



Richmond Furniture Scheme

Your local furniture re-use charity

Annual Report 2021-2022

RES
Richmond Furniture Scheme
is a charity with 3 big ambitions:

Making homes
by ensuring *everyone* has access to affordable furniture.

Protecting the environment
by reducing landfill and finding *new homes* for donated, reuse furniture.

Building community
by creating opportunities for those looking to build or rebuild their skills..

How can you help?

Donate
We collect good quality furniture **free of charge**. We also accept financial donations to help us help others.

Volunteer
Are you enthusiastic about helping people, the environment or an upcycling expert? We welcome everyone.

Buy
Consider pre-loved and upcycled furniture for your next purchase. We have many amazing, unique pieces.

Share
Do you know someone who needs help or someone wanting to donate furniture?

Making homes.
Protecting the environment.
Building community.

 **Find out more**

Registered Charity 1133019 Company 7001417


Did we mention we also sell furniture paint?

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Welcome to our Annual Report for 2021-2022



In this year's annual report, we look at the financial year ending March 2022 and our future plans.

2021-22 was the post **Covid-19** pandemic year:

- **income** increased to **£220.6k** (£183.8k, 20-21);
- **377 households** in need were supported (**187 grant, 190 self-referred**);
- customer **transactions** totalled **2,830 +60%**;
- **Four young people** joined RFS on Kickstart, two secured permanent roles;
- **11 volunteers** found new employment.

Chair's foreword

The last financial year will be seen, by many, as the post-pandemic year. The Richmond Furniture Scheme (RFS) emerged relatively unscathed from the turmoil caused by lockdowns and the strictures of Covid. Pent up demand led to a busy time for the team at the Scheme with lots of people donating and acquiring furniture.

Income for **2021-22** increased to **£220.6k** (£183.8k, 20-21). Key drivers in this increase are income from charitable activities, from the **sale of furniture**, up to **£124.8k** (£80.1k, 20-21) and **grant income** up to **£65.7k** (36.5k, 20-21). Other income decreased to **£30k** (£67.2k, 20-21), largely driven by a reduction in Government support relating to Covid from the prior year.

Expenditure rose to **£210k** (£170k, 20-21). Just under **£28k** of the increase was in **transport** and **employee costs**. Salaries increased to keep pace with the minimum wage and there were increases in diesel and Ultra Low Emissions Zone charges. One of our longest serving team members and van driver had a recurrent shoulder issue. Thankfully, he made a full recovery, but the Scheme incurred **£8.5k** costs hiring temporary staff to cover absences. RFS also employed four people on the Government scheme **Kickstart**, a six-month work experience programme for the 16- to 24-year-old unemployed.

Remaining increases in expenditure were, for the most part, due to increased activity at the Scheme (including more volunteers), than prior year, due to the impact of Covid. We also made a £3k provision for doubtful debtors.

Two members of staff left to take on new challenges. Liliana Tomas, a previous Scheme Manager and administrator, having completed an interior design course while at the Scheme, joined an interior design business in West London. Francis De Salvo Hall left after a period of three years as warehouse supervisor and followed a nautical path, working on the Thames. Both made huge contributions to our charity, and we take this opportunity to thank them both for their efforts and support.

As mentioned above, UK Government introduced **Kickstart**, a funded scheme which was aimed at businesses to help provide work experience for 16- to 24-year-olds. The Scheme provided four places, two in administration and two in the warehouse. Two of these, Joeseeph Bracken and Joseph Hill, have since accepted permanent roles with the Scheme.

The Scheme has innovated in the past 12 months. As well as technical enhancements to our systems, reporting and internet offerings, new ways were found to support those in most need. An initial £6k fund, raised by The Church of St Margaret of Scotland in St Margaret's, enabled RFS to give people on grants with essential **free starter kit items**. Having kitchen equipment to cook a simple meal, eat with, and make a hot drink with are often taken for granted. They are most regularly welcomed. RFS has delivered over 40 kits at the time of writing. The Scheme also partners with the local **Hygiene Bank** to provide **free** toiletries and cleaning products to people with grants. There is a collection point at Fortescue Avenue for anyone wishing to donate new and unused hygiene products to them.

All that we achieve would not be possible without the support of our local partners. These

include **Hampton Fund** (funding our Volunteer Coordinator salary) and **Richmond Parish Lands** (financial support for core costs). Their assistance is massive and supplements our income. We also work with **Barnes Fund, Richmond Housing Partnership, Spear, Inquilab, Spurgeons** and other referring agencies.

A key partner is **Richmond Council**. Not only do they support the Scheme with free premises and by referring clients to the Scheme with grants, but they are hugely supportive of reuse and re-cycling. As a part of the council's response to the climate emergency, council officials are working with the Scheme to support us in finding new ways to serve the community. The Scheme, in turn, is supporting the Council in education and information.

RFS has established links with a range of local bodies from charities such as **Shepherd's Star** to community centres including **Castlenau Community Centre**. We have links with secondary, tertiary and higher educational establishments in the public and private sector. The aim is to build community by creating opportunities for those looking to build or rebuild their skills. RFS runs workshops to help people learn basic DIY skills and encourages volunteering to continue learning and development.

