

MINI- SCRAPBOX

England & Wales · Charity number 1050261

Details

Other names SCRAPBOX

Status Registered

Legal form Trust

Registered 1995-10-30

Register [View on the Charity Commission register](#)

Contact

Address Units 5 & 6
Collers Way
Reepham
Norfolk
NR10 4SW

Phone 01603873128

Email INFO.SCRAPBOX@GMAIL.COM

Website www.scrapbox.org.uk

Activities

Objects: TO ADVANCE EDUCATION BY THE DISTRIBUTION OF DONATED MATERIALS TO SCHOOLS, PLAYGROUP AND OTHER CHARITABLE INSTITUTIONS ESTABLISHED FOR EDUCATIONAL PURPOSES AND BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES TO ENCOURAGE RE-CYCLING AND RE-USE OF MATERIALS BY SUCH SCHOOLS, PLAYGROUPS AND INSTITUTIONS.

Activities: Scrapbox runs a reclaimed resources centre, dedicated to collecting, processing and redistributing clean, re-usable waste materials from businesses and individuals which still have a useful purpose in art, craft and home projects. We do this through selling the resources to our Members, who pay a small fee to join and who benefit from low cost, reclaimed materials, saved mainly from landfill.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** NORFOLK, SUFFOLK, CAMBRIDGESHIRE
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£41,885	£50,083	-	-
2024-03-31	£34,835	£47,229	-	-
2023-03-31	£29,707	£39,369	-	-
2022-03-31	£33,490	£36,271	-	-
2021-03-31	£49,597	£36,028	-	-

Trustees

Name	Role	Appointed
Anne Fairchild		2023-11-30
Deborah Boldero		2023-11-01
Rev ANDREW PAUL WHITEHEAD		2016-04-28

MINI- SCRAPBOX

England & Wales - Charity number 1050261

Accounts



Scrapbox, Units 5 & 6 Collers Way, Reepham, Norfolk NR10 4SW. Registered charity number 1050261

Mini Scrapbox Trustees Annual Report

1 April 2024 to 31 March 2025

Scrapbox has had a pivotal year following 3 years of significant losses totalling almost £25,000 which had reduced the charity's reserves to approximately £10,000.

Annual income from sales has not been sufficient to cover on-going annual expenses. There was a change in Trustees at the start of the period and the existing staff, who had managed Scrapbox diligently for the previous 8 years, decided they wished to retire in July 2024.

The Trustees strongly believed that if Scrapbox was to continue to be viable it needed to be self-sustaining from sales alone and should not be reliant on grants to cover day-to-day expenses. As at end July 2024, reserves were reduced still further to a balance of £5,700 as sales were still not covering expenses.

The Scrapbox store closed for 6 weeks during the summer of 2024 whilst a radical refurbishment took place. The goal of the refurbishment was to increase the retail sales space by almost 50% by halving storage space. We also took the opportunity to revitalise stock displays and improve overall shop layout to make it wheelchair friendly. This was a risk as the remainder of the reserves were used to pay for the refurbishment as well as regular costs for the closed period where we had no income to offset these. One of the Trustees gave Scrapbox a short-term loan of £1,740 to cover the difference between expenses and lack of sales during this period. This is shown as a creditor on the accounts.

New staff were employed from September 2024 and a decision was taken to increase opening hours from the previous 10 hours per week to 18 hours per week. With increased opening hours we were mindful that staffing costs would increase.

The Trustees are delighted that in the last 6 months Scrapbox has broken even (sales have equalled expenses) for the first time in 3 years. We now look to build on this success going forward.

In line with the stated goal of Scrapbox – “to reduce landfill by encouraging re-cycling and re-use of materials” – from September 2024 we started to weigh all the goods we sell so we could evidence the impact on landfill that Scrapbox is having. From September 2024 to end March 2025 we have saved almost 5 tonnes of material from ending up in landfill and instead these items are finding a useful new purpose with our customers.

