

WATFORD RECYCLING ARTS PROJECT (WRAP)

England & Wales · Charity number 1155251

Details

Other names	WATFORD RECYCLING ARTS PROJECT, WRAP
Status	Registered
Legal form	CIO
Registered	2014-01-09
Register	View on the Charity Commission register

Contact

Address	Building 3 Hatters Lane Croxley Green Business Park Watford WD18 8YG
Phone	07543508529
Email	wrapwatfordscrap@gmail.com
Website	http://watfordscrap.wix.com/wrap

Activities

Objects: TO ADVANCE THE EDUCATION OF CHILDREN AND YOUNG PEOPLE IN SCHOOLS, NURSERIES, YOUTH CLUBS, COMMUNITY GROUPS IN WATFORD AND THE SURROUNDING AREA BY THE PROVISION OF RECYCLED MATERIALS FOR USE IN CREATIVE PROJECTS.

Activities: WRAP collects high quality pre and post-production waste material from local industry for creative re-use in art and craft workshops by young people in: educational establishments young people's organisations community ventures artists and families can also join most work is done by volunteers WRAP serves Watford but users are welcome from anywhere

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Barnet
- Brent
- Ealing
- Harrow
- Hertfordshire
- Hillingdon

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£27,757	£26,935	-	-
2024-08-31	£19,715	£12,464	-	-
2023-08-31	£19,569	£17,953	-	-
2022-08-31	£27,780	£13,844	-	-
2021-08-31	£8,531	£4,704	-	-
2020-08-31	£15,178	£9,139	-	-

Trustees

Name	Role	Appointed
Dr Rupesh Shah	Chair	2013-11-25
ROGER KATTENHORN		2013-11-25
ROXANA PETERS		2013-11-25

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Accounts

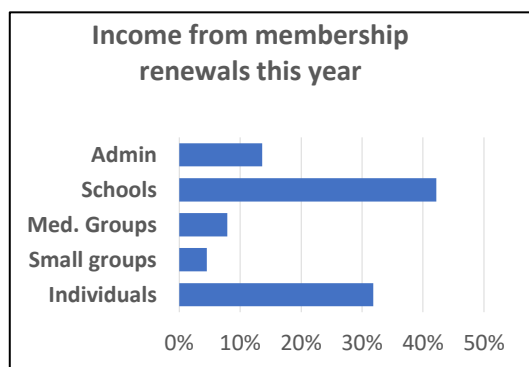
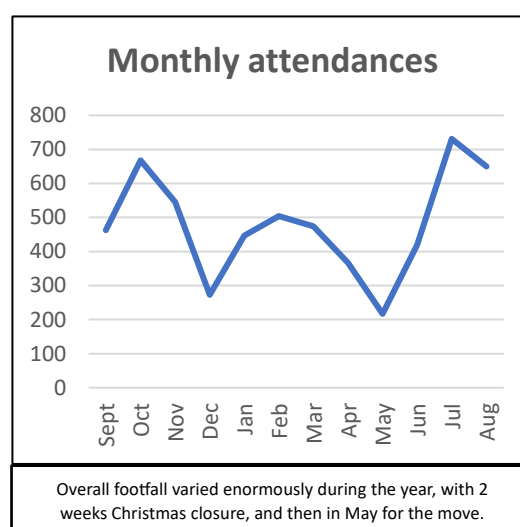


WRAP Annual Finance and Statistics Report

September 2024 to August 2025

The past year saw us moving site again, but despite the resulting closure, the footfall overall was the highest to date, with 5760 members and volunteers visiting the warehouse.

In the 3¼ months we have been in Croxley there has been a big increase in members coming to the warehouse. July and August 2025 had the highest footfall recorded for Wrap (1380 people visits in the two months), with 152 people either joining or renewing their subscriptions. Whilst rejoicing at the growing popularity of WRAP, this does bring added pressure on the volunteer staff handling the work. Despite one new volunteer, there has been an overall decrease in the total this year due to health and mortality issues, and the majority of those working so hard are over 70 years of age.



Despite the move, and closure for a month, our income for the year was £824 more than our expenses. Obviously we are clearly not a profit-making organisation, but are thankful to have sufficient funds in hand for our needs and commitments. Moving costs totalled £4546, which (in the light of previous moves) was very reasonable, but does not reflect the enormous physical effort expended by the volunteer helpers who made it possible.

There have been few workshop activities this year but, as we move into slightly more permanent accommodation in September, perhaps that will be an area that can expand.

Attached please find the financial accounts for the year.

Sandra Michie
17 September 2025

WATFORD RECYCLING ARTS PROJECT (WRAP)

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Accounts



WRAP Annual report 2023 – 2024



Unit 4, Wolsey Business Park
Tolpits Lane, Watford
WRAPwatfordscrap@gmail.com
<http://wrapwatfordscrap.wixsite.com/wrap>
Registered Charity No 1155251

Chairs report, Rupesh Shah

I am pleased to share with you the annual report for WRAP 2023–2024.

In this report we have a series of subsections covering

- Finance
- Volunteer members
- Sourcing and supply

Our financial report (page 6) from Sandra Mitchie provides an excellent account of our current financial position. As readers will be able to pick up from the report, we ran a reasonable surplus in the year 23/24. This continues a trend for several years of having an annual surplus. As a result our bank reserves remain strong for a charity of our size.



Figure 1 – Chorleywood Scarecrow (Alice L)

From a cost point of view, I think that there are two main reasons why our finances are healthy:

Volunteer effort and low staff costs

Our staff costs are very small relative to the size of our operations. This is because of the incredible effort of our warehouse and driving volunteers – members whose presence on a weekly basis means that other members are able to come in and avail of the scrap that is collected (page 9 for report on volunteers). These volunteer members are supported by two warehouse managers – all volunteers – who coordinate the work of the teams during the week. We clock roughly 60 hours of volunteer time a week between the warehouse and driving, or approximate under 2900 hours across the year. If we were only paying minimum wages for this time, it would cost WRAP something like £32,000 a year; not to think of the administrative effort and additional expenses associated with employment. Under these circumstances, our affordable operating model would collapse.

Low warehouse and adaptability

Property costs have for several years been kept minimal. Through the aid of our partner TuAid we have been able to occupy properties for low or no rent; whilst we have to incur other expenses related to the warehouse, this is a massive saving. Again, if we were to pay commercial rents our operating surplus would disappear

overnight and the financial reserves that we have built up over many years would last us not much more than 3 or 4 years at most.

The reason why we can do this is because the volunteer members and committee put a huge amount of effort in thinking about the kind of space we can operate in and trying to make the spaces we have found ourselves in suitable for our membership.

Being able to do this requires time and effort and that means some other aspects of the operational environment do not get the same attention as might be the case otherwise. For instance, it has been observed recently that some of our policies around disputes have not been updated. This represents a failing of governance but this failure could be balanced against the fact that we have continued to be operational through the recent move. The demands of charity management seem to increase exponentially and yet our resources remain constrained and limited. There are always choices about what to put our time and effort into and the challenge is to be able to operate within the requirements of regulations and expected norms whilst remaining a viable operation.



Figure 2 - Bag (Jacqueline J)

Member contributions and the future

Unfortunately, as reported in a recent newsletter, we need to look for an alternative site for WRAP. We are currently hoping to be able to stay in the current building in Tolpits Lane until Spring 2025 and the committee is actively searching for alternative locations for our warehouse that are affordable and feasible for our operations. If any of our members has ideas about properties, networks that we could reach out to or indeed, expertise and/or time to help with our search for properties then please do let us know.

The upshot of the two factors mentioned above is that we continue to offer good value for money to members. The rates that we charge for membership are amongst the lowest for a Scrapstore that we know about. And we remain rare in that we do not charge our members per item or by weight.

However, the need to move, will once again, occupy a lot of the time and effort of a core group of members who volunteer their time. This will put an increased strain on this team and therefore some things will inevitably not get done unless there is a growth in our capacity as a team.

If you are reading this as a member of WRAP and feel that you have time to offer a bit of time over the next few months to support WRAP that would be very much appreciated. You can become a regular volunteer member (email the committee using our usual email address or contact one of the team at the warehouse) or you can just help each other out a little bit when you come into the Scrapstore.

Thank you

So, thank you for your great efforts in keeping WRAP

Current Committee Members

Anna Ellul

Christine Quinlan

Fran Vinter

Mike Pugsley

Roxana Peters (Secretary)

Rupesh Shah (Chair)

Sandra Michie (Treasurer)



Figure 3 - Deadleg
(Sarah B)

Finance report

Treasurer, Sandra Michie

WRAP finances are healthy, with only minimal changes annually. This year our income is very slightly higher than the previous year, but our expenses were lower, thus we have a credit balance of £7,250 for the year. Of course, if we were paying commercial rental rates for the warehouse the picture would be very different.

