



## **Annual Report and Accounts**

**For the year ended 31<sup>st</sup> December 2020**

**Registered Charity No [1149052](#)**

## Account Report 2020

### Administrative Information

Christian Kitchen is charity, which has its registered address at 65 Blackhorse Road, Walthamstow, London, E17 7AS.

Christian Kitchen is a registered charity (No. [1149052](#))

Trustees who served during the year 2020, were as follows:

Chair: Norman Coe

Secretary: Andrew Lock

Treasurer: Michael Henry

Other Trustees:

Paul Dowling

David Williams

Kate Ford

Jennifer Ford

Stephen Kearns

Paige Singh

Guy Lester (appointed 16<sup>th</sup> January 2020)

Mumtaz Khalick (appointed 1<sup>st</sup> February 2020)

**Post Year-End Appointment:**

Rosida Simrick (appointed 6<sup>th</sup> January 2021)

**Banker:**  
TSB Bank plc

**Independent Examiner**  
Waqas Hussain

## **Structure, Governance and Management**

Christian Kitchen is governed by a Trust Deed (executed 21<sup>st</sup> January 2012) which is based on the Charity Commission Model Trust Deed, relevant details for which can be obtained from its website under guidance for Choosing and Preparing a Governing Document (CC22).

## **Objectives and Activities**

The key objective of Christian Kitchen is the relief of financial hardship among people living or working in Waltham Forest by providing such persons with goods or services, which they could not otherwise afford through lack of means. Against that background its primary activities involve the provision of food to homeless and marginalised people in Walthamstow, London E17. This is achieved through the use of a bespoke electric “soup” van, where volunteer workers serve meals & drinks safely seven-days a week, fifty two-weeks a year.

## **Users of the Service**

This can vary depending on the time of year or weather conditions although user numbers will fluctuate between 45 and 70 individuals as a typical daily average throughout any given year.

## **Achievement & Performance**

The Trustees have complied with the duty to have due regard to the public benefit guidance published by the Charity Commission.

The next sections (below) report on the achievements and performance of the charity in various areas of our work.

## **Christian Kitchen - an introduction**

### **Who are we ?**

As indicated above Christian Kitchen is a charity, based in the London borough of Waltham Forest that provides hot meals every night of the week to the homeless people of Walthamstow.

The charity is run by a team of Trustees, some of who have been volunteering for over 20 years.

Each night, the van is operated by small teams of volunteers, some from church groups and others from people from the local area, who all want to give back and help those that need it.

### **What do we do ?**

We have been feeding homeless people for over 25-years.

The charity was created by a local woman originally, who wanted to help people on her “doorstep” that were hungry and homeless.

Christian Kitchen’s values and operations remain unchanged largely since its establishment (as “Christian Kitchen Word of Life Ministry” initially) but now with the addition of a fully equipped catering van and an online presence via a bespoke website and social media pages.

## **Trustees’ Commentary**

2020 was a year of unprecedented challenges for Christian Kitchen. The year was dominated by COVID and how we could best respond to the pandemic to offer as high a quality service to our users as possible.

Trustees decided that we would strive to continue our nightly operation during the COVID lockdown but this decision in itself was problematic because we had to ensure that we could serve to our users safely while creating an environment that was as safe as we could make for both our users and volunteers. To this end, we procured personal protective equipment for volunteers, particularly masks, visors, gloves and aprons; we introduced a more rigorous cleaning and sanitary regime in the kitchen and on our van; we modified our service so we distributed pre-cooked meals in foil containers to our users and encouraged them to disperse away from the van as quickly as possible, rather than serving a ‘sit down’ three course meal as we had always previously done - this enabled us to comply with the government guidelines issued to organisations working directly with homeless people during the COVID period.

The outset of COVID saw a marked increase in the number of people who were presenting themselves at the van each night for a meal, including people who had lost both their accommodation and employment directly as a result of COVID. During the initial weeks of the first COVID lockdown numbers of Christian Kitchen users increased by up to 50%.

Another feature of 2020 was the strengthened partnership that Christian Kitchen established with the local authority, London Borough of Waltham Forest (LBWF). During the COVID lockdown periods LBWF provided accommodation for people, who were previously street homeless, in local hotels and requested Christian Kitchen’s support to provide food parcels to these people. We were very happy to respond to this request.

We acquired our replacement Christian Kitchen van late in 2019 – an electric vehicle to replace the old diesel van, which we had run for about 12 years. This has enabled us to be as environmentally friendly as possible when serving meals each night.

In addition to providing a nightly meal to street homeless people, we seek to create and strengthen links with other local partnership organisations who work with marginalised people. We try to achieve this by signposting our users to local Social Services and Housing officers and the local Forest Churches Night Shelter. We also run joint sessions with local NHS providers to offer chest x-rays to our users.

We have continued to use the kitchen at St Michael’s and All Angels church hall, Palmerston Road, to prepare and store our food and we are grateful to the church for its continued support.

