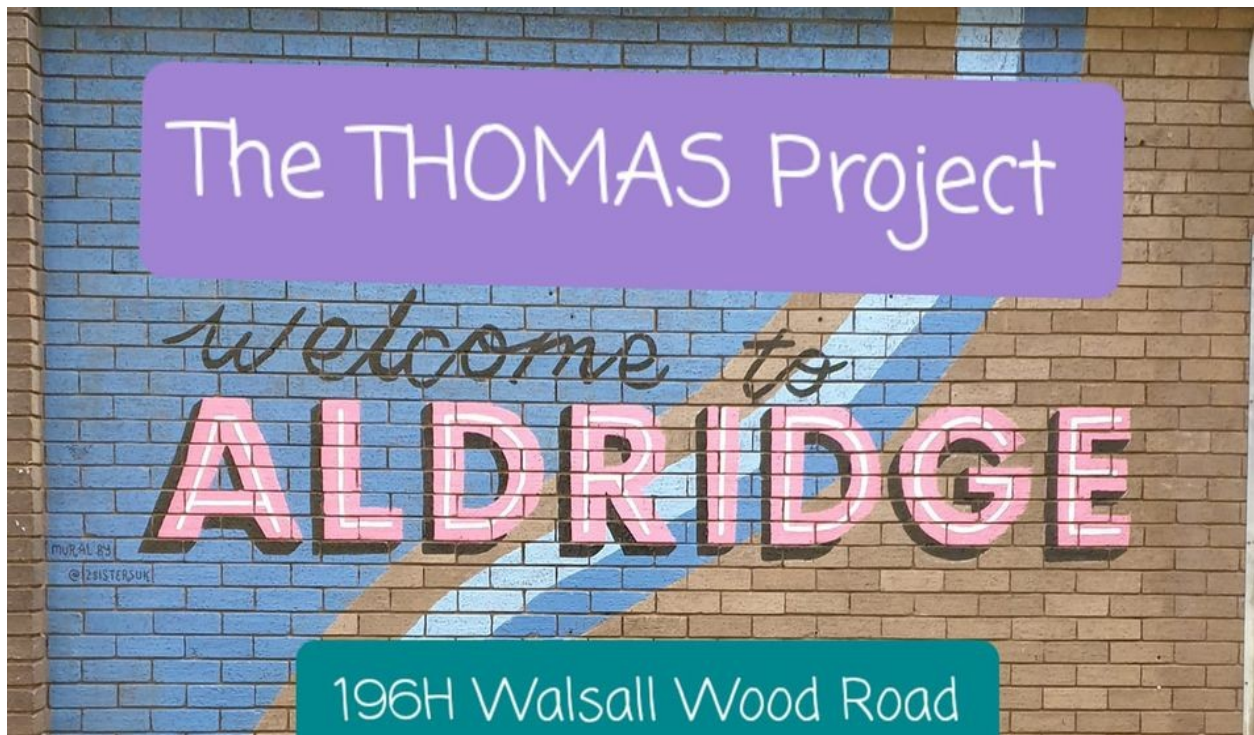




Family Welfare & Community Guidance
Reg Charity Number 1082423

The THOMAS Project Trustees Annual Report For the Period of 01 Jan 2020 to 31 Dec 2020

Registered Office: 196H Walsall Wood Road, Aldridge, West Midlands, WS9 8HB



Mission Statement

The THOMAS Project is a faith based charity that aims to relieve hardship, need and distress in the community of Aldridge, by providing opportunities and activities to all, to improve confidence, social connections, well being, and purpose.

Introduction

The THOMAS Project is the working name for Family Welfare and Community Guidance.

Structure, Governance and Management

During the accounting period the Trustees were:

Keith Farquhar (Chair) - Resigned October 2020

Elizabeth Jones - Secretary

Keith Capp - Treasurer

Clive Thomas - Vice Chair

Tim Wilson - Fundraising Coordinator - Resigned November 2020

Marlene Bradburn - Fundraising coordinator

Peter Brentnall - Minutes Secretary

The Charity governing document is a Trust Deed and is constituted as a Trust with 7 Trustees elected by the Trustees.