With our financial reserve it leaves us in a good place to face the costs of moving premises, but we would not be able to cope with commercial warehouse rates for more than a short period of time. WRAP has little in the way of capital assets, being our van and the two storage containers. The van is now 11 years old (we have owned it for 7 years) so has little commercial value (see note 2 in the accounts). As it is not ULEZ compliant, the van will have to be replaced sometime soon.

During 2024 the subscription rates were revamped as there appeared to be discrepancies amongst some of the groups. Thus, it will be noted that the overall income from medium groups is low as that new level has just been implemented. As usual school and large groups are the main source of income, but the multiple individual/family memberships run a close second. Most small groups are those working with youth or people with disabilities.

Percentage of income from groups:		
2023-24	(Including admin fees)	
Individuals	33.39%	£6,425.00
Small groups	9.21%	£1,772.00
Medium groups	2.52%	£485.00
Schools/large	38.98%	£7,500.00
Admin	15.89%	£3,058.15
	100.00%	£19,240.15

We had the highest recorded number of visits by members during the past year, with 5739 visits, averaging over 114 a week. At present we have 1007 active memberships at WRAP, but each of these may cover multiple people – parents with their school age children, or groups of people ranging from just a very few individuals in e.g. a craft group, to large schools.

Six years ago, all our income came in as cash, with a few by cheque. There were no bank transactions. Now debit/credit Card payments and direct bank transfers equate to 72% of the total. This, in turn changes the dynamics when it comes to both the accounting and the handling of cash on site.

WRAP Financial statement				
Financial year	01 Sep 2023	to	31 Aug 2024	
INCOME				
Bank Interest			£ 361.44	
Donations			£ 113.44	
Workshop Grant/Boulevard				
Membership Fees	Renewals	£ 11,044.00		
	New	£ 5,138.00		
	Administrative	£ 3,058.15	£ 19,240.15	
TOTAL INCOME				£ 19,715.03
EXPENSES				
Bank	Cr/Debit Card Charges		£ 101.66	
Fees (Affiliation)				
Office:	Equipment Peripheral	£ 250.07		
	Consumables/Printing	£ 94.29		
	Postage			
	Stationery	£ 42.77		
	Sundries	£ 71.92		
	TOTAL Office Supplies		£ 459.05	
Volunteers:	AGM & hospitality			
	Volunteers			
	Refreshments			
	Mileage	£ 69.00		
	TOTAL volunteer costs		£ 69.00	
Property costs:	P/E liability Insurance	£ 196.63		
	Fire insurance/checks	£ 57.60		
	Rates / Tuaid	£ 3,380.00		
	Maintenance	£ 124.73		
	TOTAL Property costs		£ 3,758.96	
Utilities:	Electricity / Gas	£ -		
	Telephone	£ 191.20		
	Refuse collection	£ 1,325.70		
	Water	£ -		
	TOTAL Utilities		£ 1,516.90	
Vehicle & collections:	Driving	£ 937.95		
	Fuel	£ 423.35		
	Road tax & MOT	£ 464.85		
	Insurance / RAC	£ 721.93		
	Maintenance	£ 10.68		
	ULEZ	£ 600.00		
	TOTAL Vehicle costs		£ 3,158.76	
Workshops		£ 775.00		
	Boulevard	£ 2,625.00		See Note 1 overleaf
			£ 3,400.00	
TOTAL EXPENSES				£ 12,464.33
TOTAL General INCOME less EXPENSES 2022/2023				£ 7,250.70

	WRAP Financial statement		2023-2024	Page 2
Bank balance as of 31/8/2023				
TSB 0143....		£ 46,035.14		
Shawbrook (Savings)		£51,634.37		
TOTAL Bank b/f:			£97,669.51	
Petty Cash b/f:			£ 262.44	
	Total funds previous year			£97,931.95

Bank balance as of 31/8/2024				
TSB 0143....		£ 52,555.85		
Shawbrook	Savings	£51,995.81		
TOTAL Bank:			£104,551.66	
	Cash in hand 31 Aug 2024		£ 630.99	
Net financial worth 31 Aug 2024		(correct with books)		£ 105,182.65
Note 1	Boulevard of Broken Dreams	balance in hand from grant at end of year - £3,656.32		
Note 2	Value of Capital assests:	Current value		
	Van	£ 1,072.41		
	2x20' Containers	£ 6,052.50		
	Total Capital Assets	£ 7,124.91		
Accounts prepared by Alexandra J. Michie			12 Nov 2024	
Accepted as accurate accounts for		Watford Recycling Arts Project:		
Name		Role		
Rupesh Shah		Trustee		
Roger Kattenhorn		Trustee		
Roxana M. Peters		Trustee		

Capital depreciation			- ascertaining Book Value	
See note 2 in accounts		25% depreciation annually		
Year	Containers	25%	Van	25%
2017			#####	£2,008.50
2018			£6,025.50	£1,506.38
2019			£4,519.13	£1,129.78
2020			£3,389.34	£847.34
2021			£2,542.01	£635.50
2022			£1,906.51	£476.63
2023	£8,070.00	£2,017.50	£1,429.88	£357.47
2024	£6,052.50	£1,513.13	£1,072.41	£268.10
2025				
2026				
See note on accounts				

Volunteers members report

Roxana Peters, Volunteer Co-ordinator

Every week an email sent to all the WRAP volunteers to help them keep abreast of happenings and changes in the warehouse – the email is called Snippets. The first Snippetts of the year hoped for beneficial changes in the world resulting from the huge number of elections due to be held. There was widespread hype in anticipation of massive shifts across the nations. Have they happened? Maybe the elections still to come will make things better.

However, at WRAP the **volunteer members continue to make a big and improving difference**. As a result of their efforts the rooms look good (despite the lack of lighting!), relationships develop, commodities are rotated, membership continues to increase and photos of creations regularly appear on our website.

Conversations with members reveal a huge range of uses for the 'rubbish', which makes our efforts worthwhile, including many fabric items, such as the bag by Jacqueline (figure 2), the stage backdrop from a member school (figure 4), a teepee from Thelma (figure 5) and Halloween items, such as a scarecrow from Alice L (figure 2) and a dead leg or two from Sarah (Figure 3)).



Figure 4 - Stage backdrop

The social value of belonging to the WRAP volunteer team cannot be over stated. Over the years many of us would claim to have come to WRAP for the companionship and goodwill that exists in the team. A chance to do something simple and beneficial for others, in sound, safe company. We each have skills and however small the world may view them we at WRAP value all of them. Initiative, imagination, pro-active ideas and the energy to make them a reality are just a few! There is also the cutting, rolling, stacking, vacuuming, washing up, coffee and tea making, cake making...the list is endless.

We started the year with a social at **Anna Ellul's house**. Anna is a member of the executive with lead responsibility for Tuesday and Wednesday teams and generously agreed to host the event at her house. The social was a great success and the social times on the occasional work-party days also underline how much volunteers welcome being part of the team.

Currently there are **30 regular volunteers** (listed below) coming to the warehouse during our opening times. The number of volunteers is lower than a couple of years ago, but we lost some when we moved to Tolpits Lane (as indeed happened when we moved out of Watford to Northwood Hills 9 years ago), some have left through ill-health, moved on from DoE experience or some other change in their circumstances. We always welcome new volunteers and recently we have had two join us.

Our volunteers attend on a weekly or fortnightly basis and on average we have about 5 volunteers during each of our opening slots. We do not expect or encourage volunteer members to come more than twice a week...WRAP can become addictive.

The work is unchanged in that it changes all the time depending on what the varied donations require but the baseline of our efforts is to process what comes in and make it accessible to the members. This includes checking for foreign bodies (pins, glue, dirt) and presenting in an attractive manner which can take time and ingenuity. Then there is making space on the shelves.....

Another role has been **traffic controller** in the limited parking area we have now. We appreciate the obliging members who take the directions in good humour!

Sharing the building with other charities has been a new experience and we find it mutually beneficial. Each has been able to help the other in a variety of ways and the experience encourages us to explore sharing in the future.

Volunteers have supported **outside events** though sadly fewer than last year. Due to a clash of dates several of us could not get to the Chiltern Open Air Museum event but Victoria Culf (member of WRAP and one of the group of freelance artist with whom we work regularly) came up trumps and provided good activities and a team to support her. Similarly, the Watford Green Week clashed with holidays



Figure 5 - Teepee (Thelma)

and other commitments but Rupesh Shah (our chairperson) worked with Carole Pintus (another of WRAP's roster of artists) to provide an exciting input to the event using Sissix machines.

Since moving to the current warehouse in Tolpits Lane/Wolsey we have continued regular collections and also increased our pool of **drivers and shotgun companions**. This has widened our catchment area and allowed us to make many more connections.

Ill health is an inevitable consequence of a group as large as WRAP's team. Two of our volunteers are living with cancer and we continue to offer support as we feel able, delighted to see them when they manage to come to 'the warehouse'. Apart from that, knee replacement, shoulder dislocation, covid and sundry other medical afflictions take their toll, but WRAP is a good place to be! We obviously desire a return to full health for each.

