

Charity registration number 1145056

Company registration number 7502624 (England and Wales)

**RENEWAL NORTHWEST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

# RENEWAL NORTHWEST

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Mr S Davies  
Mrs S Durrant  
Mr A P Dutton  
Mr A S Gordon  
Mr C R Maffey  
Mrs A Newall  
Dr D J Watts

**Secretary**

Mr C R Maffey

**Charity number**

1145056

**Company number**

7502624

**Principal address**

61-63 Shaw Heath  
Stockport  
Cheshire  
SK3 8BH

**Registered office**

61-63 Shaw Heath  
Stockport  
Cheshire  
SK3 8BH

**Independent examiner**

ART Accountants Limited  
Ground Floor  
11 Manvers Street  
Bath  
BA1 1JQ

**Bankers**

Santander Bank  
PO Box 10102  
21 Prescot Street  
London  
E1 8TN

The Co-operative Bank plc  
Head Office  
PO Box 101  
1 Balloon Street  
Manchester  
M60 4EP

**Solicitors**

Knights PLC  
Two Saint Peters Square  
Manchester  
M2 3AA

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# RENEWAL NORTHWEST

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# RENEWAL NORTHWEST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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The Trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Companies Act 2006 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 2019).

### Objectives and activities

The Charity has three objectives which are as follows:

- (1) The relief of unemployment for the Public Benefit in the Greater Manchester area in such ways as may be thought fit, including the provision of work experience, skills development and training so as to assist in gaining employment and the provision of food and temporary accommodation for homeless unemployed persons.
- (2) The relief of financial hardship among people living in the Greater Manchester area by providing such persons with items of affordable furniture and other household accessories and support in setting up home, which, through lack of means, they could not otherwise afford.
- (3) The advancement of the Christian Faith by such charitable means as the Trustees from time to time shall determine.

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

### Activities to further our First Objective

#### The relief of unemployment-

During 2021 we have provided a work experience and training programme (Community Work Programme) for unemployed people at our 61-63 Shaw Heath, Stockport facility which consists of several rented large units.

We have welcomed volunteers to our Programme from various sources, some of whom were 'self-referred'.

Once a volunteer has completed the induction process and initial assessment, their work experience is designed to suit each individual's ability and requirements. Many of these people have not been in work for several years prior to their coming to us.

The work experience we provide is quite varied and sometimes involves all departments of our operation or may just focus on one speciality. The main areas where experience can be gained are;

- (a) Furniture display and showroom sales,
- (b) Logistics (collection and delivery of furniture and white goods),
- (c) Computers,
- (d) Bric-a-brac sorting and selling of items,
- (e) ebay
- (f) Waste Management, Clearances/Removals,
- (g) Electrical Refurbishment

Specific training has been available in disciplines such as customer handling, refurbishment of computers or electrical appliances and portable appliance testing competency. We have provided opportunities for furniture making and restoration and general office training. Individuals can be provided with training related to online advertising of our recycled goods which in turn can lead to opportunities in computing and handling e-commerce advertising and sales.

During 2021, we have continued building/fit out works to our cafe/residential premises adjacent to our main showroom complex. As a result there was additional work experience and training in building/fit out works.



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### The provision of food and Temporary accommodation--

#### The Provision of food-

Providing food for homeless unemployed individuals was reassessed at the end of 2018/beginning of 2019. As a result, the weekly 'Drop in' on Sunday afternoons and our 'Street Work Programme' on Sunday evenings, both based in Manchester city centre, were suspended. This was due to an increase in risk linked to these activities, mainly due to the spice drug that has had an adverse impact on the atmosphere amongst some of the groups that we were seeking to reach.

During 2020, we have commenced an alternative way of providing food because of the hardship facing many families due to the Covid-19 Pandemic. We were able to provide food hampers to support those on reduced incomes, which included most of our staff who were part of the Government furlough scheme. This continued during 2021.

#### Temporary accommodation:

Temporary accommodation has been a central part of the work of Renewal North West for the benefit of homeless adults, most of which have had a history of alcohol abuse, drug abuse, or are ex-offenders. This has previously been provided at two locations in Stockport:

- For the first phase of the Programme, participants were accommodated in separate basement flats on the lower floor of our Executive Officer's private residence in Stockport.
- The second phase, in the Charity's house nearby.

Providing for this need remains a focus for Renewal North West, but we have been conscious of the developing needs of individuals referred to us, along with an increase in risk. During 2021, the strategy for this side of the work has been developing and it is likely that a self-contained residential premises will be required and that significant investment will be needed in the residential part of the charity. In the meantime, the flat accommodation above the café has been developed during 2021, so that this could be used alongside the house from 2022.

