

COMPANY REGISTRATION NUMBER: 8462147

CHARITY REGISTRATION NUMBER: 1151624

**The Family Development Project  
Company Limited by Guarantee  
Unaudited Financial Statements  
30 June 2018**



**PAUL KIRBY & COMPANY LIMITED**

Chartered accountants  
Davenport House  
Bawtry Road  
Everton  
DN10 5BP

# **The Family Development Project**

**Company Limited by Guarantee**

## **Financial Statements**

**Period from 1 April 2017 to 30 June 2018**

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# **The Family Development Project**

## **Company Limited by Guarantee**

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

#### **Period from 1 April 2017 to 30 June 2018**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the period ended 30 June 2018.

#### **Reference and administrative details**

<b>Registered charity name</b>	The Family Development Project
<b>Charity registration number</b>	1151624
<b>Company registration number</b>	8462147
<b>Principal office and registered office</b>	20 Chapelwood Road Sheffield South Yorkshire S9 5AY

#### **The trustees**

Rev S G Millwood	
Mrs P R Brodie	
Ms C Hamilton	
Ms N P Thornton	
Mr M T Hamilton	
Ms J Rogers	
Mrs S Burton	(Retired 10 April 2017)
Ms S Siddique	(Retired 16 October 2017)

<b>Accountants</b>	Paul Kirby & Company Limited Chartered accountants Davenport House Bawtry Road Everton DN10 5BP
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#### **Structure, governance and management**

The project was founded in 1999. A management Committee and Trustees administer and oversee the delivery of the service. The Family Development Project is a small voluntary sector community based project working with families, parents, carers and children in the Darnall area of Sheffield. In 2000 the project became a Trust, and then subsequently a registered charity in 2005/6. Seven volunteers were initially named as trustees. In 2006 the project also became registered with Ofsted for the provision of crèche to support its service. Unique Reference number EY341810.

##### **Structure and governance**

The company was incorporated on 26 March 2013 and assumed responsibility for the assets and activities of the Trust on 3 July 2013. The Management Committee of nineteen members, including Trustees now meet on a four to six weekly basis.

# **The Family Development Project**

## **Company Limited by Guarantee**

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

**Period from 1 April 2017 to 30 June 2018**

#### **Structure, governance and management *(continued)***

##### **Trustees**

Trustees are selected and recruited on the basis that they are familiar with the aims, objectives and ethos of the trust. Individuals are recruited at the AGM. They are subject to our volunteer recruitment process and Enhanced DBS checks.

##### **Public benefit**

The directors have given due regard to guidance published by the Charity Commission in respect of public benefit when fulfilling the objectives of the charity.

#### **Objectives and activities**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities, which were as follows: -

The promotion of the physical, social emotional and spiritual wellbeing of young families by engaging families, parents, carers and children in education, training and family support. We aimed to assist them in making a real difference to their lives, attainments, confidence and lifelong learning - with new opportunities in volunteering and employment. This objective impacted the life of the community.

#### **Achievements and performance**

The Family Development Project (FDP) was formed in 1999 and gained Charitable status soon after. For the past 19 years it has relied on development funding from various sources including two large grants from the National Lottery. We also managed various contract in partnership with Sheffield City Council, other smaller charities and partners in the locality, as well as generous donations from benefactors to the project.

Unfortunately, due to the decrease in availability of grants in more recent years we had to make the decision to close the project on May 1st 2018.

The Management Committee is responsible for the closure and intends to meet for the final time in September to sign off the accounts and deal with any final business.

#### **Financial review**

##### **Background**

The fifth year of operation as a company limited by guarantee has resulted in limited services being offered and preparations being made for the closure of activities.

At the 30 June, fixed assets had been disposed of and material outstanding liabilities excepting professional fees have been met.

The company had a balance at the bank of £6,696 out of which, professional fees and some minor running costs will be met. It is the intention of the trustees that the balance of funds will be returned to the Methodist Church from which the last grant was received.

# **The Family Development Project**

**Company Limited by Guarantee**

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

**Period from 1 April 2017 to 30 June 2018**

## **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 10 October 2018 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'NP Thornton', written in a cursive style.