As 2025 approaches, with the probability of a move, WRAP is in a strong position to cope with anything, thanks to our **AMAZING VOLUNTEERS**:

Alison	Freya	Norma
Andrea	Hillary	Peter
Ann	Jane	Rosemary
Anna	Lesley	Sabina
Caroline	Linda and Brian	Sam
Chris P	Lorraine	Thelma
Christina	Lou	Tracey
Christine	Lucy	Traci
David	Maureen	Urszula
Fran	Monica	Veronica

Sourcing and supplies

Mike Pugsley, Driver and Anna Ellul, warehouse coordinator

The following two accounts – by van driver, Mike Pugsley and warehouse coordinator, Anna Ellul are – are presented here to give WRAP members a picture of how we source our supplies.

Mike writes

Years ago – I forget how many – I took some rubbish to the Wiggshall tip in Watford. On my way out I spotted a section with very interesting things stacked about. It turned out to be WRAP. I got chatting to a man called Richard (our former chair) and before I knew it I was a member (number 136). Not only that I was on the committee. It didn't take long before I was driving Richard in the van collecting things he had found riding his bicycle around Watford.

A lot of what we collected in those days was paper from the then numerous printers in Watford. This was great as paper was what our members needed most. Sadly, this has dried up as printing changed and they no longer have piles of unused paper to give us.

Nowadays it's more material rather than paper going to River Island keeps me fit pulling the bins up the slope to the van while I am there, I always look in the general waste skip.

There are some rules to this first I did ask permission which I got and in I went. A message soon came down from above I must be wearing gloves OK can do, oh and you mustn't climb in that's alright I won't. So, then they caught me using the steps to reach over the side so that was a no-no. Still I get all sorts of interesting things out of it. Manikins, disco balls and artificial flowers. Every so often someone leaves, and they clear their desk so you get pens and rulers and all sorts of desk things.

I keep an eye open for when a company is moving out of a unit a skip will appear and they chuck out all sorts of interesting things then a new lot comes along and find they need a skip too more exciting possibilities.

I always like it when I find something they will not be expecting back at base. There is also the other benefit of driving around collecting that every so often you come across things of no use to WRAP but you can grab for yourself result.

I am always open to new sources of goodies. My problem is I find things that only have as value to me. Like fibreglass rods, offcuts of acoustic felt half in thick and rolls of silver foil. So, if anyone can suggest new exciting places for me to visit let me know.

Anna writes

In addition to the weekly collections carried out by Mike, we are often in receipt of donations from individuals and corporate establishments.

These can range from small, single bags of remnant fabrics, clearance of craft making materials and bags of wool, to literally lorry loads of wood, upholstery and wallpaper sample books to more recently 3 van loads of vintage wrapping paper. Some of these donations are delivered directly to us whilst other donators call or email Wrap, and either myself or Traci coordinate the collection, which can be local or much further afield. We rely on our fellow volunteers to come along as "shotgun" passengers to help with the collections as they are often heavy and labour-intensive, but also, lots of fun!

We also have our members as our eyes for suitable "waste" that we can collect and reuse, and this was evident recently when a member put us in touch with an acrylic company who had pallet loads of Perspex, which we hastily collected.

We are fortunate to be able to source the wonderful materials that are saved from landfill and can be passed on and reused for so many various projects by our Wrap members.

WATFORD RECYCLING ARTS PROJECT (WRAP)

England & Wales - Charity number 1155251

Accounts

WRAP Annual report

2022 – 2023



Unit 4
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<http://wrapwatfordscrap.wixsite.com/wrap>

Registered Charity No 1155251

Chairs report, Rupesh Shah

I am pleased to share with you the annual report for WRAP 2022-2023.

All change

This has been another one of the years at WRAP where we've had to shuffle the pack. Having been given notice from Ryefield House in September 2022, we began a search for a new premises where we could viably operate.

The committee set themselves a tight deadline within which to find a new property. The offer of a site in a former school block in Watford was made by the team who had housed us in Ryefield. We visited the site a few times and tried to work out whether the move would make sense.



With a lack of time and alternatives to shutting down we decided to go for the move and so in November 2023 we moved to our new base in Tolpits Lane.

There were two main issues in making the move – firstly the considerable down-sizing effort and secondly, being co-located with a number of other charities. The down-sizing was facilitated by a considerable clear out of WRAP stock and by the purchase of two 20 foot shipping containers. The co-location with other charities has been an ongoing matter – bringing opportunities and challenges and we've had to adapt our way of working to fit these new circumstances.

However, this move was not only a farewell but also something of a return! Prior to our move to Northwood, we had been based in various parts of Watford for many years. During the move and since then we have had a lot of people coming to us and saying how glad they were that WRAP was moving back to Watford. However, we have made good connections with the local community around Northwood in the 7 years that we were there, and so we are keen to not lose those links; fortunately, we have volunteers who live in the area and so we hope that link remains.



One thing that does not seem to have changed so much over the years is the WRAP management committee. We have appreciated the fresh pair of eyes that Anna has brought to our committee meetings this year. Roger has stepped back from many of his duties though he remains as one of three trustees, alongside Roxana and I.

My presence as chair of WRAP goes back many years and several moves. I have enjoyed supporting the organisation and value the opportunity to contribute to the local community in this way. However, I am aware that there will be other members of WRAP who would do things differently and, indeed, better. I encourage anyone who is interested in taking on a role in the management committee or even simply has questions about how we govern WRAP to come forward - we are open to change and we can craft a role to suit you and your needs!

Volunteer members

The return to Watford was facilitated by the collective effort and camaraderie of our volunteer members. These members of WRAP have been immense in their support of this and without their work WRAP would not exist at all in its current form.



A big thank you to all of the volunteer members from the entire committee and indeed membership of WRAP. A report about on the volunteer member is later in this document.

New arrangements

Now that we've been in the Tolpits property for almost a year we are slowly settling into the rhythm of the place.

The arrangements in the property are different from our previous situations as we have a lot of other organisations to work alongside. This has required us to be responsive and adaptive in our ways of working – helping members navigate to the building, supporting them in the new operations, updating our communications and ensuring that we have continued with collections.

One of the other changes that we have made during the year is an administrative one. Nominally we have been used to manage operations in the warehouse in light touch way, avoiding a sense that there was someone in charge. However, during the move it became

clear that within the new building we would need a little more organisation to our efforts in the warehouse. So, we have instituted some formal organisation by having Roxana and Anna to undertake some co-ordination on the four days the warehouse is open. There is always a tension for us in doing so as a guiding ethos of WRAP has been around supporting people's autonomy and freedom to engage with the organisation as they are able. However, with the new circumstances, we decided that this small amount of organisation was needed to help the volunteers and ease our relationships with other charities.



Collections

Our work to collect scrap is a key part of the WRAP of operations. Getting a quantity and range of supplies is a challenge, increasingly so as organisations dematerialise or move operations out of the country.

Our supplies of material and fabric is as strong as ever. We have also developed some good relationships with a range of organisations associated with the film industry around the Watford area, which provides us with some unexpected materials.

A call to all members – please be on the look out for possible sources of scrap for WRAP.

No scrap, no WRAP!!!!

Finances

You will see from our financial accounts – produced by Sandra - that we continue to be in a healthy financial position.

The main change in costs for the last year were associated with the move; the purchase of the two containers being a significant capital expenditure. There are some new costs that we have to incur in the new building but we remain fortunate that we are not liable for rent for the tenancy. Whilst that remains the case, the structure of WRAP operations remains viable; however, if that were to change we would need to rethink our whole operating model as our costs would outstrip income.

Other financial matters that have been discussed by the committee include decisions about the van and whether to pre-empt a requirement for ULEZ compliance in Watford; one

unintended benefit of moving out of Northwood has worries about our non-compliant van were not as significant.

The committee has also been some early discussions about the structure of membership fees and will be looking more into this in the coming year to ensure that all members are getting best value from WRAP.

Workshops

Aside from the move, we have been running various workshops and external events during the year including:

- Hosting a team of artists for Open Studios in our glass workshop room
- Taking part in Chiltern Open Air Museum event
- Running a Fun Palace at Harrow Arts Centre for a second year
- Print making workshop for a group of young people at the Little Grove held in Abbots Langley Baptist church



Each of these events have drawn on the enthusiasm of artists as well as the hard work of volunteers who are able to help out at the events as well as in the scrapstore in preparation. The workshops are an essential part of how we work, giving us a public outwards looking face, and offering what we do to people who might not normally access art making opportunities.

If you have ideas of workshops that could be run then please do get in touch with the committee members.

Thank you

So, thank you all again for your great efforts in keeping WRAP thriving.