The charity has suspended use of our Executive Officer's private residence for temporary accommodation, as this no longer aligns with the strategy and risk tolerances agreed by the Trustees.

# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Activities to further our Second Objective

#### Providing affordable furniture and essential household goods-

We have used our rented space at 61-63 Shaw Heath, Stockport to display low cost large and small essential items of furniture, white goods and smaller electrical appliances along with bric-a-brac and clothing for sale. The majority of the items we have had available were used and had been donated but some white goods were brand new.

The fact that we have available low-cost items for sale is widely known in the area now that we have been in these premises for well over ten years. Advertisements for Renewal North West's services also stress the low-cost aspect. Consequently, we supply many needy local people, who exist on benefits or low incomes, with furniture and other household accessories to help them in their need.

To give an idea of the specific essential needs there follows a list of the types of items that we have supplied at affordable prices in the year:

**FURNITURE:** Sofas (leather and Fabric), riser recliner armchairs, easy chairs, wing backed chairs, sideboards, display cabinets, dining tables and chairs, kitchen stools, bookcases, TV stands, coffee tables etc. and conservatory furniture, bedroom furniture such wardrobes, bedside cabinets, bed bases and headboards. In addition to this bedroom furniture we have supplied many reasonably priced mattresses.

**ELECTRICAL GOODS:** Electric cookers, washing machines, fridges, freezers, dishwashers and integrated appliances. Smaller items: Microwaves, vacuum cleaners, toasters, kettles, irons, TV's, DVD players, music systems etc.

Many of the larger items we have delivered for a small additional charge and even provided free fitting and installation of the goods where necessary to assist those in financial difficulty in setting up home.

**CLOTHING:** We have displayed and sold a large selection of Men's, ladies and children's items of clothing and a good variety of donated Bric-a-brac items such as ornaments, vases, picture frames, cups saucers and cutlery. The availability of all these low-cost items has proved to be a great benefit to those in financial hardship in the Stockport area throughout the year.



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Activities to further our Third Objective

#### Advancement of the Christian Faith:

Our Faith in Christ forms the essential basis and motivation for everything we do in pursuit of our objectives for the benefit of others. The Lord Jesus, when quoting the prophet Isaiah made His mission clear: 'The Spirit of the Lord is upon me, because he hath anointed me to preach the gospel to the poor; he hath sent me to heal the broken hearted, to preach deliverance to the captives, and recovering of sight to the blind, to set at liberty them that are bruised' (Luke 4 v 18). We would seek to follow His example in concern and care for the most marginalised. It remains our desire whenever possible to enable others to discover the truth about this unique Person and for them to experience the transforming power of a Christ filled life. Our activities that help advance the Christian faith are set out below.

**Organisational structure and leadership:** Our Executive Officer, managers and some key volunteers are all Christians, seeking to serve God through their roles. Some of these individuals would express a sense of calling to the work of Renewal North West. As such, both the leadership of the organisation as a whole and the operation of the functions on a day-to-day basis are led with the priority of advancing the Christian faith.

**Christian focus session for volunteers and staff:** The first hour of each working day at 61-63 Shaw Heath consists of a session to focus exclusively on the message of hope available through Jesus Christ. This daily session is freely available to all volunteers and staff.

The hour is usually divided into segments for singing and watching video clips of Christian songs and a segment devoted to a Bible reading and talk. We have seen that this routine 'sets us up' for each day and is an excellent way to facilitate the advancement of the Christian faith.

**Free Christian literature provision:** Our furniture showroom is used to display literature consisting of Bibles, portions of scripture and Christian leaflets etc. These are available to any of our beneficiaries who want them free of charge. Free literature is sometimes distributed outdoors by individual workers in the Charity.

**Personal Christian testimony:** We also promote the Christian faith in the most effective way by our supporters sharing their experiences of how Jesus Christ has transformed their own lives. These one-to-one witnessing opportunities often arise in our day-to-day business as customers browse in our showroom. Stories of freedom from drug or drink dependency because of God's power in an individual, certainly serve to advance the Christian faith.

**Systematic Bible teaching:** Volunteers often benefit from regular systematic teaching sessions which are often presented in video format followed by opportunity for discussion. These sessions certainly help the participants to develop in the Christian faith.



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Achievements and performance

#### Achievements in 2021 related to our objectives

##### First Object Achievements - The relief of unemployment

Throughout 2021, **35 individuals** have been provided with work experience and skills development to support them back into work.