The Trustees wish to thank all staff and volunteers for contributing to the turnaround of Scrapbox. We also want to acknowledge the loyalty and passion of our members, donors, and customers. **We see a bright future ahead.**

STANDARD FORM OF ACCOUNTS

Mini Scrapbox

For the Year ended

31 March 2025

Registered Charity - Charity Registration number

1050261

Trustees
Revd Andrew Whitehead
Deborah Boldero
Anne Fairchild

Examiner: Richard Wilson, Director RW Accountancy Solutions Ltd

FINAL ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

SECTION A		Totals this year		Totals last year
RECEIPTS	Note	£	£	
Sales Total		41,323	34,185	
<i>Goods</i>		37,323		
<i>Membership</i>		4,000		
Donations		562	429	
Other receipts			221	
TOTAL RECEIPTS		41,885	34,835	

SECTION B				
PAYMENTS				
Employees/NI/Pension		(31,950)	(26,805)	
Rent & Rates		(10,317)	(13,920)	
Utilities & Insurance		(5,044)	(4,840)	
Repairs & Maintenance		(765)	(824)	
Licences		(161)	(530)	
Bank/Card fees		(508)		
Other payments		(1,338)	(310)	
TOTAL PAYMENTS		(50,083)	(47,229)	

SECTION C				
NET RECEIPTS/PAYMENTS FOR THE YEAR				
		(8,198)	(12,394)	
Total funds brought forward from last year		10,406		
Cash in hand		50		
Sub total		10,456		
Transfers and adjustments*				
TOTAL FUNDS AT END OF YEAR		2,258	10,406	

Creditors (owed to Trustee)

(1,740)

*



To: The Trustees of Mini
Scrapbox

RW Accountancy Solutions Limited
Fieldview | Bure Valley Lane
Aylsham | Norfolk | NR11 6UA

Independent examiners statement

I have completed my examination of the accounts for Mini Scrapbox (Charify No. 1050261).

I can confirm that I have received all records from the trustees to allow me to carry out an Independent Examination.

During the examination, I have carried out the following checks:

- Verified opening and closing bank statements in accordance with movement in the accounts
- Verified a comprehensive selection of transactions against source documentation
- Verified that there are regular payments to HMRC in respect of Tax and NI

I confirm that no matters have come to my attention in connection with the examination which give me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements of the Charities Act 2011.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report.

Signed: 

Name: Richard Wilson (Director)

Address: RW Accountancy Solutions Limited, Fieldview, Bure Valley Lane, Aylsham, Norfolk, NR11 6UA

Date: 27th January 2026

MINI- SCRAPBOX

England & Wales - Charity number 1050261

Accounts

Summary

Scrapbox Accounts - Tax Yr 2023 - 2024

Income	£	34,834.69	< Total	Notes
Sales	£	34,184.81		
Refund	£	220.66		£108.00 Efire (debited twice in error), £22.67 Tula (used CoOp card in error!) These entries cancel out the debited items
Grant/Funding/Donation	£	429.22		Amazon Smile £21.79, Just Giving £6.43, Community at Heart Lottery £151.00, Member Donation £50.00

Expenditure	£	47,229.00	< Total	Notes
Building Management	£	824.09		Efire annual services, Smoke alarms, LED lights £386.91 (refunded from Veolia)
Business Rates	£	1,762.29		Including Waste Bins annual charges
Computer/Stationery	£	530.36		Microsoft Office Package, Bright Pay Software Package, Stationery and printing requisites
Household	£	24.87		Washing up liquid refill, bleach, kitchen rolls, tea bags, postages,
Insurance Premiums	£	1,675.44		Public Liability and Buildings annual premiums
Other Expense	£	285.25		Tea/cake £11.60, Hoodies £56 (Veolia), GV Nikki £15 (staff cover), £22.67 (refunded, card used in error), Heated gilets (S Jefford gifted)
Refunds Expense	£	-		
Phone/Broadband	£	519.13		
Publicity	£	-		
Rent/Water rates	£	12,157.65		
Salaries	£	24,347.49		
Tax/Nat Ins	£	2,457.28		
Utilities	£	2,645.15		Electricity

