

CARPENTER BOX CHARITABLE FOUNDATION
UNAUDITED TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

CARPENTER BOX CHARITABLE FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr R Evans Mrs K McKinney Mrs G Lynes Mr C Holdaway Mr H Winters Mr D Hopper
Charity number	1129585
Principal address	Amelia House Crescent Road Worthing West Sussex BN11 1QR
Accountants	Carpenter Box Amelia House Crescent Road Worthing West Sussex BN11 1QR
Independent Examiner	Mrs E Houghton FCA FCCA DChA

CARPENTER BOX CHARITABLE FOUNDATION

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CARPENTER BOX CHARITABLE FOUNDATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and accounts for the year ended 31 March 2023.

Structure, Governance and Management

The Carpenter Box Charitable Foundation (CBCF) is governed by its constitution and is an unincorporated registered charity, number 1129585.

The trustees are appointed by the board of trustees. It is intended that trustees will serve a term of 1 year and will reconsider their position at the end of each term. The trustees will meet at least four times a year. New trustees receive a copy of the constitution and training is undertaken when considered appropriate.

The charity has set up an endowment fund through the Sussex Community Foundation (SCF). SCF has specialist expertise to manage the investment of these funds. The fund manager is currently Sarasin & Partners LLP.

The trustees receive suggestions from the staff of Carpenter Box regarding charitable causes to be supported, however the trustees will make the final decision as to the beneficiaries of donations.

The trustees have assessed the major risks to which the charity is exposed and due to the nature of its activities do not believe that there are any.

The following trustees who served during the year and up to the date of signing this report were:

Mr R Evans
Mrs K McKinney
Mrs G Lynes
Mr C Holdaway
Mr H Winters
Mr D Hopper

Objectives and activities

The charity was set up with the intention of providing Carpenter Box and its employees with a vehicle through which they can raise monies for local community projects.

The prime objective is for CBCF to support local charities, community groups and projects in the communities and neighbourhoods where Carpenter Box is located as well as in which our employees reside.

Funds raised in 2009 at the commencement of the trust, of £25,000, were transferred to and are held by SCF as part of the Grassroots Endowment Scheme together with a matched gift of £25,000 from the Government's charitable giving program. This is held on behalf of the CBCF and is annotated as the Carpenter Box Fund. It is an expendable endowment and decisions on grants awarded are made by the Board of trustees of CBCF.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities they should undertake.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives in planning future activities.

CARPENTER BOX CHARITABLE FOUNDATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

During the year the charity made a total of 30 grants (2022 - 33) totalling £13,302 (2022 - £17,304). The beneficiaries, in line with the charity's objectives, were a variety of local charities, schools, individuals, community groups and projects. This covered a broad range of needs and activities, including local organisations supporting those in need due to the cost-of-living crisis, and with an element of focus on those smaller organisations where our level of giving was able to make an impact.

Donations in the year included total donations of £1,300 to Safe in Sussex and £1,200 to Ten Little Toes, our two Charities of the Year chosen by the Carpenter Box staff who received regular monthly sums to support their work. Other donations covered a variety of causes including mental health, serious illness, the arts and the cost-of-living crisis.

As noted below the majority of our income during the year was generated by the generosity of Carpenter Box staff and partners, and we are extremely grateful to everyone for their support throughout another difficult year.

Financial review

The charity raised funds in the year through the Carpenter Box tuck shops, staff donations, fund raising days and employee sponsorship. Income from these activities generated £29,081 (2022 - £15,774). Overall the charity spent £14,638 less than its income for the year (2022 - £2,476 more than income).

The year preceded an exciting one for Carpenter Box, being its centenary year. The trustees anticipate the year to March 2024 being a significant one in terms of fundraising activity and giving for the charity.

The SCF endowment funds balance stood at £50,589 (2022 - £56,285) after distributing grants and paying management fees.

It is the policy of the charity that unrestricted funds will be maintained at a level that, in the event of a significant drop in funding, they will be able to continue the charity's activities while consideration is given to ways in which additional funds may be raised. This level has been maintained throughout the year.

The trustees report was approved by the Board of Trustees.



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Mr R Evans - Trustee

Dated: ...26 January 2024.

CARPENTER BOX CHARITABLE FOUNDATION

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds 2023	Total funds 2022
	£	£	£	£	£
Receipts:					
Donations, legacies and grants	21,242	-	868	22,110	10,256
Fundraising events	2,431	473	-	2,904	1,727
Interest received	-	-	-	-	-
Activities for generating funds	283	-	-	283	33
Cash from endowment	-	-	3,658	3,658	3,758
Other	126	-	-	126	-
Total receipts	24,082	473	4,526	29,081	15,774
Payments:					
Cost of fundraising	417	-	-	417	60
Management fees	-	-	844	844	867
Grants paid and donations	9,634	868	2,800	13,302	17,304
Bank charges	75	-	-	75	19
Cash to endowment	-	-	-	-	-
Total payments	10,126	868	3,644	14,638	18,250
Net (payments) / receipts	13,956	(395)	882	14,443	(2,476)
Transfers between funds	73	(73)	-	-	-
Cash funds last year end	6,904	468	-	7,372	9,848
Cash funds this year end	20,933	-	882	21,815	7,372

CARPENTER BOX CHARITABLE FOUNDATION

Notes

FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds 2023	Total funds 2022
	£	£	£	£	£
Cash funds:					
Cash	1,318	-	-	1,318	236
Bank accounts	19,615	-	-	19,615	7,136
Endowment account	-	-	882	882	-
Total cash funds	20,933	-	882	21,815	7,372
Investment assets:					
Other investments - SCF	-	-	50,589	50,589	56,285
Other monetary assets:					
Tax reclaims	1,354	-	-	1,354	1,114
Just giving pages	119	-	-	119	-
Assets retained for the charity's own use:					
Tuck shop stock	-	-	-	-	-
Other Assets					
Defibrillator and wall case mount	1,080	-	-	1,080	685

The accounts were approved by the Trustees on ...26 January 2024.



Mr R Evans - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE CARPENTER BOX CHARITABLE FOUNDATION

FOR THE YEAR ENDED 31 MARCH 2023

I report to the trustees on my examination of the accounts of the Carpenter Box Charitable Foundation (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

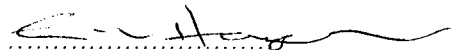
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.



Eileen Houghton FCA FCCA

Date: 27 January 2024