Current Committee Members

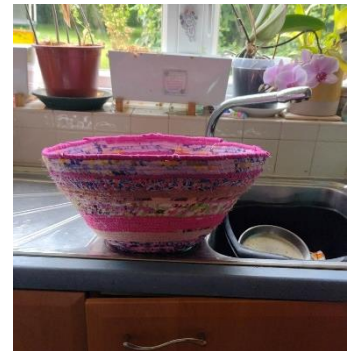
Anna Ellul
Christine Quinlan
Fran Vinter
Mike Pugsley
Roxana Peters (Secretary)
Rupesh Shah (Chair)
Sandra Michie (Treasurer)

Volunteers members report, Anna Ellul and Roxana Peters

Wrap would not have thrived for such a long period through so much change without the contribution of our volunteer members. These wonderful people persevere through with humour and skill to provide a service to a mostly very appreciative membership who cannot volunteer for whatever reason.

There are a range of ways that our volunteer members support WRAP

- The warehouse is open for 4 sessions a week and we need people there to open the building and ensure the security and safety of our membership as well as stocking the rooms, sorting scrap that comes in and dealing with clearing up. By far most of our volunteering effort goes in running the scrapstore. The volunteers in the warehouse are: Alison, Angie, Ann, Chris, Christina, David, Freya, Jane, Lorraine, Lou, Lucy, Lynda, Brian, Maureen, Monica, Norma, Peter, Rosemary, Sabine, Thelma, Tracey. Two volunteer members in particular lead the coordination of volunteers in the scrapstore: Anna and Roxana.
- The van is driven for collections about 2 or 3 days a week by a dedicated team of drivers and assistants: Mike, Caroline, Traci, Ursula, Peter, Fran, Lou, Veronica, Hilary, Maureen, Neville, Rupesh.
- Our website, social media accounts, such as Facebook and Instagram, are managed more or less continuously throughout the week by Traci with occasional support from others.
- General administration and finances are dealt with by a small team on the management committee. This is mainly done by Sandra who manages our finance and oversees a lot of the administration, such as managing insurance and bills as well as the very important job of maintaining the records of membership and invoicing for payment.



The sessions in the warehouse are run by 30 volunteers in different groups, with each volunteer having a different pattern of work that suits their needs and circumstances. Over the course of a typical month, about 210 hours of volunteer time are recorded. This is remarkably consistent across the year, considering people taking holidays, having other commitments and sickness. In total then that equates to in the region of 10,000 hours.

V Vital, valuable individuals who are essential to the running of WRAP

O. “Outside the box” thinking. Our resources may not always be exactly what a particular member had in mind when they came in, but a volunteer is usually able to come up with an alternative for them, thus happy members.

L “Landfill” - Something we aim to not add to by saving corporate and domestic donations from ending up here

U. Unusual items are often received at wrap from Haberdashery to Hamper Baskets, Cardboard to Costumes, Wadding to Wood, Foam to Fabrics, Stationery to Sewing machines, Modelling clay to Mannequins. We have seen it all and recycled most!!

N Nurture. Particularly lovely for us as volunteers to see our younger members become so enthusiastic over glittery fabrics, beads, foam shapes, feathers etc enabling them to let their creative imagination take over.

T Talented Team – Our volunteers have many skills and all are needed, whether it be organising and collecting donations, processing donations, Welcoming members and Administration, Committee representatives, Running and assisting with workshops and community events, cleaning, hoovering, tidying, tea making(often the most necessary)

E Eager to help fellow volunteers, existing and new members

E Enthusiasm - Always a pleasure to see happy members leave with goods and come back with their creations.

R RECYCLE, REMAKE, REDUCE waste. This is what WRAP is all about!

Thank you, volunteers.

Finance report, Sandra Michie

Our finances are in a healthy condition. Subscriptions received this year were a record £18,807, despite the closure for moving. (*Last year £18,019*). A total of 544 people either renewed their subscription or joined for the first time (182). Bank interest and donations were also slightly higher, augmented by a £75 gratuity from TSB for the hassles endured, mainly by telephone.

Overall income for 2023 is £19,569 – (*previous year £18,406, discounting the large Boulevard Grant*). Our move to Wolsey Business Park may have something to do with this, particularly as we are now on Google maps and there was considerable media exposure of the move, but I suspect that the post Covid-19 era plus the economic crisis is also affecting all levels of society, including schools, and has raised interest in recyclables.

At present the majority of our income is through either direct bank transfers, or debit/credit card payments. Taking card payments means it has cost us £93 in charges for the use of the credit card system. I suggest that this is a worthwhile cost for the increasingly improved relationships with our members. The multiple direct bank transfers, together with recording the card payments, have exponentially raised the total number of records recorded in the accounts, and the number of email receipts needing regular completion and mailing.

Our refuse collection costs have soared from £32/quarter (Hillingdon) to £106 a month because of changing councils. Roger Kattenhorn worked hard to even achieve that “low” quote for refuse collection in the Watford area.

Having moved to a different council area we also had a Rates refund from Hillingdon council of £1226 and our property maintenance costs have decreased due to the better overall condition of the current premises.

There were a total of 4883 people visits during the year, the highest since 2019. From the chart on the right it can be seen that interesting, perhaps for the first time, the largest majority of our income has come from the many small individual membership subscriptions, with the larger school groups a close second.



WRAP Financial statement

Financial year **01 Sep 2022** to **31 Aug 2023**

INCOME

Bank Interest		£	314.79	
Donations		£	447.12	
Workshop Grant/Boulevard				
Membership Fees	Renewals	£	12,028.00	
	New	£	3,878.00	
	Administrative	£	2,901.25	£ 18,807.25
TOTAL INCOME				£ 19,569.16

EXPENSES

Bank Charges - Ccards		£	93.27	
Fees (Affiliation)				
Office:Equipment Peripherals	£	208.21		
Consumables/Printing	£	468.64		
Postage	£	23.55		
Stationery	£	43.94		
Sundries	£	45.83		
TOTAL Office Supplies			£	790.17
Volunteers:AGM & hospitality				
Volunteers	£	143.88		
Refreshments	£	62.14		
Mileage	£	142.40		
TOTAL volunteer costs			£	348.42
Property costs:P/E liability Insurance	£	478.47		
Fire insurance/checks	£	54.00		
Rates	-£	1,225.99		Refund from Hillingdon Council
Maintenance	£	58.08		
TOTAL Property costs			-£	635.44
Utilities:Electricity / Gas	£	-		
Telephone	£	375.06		
Refuse collection	£	1,112.15		Change of council
Water	£	-		
TOTAL Utilities			£	1,487.21
Vehicle & collections:Driving	£	1,000.00		
Fuel	£	760.00		
Road tax & MOT	£	344.85		
Insurance / RAC	£	950.83		
Maintenance	£	13.79		
Other				
TOTAL Vehicle costs			£	3,069.47
WorkshopsBoulevard	£	3,053.68		See Note 1 overleaf
Moving costs(Inc. containers)	£	9,746.11		See note 2
			£	12,799.79
TOTAL EXPENSES				£ 17,952.89
TOTAL General INCOME less EXPENSES 2022/2023				£ 1,616.27

Bank balance as of 31/8/2022

	£	
TSB 0143....	44,572.35	
Shawbrook (Savings)	£51,394.58	
TOTAL Bank		
b/f:	£95,966.93	
Petty Cash b/f:	£348.75	
Total funds previous year		£96,315.68

Bank balance as of 31/8/2023

	£	
TSB 0143....	46,035.14	
Shawbrook Savings	£51,634.37	
TOTAL Bank:	£97,669.51	
Petty Cash		£
Cash in hand 31 Aug 2023		262.44
Net financial worth 31 Aug 2023	(correct with books)	£
		97,931.95

Note 1	Boulevard of Broken Dreams	balance in hand from grant at end of year - £6,281.32
Note 2	Capital Expenditure	Containers £8,070.00

Accounts prepared by Alexandra J. Michie

09 Nov 2023

Accepted as accurate accounts for

Watford Recycling Arts Project:

Name	Role	Signature
Rupesh Shah	Trustee	
Roger Kattenhorn	Trustee	
Roxana M. Peters	Trustee	

WATFORD RECYCLING ARTS PROJECT (WRAP)

England & Wales - Charity number 1155251

Accounts

WRAP Financial statement

Financial year **01 Sep 2021** to **31 Aug 2022**

INCOME

Bank Interest		£	272.43	
Donations		£	114.16	
Boulevard/Grant		£	9,375.00	c/o Rupesh
Membership Fees	Renewals	£	8,839.00	
	New	£	6,580.00	
	Administrative	£	2,600.25	£ 18,019.25

TOTAL INCOME

£ 27,780.84

(Adjusted WRAP - £18405.84)

