

# Helping Hands Community Trust

## Annual Report and Accounts

### 1st April 2020 to 31st March 2021



## Report of the Trustee Directors for the Year Ended 31st March 2021

The trustees are pleased to present their annual directors' report together with the consolidated financial statements of the charity for the year ending 31<sup>st</sup> March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

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## FOREWORD

## **Overview of the Charity**

Helping Hands Community Trust was founded by the community in 1997 and provides free, independent, specialist advice services to people living within the Borough of Oadby and Wigston, neighbouring villages and rural communities.

The Trust is a dynamic organisation, committed to the delivery of 'holistic social inclusion' thereby building personal resilience and enriching the lives of those we serve and their communities.

Our advisers are trained as 'active listeners' who provide a bespoke service that focuses on addressing needs, overcoming barriers, resolving problems confronting residents whose lives are in crisis, are affected by poverty or marginalised by circumstance.

The Trust provides excellent value for money utilising a team of both paid and voluntary advisors, agencies and professional partners and to date have advised 121,000 residents and dealt with over 178,000 enquiries.

Evaluation of social impact, consultations with users, stakeholders, partners, and local government agencies has enabled the Trust to become an agency for social renewal, to diversify services, attract additional funding in response to changes in legislation and increasing local needs.

Our services include advice on welfare benefits, rights, money and debt management, utilities, housing, health care, education, training, employment, legal advice, domestic abuse, advocacy, support with appeals and tribunals.

Easy access is provided through a 'One Stop' Advice Centre in South Wigston, drop in Surgeries at Oadby and the O&WBC Customer Services Centre, Wigston Magna, through face to face, outreach, telephone, email, online and social media consultations.

During the Covid Pandemic lockdowns, remote services have been maintained throughout and face-to-face by appointment where regulations permitted.

Regular quality of service reviews average a 98% level of resident satisfaction and is audited and accredited by AQS every two years.

Together with Citizens Advice Leicestershire the Trust is contracted by O&WBC to provide a general advice service within the Borough of Oadby and Wigston until March 2021.



## Our Vision

*“The Trust will engage with residents, partners and stake holders in a social enterprise, where we harness public, commercial, private, faith, charitable and voluntary sector resources, locally and regionally, to advise, empower and protect the interests of vulnerable residents who are socially disadvantaged or excluded by poverty, deprivation, age, unemployment, being homeless, incapacity, poor health, crime, sexual discrimination, domestic abuse or lack of educational opportunity.”*

## Mission Statement

*“The mission of the Helping Hands Community Trust is to serve, empower, enable, advise and assist people in resolving social problems and meeting needs arising from deprivation and poverty”*

## Our Aims

The aims of the Charity are:

- To be people centred and provide access to free, independent, impartial, professional and confidential assistance and advice services
- To be open and accessible and to treat all people fairly by promoting equality, respecting diversity and by challenging harassment and discrimination
- To provide a compassionate service which follows the client's problems through to conclusion
- To be proactive in resolving problems rather than signposting clients. We will support them through advocacy, case work and follow through to resolution
- To empower and enable people to take ownership of their problems and difficulties and support them in working towards their resolution
- To develop the Trust as a Social Enterprise that informs and shapes social policy
- To identify and access the 'Social Capital' that is available within the community

- To improve the 'green footprint' of the Trust premises through energy savings, ethical purchasing, use and disposal of equipment, consumables and community recycling services.

The Trust seeks to achieve these aims by providing unique 'one-stop shop' facilities offering independent advice, support and information on any topic to any resident of the Borough who requires it, regardless of race, gender, age, financial status or religion. All services are free of charge and this results in a service which is unique because:

- Our primary focus is on addressing the individual needs of local residents rather than delivering predetermined patterns of service in the form of standard solutions for all problems.
- We provide the full benefits of "joined-up" services by working with other organisations and support agencies and demonstrate the effectiveness of directing resources to those most in need.
- We offer an array of diverse services, which we continually review and tailor to meet changing needs and demands.
- We treat all clients with respect and deal with every type of enquiry, however big or small, with equal concern. We oppose exclusion at all levels.
- We concentrate on locating, coordinating and expediting the best possible *services*, whether voluntary or statutory, in response to individual needs.
- We offer practical help in a variety of ways and actively encourage care of the local community by the local community.
- Our services are delivered through volunteers drawn from every sector of the community, through paid staff and professional partners.

Helping Hands Community Trust refers to the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning its future activities.

## Helping Hands Team

### **Paid Employees:**

Amanda Murgatroyd	Project Development Manager
Ketna Mistry-Chauhan.	Service Centre Manager
Stacey Major	Mental Health Support Worker
Louise Baker	Mental Health Support Worker
Helen Kalmer	Receptionist
Jenni Neal	ESF/Futures Employment Coach
Mira Thakrar	ESF/Futures Employment Coach
Keith Burnham	Welfare Benefits Adviser (Left December 2020)

Dan Keran                      Digital Marketing Apprentice (Commenced Nov 2019)

### **Volunteers:**

#### **South Wigston Centre**

Ray Green	Money Adviser/Trustee
Kathy Oliveira	Welfare Benefits Appeals & Tribunals Adviser Trustee
Eileen Holly	Disability Benefits Adviser
Penny Barratt	Disability Benefits Adviser
Nick Sumner	Receptionist
Tony Watson	Receptionist/Trustee

#### **Oadby Methodist Church Surgery**

Lesley Thornton	General Adviser/Trustee
Diane Price	General Adviser
Ian Simons	General Adviser

#### **Wigston Magna O&WBC Customer Service Centre Surgery**

Ray Green	Money Adviser/Trust
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## Chair's Report



This year has been challenging for everyone as the Trust had to adapt our processes and operations to cope with changing circumstances brought about by the COVID pandemic and the restrictions of the various lockdowns.

More importantly it has brought fresh challenges for our clients, partners, and supporters. I am immensely proud that our team of paid and voluntary workers, and our Trustees continued to provide services to our clients throughout this period, and they developed various processes that meant that support remained available to all. It was a brilliant response which saw Helping Hands being the only provider of face-to-face services through walk and talk, and 5 day a week remote service.

We have also been fortunate to receive financial support from the National Lottery, Leicestershire and Rutland Community Fund, Oadby & Wigston Borough Council, Blaby District Council, Hastings Direct, Oadby Village Hall Trust and Leicester County Council to help us adapt to the changing circumstances.

I am also very grateful for the ongoing support of our many funders who have allowed us to continue and adapt our services - in particular I would like to thank Oadby & Wigston Borough Council for their ongoing financial support.

In these challenging times we are working with other local agencies to ensure the support we can give our residents is as helpful and complete as possible. We have several projects about to start which will see us working closer with other organisations that will make our services more accessible to residents and will mean people will have better access to holistic services.