Debit Balance	-£	12,394.31	< Bal	
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MINI- SCRAPBOX

England & Wales - Charity number 1050261

Accounts

Summary

Scrapbox Accounts - Tax Yr 2022 - 2023

Income	£	29,706.88	< Total	Notes
Sales	£	28,048.50		
Refund	£	200.00		Away Day room hire deposit refund
Grant/Funding/Donation	£	1,458.38		Amazon Smile, Kammoun, Veolia Uk, Panther Brewery, Reepham Lions

Expenditure	£	39,368.65	< Total	Notes
Building Management	£	-		
Business Rates	£	1,107.00		
Computer/Stationery	£	420.17		Microsoft Office Package, Bright Pay Software Package, Printer Cartridges, Masking Tape & Staples, Printing labels
Household	£	93.74		Anti-fatigue mat, kitchen rolls
Insurance Premiums	£	1,576.92		Buildings, Public Liability Insurance
Other Expense	£	254.90		Deposit Away Day, Flowers for Nikki, Volunteer gifts,
Refunds Expense	£	77.58		Sales overpayment refund, Andrew Whitehead for BBQ meat for Volunteers Party
Phone/Broadband	£	493.99		
Publicity	£	518.80		Partly funded by Veolia
Rent/Water rates	£	7,294.59		
Salaries	£	23,925.21		
Tax/Nat Ins	£	905.38		
Utilities	£	2,700.37		Electricity
Debit Balance	-£	9,661.77		

MINI- SCRAPBOX

England & Wales - Charity number 1050261

Accounts



Units 5 & 6 Collers Way
Reepham
NORWICH
NR10 4SW
01603 873128
info.scrapbox@gmail.com

Annual Report 2021/22

Registered Charity No. 1050261, Non-VAT Registered

Post-pandemic recovery

Like all areas of the economy, Scrapbox continued to be impacted by the Covid 19 pandemic during the year 2021/22. The end of government and local authority financial support along with a slow return to normal shopping patterns have conspired to set a challenging backdrop for trading. Whilst income from sales has surged compared to the previous lockdown-affected period, so have the costs associated with generating those sales; principally salaries.

The positive effects of Covid to the charity have persisted; the workstations in the warehouse have been retained and these contribute to the wellbeing of staff and volunteers. Additionally, the glazed doorway in the unit's roller door has transformed the shop by introducing natural light, and helps new customers to see where we are.

Trustees

During 2021/22 we experienced a settled year with our body of trustees. At the end of the reporting period the trustees were: Andrew Whitehead (chair), Stephen Jefford, Kandi Kammoun & Sophie Fox.

Volunteers

2021/22 was a settled time for our volunteers. We closed the reporting period with around 20 active volunteers. Some of these do their work in the warehouse unit, and others work from home.

Finances

The Accounts attached show that the charity made a modest loss in the year. The healthy position reported in our last annual report has gone some way to cushioning the post-pandemic restart, and we hope to return to making a surplus in the year 2022/23.

Summary

Following the extraordinary pandemic period the challenges of operating a retail business have been universal. Scrapbox rose to the immediate challenges presented by COVID, but the long-term legacy continued through 2021/22. Following on from the surplus in 2020/21, 2021/22 has clearly presented a tougher trading climate. Even with the deficit, we still consider the year to be a successful one, and we look forward to a surplus in 2022/23 as customer confidence continues to rebuild.

