

# THE BASIC LIFE CHARITY

England & Wales · Charity number 1079263

## Details

---

Other names	BASIC
Status	Registered
Legal form	Other
Registered	2000-02-04
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	30 Seaton Road Felixstowe IP11 9BP
Phone	01394271000
Email	<a href="mailto:basiclife@live.co.uk">basiclife@live.co.uk</a>
Website	<a href="http://www.basic.org.uk">http://www.basic.org.uk</a>

## Activities

---

**Objects:** THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE

**Activities:** Activities to individuals and groups within the community

## Classification

---

- **How:** Makes Grants To Individuals, Makes Grants To Organisations
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Overseas Aid/famine Relief, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

---

- **Area of benefit:** NATIONAL AND OVERSEAS
- Throughout England And Wales

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£338,631	£356,588	-	-
2023-12-31	£281,887	£260,991	-	-
2022-12-31	£250,657	£227,649	-	-
2021-12-31	£265,089	£218,369	-	-
2020-12-31	£243,872	£183,323	-	-

## Trustees

---

Name	Role	Appointed
Mary Elizabeth Denny		2014-12-31
Monica Rose Kyle		2022-02-11
Rosemary Rowell		2020-10-16

**THE BASIC LIFE CHARITY**

England & Wales - Charity number 1079263

---

# Accounts

---

# Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2024 which are set out on form CC17a.

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

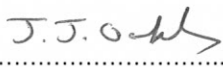
## Basis of independent examiner's report

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 statement below.

## 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.



J. J. Oakley F.C.A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

23 April 2025



**Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2024      Period start date    To 31<sup>st</sup> December 2024**  
**Period end date**

**Charity name: The BASIC Life Charity**

**Charity registration number: 1079263**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The running of three traditional charity shops, two sorting and distribution depots and a community café. The provision and introduction of 'Pop-Up/Top-Up Shops' to enable those in need to access affordable food
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of the guidance issued by the Charity Commission on public benefit

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
	Para 1.38	

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During 2024 the charity opened a new shop in Woodbridge. This was a planned move and mean that we would, in time be able to provide funding to those in need in the town and surrounding villages. This also meant the charity could offer employment to four new members of staff.</p> <p>We also continued to pay for free breakfasts for the pupils at three local schools.</p> <p>The prices of items in our shops have remained the same for over 24 years, so this in itself, represents significant assistance to our customers.</p> <p>We continued to run our Pop-Up shops and saw our idea continued to be replicated throughout the county.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial situation at the end of the year was robust with significant savings held with a view to cover the new expansion. However, we are aware that the investment in the new Woodbridge site would temporarily restrict our ability to provide large financial donations for approximately eighteen month.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Ordinarily our reserves would represent no less than 9 months costs
Amount of reserves held	Para 1.22	£186,794
Reasons for holding zero reserves	Para 1.22	None
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Shop sales, Online Sales, Auctions
Investment policy and objectives including any social investment policy adopted	Para 1.46	None
A description of the principal risks facing the charity	Para 1.46	Our major costs are rental for our premises. As per our reserve policy we do not see this as a significant risk
Other		

## Structure, Governance and Management

Description of charity's trusts:		Charitable Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee selection made by nomination

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	The BASIC Life Charity
Other name the charity uses	BASIC
Registered charity number	1079263
Charity's principal address	30 Seaton Road Felixstowe Suffolk. IP11 9BP

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rosemary Bulpitt			
2	Mary Elizabeth Denny			
3	Monica Kyle			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

--

**Other optional information**

--

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>M. E. Denny</i>	<i>Rosemary Bulpitt</i>
Full name(s)	MARY E DENNY	ROSEMARY BULPITT
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	23 APRIL 2025	



Charity Name The BASIC Life Charity		Charity No (if any) 1079263	<b>CC17a</b>		
<b>Annual accounts for the period</b>					
Period start date	01/01/2024	<b>To</b>			Period end date 31/12/2024

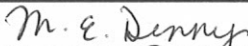

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	8,959	-	-	8,959	8,580
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	3,099	-	-	3,099	2,224
Incoming resources from charitable activities		S04	326,573	-	-	326,573	271,083
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	338,631	-	-	338,631	281,887
<b>Resources expended (Notes 4-8)</b>							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	349,217	-	-	349,217	252,679
Governance costs		S11	7,371	-	-	7,371	8,312
Other resources expended		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	356,588	-	-	356,588	260,991
<b>Net incoming/(outgoing) resources before transfers</b>		S14	17,957	-	-	17,957	20,896
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	17,957	-	-	17,957	20,896
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	17,957	-	-	17,957	20,896
<b>Total funds brought forward</b>		S20	204,751	-	-	204,751	183,855
<b>Opening balance adjustment to reserves</b>			-	-	-	-	-
<b>Total funds carried forward</b>		S21	186,794	-	-	186,794	204,751

## Section B Balance sheet

	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	3,090	-	-	3,090	8,861
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<i>Total fixed assets</i>	B04	3,090	-	-	3,090	8,861
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	11,030	-	-	11,030	7,627
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	182,320	-	-	182,320	190,013
<i>Total current assets</i>	B09	193,350	-	-	193,350	197,640
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	9,646	-	-	9,646	1,750
<i>Net current assets/(liabilities)</i>	B11	183,704	-	-	183,704	195,890
<i>Total assets less current liabilities</i>	B12	186,794	-	-	186,794	204,751
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<i>Net assets</i>	B15	186,794	-	-	186,794	204,751
<b>Funds of the Charity</b>						
Unrestricted funds	B16	186,794			186,794	204,751
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<i>Total funds</i>	B20	186,794	-	-	186,794	204,751

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
		MARY BETH DENNY	23/04/2025
		ROSEMARY BULPITT	23/04/2025

Note 1 **Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\* 

✓

 Accounting Standards;
- or 


 Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

--	--

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

--	--

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

--	--

§§ if no changes have been made to accounts for previous periods then delete these words.