**21** formerly unemployed individuals are now employed through Renewal NW. This has brought each individual renewed hope and a transformed life. This has meant for them a break in long term benefit dependency thus representing a saving to the Public Purse in benefit payments. They had discovered that a fixed routine and meaningful occupation of time helped self-esteem more than time spent unoccupied at home.

##### Residential Programme:

During 2021 our residential programme has been placed on hold.

##### Changes required to the residential programme

As referred to in our 2020 report, we had undertaken a risk assessment of the residential programme and in conjunction with planning for the future identified the following:

- The increased complexity of need has led us to decide that the arrangement of accommodation being provided in self-contained units within our Executive Officer's own home is no longer an appropriate solution for this aspect of the work.
- A probation officer has indicated that a more suitable arrangement for the work would be an independent staffed arrangement
- The last person to receive temporary accommodation left us in November 2018 and we are not continuing to provide this service from our Executive Officer's home
- We commenced planning for an independent staffed 'hostel' type arrangement in 2019, though due to the challenges of Covid-19 in 2020, our focus has been on managing the existing operations of the organisation. We therefore suspended our planning for a new residential programme in 2020, which recommenced in 2021.
- During 2021 we re-commenced development of a high-level strategy for the residential programme, which incorporated testing the business case on various properties.

##### Second Object Achievements - The relief of financial hardship

During 2021 we have sold **85,910** items of low cost, high-quality household goods to the community to benefit those of financial need in the Greater Manchester area and Stockport in particular. This has included the following being rehomed:

- **4,014** items of furniture.
- **2,363** electrical items.
- **75,338** items of bric-a-brac and clothing.

**3,634** items have been sold through eBay, proving a wider geographical impact.

We have also provided the following **additional services**:

- **213** house and office clearances carried out
- **837** deliveries into the community, including low-cost installation services to help those customers requiring most assistance through lack of means.
- **979** furniture collections from the community

**Recycling achievement** – Our programme of supplying low-cost items such as furniture and electrical goods has a consequential environmental benefit. Effectively we have recycled many items which would otherwise have been disposed of by tipping. This undoubtedly provides a benefit to the public good and the impact is **450 metric tons** have been saved from landfill.



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Third Object Achievements - The advancement of the Christian Faith

It is very difficult to quantify achievements in relation to this third object simply because the outcome of believing faith in the Lord Jesus is a work of God, but it is important to note the following:

- Our responsibility is to preach; the Lord Jesus said 'Go ye into all the world, and preach the gospel' (Mark 16 v 15). The activity of making the gospel message known brings glory to the Lord Jesus and effectively is advancement of the Christian faith.
- There is always evidence of saving faith in the Lord Jesus. Titus 3 v 5 describes it as 'the washing of regeneration' literally meaning to be born again. It is the act of God's Holy Spirit whereby new life is implanted in a person and brings about a radical change between what they were before salvation and the life after becoming a Christian.
- Individuals who become Christians would speak of their salvation: 'if thou shalt confess with thy mouth the Lord Jesus, and shalt believe in thine heart that God hath raised him from the dead, thou shalt be saved' (Romans 10 v 9)

**Daily Christian focus session for volunteers and staff:** We have shown numerous videos of Christian songs and delivered many messages to present the truth of the Christian faith in these sessions. The positive response from many of the individuals who have attended bears testimony to the effectiveness of these times toward the advancement of the Christian faith. Certain people have confessed how that learning more about the Christian faith presented in this format, has convinced them of its veracity. During 2021, 197 sessions were held (for each working day), generally lasting 1 hour and on average attended by 20 volunteers/employees; based on average attendance, 3,940 hours were covered. In addition to these formal times, many informal conversations and one-to-one discussions 'on the job' have taken place between Christian managers and volunteers during the year.

**Distribution of Bibles and Christian literature:** Bibles and Christian literature are available free of charge at 61-63 Shaw Heath and these items are taken regularly. Genuine Christian faith can only grow after germination of the 'living' Word of God.

**Systematic Bible study:** Some volunteers have benefited again this year by participating in thematic and consecutive Bible teaching sessions. This teaching was provided under the auspices of our Executive Officer Wesley Downs. Regular local church attendance for these individuals also provided opportunities for knowing more about Christian topics.

Both these openings for learning have borne positive results, witnessed by the changed behaviour and attitude of these former offenders. These changes provide evidence that the Christian faith has advanced in their lives resulting in tangible Public Benefit.

### Human resources

Renewal North West's vision is to transform lives and bring hope through Jesus Christ, so people and their lives are at the forefront of everything we do. We seek to show every individual person who comes through our doors the love of God in real, personal and practical ways.