The RFS Trustee team is evolving. We said farewell to John Hallett who, after 10 years of dedicated service (many as chair), retired from the board. We welcomed back Mithu Sengupta (IT and business process) to the board following changes to her work schedules and commitments. We also welcomed Derek Papworth and Aoife Herr as trustees. Derek has been pivotal in developing our IT systems and infrastructure at little or no cost, bringing with him extensive business process and software programming knowledge. Aoife works in the charity fundraising sector and generously shares her valuable knowledge and skills in this area.

2022-23, as well as bringing with it challenges such as the cost-of-living crisis, also offers opportunities. Our CEO, Simon Westgarth, is developing new ways in which we can enhance our service offering, continuing to drive innovation in the use of technology, developing new partnerships and opening up new pathways to support people most disadvantaged in our communities. We also have plans to change our van to a new electric Luton van for which we have commenced fund raising with support from volunteer, Peter Kelly.

Jack Stephen
Chair of Trustees

CEO's remarks

Since arriving at the Scheme on 1 July 2019, we have transformed our offering. Our development activities support our core aims and include recruiting a volunteer coordinator, our online shop, starter kits and a growing network of partners and new developments in the pipeline.

The Scheme relies on volunteering for a lot of what it achieves. RFS also provides much needed opportunities for the disadvantaged to build or rebuild their skills. Volunteer Coordinator Lucy Stepan, who joined the Scheme in October 2020 (just as the pandemic was hitting its latter phases), drives recruitment and ensure that the Scheme has appropriate policies and procedures in place. Lucy has also done a huge amount to update our safeguarding policies and to ensure that staff and volunteers are fully aware of the requirements. Lucy has also been forging links with schools, colleges, the local job centres and many other organisations, to ensure that RFS is known as a place where opportunities exist.

As Lucy states, “we don’t have preconceptions, and we don’t judge. We want people to volunteer because they want to learn, support others and find fulfilment.”

We have made huge strides with IT to develop systems, telephony, processes and simplify reporting. This has been done using **MS Office’s** suite of data tools and applications and, as a small charity, we use the software licenses largely free of charge. One massive development is our [web shop](#). Everyone can access the latest donations from the public at any time. Funds raised from this channel have grown from 12% to 17% in 12 months. We thank **Derek Papworth**, Trustee, for his ongoing support and for continually spotting opportunities for development.

Our priorities remain unchanged. There are many people in furniture poverty, which can be defined as an “inability to access, or afford to buy or maintain, any household furniture or appliance item that is essential to achieve a socially acceptable standard of living.” ([End Furniture Poverty](#)). People included in this are those on income support, the homeless, refugees, those displaced due to domestic violence/upheaval. While this situation remains, Richmond Furniture Scheme is working on finding ways to support all those in need and, where practical, to seek new partners in supporting this cause.

We are very proud that we can support people referred to the Scheme with grants, by offering starter kit items free of charge. Often, grant customers have nothing when they move into their homes. We do what we can to enhance people’s experience and to help them achieve a socially acceptable standard of living.

We are working with new partnerships and keen to develop more. Wandsworth Council and their Adult Social Care team has also just become a partner and we have a pilot project to support clients in need of furniture. Inquilab Housing Association has also become a referral partner.

None of what we do would be possible without the help and support of the core team. We have a great blend of youth and experience, and I am hugely grateful for their dedication

and hard work.

Two of the team, Joe Pisco and Rob Whitmarsh are celebrating ten years with the Scheme in 2022. They cover many miles around the borough and beyond, collecting and delivering furniture. They are an integral part of the fabric of the Scheme (you could say they've become part of the furniture!). Well done and thank you from all of us at Richmond Furniture Scheme.

I am very proud of what we have achieved as a team. Staff and volunteers alike work really hard to deliver for the community and each other. We are also delighted that volunteers and staff have gone on to pursue new ventures, from housing support, restaurant work, investment banking, airport work, hotel maintenance and even flying air cargo. Many have found their time with the Scheme has been a helpful stepping stone to new ventures.

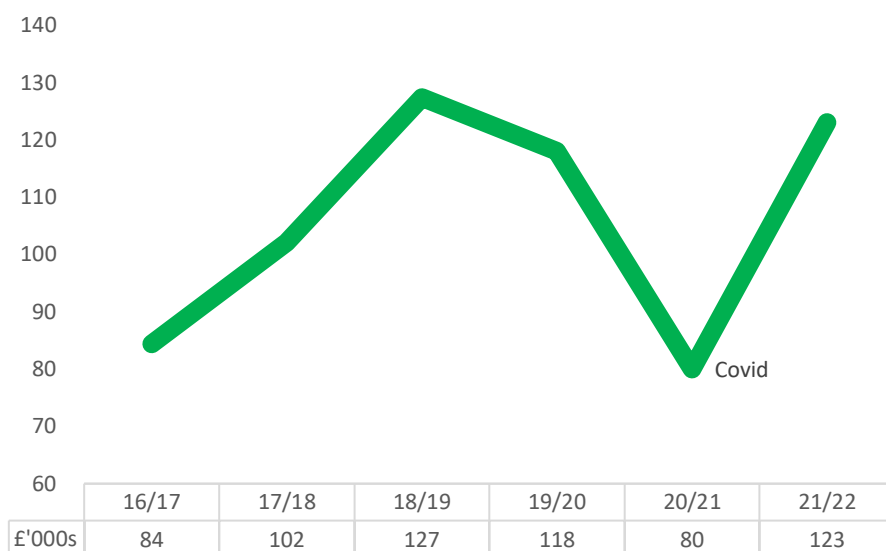
Lastly, we have some absent friends. There are volunteers whose health has not enabled them to return to work. Our thoughts are with them, and we thank them for all that they have done.