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.  Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.  Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

--

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
<b>Voluntary income</b>	Donations	8,959	8,580
		-	-
		-	-
		-	-
	<b>Total</b>	8,959	8,580
<b>Activities for generating funds</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment income</b>	Bank Interest	3,099	2,224
		-	-
		-	-
		-	-
	<b>Total</b>	3,099	2,224
<b>Incoming resources from charitable activities</b>	Grants	-	5,225
	Shop Sales (Felixstowe)	140,812	137,844
	Shop Sales (Walton)	77,479	67,297
	Shop Sales (Depot)	4,819	11,069
	Shop Sales (Woodbridge)	32,813	-
	Online Sales	56,909	42,795
	Gift Aid	3,117	1,600
	Cafe Sales	10,559	6,017
	VAT	65	764
	<b>Total</b>	326,573	271,083

**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
<b>Costs of generating voluntary income</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Fundraising trading costs</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment management costs</b>		-	-
		-	-
	<b>Total</b>	-	-
<b>Charitable activities</b>	Shop and Depot Rent	40,288	37,650
	Salary/Administration/Casual	206,472	132,626
	PAYE/ N.I. Contributions	21,602	15,458
	Rates	3,367	3,038
	Electricity /Gas/ Telephone	20,839	17,784
	Insurance/Accountancy	7,383	6,857
	Printing/Postage/Stationery	8,222	5,660
	Sundry Expenses/Petty Cash	2,864	1,136
	Donations Paid	10,268	9,229
	Motor Expenses	7,761	6,025
	Other Costs (Repairs Etc)	13,592	13,178
	Café Costs	6,559	4,038
	<b>349,217</b>	<b>252,679</b>	
<b>Governance costs</b>	Independent Examination Fee	1,600	1,905
	Depreciation charge	5,771	6,006
	Loss on disposal of fixed assets	-	401
	<b>Total</b>	<b>7,371</b>	<b>8,312</b>

**Note 5 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
1600	1905
0	0

**Note 7**                      **Paid employees***Please complete this note if the charity has any employees.***7.1 Staff Costs**

	This year £	Last year £
Gross wages, salaries and benefits in kind	216,922	139,918
Employer's National Insurance costs	3,725	2,938
Pension costs	7,427	5,228
<b>Total staff costs</b>	<b>228,074</b>	<b>148,084</b>

**7.2 Average number of full-time equivalent employees in the year**

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable Activities	14	9
Governance	-	-
Other	-	-
<b>Total</b>	<b>14</b>	<b>9</b>

**7.3 Defined contribution pension scheme***Please complete if a defined contribution pension scheme is operated.*

Brief details of the scheme

--

	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		



**Note 9 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Opening balance	1,442	-	24,013	-	-	25,455
adjustment						
Additions		-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	1,442	-	24,013	-	-	25,455

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>			25% SL		

Balance brought forward	-	-	16,594	-	-	16,594
Depreciation charge for year	-	-	5,771	-	-	5,771
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	22,365	-	-	22,365

**9.3 Net book value**

Brought forward	1,442	-	7,419	-	-	8,861
Carried forward	1,442	-	1,648	-	-	3,090

**9.4 Revaluation***If any fixed assets have been revalued please give details of the valuer and method of valuation*

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**10.2** A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.

**10.3** A breakdown of the income from investments agreeing with SOFA row S03.

**Analysis of investments**

	10.2 Market value at year end £	10.3 Income from investments for the year £
<b>Investment properties</b>	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments	-	-
<b>Total</b>	-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

Market Value


**Note 11 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	11,030	7,627	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	<b>11,030</b>	<b>7,627</b>	<b>-</b>	<b>-</b>

**Note 12 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	7,796	-	-	-
Accruals and deferred income	1,850	1,750	-	-
<b>Total</b>	<b>9,646</b>	<b>1,750</b>	<b>-</b>	<b>-</b>

**12.2 Security over assets**

*If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

--



## Note 14 Transactions with related parties

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

### 14.1 Remuneration and benefits

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

### 14.2 Loans

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

### 14.3 Other transaction(s) with trustees or related parties

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 15 Additional Disclosures**

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

Note 9 Freehold Land and Buildings: The figure of £1,442 represents the legal fees for a property acquired from a Community Interest Company at no cost.

**THE BASIC LIFE CHARITY**

England & Wales - Charity number 1079263

---

# Accounts

---

## Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2023 which are set out on form CC17a.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

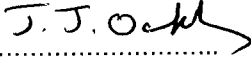
### Basis of independent examiner's report

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 statement below.

### 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

  
.....  
J. J. Oakley F.C.A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

6 March 2024



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Trustees' Annual Report for the period

From 1<sup>st</sup> January 2023      Period start date    To    31<sup>st</sup> December 2023  
Period end date

**Charity name: The BASIC Life Charity**

**Charity registration number: 1079263**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The running of two traditional charity shops and two sorting and distribution depots. The provision and introduction of 'Pop-Up/Top-Up Shops' to enable those in need to access affordable food
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware if the guidance issued by the Charity Commission on public benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During 2023 the charity again made a significant difference in the local communities.</p> <p>This included financial donations to local nurseries to provide play equipment. In addition, we made several donations to local individuals in need ranging from financial grants, vouchers or donation of stock.</p> <p>We also continued to pay for free breakfasts for the pupils at three local schools. The prices of items in our shops have remained the same for over 22 years, so this in itself, represents significant assistance to our customers.</p> <p>We continued to run our Pop-Up shops and saw our idea replicated throughout the county.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial situation at the end of the year was robust with significant savings held with a view to future expansion.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Ordinarily our reserves would represent no less than 9 months costs
Amount of reserves held	Para 1.22	£204751
Reasons for holding zero reserves	Para 1.22	None
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Shop sales, Online Sales, Auctions
Investment policy and objectives including any social investment policy adopted	Para 1.46	None
A description of the principal risks facing the charity	Para 1.46	Our major costs are rental for our premises. As per our reserve policy we do not see this as a significant risk
Other		

## Structure, Governance and Management

Description of charity's trusts:		Charitable Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Registered charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee selection made by nomination

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	The BASIC Life Charity
Other name the charity uses	BASIC
Registered charity number	1079263
Charity's principal address	30 Seaton Road Felixstowe Suffolk. IP11 9BP

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Rosemary Bulpit			
2	Mary Elizabeth Denny			
3	Monica Kyle			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

--


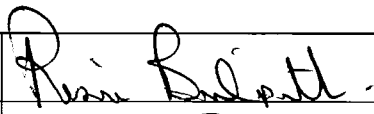
**Other optional information**

--

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MONICA KYLE	ROSIE BUMPITT
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	1 / 5 / 2024	



Charity Name The BASIC Life Charity		Charity No (if any)	1079263	<b>CC17a</b>
<b>Annual accounts for the period</b>				
Period start date	01/01/2023	To	Period end date 31/12/2023	

## Section A Statement of financial activities

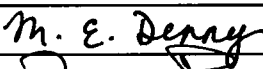

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
<b>Incoming resources from generated funds</b>			-	-	-	-	-
Voluntary income		S01	8,580	-	-	8,580	11,011
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	2,224	-	-	2,224	193
<b>Incoming resources from charitable activities</b>		S04	271,083	-	-	271,083	239,453
<b>Other incoming resources</b>		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	281,887	-	-	281,887	250,657
<b>Resources expended (Notes 4-8)</b>							
<b>Costs of Generating Funds</b>			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
<b>Charitable activities</b>		S10	252,679	-	-	252,679	220,133
<b>Governance costs</b>		S11	8,312	-	-	8,312	7,516
<b>Other resources expended</b>		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	260,991	-	-	260,991	227,649
<b>Net incoming/(outgoing) resources before transfers</b>		S14	20,896	-	-	20,896	23,008
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	20,896	-	-	20,896	23,008
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	20,896	-	-	20,896	23,008
<b>Total funds brought forward</b>		S20	183,855	-	-	183,855	160,847
<b>Opening balance adjustment to reserves</b>			-	-	-	-	-
<b>Total funds carried forward</b>		S21	204,751	-	-	204,751	183,855