We believe our work is about relationships and not things and so we endeavour to treat every person the same, with no person deemed more important than any other from the Executive Officer to the newest volunteer. We want to be a place where people feel loved, cared for and respected.

We offer our employees multiple benefits, such as offering them an extra day off on their birthdays, so that they can share that day as they wish.

Each employee is also registered for the Employee Assistance Programme through Peninsula, which is a 24-hour helpline from Health Assured to support them through any of life's issues or problems. They can call a free 24-hour confidential helpline or go online to the website to use the vast array of resources on offer.

Alongside this process, they can also have one to one meeting with a designated staff member to talk through any problems they may be experiencing either at work or home. We have a true open-door policy and the employees are encouraged daily to communicate anything that may be negatively affecting them, knowing it will be dealt with in a confidential, non-judgemental way.



## **RENEWAL NORTHWEST**

### **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021**

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We offer training opportunities to all staff members to develop their knowledge and skills and have recently completed 'First Aid' and 'Manual Handling' qualifications for all our employees, which are qualifications that are nationally recognised. Toolbox talks are also held at least once a week for all staff that will focus on a specific area of health and safety and this again helps each person to stay safe and grow in the knowledge and practical applications of their workplace.

The good work done has enabled us to employ 18 people who originally began life with us at Renewal as volunteers and 9 of these people commenced employment with us during 2020. From long term unemployment, these individuals have been able to break down the barriers to achieving employment.

Each month we have a 'Worker of the Month' award, voted for by all staff members and the selection process includes both employees and volunteers. We ask for a nomination and a reason, so we can offer positive encouragement to those nominated.

We have had 19 different people receive work experience and skills development, resulting in a positive experience. These volunteers have come to us through local agencies, the Job Centre, Local Community Mental Health team, Churches, Probation and self-referrals.

Volunteers are fundamental to our operation and so they are treated with equal importance in every facet of our work. They are offered a full range of opportunities and leave us having grown in their practical skillsets, but also personally as they always grow in their self-esteem, confidence and positivity. Our biggest problem at times is with regards volunteers wanting to stay for longer than their support workers are willing to allow. This is because they know they are working in a safe environment in which they are appreciated and valued.

Renewal North West hold a volunteer celebration each year, where each volunteer is asked to come in and they receive a small gift as a token of our appreciation, and they are given the recognition they deserve for their hard work.

Volunteers can have a one-to-one meeting with a designated staff member to talk about any issues or problems they may be experiencing. Wherever possible Renewal will help, for example, by either signposting or assisting in keeping their journals up to date or with claims being made.

Some employees/volunteers have been provided with accommodation during the year. Whilst this is not part of the overall 'programme', it has supported in providing stable housing for those who may not otherwise be able to afford it, or who may not be a priority for council accommodation.

#### **Impacts**

Our impact report for 2021 is appended and details some personal testimonies of those who have benefited from the work of Renewal North West.

# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Financial review

Details of our income, cost of sales, profit and expenses for 2021 is shown in the accompanying accounts.

### Comments on Forward Planning

We have maintained the smooth running of Renewal North West's operation from various sources of income in 2021. We are thankful that an element of success across all areas of the operation, together with the support that has been provided, has enabled us to continue to develop and invest in the organisation.

We have also been able to support the well-being of employees during 2021 with use of the Government's job retention scheme, which ended in September 2021.

We have not actively sought nor advertised for donations in 2021, but we really appreciate those gifts which we have received from individuals and churches who have donated so generously. God has supplied all our need and demonstrated His faithfulness throughout the year. He is worthy of all the glory.

### Reserves Policy

The policy is to keep sufficient funds to meet the day-to-day ebbs and flows of working capital, our aim being to reflect this in the bank Business Reserve account. These funds are monitored closely on an ongoing basis.

The Charity's total Capital and Reserves at 31 December 2021 stood at **£792,685**



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Other Policies

**(a) Health and Safety:** This policy is designed and enforced to provide and maintain a safe place of work and a safe and healthy working environment for our volunteers and others. It sets out information in the promotion, awareness and understanding of health and safety throughout the workforce. Regular assessments of risks to volunteers and others are required to be made. Specific attention is given to ensuring the safety and absence of health risks in connection with the use, handling and storage of all articles substances and equipment.

Issues covered are fire safety, first aid, electrical equipment protocols, drug/alcohol controls, manual handling and driving. Our smoke free policy is also highlighted within the policy. Renewal Northwest endeavours to take all reasonable precautions to provide and maintain working conditions which are safe, healthy and that comply with all statutory requirements and codes of practice.