EXPENSES

Bank Charges - Ccards		£	34.12	Credit card costs
Fees (Affiliation)				
Office: Equipment Peripherals	£	117.82		
Consumables/Printing	£	219.19		
Postage	£	31.68		
Stationery				
Sundries	£	3.98		
TOTAL Office Supplies		£	372.67	
Volunteers: AGM & hospitality	£	269.54		Meals
Volunteers				
Refreshments	£	5.65		
Mileage	£	542.06		
TOTAL volunteer costs		£	817.25	
Property costs: P/E liability Insurance				Awaiting correction Zurich error
Fire insurance/checks	£	58.80		
Rates	£	6,053.00		See Note 1 overleaf
Maintenance	£	2,344.89		Includes plumber & shelving
TOTAL Property costs		£	8,456.69	
Utilities: Electricity / Gas	£	-		
Telephone	£	378.89		
Refuse collection	£	129.60		
Water	£	-		
TOTAL Utilities		£	508.49	
Vehicle & collections: Driving	£	980.00		See Note 3 overleaf
Fuel	£	761.00		
Road tax & MOT	£	329.85		
Insurance / RAC	£	734.20		
Maintenance	£	729.62		
Other	£	80.00		
TOTAL Vehicle costs		£	3,614.67	
Boulevard		£	40.00	See Note 2 overleaf

TOTAL EXPENSES

£ 13,843.89

TOTAL General INCOME less EXPENSES 2020/2021

£ 13,936.95

WRAP Financial statement 2021-2022

Page 2

Bank balance as of 31/8/2021

TSB 0143....	£ 30,971.84	
Shawbrook (Savings)	£51,122.15	
TOTAL Bank b/f:		£82,093.99
Petty Cash b/f:		£284.74
		£82,378.73

Income Over expenses 2021-2022 £13,936.95

Capital expenditure

balance c/f into Sept 2022 £96,315.68

Bank balance as of 31/8/2022

TSB 0143.... c/f	£ 44,572.35	
Shawbrook c/f Savings	£51,394.58	
TOTAL Bank:		£95,966.93

Petty Cash Cash in hand 31 Aug 2022 £ 348.75

Net financial worth 31 Aug 2022 (correct with books) £ 96,315.68

Note 1 Rates - Paid twice as apparently Shaylesh did not pay our rates last year.

Note 2 Boulevard of Broken Dreams balance in hand at end of year - £9,335.00

Mileage & driving expenses for volunteers		
Mike	£980.00	Driving
Helen	£542.06	Mileage
TOTALS	£1,522.06	

Accounts prepared by Alexandra J. Michie

20 Oct 2021

Accepted as accurate accounts for

Watford Recycling Arts Project:

Name	Role	Signature
Rupesh Shah	Trustee	
Roger Kattenhorn	Trustee	
Roxana M. Peters	Trustee	
Alexandra J. Michie	Finance Officer	

WATFORD RECYCLING ARTS PROJECT (WRAP)

England & Wales - Charity number 1155251

Accounts



WRAP Annual report 2020 – 2021

Unit 6, Ryefield Crescent, Northwood Hills, HA6 1LT

01923 517 540

WRAPwatfordscrap@gmail.com

<http://wrapwatfordscrap.wixsite.com/wrap>

Registered Charity No 1155251

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Chairs report

I am pleased to share with you the annual report for WRAP 2020-2021.

Our heart and soul

Firstly, I wish to say thank you to our volunteers who have once again done amazing work this year in keeping our operations going. We would not be able to operate as an organisation without our volunteers, so a great big thank you for all that you do in keeping us going.



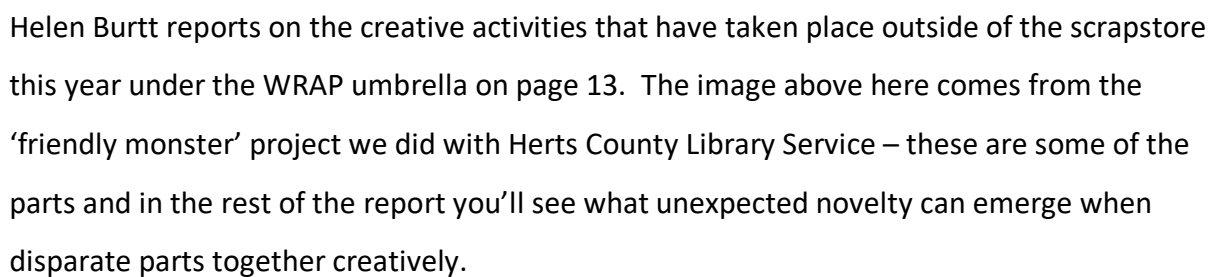
Roxana Peters, who coordinates this most important side of our work, reports on this on page 11.

The hard cash

Our financial position continues to appear healthy. Sandra Michie, our treasurer has once again done great work in producing an true and accurate set of accounts presented on page 7. We are able to report a small surplus of income over expenditure this year and this means our cash balance has grown a small amount to £82,378.73.

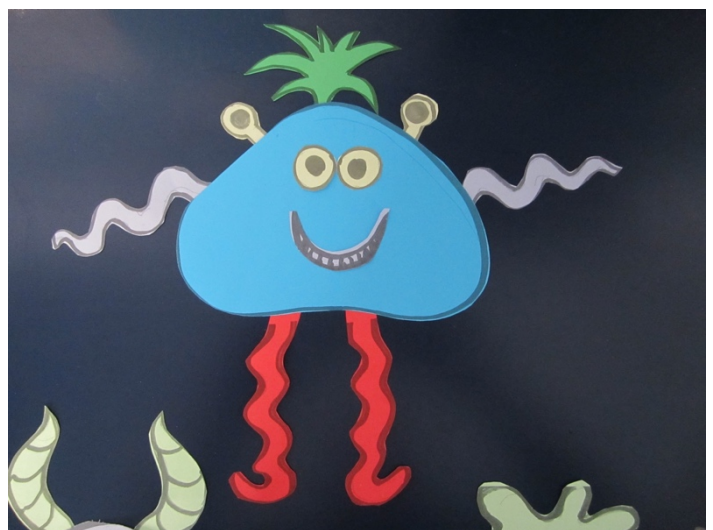
From previous experience in the charity sector I have been led to think about having 3 months operating costs in the bank as a good measure of financial viability. So in relation to current operating costs, our cash surplus looks very, very good – rather than three months we seem to be holding 5 years of operating costs, which looks very healthy indeed.

Whilst we have been creatively engaged within the scrapstore, we have been less able than normal to be a presence in the local communities of which we are a part blocked by restrictions to social activities and the needs of our volunteers for safety.



Fulfilling our purpose

Above I mentioned our cash balance and the fact that this covers 5 years of current operating costs. As a reader of this report, and therefore someone who I assume is interested in WRAP and its purposes, I hope this created something of an aha moment or at least a pause in your reading...



Some people may question this level of cash surplus and wonder whether we are making best use of our funds in relation to the organisation purposes. Indeed, I raised this question at a recent committee meeting and a very challenging debate took place. A majority of the committee expressed a feeling that this amount left us with some security if our circumstances changed radically. For instance, if we had to start paying for all the volunteer hours that sustain the organisation or paying rent at commercial rates, our healthy cash balance would be used up quite quickly. I appreciated the points being made by my colleagues' arguments and yet I also had another perspective on this matter that I wanted us to engage with.

One of the reasons I raised this question about our cash balance, was because of how we relate to external world in which WRAP operates and the questions of impact in that external world. All charities ought to grapple actively with this complex question.

As the last two years have shown, we do not operate in a bubble and have to respond and adapt to circumstances in the external environment to meet our purposes effectively. Whilst all of us experienced Covid-19 as a very visible and obvious change in the external context, the global sustainability challenges of climate change, biodiversity loss and scarcity of natural resources are equally if not more significant but perhaps a little more hidden from everyday view.



We are an environmental arts charity with limited time and resources. So the questions I have are:

- 'How should we act if we recognise that we are in the middle a deep ecological crisis that could last 50 or 100 years?
- Should we save up for future rainy days (that may or may not ever come) or should we try to do more with what we already have now to help prepare for this unknown future?

I don't believe that there are any simple, right/wrong answers to these questions. Instead feel that we ought to have space in which discussion about this conundrum can take place openly.

If you have thoughts on this matter, please do get in touch with me, any of the committee members or your fellow WRAP members.

Gratitude

Finally, a note on Imogen Heap, who sadly passed away earlier this year. Imogen was a regular driver for WRAP for many years, who went out mainly on Wednesdays. I distinctly remember one of my first encounters ~~with her work~~ at an exhibition of her work at Watford Girls School some 15 years ago. Imogen had wrapped all sorts of objects, - books, pens and even a whole cupboard in blue fabric (it had to be fabric!). It was wonderful work, really wonderful. So magical and powerful at the same time.

Helen Burt, one of our current drivers, reflecting on Imogen's passing reminded us of the need to live with a sense of gratitude. In some sense, I think the work that WRAP is thoroughly infused with a sense of gratitude – we rescue stuff that would have been discarded and help people find some way to use it Each time something gets used creatively by *someone* and each time one person gets inspired to be creative with *something*, we are perhaps showing gratitude to the resources that we have been endowed with on this beautiful planet.

So thank you all.