As a local charity it is important that we earn and maintain the respect of our local community. We are very fortunate that we receive donations from individuals and local organisations, we would like to thank the various faith groups who continue to support us in many ways.

Having recently taken on the role of Chair I have seen the real need our community has for the work we do. We believe that there needs to be a face-to-face service for the residents to be able to talk through the issues they have. Many have mental health needs, and it has been inspiring to see our two Mental Health Support Workers help so many people who need support to cope during these difficult times. Although there remain many challenges to providing services there are lots of opportunities to develop in the coming year. As a charity we will continue to adapt our services and processes to ensure that our support is available to as many residents as possible.

I'd like to thank Revd. Les Gill for his many years' service as Chair of the Trust, for the way he has led us so passionately for many years. I'd like to thank him too for the smooth handover and most importantly that he remains on the Trustee Board as Vice Chair and Treasurer. Many thanks Les.



I hope that you will find our revised report helpful in understanding our work and our needs.

If you are interested in supporting the work of the Trust - either through volunteering, becoming a Trustee or financially then please do not hesitate in contacting me

*Nigel Swan*

Chair of Trustees Board

nswan@helpinghandscentre.co.uk

### **Project Development Manager's Report**



Our year began during the first Covid lockdown, but thankfully we had invested in VOIP telephone communications, laptops and smartphones that enabled our team to deliver remote, online, and walk-and-talk services. This was important in that 5 days a week, we continued supporting many hundreds of vulnerable clients through telephone, video calls, and email. Those with mental health needs met face-to-face with their support worker, a vitally important service in combatting loneliness and thoughts of self-harm.

The management of our work was achieved through regular meetings utilizing Zoom and later Microsoft 'Teams'. Keeping up appearances is a definite challenge when working from home, as is managing domestic arrangements, and overcoming individual 'Wi-Fi' failures.

Maintaining contact with our partners proved problematic in that some keyworkers struggled with remote working, mainly because of a lack of power or compatibility with equipment.

Training by Webinar has become part of our lives as is on-line conferencing and we have all learnt new skills that proved very beneficial in ensuring we could adapt to a myriad of changing Covid regulations.

Our Trustees are very supportive and mixed in easily where needed. Securing funding was of primary importance where Les our then Chair and Lesley our Secretary proved extremely adept at engaging with grant makers, local councils, faith groups, and attracting ongoing public support.

We really appreciate the grants received through Lottery managed government funding, Leicestershire County Council, Oadby and Wigston Borough Council, Leicestershire and Rutland Community Foundation, ESF Futures to name but a few.

The level of funding speaks powerfully of how much our services are valued and has enabled the Trust to take on additional paid staff with: Helen in reception, Jenni and Mira as employment coaches, and Louise who has joined our mental health support team.

By August our South Wigston Advice Centre was equipped to provide live Covid protected services, although these needed to be restricted to appointments only. What we can rightly claim is that except for the Health, Emergency, and Education services, we provide an essential face-to-face service, that no other local public/ charitable sector organisations are currently able to offer.

Our team continues at the heart of community to expand and diversify services, to address the challenges and vulnerable client needs that are a direct consequence of the Covid pandemic. Thank you to everybody for being such a brilliant team and for a job well done!

*Mandy Murgatroyd*



# Measuring Our Impact

To everyone who kindly helped me at Helping Hands. Everything has been sorted. Thank you so much.

We just can't thank you enough. We really couldn't have been successful without your help!

Thank you for all your support, time and guidance throughout my personal problems.

Thank you for everything you have done for me on this journey. Each and everyone of you have helped me more than you could ever imagine.

Thank you for being there for me during this challenging time I'm going through, I don't feel alone with my troubles

You are always there for somany vulnerable people.

Thank you for your help over the last few months. The talk therapy sessions have been immensely helpful ....



## **CASE STUDIES**

### **Case Study 1.**

Client was referred to Helping Hands for Mental Health Support by a local charity that was supporting her family member.

Client is a 28-year-old female that felt she was struggling with day-to-day life. She was experiencing what the GP had diagnosed as a mental breakdown and was prescribed anti-depressants to help her with this. Client was feeling constantly tired, drained and was crying a lot. She was supported by her family and surprised that she was feeling this way and could not understand what had triggered the breakdown. She could not communicate the way she was feeling to others.

Our Mental Health Support Worker (MHSW) met with the client, listened carefully to her to understand her needs and to agree a recovery strategy. Appropriate coping mechanisms were discussed including Tai Chi, breathing exercises, meditation, the use of ice and an elastic band. It was also recommended to the client that she contact her GP in order that her medication could be reviewed. A referral was made to Let's Talk Leicestershire service for talking therapy.

Our worker remained in contact with the client and supported her through regular phone calls, texts and emails.

The client was assessed by the Let's Talk Leicestershire service who decided that with the support of the MHSW, she no longer needed any talking therapy. Our client continued to use the suggested mechanisms on a regular basis in order that her mental health remained stable, and alongside her medication- she feels like herself again.

Her case was closed on the understanding that she could call upon the MHSW for support at any time if she felt her mood is low.

### **Case Study 2.**

Client was referred to Helping Hands for Mental Health Support by the local Crisis Team. He is a 28-year-old male and referred following a suicide attempt and has been diagnosed as suffering from severe anxiety, PTSD, Personality Disorder depression.

Our Mental Health Support Worker (MHSW) met with the client to conduct a needs assessment and in addition to his Mental Health needs was informed that he suffers from shortness of breath, sleep disorder, lower back pain, bladder problems and pain in his legs. The client also struggles with noise generated by his neighbours. He lives in a ground floor flat and there is lots of banging of doors/noisy children and has slept rough just to try and get some sleep.



He had applied for PIP but this had been declined by the DWP and the client asked for help in getting the decision reviewed.

The client was in receipt of a GP prescribed medication but also uses cannabis. He was awaiting counselling with the NHS for his PTSD. It was also confirmed that the Crisis Team had referred him to a Community Psychiatric Nurse, Turning point, and the Bradgate Unit outpatients.

He now felt much better knowing he is getting the support he needs.

The client was supported by our MHSW in getting out of his flat for walk-and talk sessions, going shopping and doing an online shop, and in making better food choices. The MHSW also helped the client determine his future goals and the pathway to achieving them.

Our Housing Advice Specialist was supported in making representation to the local council in respect of his housing situation and referred to P3 - a local charity that would assist with a rehousing application.

The Helping Hands Appeals and Tribunal Specialist supported the client through his PIP Tribunal who contributed to the decision by the DWP being overturned.

The client continues to receive support from Social Services, Turning Point and his GP and our Mental Health Support Worker and is in a much better place to achieve his recovery goals.