**(b) Vulnerable Adults:** The protection of vulnerable adults from abuse is a priority in all sections of Renewal North West's operation. Safeguarding and promoting the welfare of vulnerable adults is paramount to our work and is key to our objectives. Adequate training on safeguarding Adults is provided for the staff and all helping volunteers.

DBS disclosures - We are committed to safer recruitment policies and practices for Trustees and volunteers which includes having enhanced DBS disclosures for Trustees and Helping volunteers when indicated.

**(c) Equal Opportunities:** Renewal North West is an equal opportunity employer and is committed to the policy of treating all its employees and job applicants equally. Our employment policy is to provide fair and fulfilling employment. We train our employees to allow them to develop as best suits their individual needs as well as those of the charity.

**(d) Anti- Harassment:** This policy outlines our commitment to provide a work environment in which all employees are treated with respect and dignity and that is free of harassment and bullying based upon age, disability, gender reassignment, race (including colour, nationality and ethnic or national origins), religion or belief, sex and/or sexual orientation. Breaching the terms of this policy could constitute unlawful discrimination and could be treated as gross misconduct under the company's disciplinary procedure.

**(e) Anti-Fraud Policy:** This policy highlights the seriousness of fraud and other forms of dishonesty and outlines the measures the company takes to detect and deter it. This policy is reviewed on an annual basis and has within it procedures to be followed for detection and investigation.

**(f) Remuneration of helping volunteers:** Our policy includes reimbursement of any travel expenses incurred by our volunteers as they travel to work by bus or train. These costs are normally reimbursed on a daily or weekly basis. Lunches are provided freely for all volunteers as required.

**(g) Whistle blowing Policy:** Renewal North West is committed to protecting individuals who make certain disclosures about any instance of malpractice or wrong doing in the public interest. We believe in a culture of transparency and openness that encourages individuals to voice their concerns without fear of intimidation or recrimination. If any individual does voice concerns, they can expect a satisfactory explanation and their concern will be treated confidentially and rigorously investigated.

**(h) Drivers best practice policy:** This policy sets out the standards we expect of our van drivers as they carry out their duties of delivery and collection of donated goods.

**(i) Covid -19:** During 2021, we have adapted our operations to adhere to the latest Government guidance relating to Covid-19. This has included new and updated risk assessments, staff training, support to staff in safe working practices. We have generally sought to consider individuals' fears and concerns. Also, we have focussed on maintaining customer safety.



# RENEWAL NORTHWEST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Main Residual Risks**

#### **No present strategic risks**

We expect that there will be new risks added to our strategic risk log when we commit to a new residential project and this is likely to become clear during 2022.

Executive Officer Wesley Downs is responsible for the identification and mitigation of day-to-day risks as a result of the activities of Renewal North West.

#### **Temporary accommodation**

It was recognised in 2017 that the individuals on the residential programme have increased and complex needs and with this comes a greater risk given that the temporary accommodation is provided in units adjoining our Executive Officer's own home, which is in a residential area.

It has been recognised that a more suitable arrangement would be for a stand-alone residential complex within a rural location, with 24-hour staffing. During 2018 and 2019, the Trustees were considering the future strategy of the Charity with this respect. Planning was put on hold during 2020, which we recommenced in 2021 and developed an outline strategy to create a 'Renewal Living' aspect of the work, focused on supporting Christians coming out of prison..

It is necessary to comment that we always consider our future plans subject to the will of God and are looking for His leading in future plans.

### **Structure, governance and management**

The Charity is a company limited by guarantee, registered with Companies House on 24 January 2011 and with the Charity Commission on 14 December 2011. Its Articles of Association are the governing document.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr S Davies  
Mrs S Durrant  
Mr A P Dutton  
Mr A S Gordon  
Mr C R Maffey  
Mrs A Newall  
Dr D J Watts

Samuel Davies and Sharon Durrant both retired and were re-appointed as Trustees on 5 July 2021.

The need for the choice and appointment of new trustees is considered by the existing board on a regular basis and appointments are effective by a resolution of the board. Notice of such meetings and any proposed appointment must be received by all the trustees well in advance. New appointees must also have previously expressed their willingness to act.

A director appointed by a resolution of the other directors must retire at the next annual general meeting following their appointment and may be re-elected. Trustees who have been longest in office since their last appointment must retire by rotation at each annual general meeting but can then also be re-elected.

Prior to their appointment, new trustees are made aware of the importance of the role and the responsibilities attached to it. There follows an induction process which includes an introduction to the history of the Charity and details of its aims and objects with emphasis of the Public Benefit aspect. New trustees are also provided with copies of The Articles of Association of the Charitable Company and its various policies.