Simon Westgarth
Chief Executive Officer

Trustees'/directors' report

1. 2021 – 2022 key data

Funds raised from furniture



361

customers in need, supported

1,327

total customers

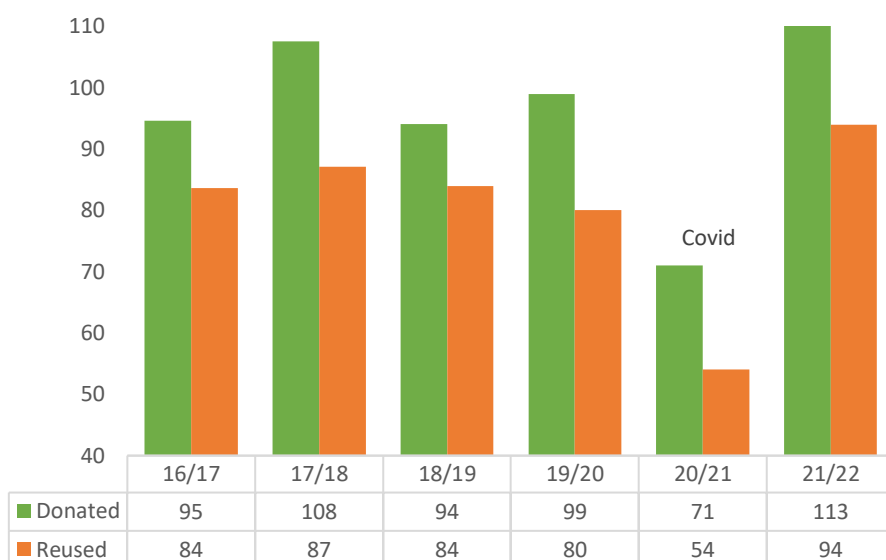
2,830

transactions

6,657

items shipped

Furniture donation and reuse (tonnes)



Our Scheme van completed

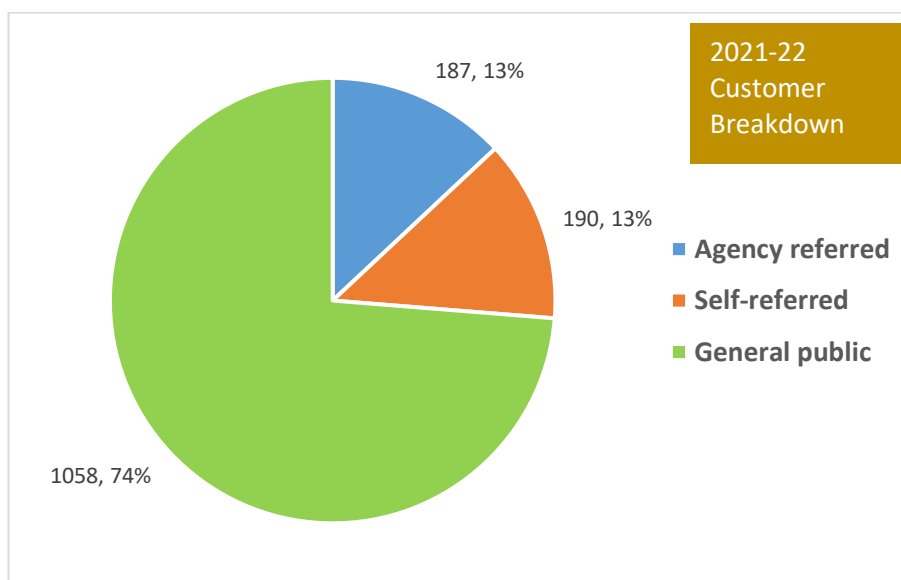
1,284

jobs, **579** deliveries

and **705** collections

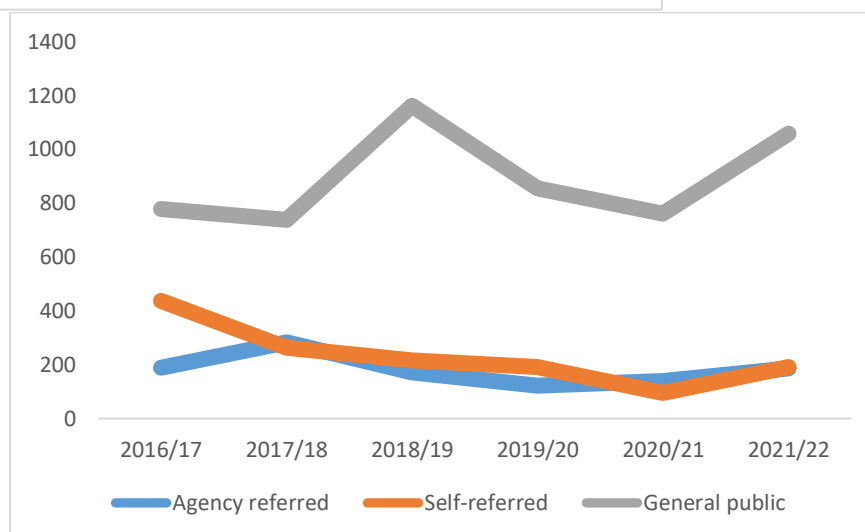
2. Customers

The Scheme's customers come from all walks of life. We monitor those who acquire furniture from us to assess our performance in delivering affordable furniture to the community and, in particular, those who need it.