## Section B

## Balance sheet

	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds £	income funds £	Endowment funds £		
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	8,861	-	-	8,861	13,348
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	8,861	-	-	8,861	13,348
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	7,627	-	-	7,627	7,077
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	190,013	-	-	190,013	172,597
<b>Total current assets</b>	B09	197,640	-	-	197,640	179,674
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	1,750	-	-	1,750	9,167
<b>Net current assets/(liabilities)</b>	B11	195,890	-	-	195,890	170,507
<b>Total assets less current liabilities</b>	B12	204,751	-	-	204,751	183,855
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	204,751	-	-	204,751	183,855
<b>Funds of the Charity</b>						
Unrestricted funds	B16	204,751			204,751	183,855
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	204,751	-	-	204,751	183,855

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mary Beth Denny MONICA KYLE	06/03/2024
	ROSEMARY BULPITT	06/03/2024

Note 1 **Basis of preparation**

***This section should be completed by all charities.***

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\*  Accounting Standards;
- or  Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

--

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

--

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

--

§§ if no changes have been made to accounts for previous periods then delete these words.

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>• the charity becomes entitled to the resources;</li> <li>• the trustees are virtually certain they will receive the resources; and</li> <li>• the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.</p> <p>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.</p>
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
<b>Voluntary income</b>	Donations	8,580	11,011
		-	-
		-	-
		-	-
	<b>Total</b>	8,580	11,011
<b>Activities for generating funds</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment income</b>	Bank Interest	2,224	193
		-	-
		-	-
		-	-
	<b>Total</b>	2,224	193
<b>Incoming resources from charitable activities</b>	Grants	5,225	8,241
	Shop Sales (Felixstowe)	137,844	123,163
	Shop Sales (Walton)	67,297	61,207
	Shop Sales (Depot)	11,069	8,241
	Online Sales	42,795	35,597
	Gift Aid	1,600	1,504
	Cafe Sales	6,017	1,576
	VAT	- 764	- 76
	<b>Total</b>	271,083	239,453

## Section C

## Notes to the accounts

(cont)

**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
<b>Costs of generating voluntary income</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Fundraising trading costs</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment management costs</b>		-	-
		-	-
	<b>Total</b>	-	-
<b>Charitable activities</b>	Shop and Depot Rent	37,650	36,218
	Salary/Administration/Casual	132,626	113,286
	PAYE/ N.I. Contributions	15,458	13,200
	Rates	3,038	4,831
	Electricity /Gas/ Telephone	17,784	10,761
	Insurance/Accountancy	6,857	5,822
	Printing/Postage/Stationery	5,660	3,139
	Sundry Expenses/Petty Cash	1,136	2,888
	Donations Paid	9,229	13,330
	Online facility	-	387
	Motor Expenses	6,025	3,693
	Other Costs (Repairs Etc)	13,178	7,549
	Café Costs	4,038	5,028
	<b>Total</b>	252,679	220,133
<b>Governance costs</b>	Independent Examination Fee	1,905	1,600
	Depreciation charge	6,006	5,916
	Loss on disposal of fixed assets	401	-
	<b>Total</b>	8,312	7,516

**Note 5 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
1905	1600
0	0

**Section C**

**Notes to the accounts**

**(cont)**

**Note 7 Paid employees**

*Please complete this note if the charity has any employees.*

**7.1 Staff Costs**

	<b>This year £</b>	<b>Last year £</b>
Gross wages, salaries and benefits in kind	134,918	115,204
Employer's National Insurance costs	7,938	6,949
Pension costs	5,228	4,334
<b>Total staff costs</b>	<b>148,084</b>	<b>126,487</b>

**7.2 Average number of full-time equivalent employees in the year**

The parts of the charity in which the employees work

	<b>This year Number</b>	<b>Last year Number</b>
Administrative	-	-
Charitable purposes	9	9
Other	-	-
None	-	-
<b>Total</b>	<b>9</b>	<b>9</b>

**7.3 Defined contribution pension scheme**

*Please complete if a defined contribution pension scheme is operated.*

Brief details of the scheme

--

	<b>This year £</b>	<b>Last year £</b>
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		



**Note 9 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Opening balance adjustment	1,442	-	23,663	-	-	25,105
Additions		-	2,220	-	-	2,220
Revaluations	-	-	-	-	-	-
Disposals	-	-	1,870	-	-	1,870
Transfers *	-	-	-	-	-	-
Balance carried forward	1,442	-	24,013	-	-	25,455

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>			25% RB		

Balance brought forward	-	-	11,757	-	-	11,757
Depreciation charge for year	-	-	6,006	-	-	6,006
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	1,169	-	-	1,169
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	16,594	-	-	16,594

**9.3 Net book value**

Brought forward	1,442	-	11,906	-	-	13,348
Carried forward	1,442	-	7,419	-	-	8,861

**9.4 Revaluation***If any fixed assets have been revalued please give details of the valuer and method of valuation*

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

**Analysis of investments**

	10.2 Market value at year end £	10.3 Income from investments for the year £
<b>Investment properties</b>	-	-
<b>Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes</b>	-	-
<b>Investments in subsidiary or connected undertakings and companies</b>	-	-
<b>Securities not listed on a recognised Stock Exchange</b>	-	-
<b>Cash held as part of the investment portfolio</b>	-	-
<b>Other investments</b>	-	-
<b>Total</b>	-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

**Investment held**

**Market Value**


**Note 11 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	7,627	7,077	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	<b>7,627</b>	<b>7,077</b>	<b>-</b>	<b>-</b>

**Note 12 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	4,125	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	-	3,392	-	-
Accruals and deferred income	1,750	1,650	-	-
<b>Total</b>	<b>1,750</b>	<b>9,167</b>	<b>-</b>	<b>-</b>

**12.2 Security over assets**

*If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

--



## Note 14 Transactions with related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.

### 14.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

### 14.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

### 14.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 15****Additional Disclosures**

**The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.**

Note 9 Freehold Land and Buildings: The figure of £1,442 represents the legal fees for a property acquired from a Community Interest Company at no cost.

