fund 2020
	£	<u>Ł</u>	£==	£	£	£
Costs (note 10)	(85,445)	(145,462)	(176,679)	(236,538)	(644,124)	(1,333,089)
Donations (note 5) Income from charitable	29,003	742	1,155	2,229	33,129	64,214
activities (note 6)	52,080	162,325	180,034	191,420 ———	585,859	1,228,385
Net income/(cost)	(4,362)	17,605	4,510	(42,889)	( <u>25,136</u> )	(40,490)

#### 13. Net expenditure

Net expenditure is stated after charging/(crediting):

·		3 0 (	σ,	2021 £	2020 £
Depreciation of tang	jible fixed	assets		9,575	24,750

#### 14. Staff costs and emoluments

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	433,416	924,865
Social security costs	25,691	61,499
Employer contributions to pension plans	8,450	24,083
	467,557	1,010,447

The average head count of employees during the year was 42 (2020: 60). The average number of full-time equivalent employees during the year is analysed as follows:

of full-time equivalent employees during the year is analysed as follows.	2021 No.	2020 No.
Number of administrative and professional staff	42	60

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### **Key Management Personnel**

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £nil (2020: £188,558).

#### 15. Trustee remuneration and expenses

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: £nil), neither were they reimbursed expenses during the year (2020: £nil).

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 16. Tangible fixed assets

•	Land and buildings £	Fixtures and fittings	Motor vehicles £	Equipment £	Total £
Cost					
At 1 April 2020	198,292	79,464	10,000	28,016	315,772
Transfers	(198,292)	(79,464)	(10,000)	(28,016)	(315,772)
At 31 March 2021					
Depreciation					
At 1 April 2020	79,875	42,282	5,313	23,559	151,029
Charge for the year	1,284	7,712	· <del>-</del>	579	9,575
Transfers	(81,159)	(49,994)	(5,313)	(24,138)	(160,604)
At 31 March 2021					
Carrying amount					
At 31 March 2021	_	_	· –		
At 31 March 2020	118,417	37,182	4,687	4,457	164,743

During the year, all of the charity's assets were transferred to One YMCA and its subsidiary, The Early Childhood Partnership.

#### 17. Debtors

	Prepayments and accrued income	2021 £	2020 £ 15,293
18.	Creditors: amounts falling due within one year		
	Debenture loans Accruals and deferred income Social security and other taxes	2021 £ 1,139 	2020 £ 20,000 126,496 12,033 158,529
19.	Creditors: amounts falling due after more than one year		
	Debenture loans	2021 £	2020 £ 15,000

#### 20. Pensions and other post retirement benefits

#### **Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £8,450 (2020: £24,083).

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 March 2021

#### 21. Analysis of charitable funds

Unrestricted funds					
	At 1 April				At 31 March
	2020	Income £	Expenditure £	Transfers £	2021 £
General funds	£ 35,403	199,671	(230,636)	(4,438)	£ ~
Tangible assets	164,743	-	(9,575)	(155,168)	-
	200,146	199,671	(240,211)	(159,606)	
			(210,211)	(100,000)	<del></del>
Restricted funds					
	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
ECP: Baby Friendly	_	_	-	_	
ECP: Core Children's Centre	(4,290)	474	(474)	4,290	-
ECP: Service Delivery Lead	. <del>-</del>	24,084	(24,084)	-	-
Early Years Hubs	7,200	1,000	(3,200)	(5,000)	
Fundraising: Families	-	172	(172)	_	-
In Need Goldington Pupil	3,770	2,909	_	(6,679)	_
Premium	0,770	2,000		(3,573)	
Horizons: Big Lottery	2,701	2,386	(2,387)	(2,700)	_
Reaching Communities	(400)	040	(040)	422	
Horizons: Children in Need	(432)	816	(816)	432	_
Horizons: UoB	_	_	_	_	_
IAPT Project	_	_	_	_	-
Men as Victims (Gale & PCC)	5,165	_	_	(5,165)	-
Men as Victims	-	<del>-</del> .	-	_	_
(Postcode lottery)	1 600	2 142	(2,589)	(1,182)	_
Queens Park Pupil premium	1,629	2,142	(2,309)	(1,102)	_
Space: Harpur Trust	_	-	_	_	-
NSPCC DART training	_	_	_	_	-
Talk4M Conference	534	_	_	(534)	-
Harpur Trust (Play	3,878	827	(827)	(3,878)	-
Therapy) Early Years PVI	_	289,311	(289,311)	_	_
Funding		200,0	(===,=:,)		
Special Needs Funding	_	26,872	(26,872)	_	-
Wootton Pupil Premium	240	1,593	(186)	(1,647)	-
Social deprivation	_	17,761	(3,692) (45,177)	(14,069)	<u>-</u>
Furlough Grant GCN,QPCN and WCN	<del>-</del>	45,177 4,126	(45,177) (4,126)	_	_
recharges to ONE	_	7, 120	( ., .20)		
YMCA					
	20,395	419,650	(403,913)	(36,132)	
		====	(	===	