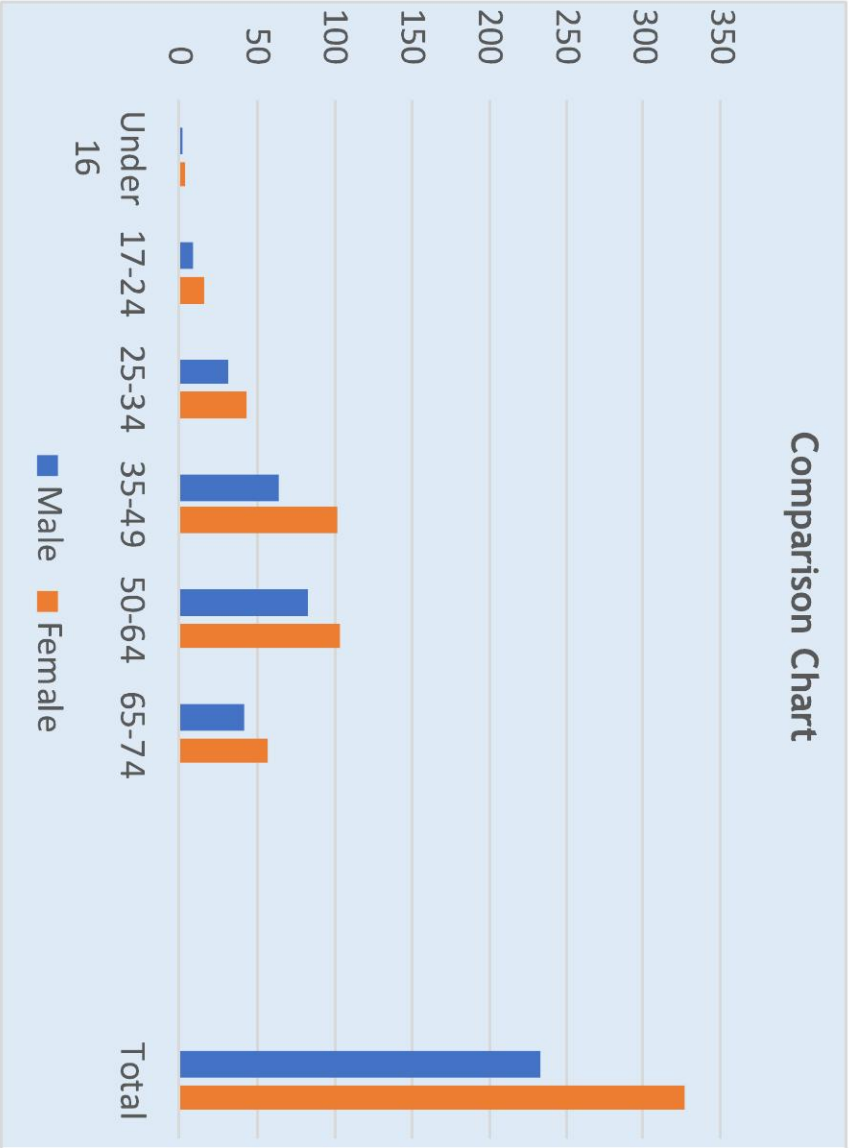


Helping Hands Community Trust

Client Distribution by Age and Gender April 2020- March 2021

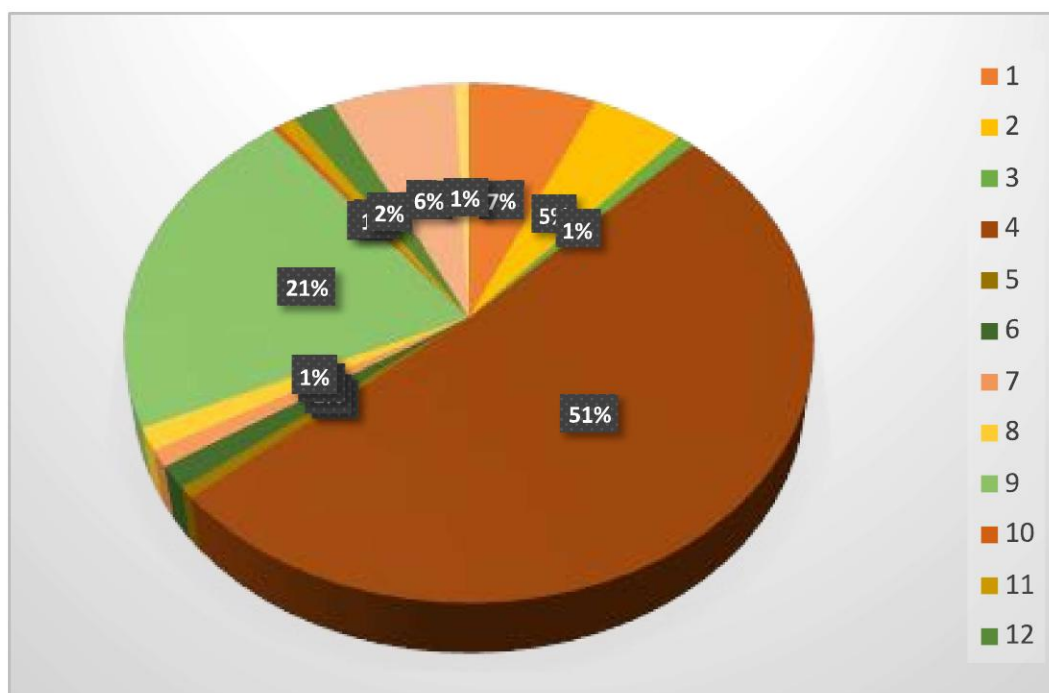
**FULL SERVICE BY AGE AND GENDER**

Age Range	Male	Female
Under 16	3	4
17-24	9	16
25-34	32	43
35-49	64	102
50-64	84	104
65-74	42	58
Total	234	327



## FULL SERVICE BY ETHNICITY

<b>Ethnic Group</b>	<b>Number of Clients</b>
<i>Asian British</i>	<i>37</i>
<i>Indian</i>	<i>27</i>
<i>Pakistani</i>	<i>5</i>
<i>White British</i>	<i>288</i>
<i>Black British</i>	<i>4</i>
<i>African</i>	<i>8</i>
<i>Caribbean</i>	<i>6</i>
<i>Dual Heritage</i>	<i>8</i>
<i>English</i>	<i>119</i>
<i>Other British</i>	<i>2</i>
<i>Irish</i>	<i>5</i>
<i>East European</i>	<i>12</i>
<i>Not Given/Withheld</i>	<i>36</i>
<i>Scottish</i>	<i>4</i>
<b>Total</b>	<b>561</b>



## PARTIAL SERVICES

### Service Type

Welfare Benefits	400
Education & Training	1
Consumer Rights	16
Legal	46
Employment	28
Health	20
Government	
Immigration	1
Housing	60
Money Advice	73
Other	38