Rev Andrew Whitehead
Chair of Trustees, 30th January 2023

Scrapbox Income and Expenditure 1/04/21 to 31/03/2022		
	Income	
	Sales	25,780.02
	Other (Covid Grants/Donations	7,709.94
	Total	33,489.96
	Expenditure	
	Building Management	229.20
	Business Rates	527.00
	Insurance	1,469.16
	Other Expense	836.66
	Telephone	464.12
	Household	40.74
	Publicity	114.00
	Computer / Stationery	220.45
	Rent / Water rates	9,726.12
	Salaries	20,209.49
	Tax/Nat Ins	1,271.24
	Utilities	1,162.33
	Total	36,270.51
	Profit (Loss)	-2,780.55

MINI- SCRAPBOX

England & Wales - Charity number 1050261

Accounts



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Annual Report 2020/21

Registered Charity No. 1050261, Non-VAT Registered

Covid 19

The Covid 19 pandemic had a significant effect on the charity in this financial year. As a non-essential business the shop had to close, and the trustees took the decision to take advantage of the government furlough scheme; both paid staff were placed on furlough and monies claimed from HMRC.

There was a positive impact of Covid and this was twofold. Firstly, in order to make space for socially distanced workstations in the warehouse, an entire row of steel racking was removed and sold - a third of our storage racks. This created a huge amount of working space in the warehouse and forced a ruthless clear-out of slow moving stock.

The second positive effect of Covid was that it accelerated our plans to create a more attractive and inviting entrance to the shop. In order to establish a one-way system with separate entrance and exit, we invested in a new glazed doorway in the unit's roller door. This has transformed the shop by introducing natural light, and helps new customers to see where we are - especially with our new colourful sign.

In September 2020, our patron Bishop Graham Usher, visited us to formally reopen the shop after our Covid-enforced closure.

Trustees

During 2020/1 we experienced some changes to our body of trustees. Simon and Jane Court moved to Nottingham and ceased to act as trustees. We also formally welcomed Stephen Jefford and Sophie Fox as new trustees. At the end of the reporting period the trustees were: Andrew Whitehead (chair), Stephen Jefford, Kandi Kammoun & Sophie Fox.

Volunteers

2020/21 was a time of growth in our number of volunteers. We closed the reporting period with 20 active volunteers. Some of these do their work in the warehouse unit at socially distanced workstations, and others work from home.

Finances

The Accounts attached show that the charity made a significant surplus in the year. We received furlough grants from HMRC when we were forced to close (£7,196), and we also received two other grants totalling (£34,815). These have certainly helped us to weather the pandemic in a healthy financial position.

Summary

As for all other businesses and organisations around the world, 2020/1 was an extraordinary year. The pandemic presented unique challenges, but Scrapbox rose to these challenges and embraced the opportunities which were also present. The year must surely be regarded as anomalous, but nonetheless the charity ends the year in a stronger financial position than at the start.

Rev Andrew Whitehead
Chair of Trustees, 20th January 2022



The new Scrapbox sign



The new glazed entrance area

Scrapbox Income and Expenditure 1/04/20 to 31/03/2021		
	Income	
	Sales	7375.24
	Other (Covid Grants/Donations	42221.29
	Total	49596.93
	Expenditure	
	Expenses	0.00
	Motor	0.00
	Light/Heat/Water/Waste	2403.78
	Building Maintenance	4464.97
	Telephone	483.46
	Rent/Water rates	8601.12
	Council Tax	419.84
	Insurance	1275.78
	Salaries	17447.64
	Publicity	28.78
	Tax/Nat Ins	598.85
	Other	304.16
	Total	36028.38
	Profit (Loss)	13568.55



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Mini-Scrapbox

**On accounts for the year
ended**

2020-2021	Charity no	1050261
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Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Irina Barrett

Date: 27/01/82022

Name: Irina Barrett

Relevant professional qualification(s) or body (if any):

IAB bookkeeper

Address:

1 Meadow Close, Felbrigg

NR11 8PW

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

I examined spreadsheets for the financial year ended 31/03/2021, bank statements, payslips.
Everything is in order, balances matching.