## RENEWAL NORTHWEST

### TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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None of the Trustees has any beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The routine management and administration is carried out by Mr W Downs (Executive Officer) who is responsible to the board of Trustees and reports directly to them.

The board of Trustees meets at least three times annually and at any other time when it becomes necessary to review progress and make decisions as they plan the future development of the Charity. The executive officer is usually present at the meetings of the trustees as he has the added responsibility of implementing their decisions on a day-to-day basis.

In November 2021, the Trustees held their annual 'Charity Governance Training and Strategy Day', which was previously held in 2018 and 2019 to support development of capability in their roles. Focus was given to development of the 'Renewal Living' aspect of the work.

The Trustees' report was approved by the Board of Trustees.

A P Dutton

.....  
**Mr A P Dutton**

Trustee

Dated: 16/8/22.....



# RENEWAL NORTHWEST

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RENEWAL NORTHWEST

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I report to the Trustees on my examination of the financial statements of Renewal NorthWest (the Charity) for the year ended 31 December 2021.

### Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). 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

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no 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 Charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



**Mr P J Barton FCCA**  
**ART Accountants Limited**  
**Chartered Certified Accountants**  
Ground Floor  
11 Manvers Street  
Bath  
BA1 1JQ

Dated: 19 August 2022

# RENEWAL NORTHWEST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Offerings and donations received	3	174,578	70,747	245,325	239,139	27,800	266,939
Charitable activities	4	100,829	-	100,829	46,599	-	46,599
Charitable trading sales	5	455,943	-	455,943	269,450	-	269,450
Investments	6	107	-	107	405	-	405
<b>Total income</b>		<b>731,457</b>	<b>70,747</b>	<b>802,204</b>	<b>555,593</b>	<b>27,800</b>	<b>583,393</b>
<b>Expenditure on:</b>							
Raising funds	7	615,683	11,784	627,467	354,283	-	354,283
Charitable activities	8	62,722	15,762	78,484	37,008	1,200	38,208
<b>Total expenditure</b>		<b>678,405</b>	<b>27,546</b>	<b>705,951</b>	<b>391,291</b>	<b>1,200</b>	<b>392,491</b>
<b>Net income for the year/ Net movement in funds</b>		<b>53,052</b>	<b>43,201</b>	<b>96,253</b>	<b>164,302</b>	<b>26,600</b>	<b>190,902</b>
Fund balances at 1 January 2021		459,850	236,582	696,432	295,548	209,982	505,530
<b>Fund balances at 31 December 2021</b>		<b>512,902</b>	<b>279,783</b>	<b>792,685</b>	<b>459,850</b>	<b>236,582</b>	<b>696,432</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# RENEWAL NORTHWEST

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Goodwill	13		20,000		25,000
Tangible assets	14		495,011		398,112
<b>Current assets</b>					
Stocks	15	-		1,131	
Debtors	16	23,852		13,756	
Cash at bank and in hand		276,186		267,258	
		300,038		282,145	
<b>Creditors: amounts falling due within one year</b>	17	(22,364)		(8,825)	
Net current assets			277,674		273,320
<b>Total assets less current liabilities</b>			792,685		696,432
<b>Income funds</b>					
Restricted funds	18	279,783		236,582	
Unrestricted funds		512,902		459,850	
			792,685		696,432

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021.

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

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 17/8/22

S Davies

Mr S Davies  
Trustee

Stuart Gordon

Mr A S Gordon  
Trustee

Company registration number 7502624

# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Charity information

Renewal NorthWest is a private company limited by guarantee incorporated in England and Wales. The registered office is 61-63 Shaw Heath, Stockport, Cheshire, SK3 8BH.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

#### 1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

#### 1.6 Intangible fixed assets - goodwill

Goodwill represents the excess of the cost of acquisition of unincorporated businesses over the fair value of net assets acquired. It is initially recognised as an asset at cost and is subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill shall be considered to have a finite useful life, and shall be amortised on a systematic basis over a 5 year period.