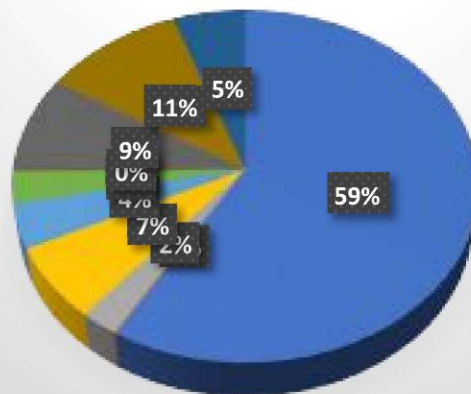
### Outcome

Appointment Made	136
Form Issued	43
Information Provided	364
Phone Number Provided	69
Other	57
Self Help Terminal	14

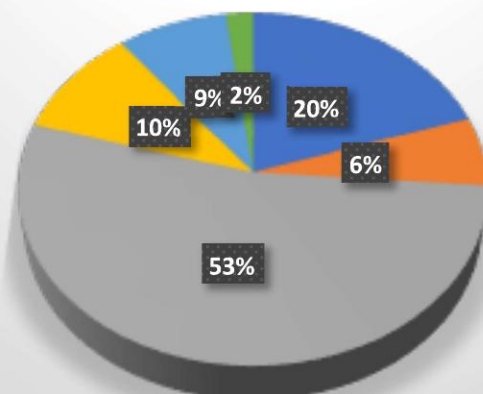
**TOTAL 683**

**683**

Service Type



Outcomes

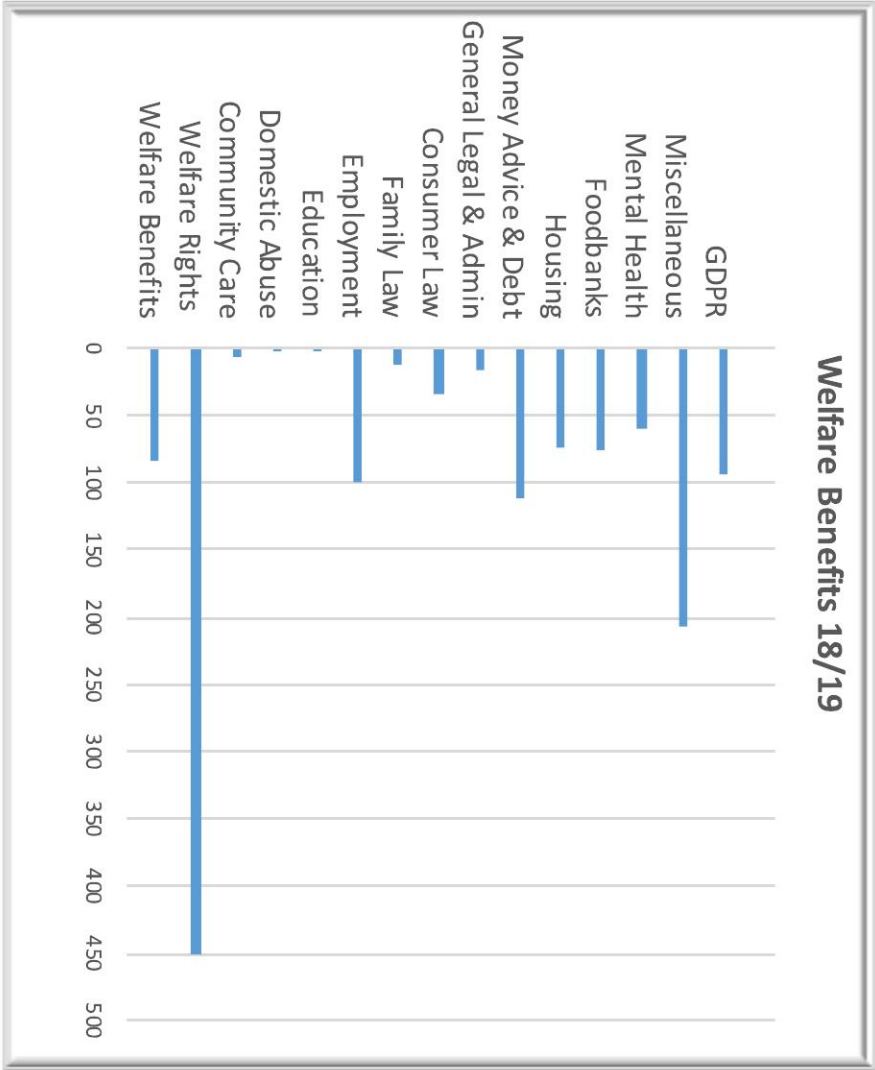




# HHCT Statistics Annual Report April 2020 to March 2021

## Full Service Delivery Statistics

Welfare Benefits	83
Welfare Rights	451
Community Care	7
Domestic Abuse	1
Education	1
Employment	100
Family Law	12
Consumer Law	35
General Legal & Admin	16
Money Advice & Debt	112
Housing	73
Foodbanks	75
Mental Health	60
Miscellaneous	207
GDPR	94
Total	1327



## **Helping Hands in the Community**

The major challenge this year has been the need to effectively support many vulnerable clients as they have emerged from the ravages and fear generated by the Covid Pandemic.

The Trustees and Advice Team have made it a priority that clients can continue to access face-to-face services, albeit on an appointment basis, so as to safeguard all concerned.

The funding we received during the second half of 2019 has enabled the Trust to expand its Mental Health and suicide prevention support. The progress made by people with serious problems have been assisted in participating in agreed recovery strategies with quite remarkable results.

We are entering a very exciting time in our development as we increasingly receive needy clients through social prescription. This has created early opportunities to forge new relationships with our NHS PCN partners.

With the closure of the Borough customer services centre in Wigston and the local AgeUK charity, Helping Hands is the only provider of face-to-face services and has greatly increased demand from the BAME communities.

Similarly our Appeals and Tribunal Service continues to be in high demand as the DWP and Central Government are reducing their financial support.

We continue our work in accessing new funding streams, jointly with other charities, and have built on our relationship with the Trussell Trust and secured a three year joint service contract with the South Leicester Food Bank.

The Trustees are grateful for the excellent Accounts and Payroll service provided by Fairfax Tax and Accounts. Of Oadby

## **Ongoing Targets and New Plans**

### **Our main targets for 2021/22:**

1. to explore and implement meaningful ways of quantifying, monitoring and evaluating the wealth brought into the Borough through benefit payments, grants, allowances and professional services.

2. To continue and expand our services within the Borough and neighboring communities.
3. To develop our collaborative working with **Oadby and Wigston** Borough Council and secure the contract to provide Advice **Services to** residents of the Borough a first-class information.
4. To secure funding to ensure the continuation of both face-to-face and remote telephone, video during the continuing Covid Pandemic.
5. To recruit additional Trustees who have the skills to enhance our governance and management of the Trust.