**Ms N P Thornton**

**Director**

# **The Family Development Project**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of The Family Development Project**

**Period from 1 April 2017 to 30 June 2018**

I report on the financial statements for the period ended 30 June 2018, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

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

# **The Family Development Project**

**Company Limited by Guarantee**

## **Independent Examiner's Report to the Trustees of The Family Development Project (continued)**

**Period from 1 April 2017 to 30 June 2018**

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**P Kirby BA FCA**

**29 October 2018**

**PAUL KIRBY & COMPANY LIMITED**  
Chartered accountants

Davenport House  
Bawtry Road  
Everton  
DN10 5BP

# The Family Development Project

## Company Limited by Guarantee

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

30 June 2018

		30 Jun 18		31 Mar 17
		Unrestricted	Total funds	Total funds
	Note	funds		
		£	£	£
<b>Income and endowments</b>				
Donations and legacies	5	19,623	19,623	16,159
Charitable activities	6	32,134	32,134	39,932
Investment income	7	4	4	7
<b>Total income</b>		<u>51,761</u>	<u>51,761</u>	<u>56,098</u>
<b>Expenditure</b>				
Expenditure on charitable activities	8,9	75,944	75,944	59,545
<b>Total expenditure</b>		<u>75,944</u>	<u>75,944</u>	<u>59,545</u>
<b>Net expenditure and net movement in funds</b>		<u>(24,183)</u>	<u>(24,183)</u>	<u>(3,447)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		29,479	29,479	32,926
<b>Total funds carried forward</b>		<u>5,296</u>	<u>5,296</u>	<u>29,479</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 8 to 14 form part of these financial statements.

# The Family Development Project

## Company Limited by Guarantee

### Statement of Financial Position

30 June 2018

		Period from 1 Apr 17 to 30 Jun 18 £	£	Year to 31 Mar 17 £
<b>Fixed assets</b>				
Tangible fixed assets	14		–	2,605
<b>Current assets</b>				
Debtors	15	–		2,656
Cash at bank and in hand		6,696		26,937
		<u>6,696</u>		<u>29,593</u>
<b>Creditors: amounts falling due within one year</b>	16	<u>1,400</u>		<u>2,719</u>
<b>Net current assets</b>			<u>5,296</u>	<u>26,874</u>
<b>Total assets less current liabilities</b>			<u>5,296</u>	<u>29,479</u>
<b>Net assets</b>			<u>5,296</u>	<u>29,479</u>
<b>Funds of the charity</b>				
Unrestricted funds			<u>5,296</u>	<u>29,479</u>
<b>Total charity funds</b>	17		<u>5,296</u>	<u>29,479</u>

For the period ending 30 June 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 10 October 2018 and are signed on behalf of the board by:



Ms N P Thornton

Director

The notes on pages 8 to 14 form part of these financial statements.

# **The Family Development Project**

## **Company Limited by Guarantee**

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

**Period from 1 April 2017 to 30 June 2018**

#### **1. General information**

The charity is 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 20 Chapelwood Road, Sheffield, South Yorkshire, S9 5AY.

#### **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 Charities Act 2011.

#### **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 entity.

##### **Going concern**

The charity ceased charitable activities on 31 May 2018. It is the intention of the directors that all liabilities will be met and any bank balance remaining will be paid to the Methodist Church from which a grant has been received.

##### **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.

# **The Family Development Project**

## **Company Limited by Guarantee**

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

**Period from 1 April 2017 to 30 June 2018**

#### **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**

All fixed assets are initially recorded at cost.

# **The Family Development Project**

## **Company Limited by Guarantee**

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

**Period from 1 April 2017 to 30 June 2018**

#### **3. Accounting policies *(continued)***

##### **Financial instruments *(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:

- 25% reducing balance

##### **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.

#### **4. Limited by guarantee**

The Family Development Project is a company limited by guarantee and accordingly does not have a share capital.