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

# 21. Analysis of charitable funds (continued)

PRIOR YEAR Unrestricted funds	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
General funds	45,709	440,466	(483,233)	32,461	35,403
Tangible assets	165,699	· <b>-</b>	(24,750)	23,794	164,743
•	211,408	440,466	(507,983)	56,255	200,146
	211,400	440,400	(307,903)		200,140
BRIOR VEAR	At 1 Amril				At 31 March
PRIOR YEAR Restricted funds	At 1 April 2019	Income	Expenditure	Transfers	2020
Restricted fullus	£	£	£	£	£
ECP: Core Children's	~	~	~	~	~
Centre	_	173,522	(177,812)	_	(4,290)
ECP: Service Delivery	•	,	(		,
Lead	2,500	22,500	_	(25,000)	_
Early Years Hubs	15,624	· -	(8,424)	_	7,200
Fundraising: Families In					
Need	_	_	-	_	-
Goldington Pupil					0.770
Premium	3,230	3,177	(2,637)	_	3,770
Horizons: Big Lottery		450.007	(404.000)	(07.707)	0.704
Reaching Communities	_	152,337	(121,899)	(27,737)	2,701
Horizons: Children in	4 525	20 275	(40.242)		(432)
Need	1,535 16,000	38,275	(40,242) (16,000)	<u>-</u>	(432)
Horizons: UoB IAPT Project	(268)	2,000	(10,000)	(1,137)	_
Men as Victims (Gale &	(200)	2,000	(555)	(1,101)	
PCC)	260	8,532	(2,797)	(830)	5,165
Men as Victims		3,002	(=, , , ,	(,	,
(Postcode lottery)	_	5,000	(4,466)		534
Queens Park Pupil			,		
premium	1,282	2,308	(1,961)	_	1,629
Space: Harpur Trust	9,057	39,878	(46,802)	(2,133)	-
NSPCC DART training	_	5,500	(5,500)	_	-
Talk4M Conference	_	3,025	(3,855)	830	-
Harpur Trust (Play		05.000	(20.074)	(240)	3,878
Therapy)	_	25,000	(20,874)	(248)	3,070
Early Years PVI		356 322	(356,322)	_	
Funding Special Needs Funding	_	356,322 15,410	(15,410)	_	_
Wootton Pupil Premium	_	240	(10,410)	_	240
Social deprivation	_		_	_	_
Furlough Grant	_	_	_	_	_
GCN,QPCN and WCN					
recharges to ONE	_	_	_	_	_
-	49,220	853,026	(825,596)	(56,255)	20,395
	<del></del>		(020,090)	(55,255)	

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

# 21. Analysis of charitable funds (continued)

Name of restricted fund, description, nature and purposes of the fund

#### Pupil Premium & Looked after Children (LAC)

Funding linked to specific children who meet certain criteria to accelerate their learning and development

#### Families in Need fund

Funding specifically raised to support families in accessing our services for specific reasons such as travel or childcare

#### **Horizons**

Funding for our specialist services team to work with women and children exposed to domestic abuse, parental substance misuse and/or parental mental ill health

#### Horizons: Children in Need

Funding for a Play Therapist to work with 3-14 year olds who have been exposed to domestic abuse, parental substance misuse and/or parental mental ill health

#### IAPT Project (BBC)

Funding provided by the local authority to support a seconded member of staff undertaking an IAPT 0-5 qualification over 2 years

#### Harpur Trust (Play Therapy)

Funding for a Play Therapist to work with 3-14 year olds who have been exposed to domestic abuse, parental substance misuse and/or parental mental ill health

#### Horizons: UoB

Funding received from the National Lottery for the evaluation of the Horizons project

#### Early Years Hubs

Funding received from Bedford Borough Council to mobilise and support 10 Early Years Networks across the Borough

#### Men as Victims (Postcode Lottery)

Funding received from the Postcode Lottery to deliver TALK:4M – a 12 week programme supporting male victims of domestic abuse

#### Men as Victims (Gale & PCC)

Funding received from the Gale Family Trust and Bedfordshire Police to deliver TALK:4M – a 12 week programme supporting male victims of domestic abuse

#### Talk:4M Conference

Funding received from Bedfordshire Police to support the regional Talk:4M conference

#### **NSPCC DART Training**

Funding received from Bedford Borough Council for the training of staff in the NSPCC DART programme

#### SPACE: Harpur Trust

Funding received to deliver a youth based provision and one to one support for children who have or are experiencing domestic abuse in the family home

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 22. Analysis of changes in net debt

			At
	At 1 Apr 2020	Cash flows	31 Mar 2021
	£	£	£
Cash at bank and in hand	214,034	(212,895)	1,139
Debt due within one year	(20,000)	20,000	-
Debt due after one year	(15,000)	15,000	-
	179,034	(177,895)	1,139

#### 23. Post balance sheet events

The transfer of the entire charitable undertaking to One YMCA and its subsidiary, The Early Childhood Partnership was completed on 1 January 2021. Families First Bedfordshire, as a legal entity is due to be dissolved shortly after approval of these financial statements.