We have seen a slight increase in the proportion of customers with grants and those who self-refer. Everyone is welcome to use our service.

Please note that customers can fall into multiple categories as circumstances change over time. We have updated the way we count customers to ensure that we present the data most accurately.



Where are they based?

Our customers have come from far and wide. Thanks to the success of our miniature Christmas Tree campaign, we even had a customer in Harrogate, Yorkshire (we posted those items).

It is worth noting that, sometimes, people with grants are housed outside the borough due to shortages of suitable accommodation. We have delivered furniture to North and East London to support these clients and we work closely with the Council to offer our services wherever we can, providing it is practical to do so.



The majority of our customers are in the Richmond Borough catchment. The data below shows how they were distributed by the most popular post codes.

21-22	GRANT	MOP	SR	Total
PostCodeOut	Customers	Customers	Customers	Customers
TW2	30	232	49	287
TW11	25	99	17	127
TW12	37	82	18	124
TW1	14	104	16	120
TW9	15	57	13	81
TW10	11	48	8	62
TW13	6	46	10	57
TW7	1	42	4	45
TW4	18	22	8	43
SW13	8	23	10	34
SW14	13	19	5	33
TW3		31	5	33
Sub total	178	805	163	1046
Other codes	9	253	27	281
Total	187	1058	190	1327

Please note that some post codes above are at the fringes of London Borough of Richmond Upon Thames and the postcodes will overlap neighbouring boroughs.

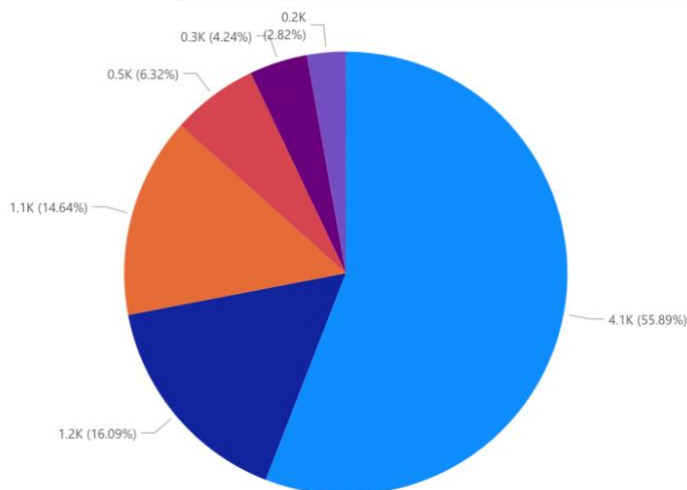
3. Volunteering

We have developed new tools for tracking our volunteering activity.

82
volunteers donated
7,265
hours of their time.



There are many roles across the Scheme. We like to keep track of where time is being spent.



Key: HoursLocation

- Warehouse
- Workshop
- Carousel
- Van
- OffSite
- Office

Location	Role
Warehouse	- Inventory management, customer/donor support, merchandising
Workshop	- Furniture repair, building, up-cycling and recycling
Carousel	- Furniture refurbishment, up-cycling and upholstery
Van	- Furniture collections and deliveries
Offsite	- Projects, fundraising, marketing and social media support
Office	- Administration support



4. Funding and grants

Richmond Furniture Scheme generates the majority of its funds from the sale of furniture. Most costs relate to transport, employees and volunteer expenses.

In 2021/22 The Scheme received **£26k** in agency referred-grant funding, for people in need, to help them acquire essential, affordable furniture. To the right are some of the groups we work with who refer clients to us.

The Scheme also receives support from the following funders.

Benefactors	Donation or benefit
London Borough of Richmond Upon Thames	£15,700 rentable value of the site at Fortescue Avenue (we are discussing a five-year lease extension)
Hampton Fund	£28,000 to support salaries
Richmond Parish Lands	£15,000 to support core costs
St Margaret's Church of Scotland	£6,000 to support starter kits
Anonymous donor	£1,000 to support starter kits
Other donations and Gift Aid	£12,461

The Scheme received **£17,203** from Government for Furlough, business interruption and DWP Kickstart.



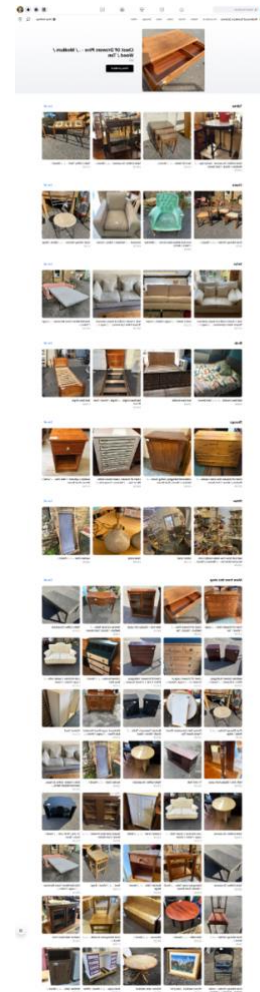
5. Systems

Crucial to our development over the last three years has been IT development. We are very grateful to Microsoft who provides charities with free-of-charge software. **Derek Papworth**, IT 'guru' and one of our trustees, is the chief architect.