The rate of growth in demand is expected to continue as government benefits regulations impact upon the life opportunity of the most vulnerable and marginalised clients. Reduced levels of funding with a corresponding reduction in services continues to increase dependence on foodbanks, welfare benefits, increased numbers who are homeless and poverty is disproportionately affecting those with mental health needs. We also have to plan for the impact and likely consequences of the ending of Furlough payments.

Demand for our advocacy, appeals and tribunal service continues to increase as many clients with disability needs and who lack the necessary life skills are sanctioned by the DWP and their welfare benefits stopped.

A further challenge is an expectancy on the part of the DWP for the completion of all Universal Credit and PIP applications on line.

## **Governance**

### **Information about the Helping Hands Community Trust**

The Helping Hands Community Trust is a charitable company limited by guarantee (Number 04343050), incorporated on 19<sup>th</sup> December 2001 and registered as a charity on 14<sup>th</sup> August 2002 (Number 1093415).

The Registered Office is 66-68 Blaby Road, South Wigston, Leicestershire LE18 4SD

During the year the Trust operated and co-ordinated all service provision from the main Advice Centre:

Helping Hands Centre,  
South Wigston 66-68 Blaby Road  
South Wigston Leicestershire LE18  
4SD

Tel: 0116 278 2001

Fax: 0116 278 6278

email: [office@helpinghandscentre.co.uk](mailto:office@helpinghandscentre.co.uk)

The Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, serving during the year and the date of this report are:

Rev. Leslie Gill	Chair of Trustees Directors
Mrs. Lesley Thornton	Company Secretary
Mr. Nigel Swan	Vice Chairman
Mr. Raymond Green	Trustee
Mr. Tony Watson	Service User Director
Mrs. Kathy Oliveira	Trustee

Trust Directors, collectively referred to as the Trustees of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2021 was 6.

### **Independent Examiners.**

Evolve Accountants and Business Advisors Ltd  
Unit 10, Whitwick Business Centre,  
Phoenix Park,  
Stephenson Industrial Estate,  
Coalville,  
Leicestershire  
LE67 3HB

### **Bankers**

Lloyds Bank,  
7 High Street,  
Leicester,  
LE1 9FS.



The Trust/Company was established 01 January 1997 under a Memorandum and Articles of Association that established the objects and powers of the charitable company and is governed under its Articles of Association.

## **Trustees**

Company law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trust Directors should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

As set out in the Articles of Association, new Trustees can be appointed by the Trustees, who may also determine the maximum number of Trustees in General Meeting. One third of Trustees must retire at Annual General Meetings and those shall be the Trustees longest in office; all retiring Trustees are eligible for re-election. The Trustees currently elect a Chair, a Vice Chair and a Company Secretary from within the Trustee body.

New Trustees are inducted by the Chairman of the Trustees as to their legal

obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and the financial history of the Trust. Trustees are encouraged to make regular visits to the Advice Centre and other points of service delivery, to meet with staff, volunteers and working partners. Trustees are encouraged to attend appropriate internal and external training events where 20 these will facilitate the undertaking of their role.

The Trustees administer the charity. They meet every 6 weeks to discuss all aspects of performance. A Project Development Manager (PDM), appointed by the Trustees and two Advice Centre Managers are responsible for service delivery and the day-to-day operations of the charity. To facilitate effective operations, the PDM has delegated authority, within terms of delegation approved by the trustees, for operational matters including, personnel and quality management. The PDM during the year ended 31 March 2018 was Amanda Murgatroyd.

Financial Management and Financial Control is undertaken by the Chair of Trustees with assistance on the day-to-day book-keeping, payroll and accounting provided by:

#### **Fairfax Tax and Accounts**

Stoughton Road,  
Oadby,  
Leicestershire  
LE2 4DS

#### **Risk Management**

The Trustees have a Risk Management strategy and matrix that includes annual review of the risks the charity may face, the establishment of systems and procedures to mitigate those risks and the implementation of procedures designed to minimise any potential impact should those risks materialise.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed annually to ensure that they continue to meet the needs of the charity.

## **Key risks currently identified as:**

### **Service delivery:**

- Risk to staff and clients from violent, aggressive, intoxicated and/or mentally ill clients.
  - The need for personal defense and safety awareness.
  - The inability of some of our client group to change and a revolving door need for advice and support.
  - Staff being compromised by clients who are engaged in benefits fraud.
  - Cases where there is a conflict of interest.
  - Unrealistic demands placed on services because of a lack of provision e.g. domestic abuse.
  - Inappropriate staff behavior negatively influencing the reputation of the Trust.
  - Major structural failure of our premises, damaged and/or dangerous equipment.
  - Provision and maintenance of fire safety equipment.
  - Action to be taken in an emergency.
- 
- Using only those premises that are structurally adapted and equipped to be Covid 19 safe.

### **Financial**

- The Borough Council provides £27,500/annum leaving the Trust to secure alternative funding amounting to a minimum of £83,000/annum.
- Trustees must exercise due diligence when entering into funded partnerships and ensure that all contracts are drawn up by/vetted by a solicitor.

## **Financial Review**

### **Independent Examiners**

The Trustees recommend the re-appointment of Evolve Accountants and Business Advisors Ltd as Independent Examiners and a resolution proposing this will be put to the Annual *General Meeting*.

### **Reserves**

The Trustees have a Reserves Policy, a copy of which is available from the registered office. In brief, this Policy establishes the need for free reserves of at least £25,000 (this being approximately 3 months operating costs) plus a



contingency fund of €5,000 to enable the Trust to take advantage of opportunities. This Policy is reviewed annually. Currently the reserves are £48,276 which compared with a target of £30,000.

### **Investment policy**

The Directors are formulating an Investment Policy at present. The Trust is unable to invest at the current time.

### **Results**

The net incoming resources for the year amounted to £204,762 of which £135,423 had specific restrictions placed upon them. The accounts have been prepared on a going concern basis on the assumption that current funding streams will continue and that new future funding has been secured. The trustees continue to bid for future funding and exploring partnerships and joint working that may allow Helping Hands to continue to provide the much needed services. Full details of the Trust's achievements during the year can be found in the Chairman's Report and the Project Development Manager's Report.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities 2015 (The SORP 2015) and in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the Trust Directors on 8<sup>th</sup> December 20 and authorised for issue on its behalf by Rev Leslie Gill (Chair).



Rev L G Gill  
Vice Chair and Treasurer.  
Trustee Directors  
14 December 2021

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF HELPING HANDS COMMUNITY TRUST**

I report on the accounts of the Trust for the year ended 31 March 2021, which comprise the Statement of Financial Activities, Balance Sheet and the accompanying notes.