**THE BASIC LIFE CHARITY**

England & Wales - Charity number 1079263

---

# Accounts

---

# Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2022 which are set out on form CC17a.

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 statement below.

## 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

  
.....  
J. J. Oakley F.C.A

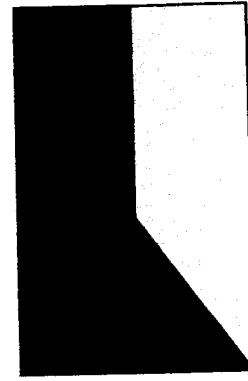
Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

9<sup>th</sup> August 2023

The

# BASIC

Life Charity



## **Trustee's Annual Report 2022**

We had decided that we would treat 2022 as a 'year of consolidation' after several years of development both internally and with the rapid expansion of 'pop-up' shops across Suffolk.

Despite this aim we became owners of the former Laydens Community Café in Felixstowe, taking over ownership after a lengthy period of negotiation, on 1<sup>st</sup> August 2022.

This was a new development for us and involved the hiring of new staff members and taking on the monthly loss of the operation which was as £600 per month under the previous owners.

We renamed the café 'The BASIC Community Café' and retained the previous manager and volunteers.

We paid just under £4000 to have the kitchen professionally deep cleaned and rebranded and decorated the premises.

It was estimated that it would take in the region of two years to turn the previous loss situation into a profitable one.

At the same time, we maintained the subsidised cost of the food and continued to offer cheaper meals to the community.

In the first phase of redevelopment, we subscribed to 'Just Eat' to enable us to deliver food to customers across the local area.

We held tabletop sales at the café, with two taking place during 2022.

We continued to supply 'Pop-up' shops at Bures, Walsham le Willows, Martlesham and Rendlesham while running our own in Trimley and at Langer Road, Felixstowe.

Our original idea of £2 a bag per customer without restrictions has now been replicated across Suffolk and indeed across the U.K.

We donated equipment to local Nursery Schools with a cap of £1,000 per school.

In addition, we provided grants for many local people in extreme need, provided food from food banks at each of our shops, offered free use of wheelchairs from our Felixstowe shop and assisted with free donations of stock to many local people and groups.

### **Staff**

During the year we employed eight paid employees and i.r.o. twenty volunteers.

These consisted of the Administrator, Online Sales Manager, Shop Managers, Café Manager, two Assistant Shop Manager's, one Full Time Driver and one Part Time Driver.

### **Operational Financial Performance**

Our turnover for 2022 was just under £250k. This was very slightly lower than the previous year but, taking into account the costs of the café, (£5028) and the dramatic reduction in grants (post covid) it was to be expected.

A breakdown shows:-

Felixstowe shop turnover increased by £37,794 (45%)

Walton shop turnover increased by £19,785 (48%)

Depot turnover increased by £3985 (97%)

Online Sales turnover decreased by £3743 (11%)

Another very significant factor in our performance is the comparison in grants received in 2022 which totalled £8241 compared with £76866 in 2021.

## **Costs**

Our costs remained quite static with an increase of just over £10k over the year. The increase was made up by staff wage increases together with increased National Insurance payments and utility bills.

## **Banking and finance**

At the end of 2022 our bank balances totalled i.r.o. £183k. This is in keeping with our intention to consolidate during the year.

## **Future plans**

It is hoped that we shall be able to make the café more viable during 2023, but with a realistic view, that this may not be possible until 2024.

We are aware that we need to find a new method to distribute funds to the community, however having provided significant funds to schools with equipment totalling almost £20k and nursery schools over the last two years we are seeking a new cause to support.

The expansion of 'Pop-Up' shops has been restrained due to our lack in confidence in having enough food to service these, due to the Fare Share's inability to consistently supply enough stock.

## **Conclusion**

The year showed the planned consolidation despite the acquisition of the BASIC Community Café,

At the same time, we were able to assist numerous individuals and groups with financial assistance or assistance in kind with goods or services.

Our Pop-Up shops continued to be a source of food and security for a large number of the local community and the growth and expansion of the model has enabled other communities to also benefit.

Signed below by Trustees, 9<sup>th</sup> August 2023

Signed M. E Renny Mary-Beth Denny

Signed Monica Kyle Monica Kyle

Signed Rosie Rowell Rosie Rowell

The BASIC Life Charity

The BASIC Life Charity  
Telephone: (01394) 674810  
312 High Street, Felixstowe, Walton, Suffolk. IP11 9QJ  
Vat No. 786903579  
E-mail: [basiclife@live.co.uk](mailto:basiclife@live.co.uk)  
Website: [basic.org.uk](http://basic.org.uk)  
Facebook: The BASIC Life Charity

Reg. Charity No. 1079263



Charity Name The BASIC Life Charity		Charity No (if any) 1079263		<b>CC17a</b>
<b>Annual accounts for the period</b>				
Period start date	01/01/2022	To	Period end date	

## Section A Statement of financial activities

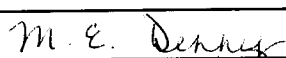
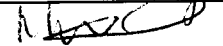
Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	11,011	-	-	11,011	10,267
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	193	-	-	193	5
Incoming resources from charitable activities		S04	238,442	1,011	-	239,453	254,817
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	<b>249,646</b>	<b>1,011</b>	<b>-</b>	<b>250,657</b>	<b>265,089</b>
<b>Resources expended (Notes 4-8)</b>							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	219,122	1,011	-	220,133	210,013
Governance costs		S11	7,516	-	-	7,516	8,356
Other resources expended		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	<b>226,638</b>	<b>1,011</b>	<b>-</b>	<b>227,649</b>	<b>218,369</b>
<b>Net incoming/(outgoing) resources before transfers</b>		S14	<b>23,008</b>	<b>-</b>	<b>-</b>	<b>23,008</b>	<b>46,720</b>
<b>Gross transfers between funds</b>		S15	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	<b>23,008</b>	<b>-</b>	<b>-</b>	<b>23,008</b>	<b>46,720</b>
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	<b>23,008</b>	<b>-</b>	<b>-</b>	<b>23,008</b>	<b>46,720</b>
<b>Total funds brought forward</b>		S20	<b>160,847</b>	<b>-</b>	<b>-</b>	<b>160,847</b>	<b>85,964</b>
<b>Opening balance adjustment to reserves</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,163</b>
<b>Total funds carried forward</b>		S21	<b>183,855</b>	<b>-</b>	<b>-</b>	<b>183,855</b>	<b>160,847</b>

## Section B

## Balance sheet

	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds	income funds	Endowment funds		
		£	£	£		
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	13,348	-	-	13,348	17,822
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	13,348	-	-	13,348	17,822
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	7,077	-	-	7,077	7,358
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	172,597	-	-	172,597	144,425
<b>Total current assets</b>	B09	179,674	-	-	179,674	151,783
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	9,167	-	-	9,167	8,758
<b>Net current assets/(liabilities)</b>	B11	170,507	-	-	170,507	143,025
<b>Total assets less current liabilities</b>	B12	183,855	-	-	183,855	160,847
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	183,855	-	-	183,855	160,847
<b>Funds of the Charity</b>						
Unrestricted funds	B16	183,855			183,855	160,847
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	183,855	-	-	183,855	160,847

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	M Denny	09/08/2023
	M Kyle	09/08/2023

Note 1 **Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\*  Accounting Standards;
- or  Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

§§ if no changes have been made to accounts for previous periods then delete these words.