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	nil
Property improvements	nil
Fixtures, fittings & equipment	25% Straight line
Motor vehicles	25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.11 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

#### **1.12 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.13 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Offerings and donations received

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	105,291	70,747	176,038	125,683	27,800	153,483
Government grants	69,287	-	69,287	113,456	-	113,456
	<u>174,578</u>	<u>70,747</u>	<u>245,325</u>	<u>239,139</u>	<u>27,800</u>	<u>266,939</u>

### 4 Charitable activities

	2021 £	2020 £
Income from services	89,167	37,252
Rental income	11,662	9,347
	<u>100,829</u>	<u>46,599</u>

### 5 Charitable trading sales

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Shop income	<u>455,943</u>	<u>269,450</u>

### 6 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	<u>107</u>	<u>405</u>

# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 7 Raising funds

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
<u>Trading costs</u>				
Operating charity shops	26,302	118	26,420	8,667
Staff costs	383,781	11,666	395,447	232,100
Support costs	205,600	-	205,600	113,516
	<u>615,683</u>	<u>11,784</u>	<u>627,467</u>	<u>354,283</u>

### 8 Charitable activities

	2021 £	2020 £
Charitable expenditure	14,255	(1)
Rental property costs	5,881	6,535
	<u>20,136</u>	<u>6,534</u>
Share of support costs (see note 10)	57,148	30,474
Share of governance costs (see note 10)	1,200	1,200
	<u>78,484</u>	<u>38,208</u>
<b>Analysis by fund</b>		
Unrestricted funds	62,722	37,008
Restricted funds	15,762	1,200
	<u>78,484</u>	<u>38,208</u>
<b>For the year ended 31 December 2020</b>		
Unrestricted funds	37,008	
Restricted funds	1,200	
	<u>38,208</u>	



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 Description of charitable activities

#### Homeless support

The relief of unemployment for the Public Benefit in the Greater Manchester area in such ways as may be thought fit, including the provision of work experience, skills development and training so as to assist in gaining employment and the provision of food and temporary accommodation for homeless unemployed persons.

### 10 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Depreciation	19,786	-	19,786	5,637	-	5,637
Establishment costs	94,351	-	94,351	66,719	-	66,719
Motor vehicle expenses	16,610	-	16,610	14,781	-	14,781
Advertising	23,080	-	23,080	7,314	-	7,314
Training	5,248	-	5,248	1,065	-	1,065
Communications and IT	9,120	-	9,120	6,294	-	6,294
Travel	3,121	-	3,121	544	-	544
Legal and professional fees	41,509	-	41,509	21,179	-	21,179
General office costs	24,462	-	24,462	7,889	-	7,889
Other costs	25,461	-	25,461	12,568	-	12,568
Accountancy and Independent Examination	-	1,200	1,200	-	1,200	1,200
	<u>262,748</u>	<u>1,200</u>	<u>263,948</u>	<u>143,990</u>	<u>1,200</u>	<u>145,190</u>
Analysed between						
Trading	205,600	-	205,600	113,516	-	113,516
Charitable activities	57,148	1,200	58,348	30,474	1,200	31,674
	<u>262,748</u>	<u>1,200</u>	<u>263,948</u>	<u>143,990</u>	<u>1,200</u>	<u>145,190</u>

Governance costs includes payments to the independent Examiner of £1,200 (2020- £1,200) for the Independent examination, preparation of accounts and other services.

### 11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 12 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	24	13
	<u>24</u>	<u>13</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	£	£
Wages and salaries	371,243	220,957
Social security costs	17,799	6,399
Other pension costs	6,405	4,744
	<u>395,447</u>	<u>232,100</u>

### 13 Intangible fixed assets

	<b>Goodwill</b>
	£
<b>Cost</b>	
At 1 January 2021 and 31 December 2021	25,000
<b>Amortisation and impairment</b>	
At 1 January 2021	-
Amortisation charged for the year	5,000
At 31 December 2021	5,000
<b>Carrying amount</b>	
At 31 December 2021	20,000
At 31 December 2020	25,000

On 17 December 2020 the charity purchased the Stockport House Clearances business.



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 14 Tangible fixed assets

	Land and buildings	Property improvements	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 January 2021	184,031	190,918	1,895	34,633	411,477
Additions	-	90,395	15,540	5,750	111,685
At 31 December 2021	184,031	281,313	17,435	40,383	523,162
<b>Depreciation and impairment</b>					
At 1 January 2021	-	-	474	12,891	13,365
Depreciation charged in the year	-	-	5,169	9,617	14,786
At 31 December 2021	-	-	5,643	22,508	28,151
<b>Carrying amount</b>					
At 31 December 2021	184,031	281,313	11,792	17,875	495,011
At 31 December 2020	184,031	190,918	1,421	21,742	398,112

### 15 Stocks

	2021 £	2020 £
Finished goods and goods for resale	-	1,131

### 16 Debtors

Amounts falling due within one year:	2021 £	2020 £
Trade debtors	-	406
Other debtors	13,709	6,494
Prepayments and accrued income	10,143	6,856
	23,852	13,756

