

Charity Shop

CCR Foundation
(a company limited by guarantee)

Trustees' Report and Financial Statements for the year ended 31 December 2023



Charity number: 1147361

Company number: 07960490

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Administrative details:

Our organisation came into being several years after a group of individuals and members of Christ Church Roxeth considered that a charity shop in the Roxeth area of South Harrow could bring benefits to the local community.

A private company, CCR Foundation, limited by guarantee, having no share capital, was incorporated at Companies House, number 07960490, on 22nd February 2012.

The CCR Foundation has been trading as "found" since 7 May 2012.

<i>Charity number:</i>	1147361
<i>Company number:</i>	07960490
<i>Registered address:</i>	9 Shaftsbury Parade, Shaftsbury Avenue, Harrow, HA2 0AJ

Directors and Trustees:

Katharine Penman (Chair) (appointed 5 June 2023)
Arthur Akhurst
Bola George
Colin Hickman (appointed 1 June 2023)
Richard Antcliffe (resigned 31 December 2023)
Matthew Isherwood (resigned 31 December 2023)
Rachael Matthews (resigned 1 April 2023)

Report of the trustees for the year ending 31 December 2023

The trustees are pleased to present their annual report, with the financial statements of the charity, for the year ended 31 December 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Chair's report

Our charity shop *found* opened in 2012. With its distinctive signage and prominent position on Shaftesbury Circle the shop is now well established and recognised as a place to find a bargain, a friendly welcome and a listening ear. A place to browse and buy, or to relax in our community area with its cafe, books and media items.



The money we make from selling and recycling donated goods is used to support community and mission activities. This includes helping people in immediate need, funding children and youth work, and supporting the work of specialist local charities.

2023 has been a year of personnel changes for found. This has brought both challenges and new ideas. However, we wish to thank those who bring the wisdom and stability of years of service in their capacity as volunteers, staff, and trustees.

Thank you also for continued support of those who have now stepped down. The shape of the staff team within the shop is evolving. The staff continue to work tirelessly at managing the unpredictable days at found while teaching new members of the crew the many skills needed on the job! We cannot thank you enough.

It is brilliant that the net of those willing to contribute their time and energies to found is widening. The volunteers remain the beating heart of the shop. What fun it is to see the skills and individual flair they bring - thank you. Financially we met our sales target for the year with October, November and December 2023 sales exceeding those of the equivalent months in any previous year.

As a retail business we hit a huge milestone in 2023 as we broke the £1 million mark in total sales since opening in 2012. What an amazing testimony to the original vision, hard work of those past and present and the continued good favour of our Lord.

We continue to look outward to our community in mission and outreach. London City Mission (LCM) visit weekly alongside Carol Sormaz, the childrens' worker from Christ Church Roxeth – who also ran celebrations at Easter and Christmas on the green outside the shop, and of course for the Coronation of Charles III.

We support and partner with local organisations such as Baby Bank, Firm Foundation, CAP, Harrow Foodbank and Re-Generation. Our desire is to grow in mission as we seek to be the

face of Jesus in our local community. May found be a place where people meet God in the welcome and love of staff and volunteers.

Thankfully people bring us their donations. However, there are also those who bring the baggage of life and we sincerely hope that they will find an open heart, listening ear and prayer if they choose to add these to their visit.



Our purposes and activities

The company was formally registered as a charity by the Charity Commission on 22nd May 2012 with objectives to:

- Advance the Christian faith
- Relieve poverty
- Advance education
- Fulfil such other purposes which are exclusively charitable.

We aim to support individuals and to build local community by providing opportunities for developing workplace skills and lifelong learning. We are also passionate about providing services to those in need, through the relief of poverty and education.

A sense of wellbeing is essential to everyone and part of our aim is to give time and space to discover and explore issues of life and faith. We actively promote inclusion to all sectors of the community and will seek to assist any person regardless of age, gender, disability, race, religion or sexual orientation.