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>• the charity becomes entitled to the resources;</li> <li>• the trustees are virtually certain they will receive the resources; and</li> <li>• the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.  Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.  Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
<b>Voluntary income</b>	Donations	11,011	10,267
		-	-
		-	-
		-	-
	<b>Total</b>	11,011	10,267
<b>Activities for generating funds</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment income</b>	Bank Interest	193	5
		-	-
		-	-
		-	-
	<b>Total</b>	193	5
<b>Incoming resources from charitable activities</b>	Grants	8,241	76,866
	Shop Sales (Felixstowe)	123,163	85,369
	Shop Sales (Walton)	61,207	41,422
	Shop Sales (Depot)	8,241	4,256
	Online Sales	35,597	39,340
	Gift Aid	1,504	4,863
	Cafe Sales	1,576	-
	VAT	-	2,701
	<b>Total</b>	239,453	254,817

**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
<b>Costs of generating voluntary income</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Fundraising trading costs</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment management costs</b>		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Charitable activities</b>	Shop and Depot Rent	36,218	41,268
	Salary/Administration/Casual	113,286	90,765
	PAYE/ N.I. Contributions	13,200	10,057
	Rates	4,831	1,478
	Electricity /Gas/ Telephone	10,761	8,588
	Insurance/Accountancy	5,822	4,954
	Printing/Postage/Stationery	3,139	1,086
	Sundry Expenses/Petty Cash	2,888	2,757
	Donations Paid	13,330	35,315
	Online facility	387	1,782
	Motor Expenses	3,693	6,451
	Other Costs (Repairs Etc)	7,549	5,511
	Café Costs	5,028	
<b>Total</b>	<b>220,133</b>	<b>210,013</b>	
<b>Governance costs</b>	Independent Examination Fee	1,600	2,515
	Depreciation charge	5,916	5,841
		-	-
<b>Total</b>	<b>7,516</b>	<b>8,356</b>	

**Note 5 Support Costs**

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
1600	2515
0	0

**Note 7 Paid employees**

Please complete this note if the charity has any employees.

**7.1 Staff Costs**

	This year £	Last year £
Gross wages, salaries and benefits in kind	115,204	92,522
Employer's National Insurance costs	6,949	5,100
Pension costs	4,334	3,200
<b>Total staff costs</b>	<b>126,487</b>	<b>100,822</b>

**7.2 Average number of full-time equivalent employees in the year**

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable activities	9	8
Administration	-	-
Other	-	-
<b>Total</b>	<b>9</b>	<b>8</b>

**7.3 Defined contribution pension scheme**

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

--

	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		



**Note 9 Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

**9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Opening balance	-	-	23,663	-	-	23,663
adjustment						
Additions	1,442	-	-	-	-	1,442
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	1,442	-	23,663	-	-	25,105

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>			25% RB		

Balance brought forward	-	-	5,841	-	-	5,841
Depreciation charge for year	-	-	5,916	-	-	5,916
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	11,757	-	-	11,757

**9.3 Net book value**

Brought forward	-	-	17,822	-	-	17,822
Carried forward	1,442	-	11,906	-	-	13,348

**9.4 Revaluation**

If any fixed assets have been revalued please give details of the valuer and method of valuation

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

**Analysis of investments**

	10.2 Market value at year end £	10.3 Income from investments for the year £
<b>Investment properties</b>	-	-
<b>Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes</b>	-	-
<b>Investments in subsidiary or connected undertakings and companies</b>	-	-
<b>Securities not listed on a recognised Stock Exchange</b>	-	-
<b>Cash held as part of the investment portfolio</b>	-	-
<b>Other investments</b>	-	-
<b>Total</b>	-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

Market Value


**Note 11 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	7,077	7,358	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	<b>7,077</b>	<b>7,358</b>	<b>-</b>	<b>-</b>

**Note 12 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	4,125	4,784	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	3,392	2,474	-	-
Accruals and deferred income	1,650	1,500	-	-
<b>Total</b>	<b>9,167</b>	<b>8,758</b>	<b>-</b>	<b>-</b>

**12.2 Security over assets**

*If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

--

**Note 13 Endowment and restricted income funds**

Please complete this section if the charity has any endowment or restricted income funds.

**13.1 Funds held**

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Suffolk Chamber Grants	R	Government Kick Start Scheme

**13.2 Movements of major funds**

Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
Suffolk Chamber Grants	-	1,011	- 1,011	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Total Funds</b>	-	1,011	- 1,011	-	-	-

**13.3 Transfers between funds**

Please give details of any transfers between funds.

From Fund (Name)	To Fund (Name)	Reason	Amount

**Note 14 Transactions with related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

**14.1 Remuneration and benefits**

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

**14.2 Loans**

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

**14.3 Other transaction(s) with trustees or related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 15****Additional Disclosures**

**The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.**

Note 9 Freehold Land and Buildings: The figure of £1,442 represents the legal fees for a property acquired from a Community Interest Company at no cost.

**THE BASIC LIFE CHARITY**

England & Wales - Charity number 1079263

---

# Accounts

---

# Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2021 which are set out on form CC17a.

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

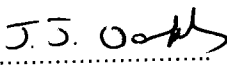
## Basis of independent examiner's report

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 statement below.

## 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

  
.....  
J. J. Oakley F.C.A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

26 June 2022



# Trustees' Annual Report for the period

Period start date

Period end date

01 Jan 2021

31st Dec 2021

From

To

## Section A

## Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mary-Beth Denny			
2	Monica Kyle		Appointed 11.02.2022	
3	Rosemary Rowell			
4	Helen Hood		Resigned 13.06.2021	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	Deed
How the charity is constituted	Trust
Trustee selection methods	Appointed

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Charity has continued to run its two traditional shops in the Felixstowe area.  
Our pricing policy has remained the same and this has enabled local residents to buy products at prices considerably cheaper than in other retail outlets [including all local Charity shops].  
Our original 'Pop-up' shop idea has developed and we have been able to offer food at £1 - £2 a bag to local people.  
Each of our Pop-up shops has had queues for up to an hour each week proving that we are meeting a real need.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our work continues to grow within Felixstowe and the surrounding areas and it is clear that we are making a very positive impact on the local community.