Trustees hold quarterly meetings which are minuted. During 2020 due to COVID-19 restrictions these meetings took place via Zoom.

The Trustees appoint members of staff through the application process. Currently there are 2 members of staff; Project Manager (21 hours per week) Deputy Project Manager (12 hours a week). The Deputy Project Manager post is a 3 year funded post by the National Lottery Community Fund.

Volunteers are recruited by the Project Manager through the application process. There are currently 20 Volunteers registered with the project.

The THOMAS Project is committed to promoting fairness and eliminating discrimination and bringing people together to bridge the gap across social, generational, digital and cultural divides.

Financial Review

The Trustees aim to maintain cash reserves at no less than the equivalent of 3 months average expenditure.

The main source of income for the charity is through personal and corporate donations.

Fundraising has not been as active this year due to the government restrictions, but some fundraising was undertaken in January and by supporters taking part in personal sponsorship challenges.

Grants are applied for when appropriate and required.

A major risk to the charity would be loss of public donations. During this accounting period public donations have increased by £9036 to £27,984

Policies and Procedures

The THOMAS Project has relevant equality and safeguarding policies in place to cover trustees, staff, volunteers and users of the project. The project is Christian based but welcomes people of all faiths and no faith, regardless of their ethnicity, gender, ability or age.

All Trustees, staff and volunteers (18 years of age and over) who are involved in regulated activities have DBS clearance.

The THOMAS Project is a member of The Churches Child Protection Advisory Service (CCPAS).

All Trustees have regard to **Public Benefit** (PB1,PB2,PBS) and annually update this knowledge and policies.

OBJECTIVES AND ACTIVITIES

Wider Network/Partnerships

The THOMAS Project is a member of the Black Country Foodbank (BCFB). We work closely with food banks in the network, especially Ablewell Advice Services, who are able to offer our users debt and benefit advice. As members of the Black Country Foodbank we are part of the FareShare and FoodCloud with Aldridge Co-op, Tesco store at Brownhills and Aldridge store of Greggs. We are extremely grateful for the weekly donations of produce we receive from these establishments.

The THOMAS Project is a member of Transforming Communities Together and Places of Welcome. Unfortunately due to COVID-19 restrictions the Places of Welcome weekly meetings have not taken place at our premises, but Places of Welcome did make an online platform available for people to join in virtual coffee mornings and prayer.

We work with Walsall Workstations, a Bridges Project offering support for the unemployed. Again due to the unprecedented year the weekly sessions at the project have not been as regular, but we hope to resume these in 2021. Walsall Workstations did offer our users support over the telephone.

The THOMAS Project works closely with local churches, schools, business and charitable organisations to ensure the local community and our users receive the most appropriate support when needed. Working with these organisations increases the benefit to the public. By working together we build a network of support which ensures those that come to us in crisis receive the best and most appropriate support.

ACHIEVEMENTS AND PERFORMANCE

2020 has been one of change for the THOMAS Project, with new staff appointments and volunteers, due in most part to the effects of COVID-19. Most of the usual

activities we provide were suspended due to the government restrictions and the unsuitability of the premises for group activities to maintain the 2 metre social distancing rule.

Despite many of our usual volunteers being unable to volunteer, due to shielding or illness, we were still able to operate the twice weekly food bank with a handful of volunteers, some new, who risked their own health to ensure the needs of the community were met.

During 2020 we distributed 5,874kg of food and 1,223 kg of non food (e.g. toiletries and cleaning products) this went out in 330 food parcels for children (an increase of 58% on 2019) and 492 food parcels for adults (an increase of 66% on 2019). The increase in demand began in March 2020, when COVID-19 pandemic first took hold in England. The demand remained high to the end of December. The increase in need has been more than matched by the incredible acts of generosity from the local community and beyond that has ensured our foodbank never went short of anything.

