

COMMUNITY AWARENESS PROGRAMME

ACCOUNTS FOR THE YEAR ENDED

30 NOVEMBER 2022

VOGAN ACCOUNTANCY LIMITED

CHARTERED ACCOUNTANTS

COMMUNITY AWARENESS PROGRAMME

CHARITY INFORMATION

REGISTERED OFFICE

2-8 Market Street
Wakefield
WF1 1DH

CHARITY NUMBER

1076401

TRUSTEES

Mr K Foster - Chair
Mrs S Hornby Mould - Vice Chair
Mrs E Hibbert - Administrator
Mrs J Carroll
Mr J Gledhill
Mrs K Cox
Mr J Cannings
Mrs J Hemsworth

HONORARY TRUSTEES

Mrs N Denison
Mrs J Phillips
Mr J McGuire

SECRETARY AND TREASURER

Mrs E Hibbert

REPORTING ACCOUNTANTS

Vogan Accountancy Limited
2 Chancery Lane
Wakefield
WF1 2SS

SOLICITORS

Geldards
Number One Pride Place
Pride Park
Derby
DE24 8QR

BANKERS

Virgin Money
6 - 10 Northgate
Wakefield
WF1 1TA

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CONTENTS

	Page
Trustees' annual report	1 - 2
Independent examiner's report	3
Receipts and payments account	4
Statement of assets and liabilities	5
Notes to the financial statements	6

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 NOVEMBER 2022**History, Objectives and Activities of the Trust**

The aim of the Charity is to see lives changed by helping to relieve the suffering caused by want and poverty in the Wakefield Five Towns and beyond. Facilitating a resource centre in the city does this. The centre is open weekdays 10am – 2pm with clients visiting on a daily basis via a referral system from other service providers and agencies. The Charity not only provides food, clothing, toiletries, furniture, housewares but help and support in every avenue, either in house or by referral to other specific agencies.

The Charity was founded in 1997 by Ernest and Elisabeth Hibbert and celebrated 25 years of service on the 5th September 2022. This celebration took the form of an open house with more formal proceedings from 3pm - 4pm. The Mayor and Mayoress were present plus approximately 150 friends visited during the day.

The service required during the year has recovered from the slight slump during the COVID period.

The service consists of 8 trustees; 5 paid staff; 35 volunteers and 6 client helpers. The dedication of all these is to be commended for both their hard work and loyalty. Many of these having dedicated their time for over 10 years. The trustees meet 4 times a year and an AGM is held each March.

Summary statistics for the year from December 2021 - November 2022 (Previous year figures shown in brackets): Number of client visits: 21,162 (16,446); Number of individual clients visiting: 893 (704); Number of new referrals: 310 (249); Number of requisitions: 3,153 (2,533); Number of items distributed: 10,326 (8,015).

The One-Stop-Shop is as valuable as ever with the following services in-house and available to give advice: Matt & Pam (Riverside) Rough Sleeper Workers Universal Credit Experts twice weekly; Hep C nurse testing and advice (outreach under review); Hep C support service one-to-one support; WY-FI workers Intensive support; Spectrum Health sexual health support; Spectrum Health Intensive; Health Support Community Cabin general support (based in Castleford); Liaison & Diversion support for clients in chaos; Turning Point weekly (minimum) drop in sessions; Police regular visits to the centre and regular contact COVID Vaccination nurses COVID vaccinations; Haircuts for the homeless roughly every five weeks.

591 clients were referred to other services, the majority of these for benefits and housing advice. 2022 has seen many of the homeless placed in hotels, this however, can be withdrawn with no notice. Many of those in rented accommodation still find the living standards well below average as reported nationally.

The charity has been self-funding since 2018 after the last big lottery grant finished, however, due to the generosity of the general public and the facility of regular monthly donations via the One Hundred Club and One Multiplied the work has been able to continue.

Management and governance arrangements.

The Charity is governed by the chair and a board of up to 9 trustees as accounted for in the constitution and meet 4 times per year, with other meetings as required. Most of these meetings were held as Zoom meetings. All new trustees are invited by the board and are provided with the previous annual accounts, governing documents, and standard operation procedure as well as the relevant documents on trusteeship as required by the charity commission. All Trustee board members have a relevant job description.

The annual accounts are independently examined, ratified by the board, and then presented to the member and public at the annual general meeting held in the spring of each year. Attendance to this meeting is open to the public although members, volunteers and staff are invited and given the opportunity to vote by proxy.

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 NOVEMBER 2021 (continued)**Statement of Trustee Responsibilities**

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. 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.

Signed on behalf of the trustees

Mrs E Hibbert
Trustee



Dated: 28 March 2023



Mr K Foster
Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
COMMUNITY AWARENESS PROGRAMME**

We report to the Trustees on our examination of the accounts of The Community Awareness Programme for the year ended 30 November 2022, which are set out on pages 4 to 6.

Responsibilities and basis of report

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

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

Independent examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any respect:

- accounting records have not been kept in respect of the Trust as required by section 130 of the Act; or
- the accounts did not accord with those records.
- 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.

We 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.

Vogan Accountancy Limited

**Vogan Accountancy Limited
Chartered Accountants**

2 Chancery Lane
Wakefield
WF1 2SS

28 March 2023

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 NOVEMBER 2022

	2022 Unrestricted £	2021 Total £
Income:		
Public donations	84,238	68,603
Gift Aid	5,906	6,809
Utility Warehouse	656	488
Other fund raising	20,719	12,763
Grants received	28,518	10,800
	<hr/> 140,037	<hr/> 99,463
Less Overhead expenditure:		
Wages	81,246	80,667
Security	655	257
Fund-raising costs	2,034	1,303
Rent and rates	35,466	35,887
Heat and light	16,842	10,600
Telephone	1,012	931
Repairs and renewals	1,473	776
Printing, postage and stationery	2,712	2,747
Accountancy	1,278	1,219
Sundries	1,624	1,367
Motor	2,476	2,241
Insurance	2,241	2,060
Waste	699	741
Catering and hospitality	831	460
Capital expenditure	23,264	-
	<hr/> 173,853	<hr/> 141,256
Net deficit on normal activities	<hr/> (33,816)	<hr/> (41,793)
Interest received	65	216
Net deficit for the year	<hr/> (33,751)	<hr/> (41,577)
Total cash funds brought forward	22,490	64,283
Transfer from / (to) deposit account	49,935	(216)
Total cash funds carried forward	<hr/> 38,674	<hr/> 22,490

No restricted income or expenditure in 2022 or prior year (2021).

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 30 NOVEMBER 2022

ASSETS

	2022 Unrestricted £	2021 Total £
Bank Account	38,674	22,490
Deposit account with Stewardship	-	107,755
Deposit account with Kingdom Bank	58,036	-
Investments	50,000	50,000
	<hr/> 146,710	<hr/> 180,245

The investments of £50,000 represents the purchase of a right to buy the current premises at a price that has been agreed. The right must be exercised before 28 January 2026.

Stewardship is an operating name of Stewardship Services (UKET) Limited, a registered charity in England & Wales (no. 234714).

In addition the charity also owns a motor vehicle which was purchased in May 2022 and small items of office furniture and computer equipment.

LIABILITIES

At 30 November 2022 the charity had a total future commitment of £52,500 under a non-cancellable lease for the premises from which it operates. The lease expires between one and two years from the accounts date.

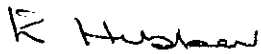
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2022

1. BASIS OF PREPARATION

The accounts have been prepared on a receipts and payments basis.

Approved by the Trustees and signed on their behalf:



Mrs E Hibbert



Mr K Foster

Dated: 28 March 2023