Recognition by Felixstowe Town Council testifies to the difference we are making.

We received positive publicity from the local press regarding our initiatives and our work has been acknowledged primarily among members of the Church of England.

Our Charity partnerships with the food industry now include Marks and Spencer, Tesco, Morrisons, Waitrose and Lidl.

**Summary of the main achievements of the charity during the year****Charity Shops**

The charity shops had performed beyond expectations with a marked increase in sales, particularly after our drive to raise £20,000 for equipment for local schools.

**Pop-Up Shops**

While the Pop-Up Shops were proving to be extremely popular and effective in Felixstowe, Ipswich and the surrounding areas, it was noted that individually the members of the churches were advertising them without the 'BASIC' name which was a pre-condition of the arrangement. After some discussion it was agreed to 'gift' two of the Pop-Up shops to the operating churches in Felixstowe and to look towards doing the same with the Ipswich ones.

**Donations made**

As mentioned above the £20,000 donation for new cutting-edge equipment for nine local schools had proved to be extremely well received by the public,

Other donations included our continual payment for free breakfasts for the pupils at local schools and occasional 'one off' donations to local individuals in extreme need.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

It was agreed that our reserve policy should stay in place for the next year as we explore new opportunities to expand our work.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity primarily receives funds from the two Charity shops and from the growing online presence.

This income has enabled us to reach out into the community to make a real difference to those suffering from food insecurity.

We have also been able to offer employment for some long-term job seekers and have supported other local groups.

## Section F

## Other optional information

### Pop-up shops

As mentioned above we feel the time is right to hand the Pop-Up shops over to those who have operated them locally for many years. At the same time we are keen to find new locations in rural Suffolk.

### Retail shops

The retail shops are extremely busy as mentioned above but we now have a better balance of staff and a stronger, more capable team at both locations. It is expected that we may need to employ an assistant at the Walton shop in 2022

### Vehicles

We now have a full capacity of vehicles with the two vans and two other vehicles which are used for food collections and to transfer items between the two shops and the depots.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*M. B. Denny*

*Rosemary Rowell*

Full name(s)

Mary-Beth Denny

ROSEMARY ROWELL

Position (eg Secretary, Chair, etc)

Trustee

TRUSTEES

Date 26 June 2022



Charity Name The BASIC Life Charity		Charity No (if any) 1079263	<b>CC17a</b>
<b>Annual accounts for the period</b>			
Period start date 01/01/2021	<b>To</b>	Period end date 31/12/2021	

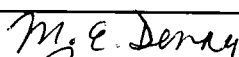
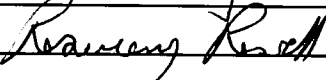
## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
<b>Incoming resources from generated funds</b>							
Voluntary income		S01	10,267	-	-	10,267	21,321
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	5	-	-	5	21
<b>Incoming resources from charitable activities</b>							
		S04	242,382	12,435	-	254,817	222,530
<b>Other incoming resources</b>							
		S05	-	-	-	-	-
<b>Total incoming resources</b>			<b>252,654</b>	<b>12,435</b>	<b>-</b>	<b>265,089</b>	<b>243,872</b>
<b>Resources expended (Notes 4-8)</b>							
<b>Costs of Generating Funds</b>							
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
<b>Charitable activities</b>							
		S10	197,578	12,435	-	210,013	182,327
<b>Governance costs</b>							
		S11	8,356	-	-	8,356	995
<b>Other resources expended</b>							
		S12	-	-	-	-	-
<b>Total resources expended</b>			<b>205,934</b>	<b>12,435</b>	<b>-</b>	<b>218,369</b>	<b>183,322</b>
<b>Net incoming/(outgoing) resources before transfers</b>			<b>46,720</b>	<b>-</b>	<b>-</b>	<b>46,720</b>	<b>60,550</b>
<b>Gross transfers between funds</b>							
		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>			<b>46,720</b>	<b>-</b>	<b>-</b>	<b>46,720</b>	<b>60,550</b>
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>			<b>46,720</b>	<b>-</b>	<b>-</b>	<b>46,720</b>	<b>60,550</b>
<b>Total funds brought forward</b>			<b>85,964</b>	<b>-</b>	<b>-</b>	<b>85,964</b>	<b>25,414</b>
<b>Opening balance adjustment to reserves</b>			<b>28,163</b>	<b>-</b>	<b>-</b>	<b>28,163</b>	<b>-</b>
<b>Total funds carried forward</b>			<b>160,847</b>	<b>-</b>	<b>-</b>	<b>160,847</b>	<b>85,964</b>

## Section B Balance sheet

		Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Fixed assets</b>							
Tangible assets	(Note 9)	B01	17,822	-	-	17,822	-
		B02	-	-	-	-	-
Investments	(Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>		B04	17,822	-	-	17,822	-
<b>Current assets</b>							
Stock and work in progress		B05	-	-	-	-	-
Debtors	(Note 11)	B06	7,358	-	-	7,358	-
(Short term) investments		B07	-	-	-	-	-
Cash at bank and in hand		B08	144,425	-	-	144,425	85,964
<b>Total current assets</b>		B09	151,783	-	-	151,783	85,964
<b>Creditors: amounts falling due within one year</b>		B10	8,758	-	-	8,758	-
<b>Net current assets/(liabilities)</b>		B11	143,025	-	-	143,025	85,964
<b>Total assets less current liabilities</b>		B12	160,847	-	-	160,847	85,964
<b>Creditors: amounts falling due after one year</b>		B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>		B14	-	-	-	-	-
<b>Net assets</b>		B15	160,847	-	-	160,847	85,964
<b>Funds of the Charity</b>							
<b>Unrestricted funds</b>		B16	160,847			160,847	85,964
		B17	-			-	-
<b>Restricted income funds (Note 13)</b>		B18		-		-	-
<b>Endowment funds (Note 13)</b>		B19			-	-	-
<b>Total funds</b>		B20	160,847	-	-	160,847	85,964

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mary-Beth Denny	26/06/2022
	ROSEMARY RUSSELL	26/06/22

Note 1 **Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\*  Accounting Standards;
- or  Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

§§ if no changes have been made to accounts for previous periods then delete these words.