Rupesh Shah
Chair

Finance report: September 2020 to August 2021

Finance Statement

	WRAP Financial statement			
Financial year	01 Sep 2020	to	31 Aug 2021	
INCOME				
Bank Interest			£ 405.73	See Note 2 overleaf
Donations			£ 175.05	Including £30 for use of van
Membership Fees	Renewals	£ 5,145.00		
	New	£ 1,720.00		
	Administrative	£ 1,085.00	£ 7,950.00	
TOTAL INCOME				£ 8,530.78
EXPENSES				
Bank Charges - Ccards			£ 12.61	
Fees (Affiliation)				
Office:	Equipment Peripherals	£ 168.75		
	Consumables/Printing	£ 84.43		
	Postage	£ 18.85		
	Stationery			
	Sundries	£ 79.02		
	TOTAL Office Supplies		£ 351.05	
Volunteers:	AGM & hospitality	£ 143.88		
	Volunteers	£ 173.16		
	Refreshments			
	Mileage	£ 288.80		
	TOTAL volunteer costs		£ 605.84	
Property costs:	P/E liability Insurance	£ 571.20		Sept & Aug - due to Covid
	Fire insurance/checks	£ 56.40		
	Rates - repayment			See Note 1 overleaf
	Maintenance			
	TOTAL Property costs		£ 627.60	
Utilities:	Electricity / Gas			
	Telephone	£ 344.51		
	Refuse collection	£ 128.00		
	Water			
	TOTAL Utilities		£ 472.51	
Vehicle & collections:	Driving	£ 760.00		See Note 3 overleaf
	Fuel	£ 350.07		
	Road tax & MOT	£ 319.00		
	Insurance / RAC	£ 784.14		
	Maintenance	£ 421.00		
	TOTAL Vehicle costs		£ 2,634.21	
Workshop marketing:				
TOTAL EXPENSES				£ 4,703.82
TOTAL General INCOME less EXPENSES 2020/2021				£ 3,826.96

WRAP Financial statement		2020-2021	Page 2
Bank balance as of 31/8/2020			
TSB 0143....	£ 27,656.76		
Shawbrook (Savings)	£50,716.42		
TOTAL Bank b/f:		£78,373.18	
Petty Cash b/f:		£178.59	
			£78,551.77
Income Over expenses 2020-2021		£3,826.96	
Capital expenditure			
	balance c/f into Sept 2021		£82,378.73
Bank balance as of 31/8/2021			
TSB 0143.... c/f	£ 30,971.84		
Shawbrook c/f <i>Savings</i>	£51,122.15		
TOTAL Bank:		£82,093.99	
Petty Cash	Cash in hand 31 Aug 2020	£ 284.74	
Net financial worth 31 Aug 2021		(correct with books)	£ 82,378.73
Note 1		Rates - This year Shaylesh covered our portion of the Rates bill.	
Note 2		CAF/Shawbrooks Savings bank interest rates have now dropped - in October 2021	
Note 3		<u>Mileage & driving expenses for volunteers</u>	
	Mike	£760.00	Driving
	Helen	£288.80	Mileage
	Roger		Mileage
	Others		Mileage
	TOTALS	£1,048.80	
Accounts prepared by Alexandra J. Michie		20 Oct 2021	
Accepted as accurate accounts for		Watford Recycling Arts Project:	
Name		Role	Signature
Rupesh Shah		Trustee	
Roger Kattenhorn		Trustee	
Roxana M. Peters		Trustee	
Alexandra J. Michie		Finance Officer	

Finance and Data Analysis

As we have moved into our second year of the Covid-19 pandemic some of the effects might be of interest.

During the past year, and because of the pandemic lockdowns, we have extended the length of 446 of our faithful membership who had maintained their subscriptions through either or both of the lockdown periods. The extensions were given for 3 or 6 months, relative to their maintained membership. This was costly to WRAP, but has engendered considerable good will.

Despite these extensions, and the drop in income during the year, we have remained solvent as our expenses had dropped correspondingly. Whilst some of us are still not able to work at WRAP in person, other of our volunteers have worked hard, maintained the warehouse to a good standard and effectively responded to all the changes resulting from the pandemic regulations.

Below is a chart showing an overview of how our membership have used the warehouse during the past 4 years.

Membership attendances over the past 4 years:

	Covid-19 cont. 2020-2021	Covid Lockdown 2019-2020	2018-2019	2017-2018
Sept	92	566	439	390
Oct	327	718	468	483
Nov	53	729	460	447
Dec	84	226	233	240
Jan		453	433	437
Feb		708	567	469
Mar		195	607	355
Apr	119		434	347
May	237		525	343
Jun	256		390	366
Jul	309	174	380	344
Aug	283	250	333	342
Total visits	1760	4019	5269	4563
Average/week	46	109	120	104

(Average calculated as being open 50 weeks/year before Covid & 37 weeks in 2020 and 38 weeks in 2021.)

As it will be seen the drop in average attendance for the year from September 2020 to August 2021 is radical, but much of that is probably due to pandemic regulations and fears. May to August showed an increasing attendance.

The chart below shows some of the background to our income from different types of membership. As we move into the next year (2021-22) we have altered the subscription criteria slightly to cover the growing tendency for groups such as multiple schools, nurseries, and others to amalgamate and form larger entities, with central administration. Our current three groups will now be 'individual', 'small', and 'medium' groups, with the addition of a fourth 'large' group to cover the above and include medium to large businesses.

Subscriptions by group 2020-21		
	Renewals	New
Indiv/Family	106	65
Small Group	34	5
School	19	6
Volunteers	13	4
Totals	172	80

WRAP is still healthy, has progressed through these difficult times well, and ready for the all the 'new normal' of the coming year.

Sandra Michie
Honorary Treasurer

Volunteer Report

Roxana Peters

A volunteer report for the Annual Report! That's where the facts are reported, isn't it? Well, we have about 30 volunteers who give over 200 hours each month, working in a warehouse where humour and friendship provides the ambient warmth and support is available to all. Local sources continue to supply us with a huge variety of material which is processed and made available to WRAP members.

But there is so much more in WRAP. We recognise that our volunteers are our most precious, valuable asset and WRAP is a fortunate organisation to have our team.



All the workers you see in the warehouse are volunteers. They all believe in the ethos of WRAP giving the time they can afford to enable and encourage the members to use exciting materials that have been rescued from landfill in their art and without them WRAP would not exist. Our volunteers are a motley crew from every section of the community, of all ages and with a wide range of skills and experience! But in common they have energy, enthusiasm, creativity, patience, tenacity, humour, flexibility, diligence and friendliness which they exercise on behalf of the members, working tirelessly to get as much 'waste' materials as possible into the hands of creative people, particularly those working with children, thereby making art affordable *and* eco friendly. It is not always great fun to see another pile being unloaded from the van, but we know that together we can process it and get it into the warehouse even if it takes a couple of days! We find that all the tasks are completed eventually, sometimes on a 'Jack Spratt' basis (Jack Spratt could eat no fat, his wife could eat no lean, and so between the two of them, they licked the platter clean.) and it is a bonus that there are very few time pressures! And in addition, a word about Sandra

who has become our financial and IT specialist, keeping us up to date technically and financially. Thank you Sandra

We have welcomed some new volunteers this year, as we do most years. They are usually, but not always, members who have time to spare and we have gladly welcomed them on to one or more of the four teams. We continue to welcome youngsters on Duke of Edinburgh activities, mostly through our connection with the Scout Association, and when they have come back after their allotted months it is good to see their enthusiasm. One or two WRAP volunteers are highly vulnerable, medically, and have not come back to the warehouse: We miss them, but we know they are active where they can be.

Sadly we have said good bye to some volunteers: moving away, getting a job or grandparent duties are the most likely reasons. Happily some come back to see us, even after a couple of years – fondness for WRAP is hard to break and it is always good to see old friends again.

After a long association with WRAP as a driver and brilliant artist, Imogen Welch died this year. She had been living victoriously and courageously with cancer for some years always knowing that one day it would take her life. Our condolences continue to be with Ken, her husband.

We continue to occupy the premises in Northwood Hills and re-arrange the areas to suit us. There were many challenges to overcome after the lifting of the 2020 lockdown and the returning members were grateful for our efforts. Sanitising is still available, we encourage masks and distancing, but we recognise that a bit of flexibility is necessary.

Do you have what it takes to become a volunteer? If you think so, ask at the desk next time you come in.

How many hours you can offer is entirely up to you.

As volunteer co-ordinator, I continue to give thanks for the team; their patience, hard work, creativity, tolerance and all-round good nature. While we have them, WRAP is in safe hands.

Creative Activities Report

Helen Burt

Covid restrictions made it all but impossible to be out and about in the way we would normally be. Passing on ideas and creative stimulus was limited to online activities through Facebook.