Using MS applications, Derek has developed a suite of programmes for the Scheme that help manage day to day operations, a mini enterprise resource planning (ERP) system. We are also fortunate in that we don't need to rely on lots of PCs to manage work, we just use anything that connects to the internet (PC, tablet, mobile phone).

Our aim has been to simplify processes and to touch data as few times as possible. This means that we have found smart ways to channel our data so that we can track every item of inventory we wish to record. We can see where it came from, where it has gone to, via which area of the Scheme and customers can scan a QR code to check an item's availability or to get more information from our [webshop](#).

With thanks again to Derek's ingenuity, our [webshop](#) is now available on Facebook and Instagram.



Filters: Firstname Surname Search

PostCode1 PostCode2 CustID

GiftAidID TransferID WebID InvAllocID InvID

New CustSupp List

Monitor List

Inventory List

Labels List

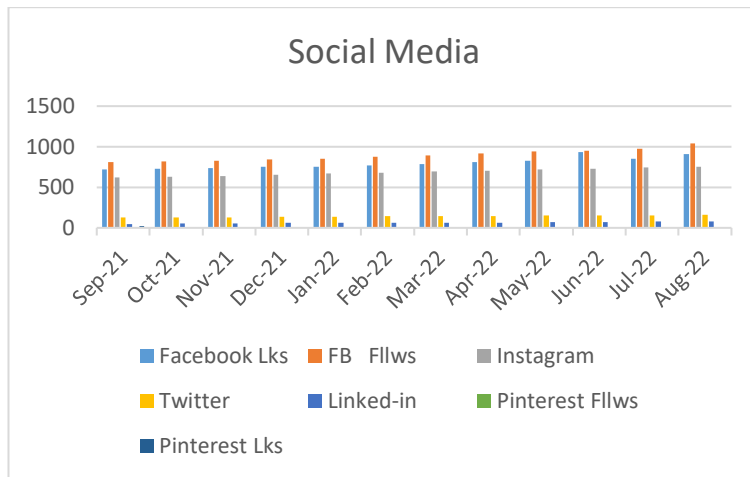
Cancel

v20221024a

Data dashboard showing



6. Marketing



Ensuring that our community knows what we do takes constant work and activity. Jessica Andrews, volunteer marketing executive, deserves a huge amount of credit for developing our profile, image style and presence – thank you.

Our social media profile has progressed on all platforms. Meta also stepped in to provide some marketing heft (in the form of donated ‘ad-dollars’) and has been promoting our posts on Facebook and Instagram. RFS hit the 1,000 followers milestone on Facebook and continues to see development across all platforms.

Our message has also evolved. We are ...



Making homes by ensuring everyone has access to affordable furniture.

Protecting the environment by reducing landfill and finding **new homes** for donated, reuse furniture.

Building community by creating opportunities for those looking to build or rebuild their skills.

Customer feedback

(source: Google)

“This is a great place for people trying to set up their 1st home. Staff very helpful.”

“An amazing scheme for the community, people working there were welcoming, professional and friendly.”

“The two guys who came and took a load of heavy furniture today were amazing! So quick, careful and quiet, even in the blistering heat. So polite and courteous, I couldn't recommend them enough. Very impressed with the service, thank you so much 😊”

“Wonderful recycling project, friendly staff who are very helpful. You never know what you might find....”

“Some great pieces renovated by the team.”

7. Staff development

We have two new members of the team, Joeseeph Bracken and Joseph Hill (we now have three Joes which can be confusing!).

Joeseeph Bracken took over from Liliana Tomas on administration, having joined us as part of the Kickstart Scheme. Joeseeph proved that he is a fast learner and we were delighted to provide an opportunity in administration.

Joseph Hill, or Joey as is generally known amongst the team, also came to the Scheme via Kickstart. Joey worked in the warehouse, and he proved that he could be calm and level-headed when playing the never ending game of Tetris that is managing our furniture. Joey replaced Francis De Salvo Hall.

Liliana and Francis are both missed. Liliana, as well as providing a flair for administration (and an eye for detail), also served as Scheme Manager for a period during her time with the Scheme. She has moved on to a career in interior design, a passion that she had for a very long time.

Francis went to follow a nautical passion, working on the Thames. Francis delivered a lot of hard graft for the Scheme looking after warehouse operations and we are extremely grateful for the hard work and fortitude that he showed.

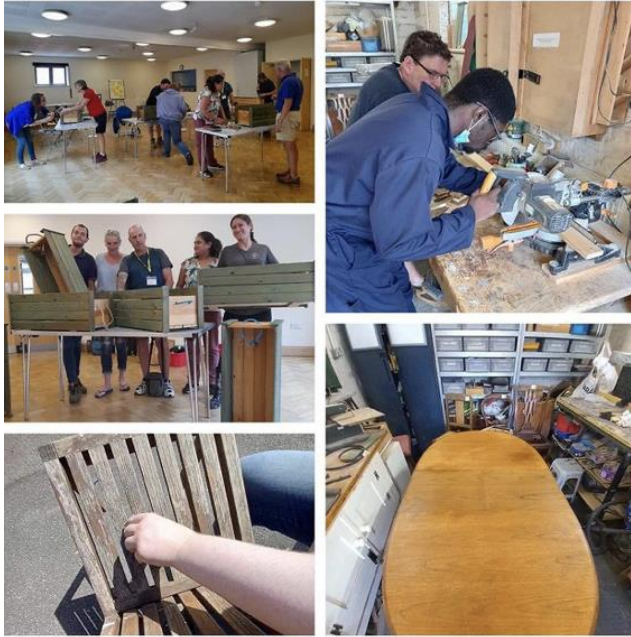
8. What we have been up to

Starter kits

Thanks to an idea from volunteer Vicky Phelan, money is being raised so that we can provide starter kits for clients referred to the Scheme with furniture grants. Our portacabin office has become the main storage facility for these kits which include essential kitchen items and small electricals. The kits have proved to be extremely popular and over 40 kits have been supplied so far.