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

	2021 £	2020 £
Other creditors	15,425	7,325
Accruals and deferred income	6,939	1,500
	22,364	8,825

# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020	Movement in funds		Balance at 1 January 2021	Movement in funds		Balance at 31 December 2021
	£	Incoming funds	Outgoing funds	£	Incoming funds	Outgoing funds	£
Accommodation for Homeless	90,677	-	-	90,677	44,080	(14,257)	120,500
Social Media Publicity	-	900	-	900	-	(664)	236
Shaw Heath	118,105	-	-	118,105	-	(485)	117,620
New Van	1,200	-	(1,200)	-	-	-	-
Cafe Building Project	-	26,900	-	26,900	10,000	-	36,900
Community Computers	-	-	-	-	15,000	(12,022)	2,978
Computer Lending Library	-	-	-	-	1,667	(118)	1,549
	<u>209,982</u>	<u>27,800</u>	<u>(1,200)</u>	<u>236,582</u>	<u>70,747</u>	<u>(27,546)</u>	<u>279,783</u>



# RENEWAL NORTHWEST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021


### 19 Analysis of net assets between funds

	Unrestricted Fund 2021 £	Restricted Fund 2021 £	Total 2021 £	Unrestricted Fund 2020 £	Restricted Fund 2020 £	Total 2020 £
Fund balances at 31 December 2021 are represented by:						
Intangible fixed assets	20,000	-	20,000	25,000	-	25,000
Tangible assets	219,991	275,020	495,011	162,430	235,682	398,112
Current assets/(liabilities)	272,911	4,763	277,674	272,420	900	273,320
	<u>512,902</u>	<u>279,783</u>	<u>792,685</u>	<u>459,850</u>	<u>236,582</u>	<u>696,432</u>

### 20 Related party transactions

There were no disclosable related party transactions during the year (2020- none).

Key management personnel received no remuneration during the year and this role was done on an unquantifiable voluntary basis.

Signature: 

Email: andrewpauldutton@gmail.com

Signature:   
S Davies (Aug 17, 2022 07:36 GMT+1)

Email: samueldavies1988@gmail.com

Signature:   
Stuart Gordon (Aug 18, 2022 10:17 GMT+1)

Email: stuart.gordon850@ntlworld.com











# Renewal NorthWest 2021 accounts unsigned - OFS

Final Audit Report

2022-08-18


Created:	2022-08-16
By:	Wesley Downs (wesley@renewal-nw.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGZTvh4adQi3m1VwQ6Eilm7QnPmNnvWHZ

## "Renewal NorthWest 2021 accounts unsigned - OFS" History


-  Document created by Wesley Downs (wesley@renewal-nw.com)  
2022-08-16 - 1:58:01 PM GMT- IP address: 82.31.233.34
-  Document emailed to andrewpauldutton@gmail.com for signature  
2022-08-16 - 1:59:28 PM GMT
-  Email viewed by andrewpauldutton@gmail.com  
2022-08-16 - 8:30:21 PM GMT- IP address: 66.249.93.223
-  Signer andrewpauldutton@gmail.com entered name at signing as Andrew Paul Dutton  
2022-08-16 - 9:44:15 PM GMT- IP address: 86.186.150.122
-  Document e-signed by Andrew Paul Dutton (andrewpauldutton@gmail.com)  
Signature Date: 2022-08-16 - 9:44:17 PM GMT - Time Source: server- IP address: 86.186.150.122
-  Document emailed to samueldavies1988@gmail.com for signature  
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2022-08-16 - 9:44:24 PM GMT- IP address: 66.249.89.131
-  Signer samueldavies1988@gmail.com entered name at signing as S Davies  
2022-08-17 - 6:36:04 AM GMT- IP address: 85.255.237.65
-  Document e-signed by S Davies (samueldavies1988@gmail.com)  
Signature Date: 2022-08-17 - 6:36:05 AM GMT - Time Source: server- IP address: 85.255.237.65
-  Document emailed to stuart.gordon850@ntlworld.com for signature  
2022-08-17 - 6:36:07 AM GMT



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2022-08-17 - 10:58:48 AM GMT- IP address: 146.75.168.39

 Signer stuart.gordon850@ntlworld.com entered name at signing as Stuart Gordon  
2022-08-18 - 9:17:54 AM GMT- IP address: 82.23.147.95

 Document e-signed by Stuart Gordon (stuart.gordon850@ntlworld.com)  
Signature Date: 2022-08-18 - 9:17:55 AM GMT - Time Source: server- IP address: 82.23.147.95

 Agreement completed.  
2022-08-18 - 9:17:55 AM GMT