Herts County Library Service contacted Wrap during lock down and asked if we be involved in an Arts Council England bid they were preparing. We were asked to design some characters and creative recycled workshops for children as part of a planned relaunch of the Libraries in the coming year. Their chosen theme was

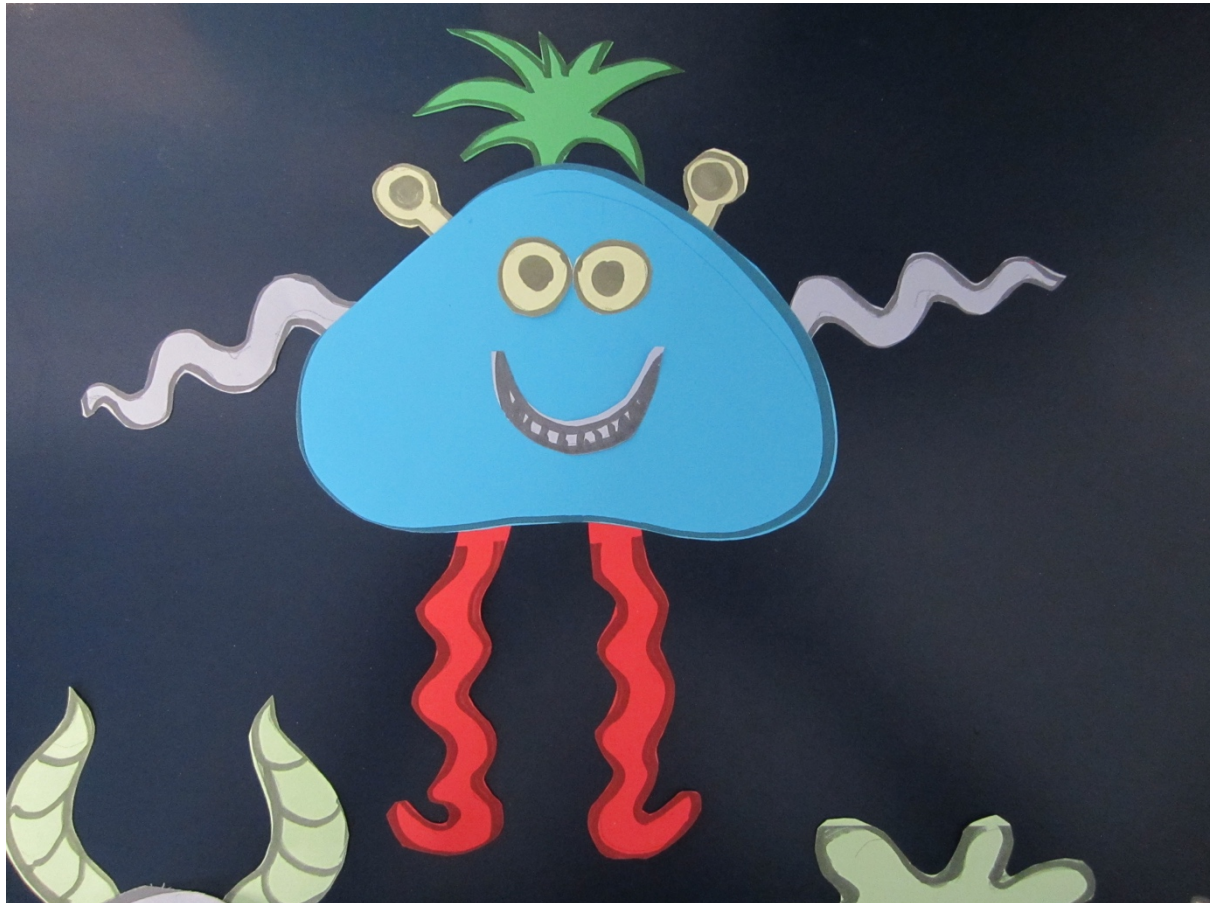


'Friendly Monsters.' And they wanted us to help them draw families back into the library and enable children to use their imagination, get creative and get talking as well as promoting reuse and recycling awareness. Wrap prepared materials for a number workshops to be organised in various branches throughout the county. So far five mannequins (see cover image of this report) have been modelled to accompany these events.

Our one big outing of the year was in late August, where we were invited to attend The Stage in the Park event put on by the Watford Palace theatre. The volunteers put together grab-bags of random items with a prompt to use them to make an item and send us photographs. These were handed out after shows for junior audiences. A prize of a random box of age-appropriate donations was made up and awarded along with a family membership for the best entry. We worked in conjunction with local artist Amma Gyan to spread the word about local creative venues and activities and handed out lots of brochures.

As the year is turning and more creative activities are happening again in local groups and schools, we are seeing increasing numbers of people returning, joining and renewing and we hope that is in part due to continued spreading of ideas online and the stimulus received during the warmer months.

See you soon



WATFORD RECYCLING ARTS PROJECT (WRAP)

England & Wales - Charity number 1155251

Accounts



WRAP Annual report 2019 – 2020



Unit 6, Ryefield Crescent, Northwood Hills, HA6 1LT
01923 517 540

WRAPwatfordscrap@gmail.com

<http://wrapwatfordscrap.wixsite.com/wrap>

Registered Charity No 1155251

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Chairs report

I am pleased to share with you the annual report for WRAP 2019-2020.

Looking after each other

I would like to start the report on our activities this year by offering a big thank to our volunteering members. As reported by Roxana Peters in the Volunteers Report, our team has put in many, many hours to keep the scrapstore running. During normal times, the work our volunteering members do is immense. With the challenges we faced this year, the offer of time, energy and enthusiasm from them seems all the more remarkable to me.

When increasing concern about Covid-19 began to emerge in early 2020, we like many others were unsure about how to respond. The committee were actively talking to each other and volunteer members to decide how to proceed – of prime concern was the health and safety of all of our members. In the end, of course, decisions were taken out of our hands and we closed for three months.

Prior to reopening we were lucky to receive the support and advice from a WRAP member with health and safety background, who was able to provide an assessment of our situation and advice on what we needed to change to open again.

When we reopened, we made clear to volunteering members that the choice to return was entirely their own and that if people's individual choices meant there were not enough volunteers on a particular day, the scrapstore would remain closed that day. Members were offered three months additional membership to cover the period during which were closed.

The initial response from members was fairly muted. Saturdays were still fairly well attended, and this necessitated some juggling within the limited numbers guidelines. However, as shown by the financial statement prepared by Sandra Michie we have not been too badly affected financially by the lockdown.

Tassels, tassels, and supply hassles

We continued to have a reasonable range of supply in the scrapstore most of the time. As described in the report by Helen Burtt and Roger Kattenhorn on creative activities, tassels made an entry at the beginning of the year and seem to have been a theme throughout!

Helen and Roger also report on the workshop activity that extends beyond the scrapstore our work in supporting young people to make art through resource reuse. Although there has been no activity since the lockdown, we were able to offer several activities in Autumn and Winter 2019.

Thanks to Victoria Culf and Lucy Lardner, we were able to extend further the WRAP footprint by taking on an additional unit in Northwood Hills which enabled them to run workshops, a Saturday kids art club and run an Open Studios event.



Despite the healthy range of workshop activities, which took place pre-lockdown, the challenges of ensuring the quality of supply of materials into the scrapstore continues. Our drivers scouting around for places that might offer us viable supplies but we have lost several suppliers this year and this remains a key strategic risk for us. Your eyes and ears are valuable for us in this regard – do let us know if you spot a possible supply source.

Property

Another theme this year has been the presence of property surveyors at the scrapstore. A series of people have come to inspect the state of buildings and mostly we are in the dark as to what their assessments say or what the implications of this are.

In some ways this uncertainty is nothing new – we have for most of our existence been without significant power or influence as to the longer term occupancy of a space. We continue to dream of a permanent place that we could share with other like-hearted organisations.

Richard Aherns, former chair

Finally, we would like to recognise the contribution made to WRAP by Richard Aherns, who passed away this year. Richard was chair of WRAP for many years until he retired in 2011.

My own first encounter with WRAP was entering the warehouse in Wiggenshall Depot sometime in 2005 and being greeted by Richard. I expressed some curiosity in what the team were doing there and within 10 minutes Richard had enthused me enough that I was there with a broom in hand sweeping floor around the stacked shelves.

Richard was passionate about WRAP's model for running a scrapstore whereby a small fee allows anyone unlimited access to our resources alongside free access to the generous advice and guidance of our knowledgeable volunteer members. He didn't want WRAP to be a place that was selling stuff to people.

By coincidence both Richard and I have worked for the Open University as Associate Lecturers. The OU is a remarkable British institution and I could argue a case for it being considered as one of the country's great modern inventions – allowing open entry access to higher education for people who may not fit the standard mould of university learners.

Of course, like many universities, the OU is now assailed by market forces and management by metric. But there is still some space to do great work for the public good there too – viz the collaborations with the BBC and Sir David Attenborough for the Blue Planet and Frozen Planet series.

The model of a scrapstore that Richard nurtured represents a similar open access, public-spirited way of supporting young people to engage with arting and crafting. I hope we can continue the work that he helped start for many years to come.