We work with the Richmond Council, Local Assistance Scheme to find the best combinations. Microwaves are proving popular and are often taken up by people living on their own.





Reaching out

RFS is working in the community to help in more ways than just collecting and delivering furniture. With the support of volunteers, we have worked with **Shepherd's Star** to help deliver their **Explore programme** to the disadvantaged in the community. This programme has proven to be a great success and resulted in some of the programme's participants volunteering at the Scheme and developing their skills.

We have also done some work with **Kew Gardens Community Allotment**, donating bookcases for their library and making a hedgehog house (we have one at the RFS site too).



In the summer, we delivered a workshop to **Castlenau Community Centre**. The feedback was outstanding and, volunteer resources permitting, we plan to do this again.

We are keen to support the environment and a Shepherd's Star volunteer has even built a bee hotel. **Barnes Community Gardeners** had bee hotels at their spring bee event.

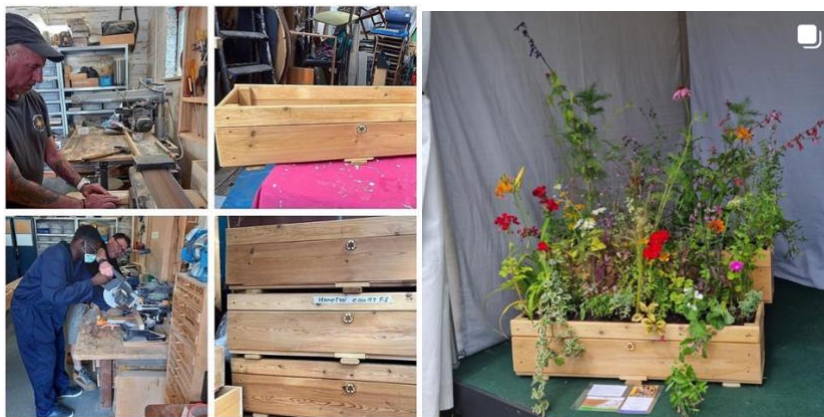
This bee hotel was destined for Kew.



Fairs and events

Barnes OSO Spring Fair – we took along upholstered chairs and raised over £400 from the event.

St Margaret's More Mead Fair and Eco Festival – RFS had a stall to help promote its services and educate people about the benefits of re-use and refurbishment.



RHS Hampton Court Flower Show – our latest planters make a star appearance at the Visit Richmond stand.

9. Next steps



New van please – our mobile advertising board and major service vehicle is beginning to show its age (and occasionally breaks down). Climate change is demonstrable, and our van is burning fossil fuel. We are also incurring costs for each time we enter the Ultra Low Emissions Zone (please note, we have not charged clients any more because of this; we decided to absorb the cost).

With the support of the trustees and a very capable volunteer, Graham Nash, RFS has costed out the options, and we have chosen to pursue the path of a fully electric new van. Fundraising has commenced with a view to replacing the van in 2023.

Breaking new ground – Richmond and Wandsworth boroughs share council administrative resources and have a joint Chief Executive. The Scheme was invited to provide a presentation to officers of the council. Following a question from members of the Wandsworth Adult Social Care team, “is this [RFS support for people in furniture poverty] service available in Wandsworth” we gave the answer, “we can’t see why not”.

Following a flurry of emails and meetings, we established a pilot scheme with Wandsworth Adult Social Care services to support referrals with grants to provide them with furniture.

What has become evident is the need for the service RFS provides in Wandsworth Borough and we are hoping to develop a strategy, and in time, a plan to deliver it.





New product lines

We are regularly asked “do you have any cookers?” or “do you sell washing machines?” In an ideal world, we would love to take on the challenge of refurbishing appliances, but this needs a whole new set of skills, accredited processes and space that is a challenge for a small charity like ours to take on. However, we are exploring how we might be able to deliver affordable, refurbished and fully warranted appliances.

RFS has sourced a supplier in Wandsworth called Rework who can fulfil this requirement to supply the Scheme with appliances. Rework is part of Groundwork, a national workforce charity. They train people to become engineers, testers and refurbishers.

Refurbished beds/mattresses

Supplies of affordable, clean re-use beds are tricky. Cleaning is a big challenge and presents a problem for most reuse charities. RFS has found one, the Furniture Resource Centre in Liverpool, that has a mattress cleaning machine and access to supplies of sprung mattresses. The cleaning process produces clean mattresses and testing shows that they could be used in operating theatres, they are so clean.

If we can sort out logistics, this could be a great solution.