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>• the charity becomes entitled to the resources;</li> <li>• the trustees are virtually certain they will receive the resources; and</li> <li>• the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.</p> <p>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.</p>
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
<b>Voluntary income</b>	Donations	10,267	21,321
		-	-
		-	-
		-	-
	<b>Total</b>	10,267	21,321
<b>Activities for generating funds</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment income</b>	Bank Interest	5	21
		-	-
		-	-
		-	-
	<b>Total</b>	5	21
<b>Incoming resources from charitable activities</b>	Grants	76,866	81,668
	Shop Sales (Felixstowe)	85,369	64,954
	Shop Sales (Walton)	41,422	38,092
	Shop Sales (Depot)	4,256	4,873
	Online Sales	39,340	33,838
	Gift Aid	4,863	1,041
	VAT	2,701	- 1,936
	<b>Total</b>	254,817	222,530

## Section C

## Notes to the accounts

(cont)

**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
<b>Costs of generating voluntary income</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Fundraising trading costs</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment management costs</b>		-	-
		-	-
	<b>Total</b>	-	-
<b>Charitable activities</b>	Shop and Depot Rent	41,268	31,296
	Salary/Administration/Casual	90,765	77,645
	PAYE/ N.I. Contributions	10,057	6,429
	Rates	1,478	1,388
	Electricity /Gas/ Telephone	8,588	8,558
	Insurance/Accountancy	4,954	4,827
	Printing/Postage/Stationery	1,086	5,590
	Sundry Expenses/Petty Cash	2,757	3,468
	Donations Paid	35,315	6,866
	Online facility	1,782	3,322
	Motor Expenses	6,451	1,676
	Other Costs (Repairs Etc)	5,511	6,251
	Motor Vehicles purchased	-	25,010
<b>Total</b>	210,013	182,327	
<b>Governance costs</b>	Independent Examination Fee	2,515	995
	Depreciation charge	5,841	-
		-	-
	<b>Total</b>	8,356	995

**Note 5 Support Costs**

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
2515	995
0	50

**Section C**

**Notes to the accounts**

**(cont)**

**Note 7 Paid employees**

*Please complete this note if the charity has any employees.*

**7.1 Staff Costs**

	<b>This year £</b>	<b>Last year £</b>
Gross wages, salaries and benefits in kind	87,565	74,594
Employer's National Insurance costs	-	-
Pension costs	3,200	3,051
<b>Total staff costs</b>	<b>90,765</b>	<b>77,645</b>

**7.2 Average number of full-time equivalent employees in the year**

The parts of the charity in which the employees work

	<b>This year Number</b>	<b>Last year Number</b>
Part 1	-	-
Part 2	8	5
Part 3	-	-
Part 4	-	-
<b>Total</b>	<b>8</b>	<b>5</b>

**7.3 Defined contribution pension scheme**

*Please complete if a defined contribution pension scheme is operated.*

Brief details of the scheme

--

The costs of the scheme to the charity for the year  
 The amount of any contributions outstanding at the year end  
 The amount of any contributions prepaid at the year end

	<b>This year £</b>	<b>Last year £</b>



**Note 9 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Opening balance	-	-	22,763	-	-	22,763
adjustment						
Additions	-	-	900	-	-	900
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	23,663	-	-	23,663

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>			25% RB		

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	5,841	-	-	5,841
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	5,841	-	-	5,841

**9.3 Net book value**

Brought forward	-	-	-	-	-	-
Carried forward	-	-	17,822	-	-	17,822

**9.4 Revaluation***If any fixed assets have been revalued please give details of the valuer and method of valuation*

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

**Analysis of investments**

	10.2 Market value at year end  £	10.3 Income from investments for the year  £
<b>Investment properties</b>	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments	-	-
<b>Total</b>	-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

Market Value


**Note 11 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	7,358	-	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	<b>7,358</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Note 12 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	4,784	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	2,474	-	-	-
Accruals and deferred income	1,500	-	-	-
<b>Total</b>	<b>8,758</b>	<b>-</b>	<b>-</b>	<b>-</b>

**12.2 Security over assets**

*If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

--

**Note 13 Endowment and restricted income funds**

*Please complete this section if the charity has any endowment or restricted income funds.*

**13.1 Funds held**

**Please give a brief description of any of the following type of funds held by the charity:**

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Suffolk Chamber Grants	R	Government Kick Start Scheme

**13.2 Movements of major funds**

*Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.*

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
Suffolk Chamber Grants	-	12,435	- 12,435	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Total Funds</b>	-	12,435	- 12,435	-	-	-

**13.3 Transfers between funds**

*Please give details of any transfers between funds.*

From Fund (Name)	To Fund (Name)	Reason	Amount

**Note 14 Transactions with related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

**14.1 Remuneration and benefits**

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

**14.2 Loans**

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

**14.3 Other transaction(s) with trustees or related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 15****Additional Disclosures**

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

The figures for the year ended 31 December 2020 were prepared on a receipts and payments basis. Therefore the comparative figures are not entirely comparable with the accruals basis for the current year. Fixed assets and deposits held from 2020 have been included within the opening balance adjustment

**THE BASIC LIFE CHARITY**

England & Wales - Charity number 1079263

---

# Accounts

---

# Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on form CC16a.

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

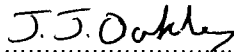
## Basis of independent examiner's report

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 statement below.

## 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.



J. J. Oakley F.C.A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

13 May 2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The BASIC Life Charity

## Receipts and payments accounts

CC16a

For the period  
from

01/01/2020

To

31/12/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Shop Sales (Felixstowe)	64,954	-	-	64,954	72,277
Shop Sales (Walton)	38,092	-	-	38,092	40,238
Shop Sales (Depot)	4,873	-	-	4,873	6,594
Bank Interest	21	-	-	21	14
Grants and Donations	87,224	15,765	-	102,989	7,204
Online Sales	33,838	-	-	33,838	31,391
Gift Aid	1,041	-	-	1,041	-
VAT	1,936	-	-	1,936	83
<b>Sub total (Gross income for AR)</b>	<b>228,107</b>	<b>15,765</b>	<b>-</b>	<b>243,872</b>	<b>157,801</b>
<b>A2 Asset and investment sales, (see table).</b>					
Beach hut	-	-	-	-	15,000
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
<b>Total receipts</b>	<b>228,107</b>	<b>15,765</b>	<b>-</b>	<b>243,872</b>	<b>172,801</b>
<b>A3 Payments</b>					
Shop and Depot Rent	31,296	-	-	31,296	29,605
Salary/Administration/Casual	77,645	-	-	77,645	78,248
PAYE/ N.I. Contributions	6,429	-	-	6,429	11,442
Rates	1,388	-	-	1,388	2,657
Electricity /Gas/ Telephone	8,558	-	-	8,558	6,812
Insurance/Accountancy	5,822	-	-	5,822	5,062
Printing/Postage/Stationery	5,590	-	-	5,590	4,917
Sundry Expenses/Petty Cash	3,469	-	-	3,469	1,900
Donations Paid	6,866	-	-	6,866	5,919
Online facility	3,322	-	-	3,322	3,697
Motor Expenses	1,676	-	-	1,676	3,746
Other Costs (Repairs Etc)	6,251	-	-	6,251	3,083
<b>Sub total</b>	<b>158,313</b>	<b>-</b>	<b>-</b>	<b>158,313</b>	<b>157,088</b>
<b>A4 Asset and investment purchases. (see table)</b>					
Motor vehicles	9,245	15,765	-	25,010	-
<b>Sub total</b>	<b>9,245</b>	<b>15,765</b>	<b>-</b>	<b>25,010</b>	<b>-</b>
<b>Total payments</b>	<b>167,558</b>	<b>15,765</b>	<b>-</b>	<b>183,323</b>	<b>157,088</b>
<b>Net of receipts/(payments)</b>	<b>60,550</b>	<b>-</b>	<b>-</b>	<b>60,550</b>	<b>15,713</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>25,414</b>	<b>-</b>	<b>-</b>	<b>25,414</b>	<b>9,701</b>
<b>Cash funds this year end</b>	<b>85,964</b>	<b>-</b>	<b>-</b>	<b>85,964</b>	<b>25,414</b>

## Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank and petty cash	85,964	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>85,964</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

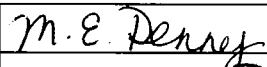

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
	Held on Deposit (Fxt Shop)	3,000	-	-
	Held on Deposit (Depot)	2,400	-	-
	VAT reclaim due	2,706	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Details		-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Details			
	Van	Unrestricted	-	-
	Van	Unrestricted	-	-
	Van	Restricted	-	-
	Zafira	Unrestricted	-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Details			
	PAYE	Unrestricted	1,539	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MARY-BETH DENNY	9/6/21
	HELEN HOOD	9/6/21



# Trustees' Annual Report for the period

Period start date

Period end date

From

To

## Section A

## Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Diana Barnard		Until 31 <sup>st</sup> May 2020	
2	Mary-Beth Denny			
3	Alison Sheeran		Until 11 <sup>th</sup> July 2020	
4	Helen Hood			
5	Rosemary Rowell			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	Deed
How the charity is constituted	Trust
Trustee selection methods	Appointed

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Charity has continued to run its two traditional shops in the Felixstowe area.

Our pricing policy has remained the same and this has enabled local residents to buy products at prices considerably cheaper than in other retail outlets [including all local charity shops].

In addition to the charity shops we have continued our food banks and developed our BASIC Community Pop-Up Shops.

Our vision was to have them covering most of the deprived areas of the town of Ipswich during 2020.

We achieved this by having representation each week at six individual sites across the town.

Coupled with our other pop-up shops in Felixstowe, Walton, Trimley, Martlesham and Newmarket we ended the year regularly giving food to more than 300 local families suffering from severe food insecurity,

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our work continues to grow within Felixstowe and the surrounding areas and it is clear that we are making a very positive impact on the local community.

During the pandemic we turned our shops into Emergency Resource Centres and, at one time, we were the only resource for free food with delivery to over 20,000 people.

We passed on a considerable amount of food and gave away most of our stock to those in need for free, and provided reassurance and advice to residents who were alarmed by the imposed restrictions.

Our work was recognised as being significant to the local communities by several official agencies, and our method of food redistribution was described as 'best practice' by Suffolk County Council.

To support the logistical demands posed by COVID and the recent expansion of the BASIC LIFE community pop-ups, we were able to purchase a second-hand van with a tail-lift with funds received from the National Lottery Fund. The new van allowed us to distribute food to all the Ipswich Pop-Up Shops and proved to be a major asset when collecting and delivering items for the Felixstowe charity shop.

At the end of 2020 we opened a new 'Books and Vintage' shop in Walton which will allow sales of the large amount of books we have donated to the charity shop there.

The new shop will also offer employment for a manager, volunteering opportunities, help us to streamline the donations and offer a new resource to the community.

Our Charity partnerships with the food industry now include Marks and Spencer, Tesco, Morrisons, Waitrose, Lidl, Aldi and Asda. We are partners with both Neighbourly and Fare Share for supermarket collections and we are also subscribers to the Ipswich Fare Share depot.

We redistribute i.r.o. 1,500 kgs of food per week; a high percentage of this food would ordinarily be destined for waste.

Despite the enforced closure of our shops during the spring and autumn we were able to maintain similar sales to previous years. This was in some part due to our increased online activity and more effective working practices.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

The trustees and management decided that 2020 should be a year of consolidation.

This decision was taken to take stock and determine the best way to move forward after recent years of expansion beyond the charity's expectation.

However, due to the pandemic and the rising need in the communities, we moved forward with the opening of new pop-up shops across Ipswich while maintaining those in Felixstowe and the surrounding areas.

We received significant funding from the National Lottery Fund and many donations from local groups such as Felixstowe Lions and Rotary clubs.

The result of maintaining sales, expanding revenue sources, and receiving donations has achieved a more robust financial position. We have been able to maintain and exceed our level of reserves and we felt this was prudent in view of the changing landscape due to the Covid-19 infections.

We continued to make payment for free breakfasts for the pupils at two local schools as we have done for several years now.

In addition, we were able to make significant donations to private local individuals in extreme need.

At Christmas we once again supplied boxes of gifts to residents at local care and nursing home, families referred by local health visitors, housing groups etc. This year we worked with Felixstowe Salvation Army to assist with distribution.

On Christmas Eve evening we redistributed a large amount of excess food received from supermarkets to Felixstowe residents; these food and gifts were distributed from two of our Felixstowe pop-up shop locations.

At the same time, we expanded our services as above and were therefore able to assist even more people.

Along with maintaining the recent expansion and working towards offering the BASIC LIFE Community Pop-up Shops to more rural settings, the charity continues to work towards strengthening the 'core' of the charity but developing the staff infrastructure and policies. It is agreed that building resilience in the context of post-COVID community support.

In conclusion, in an unprecedented year, the charity provided an enormous amount of help to the communities we serve. Being the only local charity, which remained open during the pandemic, we were able to aid innumerable people in need.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Our sales decreased overall during the enforced lockdowns during 2020. However, we increased our online sales and received significant grants. We increased our reserves in relation to the potential risk of more closures due to the pandemic.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

The BASIC Life Charity received significant grants and donations during 2020, including a £49k National Lottery Grant.  
The charity remained open throughout lockdown (from 20th March 2020) and was able to distribute over 630 food parcels, each of three or four bags of food, to feed approx 1500-2000 local people.  
We were the only resource of free food with free delivery, for about 30k people until government food parcels started to arrive in the latter part of April.  
Our system of redistribution was adopted as 'Best Practice' by East Suffolk Council.  
Our financial situation is robust at July 2020.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>M. E. Denney</i>	<i>Helen Hood</i>
Full name(s)	Mary-Beth Denney	Helen Hood
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	9/6/21	