

Boxes of Hope Cumbria

Annual Report for Charities Commission



December 2021 (Financial Year 2020-21)

Administrative Details

Boxes of Hope Cumbria is a Charitable Trust, primarily formed with the aim of collecting and distributing gift filled shoeboxes to Romania, which was founded in June 2013, and is led by a board of five trustees.

Its Charities Commission registration number is 1153106.

Chair: Jonathan Robb
Treasurer: Amanda Robb
Secretary: Karen Simkins
Trustee: Rhona Teale
Trustee: Shirley Waters

Boxes of Hope Cumbria was founded by five volunteers, led by the original Chair, Rosemary Webster, who had extensive experience of running and contributing to shoebox appeals under the umbrella of other charities, and who identified a need for a fresh approach. Two of the original founders remain as trustees. Trustees generally serve for two or three years.

All trustees act in a volunteer capacity, and management of the trust is through regular trustee meetings which are minuted by a minutes secretary and run in accordance with guidelines issued by the Charities Commission.

Boxes of Hope Cumbria has no official base; however, the following addresses are used for correspondence purposes:

4, Aldercroft
Kendal
LA9 5BQ

10A North Road
Kirkby Stephen
Cumbria
CA17 4RH

Aims and Purposes

The primary aims of Boxes of Hope Cumbria, as set out in the governing document, are as follows:

- 1) To relieve poverty and hardship among children and their families, particularly (but not exclusively) in Romania, by providing them with goods, grants and services.
- 2) To promote the education of such children and their families for the public benefit.

All income goes towards furthering these aims.

As the primary purpose of Boxes of Hope Cumbria is the collection and distribution of shoeboxes, the first aim is largely fulfilled by the shoebox appeal; however, other projects which help to further either of these aims are, and may be, undertaken as agreed by the trustees.

Activities and Objectives

The charity's main activity is the Shoebox Appeal, which takes place in November each year. Our objective is to gather as many gift-filled shoeboxes as possible, from as wide an area as possible, before checking them and sending them to their destination. In order to do this, a huge amount of work is undertaken by a large number of volunteers.

A secondary objective of the appeal is to get as many groups, schools, churches and organisations involved as possible. Our donors get a tremendous amount of pleasure from filling a shoebox, and a lot of satisfaction from seeing the end results piled up for collection, so we aim to facilitate as many people as possible to join in with the appeal.

In order to ensure that transport and administrative costs are met, we also run various fundraising activities throughout the year. Proceeds from those run by the Trust as a whole are used wholly in furtherance of the charity's aims; however, other groups may also run their own fundraising events to raise money for their own shoeboxes.

Money may also be raised by individuals in order to go on a distribution trip. These are run every year, and teams are typically made up of two Trustees and five or six other committed volunteers who have been involved with the appeal. There is also the option of an additional trip in April, to oversee and help with other projects with which Boxes of Hope Cumbria has been involved.

From time to time we undertake other activities which fit in with the charity's aims; for example, supporting the building of schools in the areas where shoeboxes are

distributed, supporting projects which teach business skills and planting vegetable plots with the Prince of Wales Foundation Romania. While shoeboxes remain our main priority, it has been very clear from visiting the villages and meeting the children that longer term projects are necessary in order to lift them out of poverty.

Achievements and Performance

The Shoebox Appeal: Despite the ongoing situation with the pandemic, we were able to go ahead with the Shoebox campaign in November 2020, although we did have to modify some of our normal activities. Assemblies were often done via Zoom or similar online platforms, some adjustments had to be made with collections and drop-off procedures, and the warehouses had to be run with strict hygiene measures and social distancing in place. Some groups and individuals were unfortunately unable to take part. Nevertheless, there was widespread enthusiasm for the campaign, and we were able to collect and send 7606 filled shoeboxes to Romania.

Unfortunately, the pandemic made it impossible to send a distribution team out to Romania to deliver the shoeboxes as is our normal practice. Instead, this year they were received and distributed by Nicu and his team from our partner charity, People2 to People.