Being a volunteer organisation we are very dependent on monetary donations and donations in kind, which allow us to continue to offer a daily service to our users. We are grateful to many organisations for their monetary support – during

2020 we have received generous donations from National Lottery, Crisis, London Community Foundation, Albert Gubay Foundation and Garfield Weston Foundation in addition to generous donations from local places of worship, schools, colleges, businesses, shops and individuals. We are also appreciative of the continuing on-going support that we receive from Walthamstow and Chingford Almshouse Charity and St James' Big Local, which have been vital for our day-to-day operation.

Christian Kitchen is an exclusively volunteer project. We could not achieve anything without the time, expertise and commitment of our volunteers, who support our work in many different ways - preparing & cooking food, driving the van, serving food from the van, cleaning, repairing and maintaining the van, collecting food from local schools, places of worship and supermarkets. Our volunteers come from local churches, mosques, temples and synagogues and we have many volunteers who have no religious beliefs.

During 2020 Christian Kitchen volunteers showed incredible dedication to the project, by continuing to ensure that the van went out every single night of the year to serve the most vulnerable and marginalised members of our local community throughout the most testing of times.

Our final thanks go to our brilliant volunteers, who give so generously of their time and expertise. We have approximately 120 active volunteers of different ages, backgrounds and skills. Their commitment to Christian Kitchen has been unwavering during this most challenging of years. We would be nothing or achieve nothing without them.

**For and on Behalf of Christian Kitchen**  
**Stephen Kearns, Trustee**

## Financial Review

Christian Kitchen is an unincorporated charity where due to the fact its income threshold is below £250k, it has adopted a "Receipts & Payments" accounting approach to preparation its accounts over recent years and for the period under review.

In this respect, the methodology chosen ("Receipts & Payments"), requires the recording of cash movements only; receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context 'cash' includes cash equivalents, for example, bank and building society current and other cash accounts into which money is banked or used to make payments.

## Accounting Basis

Christian Kitchen has opted to prepare its accounts under the receipts and payments basis.

## Report and Accounts

If gross income is less than £25k per annum, there is no requirement to submit formal accounts to the Charity Commission although the annual return still needs to be filed. In 2017, the charity's income exceeded this threshold for the first time (after it received a significant legacy) and as a result there was need to submit accounts, which the Trustees consider was a best practice irrespective of the income amount (below £25k in 2018), and this protocol has been continued alongside the necessity to keep proper accounting records. In this reporting period (2020), income has exceeded the £25k threshold.

An Independent Examination is a form of external overview to confirm whether there are any issues of material financial areas of concern and the Trustees have concluded & consider this review of the accounts is appropriate (see below).

## Financial Review - Period 2020 (1st January to 31st December)

Underlying unrestricted income of £32,132 represented a 62% uplift year-on-year (2019: £19,795) as a result of a material increase in general public donations, which was a direct response to the COVID-19 global pandemic (income flow was via key funding channels of JustGiving, Charities Aid Foundation plus our other core support partners - see below). Funding from Large Individual Donations (>£250) which was presented as a standalone item in 2019 Accounts is included with the General Deposits figure and it reduced 22% overall (from £10,335 to £8,057); comprised 81% of General Deposits (£9,939).

Total income was bolstered by significant grant receipts of over £112,000 (restricted monies) from various funding bodies.

Christian Kitchen received material support (both financial / non-financial) from a range of Christian churches & other local organisations and in this respect, it would like to express its thanks for the on-going contribution provided, to: Blackhorse Road Baptist Church, St Mary's Church, Woodford Baptist Church, Inst. Of Our Lady of Mercy, Cornerstone Leyton, Chingford Mount Baptist Church, Our Lady of the Rosary and St Patrick's, Parish of Christ the King, Gateway Church, Highams Park Baptist, The Faith and Belief Forum, Daniel Robinson & Sons Limited, Our Lady & St George.

Operating expenditure increased significantly, by 51.8% (to £58.2k) as a result of the charity's decision to replace its operating vehicle, which was unable to comply with emission regulations. New vehicle (electric) complies with current emissions regulations and therefore provides operating stability for 'Christian Kitchen' over the near to medium-term. This expenditure was covered by a grant from 'Albert Gubay Foundation' and the trustees want to express their grateful thanks alongside all the other funding bodies that have provided funding that will help underpin the charity's future operations. Stripping out this capital item, like-for-like expenditure reduced 7.6% (to £35,427), which unpins action taken previously to reposition overall cost of operations (Kitchen Services primarily - food preparation) to a more sustainable framework. While not highlighted in this accounting period another cost saving was achieved through the on-going support received from Walthamstow & Chingford Almshouse Charity (WCAC), which again reimbursed insurance costs related to the van (related income to feature in 2021 Report & Accounts).

Underlying income / expenditure deficit closed to £3.3k approximately (vs. £18.6k deficit 2019) during the period but it remains the case that cost control improvements is a key priority for the trustees recognising particularly, the unique challenges this charity alongside many others face as new operating practices / ways of working influence future services.