Information about how and why we operate

1. Principal activities

Richmond Furniture Scheme accepts and collects donations of furniture from the general public in the London Borough of Richmond upon Thames. It stores, repairs as necessary, displays and sells at discounted prices to people in need and at marginally higher prices to the general public. The Scheme also provides volunteering opportunities, training and work experience.

2. Background

Richmond Furniture Exchange was established in 1990 and became a registered charity in 1992, changing its name in 1997 to the Richmond Furniture Scheme. From 1st April 2010 the assets of the Scheme were transferred to Richmond Furniture Scheme, a newly formed company limited by guarantee and registered as a charity.

3. Objectives

The Scheme's objectives, as specified in its Memorandum of Association and agreed by the Charities Commission are the:

- Prevention and relief of poverty by supplying donated furniture and household goods at minimal cost to people in need
- Protection and preservation of the environment by encouraging reuse/recycling of donated furniture and household goods
- Relief of unemployment for the benefit of the public in such ways as may be thought fit, including the provision of training, employment, work experience and volunteering opportunities.

Governance

1. Board

The governing body of the scheme are the Trustees/Directors, none of whom is paid. The Trustees/Directors who supported the Scheme in 2019 and 2020 are:

Trustee/Director	2021/2022
Jack Stephen, Chair	full year
John Hallett	resigned November '21
Mithu Sengupta	resigned June '21, re-joined November '21
Nicola Anson	full year
Helen Higgins	full year
Helen Pugh	full year
Ryan Richardson	full year
Aoife Herr	joined November '21
Derek Papworth	joined November '21

Trustees/directors are recruited by advertisement, networking and personal contact; they are all asked to identify areas of interest. Their main responsibility is to ensure the good governance of the Scheme by strategic and financial planning, approving and monitoring expenditure, and ensuring sufficient funding is in place. The Trustees hold regular meetings with their appointed CEO where they review operational and financial performance reports and discuss and take decisions on the direction of the Scheme.

2. Management and staff

We have seven paid employees (six full time equivalent). The Chief Executive Officer, Simon Westgarth, oversees all aspects of day-to-day business. He is supported by two part-time Office Administrators, a Volunteer Coordinator, a Warehouse Manager, a Van Driver and a Van Driver's Assistant.

3. Risk and internal controls

The trustees have overall responsibility for ensuring that the Scheme has an appropriate system of controls in place - financial and otherwise. They are also responsible for safeguarding the assets of the Scheme and hence for taking reasonable steps in the prevention and detection of fraud and to ensure data protection and other assurance against irregularities such that:

- The Scheme's assets are safeguarded against unauthorised use
- Proper records are maintained so that financial information used within the Scheme or for publication is reliable

- The Scheme complies with relevant legislation and regulations.

As part of the Scheme's system of internal control, the trustees supported by the CEO, record and review risks including their likelihood of occurrence and potential impact and review associated actions to mitigate these.

Administrative details

1. Status

Richmond Furniture Scheme is registered as a Charity in England and Wales (1133019) and as a UK Registered Company Limited by Guarantee (7001417).

2. Registered Office and Business Address

1a Fortescue Avenue
Twickenham
Middlesex
TW2 5LS

3. Contact Details

Telephone	020 8755 4665
Email	admin@rfsonline.co.uk
Website	www.rfsonline.co.uk

4. Trustees/Directors at Year End

Nicola Anson
Aoife Herr
Helen Higgins
Derek Papworth
Helen Pugh
Jack Stephen Chair
Mithu Sengupta
Ryan Richardson

5. CEO

Simon Westgarth

6. Accounts Examiner

Hyatt & Co
Onslow Hall
Little Green
Richmond
TW9 1QS

7. Bankers

Cafbank Ltd, Kings Hill, West Malling, Kent

8. Insurance

David Edwards Insurance Brokers Ltd
Ansvar Insurance

Financial statement – 2021-22

Richmond Furniture Scheme Statement of Financial Activities - April 2021 to March 2022

<u>Incoming Resources</u>		notes	Unrestricted Funds	Restricted Funds	Total 2021/22	Total 2020/21
			£	£	£	£
Grants	Hampton Fund	1		28,000	28,000	14,000
	LBRT (Notional Rent)			15,700	15,700	15,700
	Richmond Parish Lands (salary support)			15,000	15,000	5,800
	Richmond Parish Lands (yard mobile storage)			-	-	950
	Anonymous donor (Starter kits)			1,000	1,000	-
	Other small donations (Starter kits)			40	40	-
	St Margarets Church of Scotland (Starter kits)			6,000	6,000	-
				65,740	65,740	36,450
Income From Charitable Activities	Sales to Referred Clients		45,818		45,818	31,305
	Sales to Non- Referred Clients		78,897		78,897	35,674
	Sales Retail Outlets		-		-	6,445
	Online media traders		85		85	278
	Training/Work Experience		-		-	-
	Carousel		-		-	273
	Paint Sales		-		-	6,217
			124,800	-	124,800	80,192
Other Income	Bank Interest		111		111	409
	Donations incl Gift Aid		12,461		12,461	14,018
	Furlough receipts for salary support		6,003		6,003	29,450
	Covid Business interruption grants		5,200		5,200	23,286
	DWP Kickstart Grant		6,000		6,000	-
	Other		271		271	6
			30,046	-	30,046	67,169
			154,846	65,740	220,586	183,811
Total Incoming Resources						
<u>Resources Expended</u>						
Collection & Distribution	Transport Costs		45,594		45,594	38,828
Overhead costs	Employee Costs	2	73,332	39,088	112,420	91,298
	Volunteer Expenses		7,034	-	7,034	4,233
	Rent & Rates (LB of Richmond)		-	15,700	15,700	15,700
	Insurance		1,132	-	1,132	2,299
	Utilities		4,301	-	4,301	3,577
	Office equipment/telecoms./computer		5,714	-	5,714	4,415
	Repairs/maintenance/tools/materials		2,155	-	2,155	258
	Outdoor Mobile Storage supported by RPLC		-	-	-	950
	Printing & Publicity & Postage & Stationery		659	-	659	762
	Retail Outlet Cost		15	-	15	546
	Carousel Materials		-	-	-	-
	Paint Supplies		4,629	-	4,629	3,894
	Depreciation		13	-	13	-
	Covid-19 Hygiene Expenses		356	-	356	743
	Sundry Office Expenses		2,286	-	2,286	943
	Fees & Charges		1,824	-	1,824	1,604
	Starter kits		-	2,445	2,445	-
	Doubtful debt provision		2,959	-	2,959	-
	Membership fees		250	-	250	-
	Training & recruitment		804	-	804	-
			153,057	57,233	210,290	170,049
Total Resources Expended						
Net Movement in Funds			1,789	8,507	10,296	13,761