Our faith is at the centre of our values as shown in the life of Jesus, and can be summarised as follows:

- To support our community.
- To welcome the lonely.
- To feed the hungry.
- To bring release from guilt and shame.
- To bring God's hope to a broken world.
- To pray for healing for the sick and oppressed.
- To enable others to find solace and a sense of purpose.



The very heart of **found** is to find ways of supporting the community and we are pleased to say that we are now working with several other organisations to make this happen.

To date we have supported several causes – causes like our partnership with



Firm Foundation, the Charity seeking to help homeless individuals. **Firm Foundation** belongs to our voucher scheme and if a person is in need of clothes or other goods they can come and visit the shop and exchange them.

Local Community Support

We continue to look to partner with a number of local charities including:

- Regeneration
- Firm Foundation
- Harrow Food Bank
- Fresh Horizons
- Christians against Poverty

Many people have been helped either directly or through our voucher scheme. We continue to work closely with local schools providing work experience and retail training.

Financial Review

Overall income generated in 2023 was £135k which was similar to the prior year, demonstrating a stable context.

The total cost of raising funds before charitable expenditure was £126k which was a 23% increase on the prior year and reflected our desire to invest in our staff resource as well as the upward pressures of inflation on our costs.

In 2023 we were able to spend £13.8k on our prime charitable purpose of local community support, an amount broadly similar to the prior year.

In 2023 our net expenditure for the year overall was a £4.9k deficit, resulting in total funds to be carried forward of £43k.

Reserves and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency expenditure. The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three to four months of unrestricted expenditure, being of the order of £35k to £47k. The trustees consider that this level will provide sufficient funds to respond to urgent community support appeals or to cover unexpected administration and governance costs.

As at 31 December 2023 the charity had unrestricted reserves of £43k and will continue to monitor its free reserves target in future years.

Investment policy

The trustees, having regard to the liquidity requirements of the charity shop, have kept available funds in an instant access bank account, which whilst not generating investment income also does not incur significant costs to operate.

Risk Management:

The principle risk faced by CCR Foundation is to not generate enough income from sales in order to cover operational costs.

Other risks include damage to shop facilities due to water ingress, and health and safety more generally in and around the shop. A key operational risk is being unable to recruit the necessary number of volunteers or skilled staff.

All these risks are kept under regular review by the trustees, and mitigating actions taken to manage the risks.

Remuneration policy:

The directors consider the board of directors, who are the charity's trustees, and the management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

All directors give of their time freely and no director received remuneration in the year in relation to their trustee role.

The pay of the management team is reviewed annually. In view of the nature of the charity, the directors have regard to a number of factors including the pay levels in charity shops of a similar size.

Related parties and co-operation with other organisations:

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and manager of the charity shop, contracted worker, or contractual relationship with an organisation listed as receiving grants must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party.

Trustees' responsibilities in relation to the financial statements:

The company is entitled to exemption from audit under s477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with s476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with sections 386 and 387 of the Companies Act 2006, and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year.

Approved by the trustees on 9 September 2024 and signed on their behalf by:



Katharine Penman – Trustee

Date: 9 September 2024

Independent Examiner's Report to the Trustees of CCR Foundation

I report on the accounts of the charitable company for the year ended 31 December 2023 which are set out on pages 8-12.

Respective responsibilities of trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act (2011) (the 2011 Act) and that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a Fellow member of the Association of Accounting Technicians.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;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.

Derek Taylor-Mew, BSc, FMAAT,
123 Park Lane, Harrow, Middlesex,
HA2 8NN.