Other Activities: This year, surplus funds from the Shoebox campaign alongside generous donations from both groups and individuals have enabled us to support People to People with various projects. This includes our continued support of the school at Tinca, which we have seen develop over a number of years now. The school continues to thrive, despite the ongoing challenges presented by the Covid situation. We have also seen the progress of projects in the village of Hetea, which is also partly funded by Boxes of Hope Cumbria. Education projects remain our key focus beyond the shoebox appeal itself.

Fundraising: With the ongoing Covid-19 pandemic, it was not possible to run additional fundraising events as we might usually do; however, our main source of donations is the Shoebox campaign itself. We also continue to receive some very generous donations from individual supporters, for which we are very grateful and thankful.

Financial Review

Income and outgoings: Our income for the year comes from a combination of one-off donations, fundraising, and of course the donated money from the shoebox appeal. Specific figures are shown on the annual accounts, and particular projects – aside from the shoebox appeal itself – have been mentioned earlier on in this report. We are very conscious of the responsibility to reassure our supporters of the end use of the funds we send to Romania, and we seek at every point to obtain a paper-trail of evidence. In addition to this, our regular visits to the projects we support give us further reassurance that good results are being produced.

Reserves Policy: It is Boxes of Hope Cumbria's policy to hold in reserve an amount which is equivalent to the estimated transport and administration cost of the following year's appeal, as many of these costs must be met before income from the appeal itself is paid in. For this purpose, we hold a sum of £10,000 in reserve. The rest of our current balance is set aside for education projects in Romania, and each additional project we donate money towards is discussed and agreed by all members of the trust. Members of distribution teams pay for their trips themselves, but all monies go through the Boxes of Hope account, so at any time there may be funds waiting to be paid out for trip expenses.

Volunteers

We are much indebted to the tireless work of our large group of volunteers who perform a vast number of task each year, including (but not limited to): visiting schools, churches and community groups to promote the shoebox appeal; distributing posters and leaflets; collecting shoeboxes; checking and packing in the warehouses; moving full cartons of shoeboxes; helping pack the lorry; writing to businesses and groups; securing funding; knitting, collecting and buying; and of course, packing the shoeboxes themselves. Without our volunteers, it would not be possible to do what we do, so our thanks go out to everyone who has helped us in any way, large or small. We also recognise the fact that many of our volunteers may not have been able to help in the ways they would have wanted to during this difficult year, and others may well have faced additional challenges to the tasks they carry out on our behalf, and we appreciate everything that people have been able – or felt able – to do.



Boxes Of Hope, Cumbria		No (if any)		CC16a
Receipts and payments accounts				
For the period from	01/04/2020	To	31/03/2021	

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 £	Last year to the nearest £
A1 Receipts					
Fundraising	24,626	1,200	-	25,826	-
Interest	8	-	-	8	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	24,634	1,200	-	25,834	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,634	1,200	-	25,834	-
A3 Payments					
Project Donations P2P Foundation	18,000	-	-	18,000	-
Bank Charges	80	-	-	80	-
Printing and Stationery	587	-	-	587	-
Trips	-	-	-	-	-
Campaign Costs	5,277	-	-	5,277	-
DVD's	-	-	-	-	-
Insurance	280	-	-	280	-
Warehouse costs	-	-	-	-	-
	-	-	-	-	-
Sub total	24,225	-	-	24,225	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24,225	-	-	24,225	-
Net of receipts/(payments)	409	1,200	-	1,609	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,691	4,145	-	35,836	-
Cash funds this year end	32,100	5,345	-	37,445	-

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	Bank Balance	32,100	5,345	-
		-	-	-
		-	-	-
	Total cash funds	32,100	5,345	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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	

Independent examiner's report to the trustees of 'Boxes of Hope, Cumbria.'

I report on the accounts of the Trust for the period ended 31st March 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144 (2) of the charities act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

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

Basis of Independent Examiner's report

My examination was carried out in accordance with 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 consideration of 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 statements 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 130 of the 2011 Act and Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Account Regulations; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and Section 44 (1)(b) of the 2005 Act and Regulation 9 of the 2006 Regulations
- 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.

Emma Mallinson (ACMA)
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Boundary Bank Road
Kendal
LA9 5RR