Rupesh Shah
November 2020

Finance Report

Sandra Michie, Finance Officer

Overview

The Finance Report shows our income and expenditure for the year 1st September 2019 to 31st August 2020. Our income covered all expenses, despite a number of challenges to operating conditions and finances:

- the Covid-19 lock down period,
- reduced attendance thereafter,
- the extra costs involved because of the Covid regulations, and
- paying the full charity level Council Rates

Attendances

- We had an average attendance of 109 people per week (during the weeks we were open). Despite the Covid-19 reduction in numbers this compares very favourably with last year (120) and the previous year (104)
- October & November 2019 and February 2020 showed the highest attendances we have recorded so far at 718 / 729 / 708 visits – the previous record was in March 2019 when we had 607 visits
- Despite being closed for 3 months almost an identical number renewed their membership in the various groups this year
- A 3-month subscription extension was offered to all individuals and small groups after the Covid-19 lockdown. Some members have taken this option, and it was kindly rejected by others.

Membership Subscriptions

- Subscription payments were still mainly in cash (67%), only 12% use cheques, and 21% of our members paid directly in to the bank by BACS
- All of the 32 volunteers were given a free subscription this year in recognition of their work
- Subscription income sources were:

Individuals	26.41%
Small groups	17.64%
Schools	41.23%
Admin	14.72%
	100.00%

- There was a proportionately higher level of new members during the 9 months of this year,
 - 122 new individual or small group memberships (87 local area & 35 Watford area)
 - six schools (5 local area)
- A total of 57 schools renewed their membership, despite their difficulties financially

Finance Statement

Financial year		01 Sep 2019	to	31 Aug 2020	
INCOME					
Bank Interest			402.51	See Note 2 overleaf	
Donations			205.57	Including £30 for use of van	
Membership Fees	Renewals	£9,595.00			
	New	£2,725.00			
	Administrative	£2,250.00	£14,570.00		
TOTAL INCOME				£	15,178.08
EXPENSES					
Fees (Affiliation)					
Office:	Equipment Peripherals	£42.00		New phones	
	Consumables/Printing	£350.30		Usual + sanitisers	
	Postage	£14.64			
	Stationery	£112.00			
	Sundries				
	TOTAL Office Supplies		£518.94		
Volunteers:	AGM & hospitality	£609.81			
	Clothing				
	Refreshments	£36.59			
	Mileage	£760.30		See Note 3 overleaf	
	TOTAL volunteer costs		£1,406.70		
Property costs:	P/E liability Insurance				
	Fire insurance/checks	£105.86			
	Rates - repayment	£2,944.00		See Note 1 overleaf	
	Maintenance	£586.00			
	TOTAL Property costs		£3,635.86		
Utilities:	Electricity / Gas				
	Telephone	£457.40			
	Refuse collection	£128.00			
	Water				
	TOTAL Utilities		£585.40		
Vehicle & collections:	Driving	£740.00		See Note 3 overleaf	
	Fuel	£400.18			
	Road tax & MOT	£260.00			
	Insurance	£725.18			
	Maintenance	£842.66			
	RAC			Not renewed until Oct 2020	
	TOTAL Vehicle costs		£2,968.02		
Workshop marketing:			£25.00		
TOTAL EXPENSES				£	9,139.92
TOTAL General INCOME less EXPENSES 2019/2020				£	6,038.16

Bank balance as of 31/8/2019			
TSB 0143....	£	21,870.14	
Shawbrook (Savings)	£	50,313.91	
TOTAL Bank b/f:			£72,184.05
Petty Cash b/f:			£329.56
			£72,513.61
Income Over expenses 2019-2020			£6,038.16
Capital expenditure			
	balance c/f into Sept 2020		£78,551.77
Bank balance as of 31/8/2020			
TSB 0143.... c/f	£	27,656.76	
Shawbrook c/f <i>Savings</i>	£	50,716.42	
TOTAL Bank:			£78,373.18
Petty Cash	Cash in hand 31 Aug 2020	£	178.59
Net financial worth 31 Aug 2020	(correct with books)	£	78,551.77
Note 1 Rates - This year we paid the full charity amount of the rates for LBH			
Note 2 CAF/Shawbrooks savings bank earned us the only bank interest			
Note 3 <u>Mileage & driving expenses for volunteers</u>			
	Mike	£740.00	£740.00 Driving
	Helen	£486.40	Mileage
	Roger	£197.10	Mileage
	Others	£76.80	£760.30 Mileage
	TOTALS		£1,500.30
Accounts prepared by Alexandra J. Michie			
		09 Oct 2020	
Accepted as accurate accounts for		Watford Recycling Arts Project:	
Name	Role	Signature	
Rupesh Shah	Trustee		
Roger Kattenhorn	Trustee		
Roxana M. Peters	Trustee		
Alexandra J. Michie	Finance Officer		

Roxana Peters

Figure 1 - Volunteer Snippets Email Wordcloud

We have over 40 regular volunteers from long serving to those who have joined in the last year. We are very encouraged by the number of secondary school age volunteers who come, usually, on Thursday after school. Some are doing Duke of Edinburgh Awards (Bronze, Silver and Gold), others have been brought along by friends. All our volunteers are welcome whenever they can come and attendance varies from irregular to regular twice-a-week.

This last year has, as for everybody, been an adventure. Some WRAPPERS are isolating as they have underlying conditions - which in normal times for all their complexities do not stop them coming to WRAP - others are caring for vulnerable persons, and yet others were able to come into the warehouse during the brief relief from lockdown. This was much appreciated by our members and we had some busy days. As a result of our suppliers being badly hit by the lockdown we have not had the volume of material to collect, unload, sort, disperse etc, but there have been other tasks for volunteers, including setting up areas to quarantine incoming items, which was critical to us being able to accept (vetted) donations from members which we had initially refused.

No-one this year has said they will no longer be coming and that is how we like it as we feel that being part of WRAP is a happy and welcome life membership, and we are aware that there can be changes to life's pattern. However we have been saddened by the death of Richard Ahrens recently after a long period of ill-health. He was a Watford councillor when he became involved with WRAP and was instrumental in getting us accommodation and recognition by Watford Council that helped in the early days. He was passionate about the education and encouraged any who came into the warehouse to be creative. He made the best use of plastic strapping creating some amazing items both useful and for display, some of which survive in our current warehouse.

As I try to convey in the weekly email, WRAP is nothing without our WRAP volunteers and we (the executive and the members) are very grateful for each hour (or less!) of their energy.

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Creative Activities Report

Helen Burt and Roger Kattenhorn

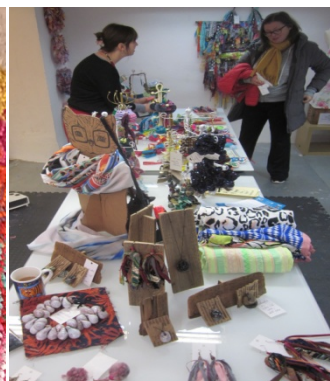
Workshops

WRAP took part in the Fun Palace event at Watford Central Library and took along a 'Hall of Mirrors' the left image below shows a child inside a tube of our gold reflective material. The day also included other Wrap craft activities.



WRAP Open Studios

In November Victoria and Lucy ran an Open Studio event in Unit 22, with workshops. This was successful and had many keen visitors which included the Mayor of Hillingdon, Councillor Teji Barnes



Exhibitions

We had another exhibition of the large collage pictures at Watford Museum and have been running the tassel project this year, so did some of the tassel workshops at the Museum which were well attended. The tassels have had a really good response, and have been also been turned into dolls. Some made of batik materials were obviously very attractive, as they disappeared!





The collage pictures in the exhibition were used as inspiration in a cooperative workshop organised with Wrap and The Watford Writers group, and also in collaboration with the New Connections Dance Group, who also meet at the Museum, which all made for great creative energy.

We have put together a promotional film for WRAP, which can be used by anyone who is interested to find out what scrapstores are and do.

Lockdown

Because of coronavirus, things became very difficult and lots of events were cancelled, such as the VE day celebrations at Reverley Lodge which did not take place. Victoria and Lucy had lots of workshops planned for Headstone Manor, some of which happened online. Many other groups that we know of, including NYSA's puppet workshops, also happened online so we know that this became a common occurrence for many creative activities.

Along with the rest of the nation Wrap showed its support and appreciation for the NHS with a recycled rainbow, window display, in West Watford opposite Watford General Hospital.



Victoria had a large scale project planned, for Herts Year of Culture, which has had to go on the backburner (but like the Olympics, is now planned for 2021) and was going to take all her energies up, so the children's weekend workshops had already been cancelled before the virus made such activities difficult or impossible.

In response to various calls for fabric, WRAP received and distributed waste fabrics from scrubs-making groups who professionally produced scrubs for hospitals and carers. They brought in waste trimmed fabric and many of the volunteers either made masks themselves or made sure that the fabric was distributed to those who wished to do so, on an ad hoc basis.