# The Family Development Project

## Company Limited by Guarantee

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

Period from 1 April 2017 to 30 June 2018

#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
<b>Donations</b>			
Donations	9,623	—	9,623
<b>Grants</b>			
Grants receivable	10,000	—	10,000
	<u>19,623</u>	<u>—</u>	<u>19,623</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
<b>Donations</b>			
Donations	11,209	—	11,209
<b>Grants</b>			
Grants receivable	—	4,950	4,950
	<u>11,209</u>	<u>4,950</u>	<u>16,159</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Other income from charitable activities	<u>32,134</u>	<u>32,134</u>	<u>39,932</u>	<u>39,932</u>

# The Family Development Project

## Company Limited by Guarantee

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

Period from 1 April 2017 to 30 June 2018

#### 7. Investment income

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Bank interest receivable	<u>4</u>	<u>4</u>	<u>7</u>	<u>7</u>

#### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Charitable activity	63,737	–	63,737
Support costs	12,207	–	12,207
	<u>75,944</u>	<u>–</u>	<u>75,944</u>

  

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Charitable activity	40,906	6,593	47,499
Support costs	8,428	3,618	12,046
	<u>49,334</u>	<u>10,211</u>	<u>59,545</u>

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

	Activities undertaken directly £	Support costs £	Total funds 2018 £	Total fund 2017 £
Charitable activity	62,737	12,207	74,944	58,796
Governance costs	1,000	–	1,000	749
	<u>63,737</u>	<u>12,207</u>	<u>75,944</u>	<u>59,545</u>

#### 10. Net expenditure

Net expenditure is stated after charging/(crediting):

	30 Jun 18 £	31 Mar 17 £
Depreciation of tangible fixed assets	<u>–</u>	<u>868</u>

#### 11. Independent examination fees

	Period from 1 Apr 17 to 30 Jun 18 £	Year to 31 Mar 17 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>500</u>	<u>500</u>

# The Family Development Project

## Company Limited by Guarantee

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

#### Period from 1 April 2017 to 30 June 2018

#### 12. Staff costs

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

	Period from 1 Apr 17 to 30 Jun 18 £	Year to 31 Mar 17 £
Wages and salaries	50,006	34,312
Social security costs	—	442
	<u>50,006</u>	<u>34,754</u>

The average head count of employees during the period was 1 (2017: 1). The average number of full-time equivalent employees during the period is analysed as follows:

	30 Jun 18 No.	31 Mar 17 No.
Management	<u>1</u>	<u>1</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

#### 13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees

#### 14. Tangible fixed assets

	Fixtures and fittings £	Total £
<b>Cost</b>		
At 1 April 2017	6,420	6,420
Disposals	(6,420)	(6,420)
<b>At 30 June 2018</b>	<u>—</u>	<u>—</u>
<b>Depreciation</b>		
At 1 April 2017	3,815	3,815
Disposals	(3,815)	(3,815)
<b>At 30 June 2018</b>	<u>—</u>	<u>—</u>
<b>Carrying amount</b>		
<b>At 30 June 2018</b>	<u>—</u>	<u>—</u>
At 31 March 2017	<u>2,605</u>	<u>2,605</u>

#### 15. Debtors

	30 Jun 18 £	31 Mar 17 £
Income due	<u>—</u>	<u>2,656</u>

# The Family Development Project

## Company Limited by Guarantee

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

Period from 1 April 2017 to 30 June 2018

#### 16. Creditors: amounts falling due within one year

	30 Jun 18	31 Mar 17
	£	£
Accruals and deferred income	1,400	900
Social security and other taxes	–	1,819
	<u>1,400</u>	<u>2,719</u>

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 17	Income	Expenditure	At 30 June 18
	£	£	£	£
General funds	<u>29,479</u>	<u>51,761</u>	<u>(75,944)</u>	<u>5,296</u>

#### 18. Analysis of net assets between funds

	Unrestricted Funds	Total Funds
	£	£
Current assets	6,696	6,696
Creditors less than 1 year	<u>(1,400)</u>	<u>(1,400)</u>
Net assets	<u>5,296</u>	<u>5,296</u>