With the help of volunteers we were able to offer a local delivery service of food parcels which has been much appreciated, not only by the people receiving a food parcel, but also by the professionals who support those in crisis. This is not a service currently offered by other food banks in the area. We aim to continue to offer this service in the future provided we have the volunteers.

During the first lockdown of Spring 2020 it became clear that home schooling was a challenge for some families; children became bored and parents frustrated by the demands of working from home whilst trying to care for a number of children. We responded by providing craft and activity packs containing age appropriate items. These went out with food parcels to those in crisis. Parents were very grateful to have extra supplies to help with the home schooling. We contacted local schools to offer the packs to families the schools knew were struggling. We put out appeals on Social Media for the items we needed and were astonished by the amount donated. Over 200 packs were given out, including those over Christmas which contained small gifts and a fleece blanket. One school head teacher wrote to say ' The gratitude of families was palpable'.

Support to our users was maintained by regular telephone calls by Trustees and staff to ensure they were safe and well and to offer food parcels to those self isolating or vulnerable. Eighty Christmas gift bags containing festive and essential food were delivered to the most isolated elderly residents, either known to us or identified by Walsall Council Housing Officers.

Forty bags containing essential toiletries such as shower gel and shampoo were distributed to the COVID-19 recovery Ward at Walsall Manor Hospital - these were gratefully received at a time when visitors, who would normally bring these items, were not allowed.

The contribution made by volunteers has been especially outstanding this year. Not only have they risked their own health by volunteering at the Food Bank but between them they have clocked up over 38,000 hours. In monetary terms this is worth £361,000 (at the living wage rate of £9.50 per hour) in this financial period. We are immensely grateful and proud of the wonderful work and support of our volunteers, we literally could not provide the service we do without them.

2020 has brought about much change to many lives and to the THOMAS Project. We are thankful to God and proud to have been able to support local people during this challenging and unprecedented year. We look towards the future as we evolve and endeavour to continue to support the needs of our local community and fulfil our commitment to serve our local community.

K Capp

K Ross

Keith Capp

Trustee - Treasurer

Karen Ross M.B.E.

Charity Project Manager

**CHARITY OF FAMILY GUIDANCE &
COMMUNITY WELFARE
trading as the 'THOMAS PROJECT'**

FINANCIAL STATEMENTS

for the year ended

YEAR ENDED 31 DECEMBER 2020

trading as 'THE THOMAS PROJECT'
FINANCIAL STATEMENTS FOR THE YEAR ENDED
December 31, 2020

GENERAL FUND RECEIPTS AND PAYMENTS ACCOUNT

		£	£
	<u>Note</u>	<u>Restricted</u>	<u>Unrestricted</u>
<u>RECEIPTS:-</u>			
Donations			
General Fund			24,794
Fundraising			1,006
Gift Shop			34
Tear Fund Sales			
Gift Aid claims			3,297
Room hire			420
<u>Restricted income:-</u>			
Morrisons Voucher			
Sundry Sanitary products			
Main Grant income			25,262
TOTAL RECEIPTS		0	54,813

PAYMENTS

Wages and Expenses		2,075	10,083
Courses - Training for Staff Activities			
-Guys and Gals	2		
Clients Gifts & Loans	3		608
Client group trips (coach)			
<u>Walsall Wood:-</u>			
-Insurance			1,196
-Rent			7,125
-Rates			424
-Telephone			730
-Heat and Light			1,505
-Pastoral Items			132
Advertising/Signage			
Food Bank + Outreach		367	909
-Cleaning + Materials			380
-Postage + Stationery			574
Decorating/Maintenance			1,226