### **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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

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

My examination was carried out in accordance with 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 Charities Act; and
  - ♦ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act

have not been met; or

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



**MR JAMES NIXON FCCA**

Evolve Accountants and Business Advisors Limited  
Unit 10 Phoenix Park  
Stephenson Industrial Estate  
Telford Way  
Coalville  
Leicestershire  
LE67 3HB

**24 December 2021**

**Helping Hands Community Trust - Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2021, as required by the Companies Act 2006)**

	SORP Ref	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments from:</b>					
Donations & Legacies	A1	62,111	125,441	<b>187,552</b>	129,284
Other trading activities	A3	-	-	-	886
Other	A5	7,228	9,982	<b>17,210</b>	3,000
<b>Total income</b>	<b>A</b>	<b>69,339</b>	<b>135,423</b>	<b>204,762</b>	<b>133,170</b>
<b>Expenditure on:</b>					
Charitable activities	B2	44,354	112,132	<b>156,486</b>	106,840
<b>Total expenditure</b>	<b>B</b>	<b>44,354</b>	<b>112,132</b>	<b>156,486</b>	<b>106,840</b>
<b>Net income for the year</b>		<b>24,985</b>	<b>23,291</b>	<b>48,276</b>	<b>26,330</b>
<b>Net income after transfers</b>	<b>A-B-C</b>	<b>24,985</b>	<b>23,291</b>	<b>48,276</b>	<b>26,330</b>
<b>Net movement in funds</b>		<b>24,985</b>	<b>23,291</b>	<b>48,276</b>	<b>26,330</b>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>	<b>E</b>	2,831	10,748	<b>13,579</b>	(12,751)
<b>Total funds carried forward</b>		<b>27,816</b>	<b>34,039</b>	<b>61,855</b>	<b>13,579</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

All activities derive from continuing operations

**The notes attached on pages 35 to 42 form an integral part of these accounts.**



**Helping Hands Community Trust - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP**

	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments from:</b>			
Donations & Legacies	95,804	33,480	<b>129,284</b>
Fundraising	886	-	<b>886</b>
Other	3,000	-	<b>3,000</b>
<b>Total income</b>	<b>99,690</b>	<b>33,480</b>	<b>133,170</b>
<b>Expenditure on:</b>			
Charitable activities	83,853	22,987	<b>106,840</b>
<b>Total expenditure</b>	<b>83,853</b>	<b>22,987</b>	<b>106,840</b>
<b>Net income for the year</b>	<b>15,837</b>	<b>10,493</b>	<b>26,330</b>
<b>Transfers between funds</b>	<b>4,980</b>	<b>(4,980)</b>	<b>-</b>
<b>Net income after transfers</b>	<b>20,817</b>	<b>5,513</b>	<b>26,330</b>
<b>Net movement in funds</b>	<b>20,817</b>	<b>5,513</b>	<b>26,330</b>
<b>Reconciliation of funds:-</b>			
<b>Total funds brought forward</b>	<b>(17,986)</b>	<b>5,235</b>	<b>(12,751)</b>
<b>Total funds carried forward</b>	<b>2,831</b>	<b>10,748</b>	<b>13,579</b>

**Helping Hands Community Trust**  
**Income and Expenditure Account for the year ended 31 March 2021 as required by**  
**the Companies Act 2006**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b><i>Income</i></b>		
Income from operations	187,552	130,170
Investment income		
Other operating income	17,210	3,000
<b>Gross income in the year before exceptional items</b>	<b>204,762</b>	<b>133,170</b>
<b>Gross income in the year including exceptional items</b>	<b>204,762</b>	<b>133,170</b>
<b><i>Expenditure</i></b>		
Charitable expenditure, excluding depreciation and amortisation	154,614	104,968
Depreciation and amortisation	1,632	1,632
Governance costs	240	240
Realised losses on disposals of social investments which are programme related	-	-
<b>Total expenditure in the year</b>	<b>156,486</b>	<b>106,840</b>
<b>Net income before tax in the financial year</b>	<b>48,276</b>	<b>26,330</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>48,276</b>	<b>26,330</b>
<b>Retained surplus for the financial year</b>	<b>48,276</b>	<b>26,330</b>

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

## Helping Hands Community Trust - Balance Sheet as at 31 March 2021

	Not SORP Ref	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	7	491	2,123
<b>Current assets</b>			
Debtors	8	6,262	2,845
Cash at bank and in hand		68,671	15,618
<b>Total current assets</b>		74,933	18,463
<b>Creditors: amounts falling due within one year</b>	9	(11,569)	(3,507)
<b>Net current assets</b>		63,364	14,956
<b>Total assets less current liabilities</b>		63,855	17,079
Creditors: amounts falling due after more than one year	10	(2,000)	(3,500)
<b>The total net assets of the charity</b>		61,855	13,579
<b>The total net assets of the charity are funded by the funds of the charity, as follows:-</b>			
<b>Restricted funds</b>			
Restricted Revenue Funds	12	34,039	10,748
<b>Unrestricted Funds</b>			
Unrestricted Revenue Funds	12	27,816	2,831
<b>Designated Funds</b>			
<b>Total charity funds</b>		61,855	13,579

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the examiner is on page 27.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Rev. L.G. Gill (Vice Chair and Treasurer  
Trustee

Approved by the board of trustees on 14 December 2021



## Helping Hands Community Trust

### Cash Flow Statement for the year ended 31 March 2021

		2021 £	2020 £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities as shown below	<b>A</b>	53,053	14,699
<b>Cash flows from financing activities</b>			
Net cash provided by financing activities	<b>C</b>	-	-
Overall cash provided by all activities	<b>A+B+C</b>	<b>53,053</b>	<b>14,699</b>
<b>Cash movements</b>			
Change in cash and cash equivalents from activities in the year ended 31 March 2021		53,053	14,699
Cash and cash equivalents at 1 April 2020		15,618	919
<b>Cash at bank and in hand less overdrafts at 31 March</b>		<b>68,671</b>	<b>15,618</b>

## Helping Hands Community Trust

### Reconciliation of net income to net cash flow from operating activities

Net income as shown in the Statement of Financial Activities		48,276	26,330
<b>Adjustments for :-</b>			
Depreciation charges		1,632	1,632
Write downs of investments		-	-
Net (gains)/losses on investment assets		-	-
(Increase)/decrease in debtors		(3,417)	1,893
Increase/(decrease) in creditors, excluding loans		6,562	(15,156)
<b>Net cash provided by operating activities</b>	<b>A</b>	<b>53,053</b>	<b>14,699</b>
<b>Analysis of cash and cash equivalents</b>			
		2021 £	2020 £
Cash in hand at for the year ended 31 March 2021		68,671	15,618
<b>Total cash and cash equivalents</b>		<b>68,671</b>	<b>15,618</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2021

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102 (effective January 2015)) and 'The FRS102 Statement of Recommended Accounting Practice 2015', (The SORP 2015), and in accordance with all applicable law in the charity's jurisdiction of registration.