Available cash resources at year-end increased to £126,019 (at 31<sup>st</sup> December'20) from £40,060 (prior year); £98,526 of which was restricted.

## **COVID-19**

In March'20 the charity took steps (in line with HM Government's 'health & safety' advice) to modify its operations, which involved provision of meals via sealed containers, where all volunteers were using Personal Protective Equipment ('PPE').

Global pandemic has had a material impact on unrestricted income although the charity has secured significant COVID-19 funding support through a variety of channels, which should help underpin its operations near-terms. This is in addition to other changes to its operational protocols that are designed to develop both a viable & sustainable platform going forward.

It is self-evident the outlook will continue to prove challenging but despite the uncertainty, the Trustees are committed to ensuring that Christian Kitchen is able to continue to provide support to vulnerable individuals across our local community.

Michael Henry, Hon. Treasurer

## **Approval**

This report was approved by the Treasurer on behalf of the Trustees following a meeting of the Trustees (on 28<sup>th</sup> October 2021) and following receipt of the certification from the Independent Examiner.

Report & Account was signed on behalf of Christian Kitchen by Michael Henry, Hon Treasurer Christian Kitchen.

## **Independent examiner's report to the Trustees of Christian Kitchen (Charity no. 1149052)**

I report to the Trustees on my examination of the accounts of Christian Kitchen ("the Charity") for the year ended 31<sup>st</sup> December 2020.

### **Responsibilities and basis of report**

As the Trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Waqas Hussain FCCA  
Address: 10 Knebworth Avenue, Walthamstow, E17 5AJ  
Date: 26/09/2021

Signed:







# Receipts and payments accounts

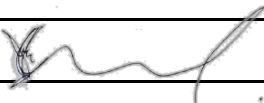
CC16a

For the period from	1st January 2020	To	31st December 2020
------------------------	------------------	----	-----------------------

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	2019 (Last year) to the nearest £
<b>A1 Receipts</b>					
Just Giving - Donations	11,313	-	-	11,313	4,422
Regular Deposits - Standing Orders	1,870			1,870	1,858
Large Individual Deposits (>£250)				-	10,335
EasyFundRaising	28			28	76
Charities Aid Foundation	8,883	-	-	8,883	1,384
General Deposits	9,939	-	-	9,939	1,721
Church Urban Fund	-			-	
National Lottery - Community Fund		24,760		24,760	10,000
Crisis UK		5,000		5,000	
London Community Foundation		24,800		24,800	
Avye Leventis		8,000		8,000	
Crest Waltham Forest - St James' Big Local		738		738	
RWHA Charity Fund		2,000		2,000	
City of London		6,750		6,750	
Albert Gubay Foundation		30,000		30,000	
Garfield Weston Foundation		10,000		10,000	
Asset Sale Proceeds (Old Van )	100	-	-	100	-
<b>Sub total (Gross income for AR)</b>	<b>32,132</b>	<b>112,048</b>	<b>-</b>	<b>144,180</b>	<b>29,796</b>
<b>A2 Asset and investment sales, (see table).</b>					
<b>Bank (at 1st January 2020)</b>	<b>40,059</b>	<b>-</b>	<b>-</b>	<b>40,059</b>	<b>48,623</b>
	-	-	-	-	
<b>Sub total</b>	<b>40,059</b>	<b>-</b>	<b>-</b>	<b>40,059</b>	<b>48,623</b>
<b>Total receipts</b>	<b>72,192</b>	<b>112,048</b>	<b>-</b>	<b>184,240</b>	<b>78,419</b>
<b>A3 Payments</b>					
Kitchen Services	8,280	-	-	8,280	11,973
Vehicle Insurance	5,325			5,325	685
Operating Equipment Costs				-	
General Operating Expenses	14,307			14,307	13,342
Van / Motor Maintenance Expenses	4,172			4,172	5,043
Rental Expenditure	2,400			2,400	2,400
Miscellaneous costs	216	-	-	216	216
Gift - Norman P Coe	-	-	-	-	-
Church Urban Fund	-	-	-	-	4,700
Crest Waltham Forest - St James' Big Local		728.07		728	
Albert Gubay Foundation ("New" Van)		22,794		22,794	
				-	
<b>Sub total</b>	<b>34,699</b>	<b>23,522</b>	<b>-</b>	<b>58,221</b>	<b>38,359</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>34,699</b>	<b>23,522</b>	<b>-</b>	<b>58,221</b>	<b>38,359</b>
<b>Net of receipts/(payments)</b>	<b>37,493</b>	<b>88,526</b>	<b>-</b>	<b>126,019</b>	<b>40,060</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>37,493</b>	<b>88,526</b>	<b>-</b>	<b>126,019</b>	<b>40,060</b>

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Closing Balance at 31st December 2020	27,493	98,526	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	27,493	98,526	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Nissan ENV200 Acenta Rapid Plus Voltia XI	General	22,794	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Michael Henry, Treasurer	28th October 2021	