Worldpay/bank charges (incl hand held device)		1
Licenses		
And tools + Capital Equipment		852
CCPAS		273
-Sundries		466
TOTAL PAYMENTS	2,442	26,484
EXCESS OF RECEIPTS OVER PMTS	-2,442	28,329
TRANSFER OF FUNDS	0	0
CASH & BANK DEPOSITS		
at 1 January 2020	3,941	3,723
at 31 December 2020	1,499	32,052

CHARITY OF FAMILY GUIDANCE & COMMUNITY WELFARE
trading as 'THE THOMAS PROJECT'
NOTES TO THE ACCOUNTS - 31st DECEMBER 2020

£
2020

1) FOODBANK AND OUTREACH

Foodbank	88
Helping Hands - Shop	304
Gift Shop - Stock	451
Donations : Bible Society	
Evangelism Resources	432
Fundraising - skittles evening	
Room hire, food/drink - LP	
ACM - Food, stamps	
Lichfield Gospel Choir	
Tearfund cards	
Shoebox appeal	
Spring Stall (market)	
Christmas tree festival, Lantern Parade	
Cook School, Film Faith & Food, Pancakes	
Trivial costs	
	1,275

2) RESTRICTED FUNDS

Main bank:- **Grant for**
Foodbank **Toys**

Funds		
Balance b/f	67	188
Income		
Payments	-63	
Funds Balance c/f @ 31/12/20	4	188

CHARITY OF FAMILY GUIDANCE & COMMUNITY WELFARE
trading as 'THE THOMAS PROJECT'
STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2020

£
2020

CASH FUNDS:-

Bank Current account	36,356
Petty Cash	115
Less:- Grants refundable West Midlands Police	-2,920
TOTAL CASH	33,551

ASSETS RETAINED FOR THE CHARITY'S OWN USE:-

Fund

Computers and other equipment	Restricted
Photocopier	Unrestricted

Nikki-Dee Haddleton
ON BEHALF OF THE BOARD OF TRUSTEES

DATE:-

<u>£</u> <u>2020</u> <u>Total</u>	<u>Note</u>	<u>£</u> <u>2019</u> <u>Total</u>
24,794		18,948
1,006		2,437
34		1,071
0		44
3,297		0
420		1,640
0		20
0		30
25,262		2,450
<hr/> 54,813 <hr/>		<hr/> 26,640 <hr/>

12,158	7,447
0	0
0	0
608	500
0	0
1,196	487
7,125	13,375
424	642
730	607
1,505	1,334
132	553
0	0
1,275	1,976
380	248
574	677
1,226	387

1	34
0	268
852	0
273	274
466	481
<hr/>	<hr/>
28,926	29,290
<hr/>	<hr/>
25,887	-2,650
0	0
7,664	10,314
<hr/>	<hr/>
33,551	7,664
<hr/>	<hr/>

£
2019

241
105
641
75
221

72
100
330
24
20
25
63
58
1

1,976

<u>Mrs P Toulouse</u>	<u>Rosie's Hhands</u>	<u>Bishops Lent</u>	<u>Shenstone</u>
<u>For refugees</u>	<u>Bursary</u>	<u>Appeal</u>	<u>relief- carpets</u>
		<u>Asylum Seekers</u>	

100

993

108

410

-304

100

689

108

410

£

2019

6,653

1,011

7,664

Cost

1,048

875

Value

1

1

Grant Income-
Salary

		<u>Total</u>
	2,075	3,941
		0
	-2,075	-2,442
<hr/>		
0	0	1,499
<hr/>		



Section A

Independent Examiner's Report

Report to the trustees/
members of

The Thomas Project (Family Guidance & Community Welfare)

On accounts for the year
ended

31 December 2020

Charity no
(if any)

1082423

Set out on pages

1 - 7 attached.

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

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

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

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

Signed:

Date:

20/10/2021

Name:

CHRISTOPHER LENG

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

Address:

27 JORDAN WAY, ALDRIDGE, WALSALL
WEST MIDLANDS WS9 8SB

Section B

Disclosure

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

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