##### **Risks and future assumptions**

The accounts have been prepared on a going concern basis on the assumption that grant income from funding bodies will continue to be received. The Trust continues to bid for other funds that may be available for Information, Advice and Support Services that serve to empower, enable and assist people in resolving social problems and meet the needs arising from deprivation and poverty.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of Income and Income recognition**

Income, is received by way of grants, donations and gifts, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

##### **Accounting for deferred income and income received in advance**

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

##### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

##### **Volunteers**

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2021

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

### **Tangible fixed assets**

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery	20	% straight line
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### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

### **Creditors and provisions**

As required by SORP 10.81, describe the basis on which creditors and provisions for liabilities and charges are recognised and measured

### **Cash and Bank Balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

### **Leasing and hire purchase contracts and commitments**

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

### **Pensions**

The company is a member of NEST Pension Scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

## **2 Liability to taxation**

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

## **3 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

	2021	2020
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	1,632	1,632
Pension costs	2,127	1,548

## **4 Staff costs and emoluments**



# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2021

<b>Salary costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Gross Salaries excluding trustees and key management personnel	100,040	63,236
Employer's National Insurance for all staff	5,421	4,062
Employer's operating costs of defined contribution pension schemes	2,127	1,548
Trustees' Remuneration as detailed in note 0	-	-
<b>Total salaries, wages and related costs</b>	<b>107,588</b>	<b>68,846</b>

<b>Numbers of full time employees or full time equivalents</b>	<b>2,020</b>	<b>2,019</b>
The average number of total staff employed in the year was	<u>7</u>	<u>5</u>

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

### 6 Deferred income - Unrestricted and Designated funds

	<b>Opening Deferrals</b>	<b>Released from prior years</b>	<b>Received less released in year</b>	<b>Deferred at year end</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Randall Foundation	-	-	-	5,000
<b>Total</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>
			<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
<b>These deferrals are included in creditors</b>			<u>5,000</u>	<u>-</u>

The deferrals included in creditors relate to funding specified by the funders as relating to specific periods and represent the unrestricted funds which relate to periods subsequent to the accounting year end and are treated as grants in advance.

### 7 Tangible fixed assets

	<b>Land and Buildings</b>	<b>Tenant's Fixtures and Fittings</b>	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2020	-	24,386	33,686	58,072
<b>At 31 March 2021</b>	<u>-</u>	<u>24,386</u>	<u>33,686</u>	<u>58,072</u>

## Helping Hands Community Trust

### Notes to the Accounts for the year ended 31 March 2021

#### Depreciation

At 1 April 2020	-	24,386	31,563	55,949
Charge for the year	-	-	1,632	1,632

<b>At 31 March 2021</b>	<b>-</b>	<b>24,386</b>	<b>33,195</b>	<b>57,581</b>
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#### Net book value

	-	-	491	491
At 31 March 2021	-	-	2,123	2,123
At 31 March 2020	-	-	2,123	2,123

### 8 Debtors

	2021	2020
	£	£
Prepayments	5,927	1,988
Other debtors	335	857
	<b>6,262</b>	<b>2,845</b>

### 9 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	4,859	-
Accruals	1,243	1,443
Deferred Income - Unrestricted & designated funds	5,000	-
PAYE, NIC VAT and other taxes	467	1,329
Other creditors	-	735
	<b>11,569</b>	<b>3,507</b>

### 10 Creditors: amounts falling due after one year

	2021	2020
	£	£
Loan from Trustees	2,000	3,500

### 11 Particulars of how particular funds are represented by assets and liabilities

#### At 31 March 2021

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Tangible Fixed Assets		-	491	491
Investments at valuation:-				
Current Assets	41,385	-	33,548	74,933
Current Liabilities	(11,569)	-	-	(11,569)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>27,816</b>	<b>-</b>	<b>34,039</b>	<b>61,855</b>

#### At 1 April 2020

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Tangible Fixed Assets	1,385	-	738	2,123
Investments at valuation:-				

## Helping Hands Community Trust

### Notes to the Accounts for the year ended 31 March 2021

Current Assets	8,453	-	10,010	18,463
Current Liabilities	(3,507)	-		(3,507)
Long Term Liabilities	(3,500)	-	-	(3,500)
	<b>2,831</b>	<b>-</b>	<b>10,748</b>	<b>13,579</b>

### 12 Change in total funds over the year as shown in Note 11 , analysed by individual funds

	Funds brought forward from 2020	Movement in funds in 2021	Transfers between funds in 2021	Funds carried forward to 2022
	£	See Note 13 £	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	2,831	24,985		27,816
<b>Total unrestricted and designated funds</b>	<b>2,831</b>	<b>24,985</b>	<b>-</b>	<b>27,816</b>
<b>Restricted funds:-</b>				
National Lottery	6,408	6,500	-	12,908
Leicestershire Communities Fund	-	11,188		11,188
Future Advice Skills	2,025	(563)	-	1,462
DWP Grant	738	(245)		493
Leicestershire Covid Grant	-	-	-	-
Oadby and Wigston- Mental Health	-	3,500	-	3,500
Shakespeare Martineu	178			178
Shires Grant	1,399	(1,399)	-	-
Hastings Direct	-	552		552
Food bank consultancy	-	-	-	-
Weslyyn Communities Fund	-	3,758		3,758
<b>Total restricted funds</b>	<b>10,748</b>	<b>23,291</b>	<b>-</b>	<b>34,039</b>
<b>Total charity funds</b>	<b>13,579</b>	<b>48,276</b>	<b>-</b>	<b>61,855</b>

### 13 Analysis of movements in funds over the year as shown in Note 12

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2021	2021	2021	2021
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	69,339	(44,354)	-	24,985
<b>Restricted funds:-</b>				
National Lottery	42,324	(35,824)	-	6,500
Leicestershire Communities Fund	34,198	(23,010)	-	11,188
Future Advice Skills	25,000	(25,563)		(563)
Leicestershire Covid Grant	3,620	(3,620)		-
Oadby and Wigston- Mental Health	3,500		-	3,500
Shires Grant	3,000	(4,399)		(1,399)

## Helping Hands Community Trust

### Notes to the Accounts for the year ended 31 March 2021

Food bank consultancy	1,440	(1,440)	-	-
Furlough	9,982	(9,982)	-	-
DWP Grant		(245)		(245)
Wesylyn Communities Fund	9,859	(6,101)	-	3,758
Hastings Direct	2,500	(1,948)		552
	<b>204,762</b>	<b>(156,486)</b>	<b>-</b>	<b>48,276</b>

#### 14 The purposes for which the funds as detailed in note 12 are held by the charity are:-

##### *Unrestricted and designated funds:-*

Unrestricted revenue funds	These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.
Designated revenue funds	Designated funds are unrestricted funds earmarked by the Trust Directors for particular purposes.