1. Notes forming part of the financial statements for the year ended 31 March 2022

Basis of preparation

Accounting convention

The financial statements are prepared under the historical cost convention in accordance with the Financial Reporting Standard 102 and Accounting and Reporting by Charities – Statement of Recommended Practice (SORP) and with the Charities Act 2011.

Incoming resources

These are included when the charity becomes entitled to them.

Resources expended

Expenditure is included on an accruals basis.

Tangible fixed assets and depreciation

All assets costing more than £500 are written off on a straight-line basis over a period of 3-5 years.

Note

1. Grants Receivable

Unrestricted grants are those provided to meet the general running costs of the Scheme. Restricted grants are provided for specific purposes.

All grants received in 2021/22 were restricted.

Restricted Grants	Purpose	Balance b/fwd £	Additions £	Utilised £	Balance c/fwd £
LBRT	Notional rent	0	15,700	15,700	0
LBRT	New workshop	1,843	0	0	1,843
Hampton Fund	Volunteer Coordinator	0	28,000	24,088	3,912
Richmond Parish Lands	Employee costs	0	15,000	15,000	0
Richmond Parish Lands	Carousel	2,500	0	0	2,500
Anonymous donor	Starter kits	0	1,000	1,000	0
Other small donations	Starter kits	0	40	40	0
St Margaret's Church of Scotland	Starter kits	0	6,000	1,405	4,595
		<u>4,343</u>	<u>65,740</u>	<u>57,233</u>	<u>12,850</u>

2. Staff costs and trustees' remuneration

No employees received remuneration amounting to more than £60,000 in the year. Trustees received no remuneration (2021/22 – Nil) and were not reimbursed for any expenses in the year (2021/22– Nil).

Richmond Furniture Scheme
Balance Sheet as at 31st March 2022

(Company No 7001417)

		2022				2021	
	Notes	£	£	£	£	£	£
<u>Fixed Assets</u>							
Property and Equipment	3			-			12
<u>Current Assets</u>							
Stock of Paint		2,498			2,474		
Debtors	4	13,386			13,694		
Cash at Bank		128,664			111,181		
Petty Cash		653			659		
			145,201			128,008	
<u>Current Liabilities</u>							
Suppliers/accruals	5	10,853			3,968		
			10,853			3,968	
<u>Net Current Assets</u>							
				134,348			124,040
TOTAL NET ASSETS							
				£134,348			£124,052
<u>Representing</u>							
<u>Unrestricted Funds</u>							
Beginning of the year		112,709			98,947		
Surplus/(Deficit) for the year		1,788			13,762		
End of the year			114,497			112,709	
<u>Restricted Funds</u>							
Beginning of year	1	4,343			4,343		
Surplus/(Deficit) for the year		8,507			-		
End of the year			12,850			4,343	
<u>Designated Funds</u>							
Beginning of the year	6	7,000			7,000		
Designations released for the year		-			-		
End of the year			7,000			7,000	
TOTAL RESERVES							
				£134,348			£124,052

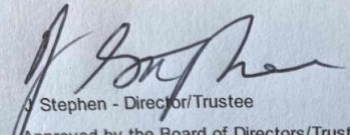
For the year ending 31st March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors Responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the provisions of the small companies' regime


 Stephen - Director/Trustee
 Approved by the Board of Directors/Trustees on 07 November 2022

Independent Examiner's Report to the Trustees of Richmond Furniture Scheme

I report on the accounts of the Richmond Furniture Scheme for the year ended 31st March 2022.

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 the procedures laid down in the General Directions given by the Charity Commissioners (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 report

My examination was carried out on accordance with the General Directions given by the Charity Commissioners. 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 disclosure 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 I do not express an audit opinion on the view given by the accounts.

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 accounts to be reached.

Name: H.A. HYATT - (of H.A. HYATT & CO.).

Relevant professional qualification or body:

FCA

Address:

ONLOW HALL
LITTLE GREEN
RICHMOND, SURREY, TW9 1PP.

Date:

31st October 2022