Signed: D T Mew

Date: 23/9/24

CCR Foundation

Statement of Financial Activities for year ending 31 December 2023

		Total Funds 2023 £	Total Funds 2022 £
	Notes		
<u>Income</u>			
Donations		1,853	1,000
<i>Income from Charitable activities:</i>			
Shop takings		118,930	118,378
Gift Aid from shop income	1	3,362	5,014
Other income		10,958	10,978
Total Income		135,103	135,370
<u>Expenditure</u>			
<i>Costs of raising funds:</i>			
Property costs		20,000	20,000
Salary and payroll costs		65,284	50,309
Administration costs		39,608	30,634
Depreciation of fixed assets	2	1,271	1,271
		126,163	102,214
<i>Costs of charitable expenditure:</i>			
Local community support		13,840	14,056
Total Expenditure		140,003	116,270
Net income / (expenditure) and net movement in funds for the year		(4,900)	19,100
<i>Reconciliation of funds:</i>			
Total funds brought forward		47,900	28,800
Total funds carried forward		43,000	47,900

CCR Foundation

Balance Sheet at 31 December 2023

	Notes	Total Funds 2023 £	Total Funds 2022 £
Fixed Assets			
Tangible Assets	2	6,613	7,884
Investments		0	0
Total Fixed Assets		6,613	7,884
Current Assets			
Cash at bank		37,821	42,066
Petty cash		5	38
VAT recoverable		538	660
Sundry debtors		1,947	2,266
Total Current Assets		40,311	45,030
Current Liabilities			
<i>Creditors falling due within one year:</i>			
Sundry creditors		-3,924	-5,014
Net Current assets		36,387	40,016
Total assets less current liabilities		43,000	47,900
Net assets		43,000	47,900
The funds of the charity:			
Funds brought forward from prior year		47,900	28,800
Current year (net expenditure) / net income		-4,900	19,100
Total charity funds		43,000	47,900

Approved by the trustees on 9th September 2024 and signed on their behalf by:

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Arthur Akhurst – Trustee

Charity number: 1147361 - Company number: 07960490

CCR Foundation

Statement of Cash Flows
For the year ending 31 December 2023

	Note	Total Funds 2023 £	Total Funds 2022 £
Cash generated from operating activities	3	-4,278	23,006
Cash flows from investing activities			
Purchase of tangible fixed assets	2	0	-1,105
Cash used in investing activities		0	-1,105
Cash flows from financing activities			
Repayment of borrowing		0	0
Cash used in financing activities		0	0
(Decrease) / Increase in cash and cash equivalents in the year		-4,278	21,901
Cash and cash equivalents at the beginning of the year		42,104	20,203
Total cash and cash equivalents at the end of the year		37,826	42,104

	At 1 Jan 2023	Movements	At 31 Dec 2023
Cash at bank	42,066	-4,245	37,821
Petty cash	38	-33	5
	42,104	-4,278	37,826
Medium-term loans	0	0	0
	42,104	-4,278	37,826

Notes on the accounts

Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

c) Preparation of the accounts on a going concern basis

The charity reported net incoming resources for the year. The trustees are of the view that the overall trading during the year, and the continued potential for shop takings, are such that the charity is a going concern.

1 Shop Takings

The directors are grateful to all those members of the public who have brought goods for sale. Their general policy is only to sell donated goods, and no VAT is chargeable on these sales.

However, during 2023 drinks and snacks were offered for sale, and these are standard-rated for VAT.

2 Fixed Assets and Depreciation

Fixed Assets and Depreciation

Fixed assets are being written off on a straight-line basis over 5 years.

	Total £
Cost:	
As at 1 January 2023	50,893
Additions	0
Disposals	0
As at 31 December 2023	50,893
Accumulated depreciation	
As at 1 January 2023	43,009
Depreciation for the year	1,271
Disposals	0
As at 31 December 2023	44,280
Net book value as at 31 December 2023	6,613
Net book value as at 31 December 2022	7,884

3 Reconciliation of net movements in funds to net cash flow from operating activities:

	Total Funds 2023 £	Total Funds 2022 £
Net Movement in funds	-4,900	19,100
Add back depreciation charge	1,271	1,271
Decrease in debtors	441	741
(Decrease) / Increase in creditors	-1,090	1,894
Net cash (expended by) / generated from operating activities	-4,278	23,006