##### *Restricted funds:-*

Restricted funds:-	Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund,
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#### 15 Ultimate controlling party

The charity is under the control of its legal members.



## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

*This analysis is classified by conventional nominal descriptions and not by activity.*

### 16 Donations and Legacies

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000	2,540	-	<b>2,540</b>	8,074
Gift aid donation		-	-	6,481
Martha Elizabeth Oldershaw		-	-	2,647
Ray Green	601	-	<b>601</b>	5,625
Hickinbotham Charitable Trust		-	-	1,000
Oadby Churches	1,340	-	<b>1,340</b>	1,512
Oadby Specsavers	2,000	-	<b>2,000</b>	
Rev. L G Gill	2,760	-	<b>2,760</b>	5,700
Nigel Swan	300	-	<b>300</b>	300
Mrs E.M Holly	150	-	<b>150</b>	240
D Owen	200		<b>200</b>	
Donna Russell	100		<b>100</b>	
Mrs W Gayton	120		<b>120</b>	
Ramila Parmar	100		<b>100</b>	
Robin Hallam	300		<b>300</b>	
Suzanne Wright	200		<b>200</b>	
Oadby Educational Foundation		-	-	1,500
			-	
<b>Total donations and gifts from individuals</b>	<b>10,711</b>	<b>-</b>	<b>10,711</b>	<b>33,079</b>

### Grants for Advice, Information and Support Services

National Lottery		42,324	<b>42,324</b>	<b>10,000</b>
Leicestershire Communities Fund		34,198	<b>34,198</b>	-
Oadby and Wigston Borough Council	25,625		<b>25,625</b>	<b>34,375</b>
Future Advice Skills		25,000	<b>25,000</b>	<b>5,000</b>
Randall Foundation	15,000		<b>15,000</b>	<b>25,000</b>
Wesylyn Communities Fund		9,859	<b>9,859</b>	
South Wigston Family Syndicate	5,000		<b>5,000</b>	<b>5,000</b>
Leicestershire Covid Grant		3,620	<b>3,620</b>	

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

Charities Aid Foundation	3,975		<b>3,975</b>	
Oadby and Wigston- Mental Health		3,500	<b>3,500</b>	-
Shires Grant		3,000	<b>3,000</b>	<b>16,480</b>
George Ernest Willis Foundation	1,500		<b>1,500</b>	
Florence Turner Trust	300		<b>300</b>	<b>350</b>
Food bank consultancy		1,440	<b>1,440</b>	-
Hastings Direct		2,500	<b>2,500</b>	-
<b>Total Grants for Advice, Information and Support Services</b>	<b>51,400</b>	<b>125,441</b>	<b>176,841</b>	<b>96,205</b>
<b>Total Donations and Legacies</b>	<b>62,111</b>	<b>125,441</b>	<b>187,552</b>	<b>129,284</b>

### 17 Income from other, non charitable, trading activities

	2021 Current year Unrestricted Funds	2021 Current year Restricted Funds	2021 Current year Total Funds	2020 Prior Year Total Funds
	2021 £	2021 £	2021 £	2020 £
Income from fundraising events	-	-	-	886
<b>Total from other activities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>886</b>

### 18 Other income and gains

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2021 £	2021 £	2021 £	2020 £
Summary of Other income			-	
Apprenticeship Grants	500	-	<b>500</b>	-
Furlough	-	9,982	<b>9,982</b>	-
Employment Allowance and Maternity Allowance	6,728	-	<b>6,728</b>	3,000
<b>Total other income</b>	<b>7,228</b>	<b>9,982</b>	<b>17,210</b>	<b>3,000</b>

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### 19 Expenditure on charitable activities - Direct spending

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Gross wages and salaries - charitable activities	21,466	78,574	100,040	63,236
Employers' NI - Charitable activities	5,421	-	5,421	4,062
Defined contribution pension costs - charitable activities	1,076	1,051	2,127	1,548
Travel and Subsistence - Charitable Activities	-	53	53	884
Recruitment Costs	9	1,304	1,313	-
Training Inc Amounts Paid to CAB	103	-	103	55
Books	192	-	192	76
Software and Subscriptions	352	6,199	6,551	1,243
License and Subscriptions	499	-	499	-
Professional Indemnity insurance	96	-	96	-
Costs paid on behalf of beneficiaries	-	45	45	-
<b>Total direct spending</b>	<b>29,214</b>	<b>87,226</b>	<b>116,440</b>	<b>71,104</b>

### 20 Support costs for charitable activities

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Premises Expenses</b>				
Rental- South Wigston Centre	-	10,046	10,046	10,783
Charges -Oadby/Wigston Magna	624	-	624	480
Room Hire	-	-	-	994
Light heat and power- South Wigston	828	886	1,714	1,363
Cleaning and waste management	-	1,678	1,678	9
Premises repairs, renewals and maintenance	170	-	170	256
Property insurance	1,363	-	1,363	-
<b>Administrative overheads</b>				
Postage, stationery and Printing	2	392	394	287
Software and computer expenses	459	1,954	2,413	1,888
Legal and Professional Fees	1,858	-	1,858	-
Meeting and Refreshments Costs	34	-	34	-
Telephone and Internet- South Wigston	479	2,517	2,996	2,971
Telephone - Surgeries and Outreach	294	-	294	114
Bank Charges	80	-	80	104
Health and safety costs	-	17	17	-
Advertising and marketing	180	-	180	753

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

Public Liability and contents insurance	-	-	-	3,404
Sundry expenses	55	-	55	185
Minor Equipment	-	3,535	3,535	701
Equipment Rental	3,487	2,237	5,724	5,972
<b>Professional fees paid to advisors other than the auditor or examiner</b>				
Accountancy fees other than examination or audit fees	3,600	-	3,600	3,600
Consultancy fees		1,399	1,399	-
<b>Financial costs</b>				
period	1,387	245	1,632	1,632
<b>Support costs</b>	<b>14,900</b>	<b>24,906</b>	<b>39,806</b>	<b>35,496</b>
<b>Total support costs</b>	<b>14,900</b>	<b>24,906</b>	<b>39,806</b>	<b>35,496</b>

### 21 Other Expenditure - Governance costs

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Independent Examiner's fees	240	-	240	240

### 22 Total Charitable expenditure

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Total direct spending	29,214	87,226	116,440	71,104
Total support costs	14,900	24,906	39,806	35,496
Total Governance costs	240	-	240	240
<b>Total charitable expenditure</b>	<b>44,354</b>	<b>112,132</b>	<b>156,486</b>	<b>106,840</b>