



Trustees Annual Report

Jan 2020 - Dec 2020

Introduction

The Haven [Stapleford] continues to provide services to the community, in line with its charitable purposes.

2020 brought its own unique challenges, which limited the activities we were able to provide after lock down was announced in March 2020. Pre COVID, in addition to our Church services, and meetings, we operated more than ten community focused programmes providing help and support to the two poorest communities in our Borough. Funding has meant that we were able to continue to deliver Food-bank, with deliveries going out to households that were shielding or unable to get to shops, as well as clients who were financially struggling. We are grateful to the many people who were willing to volunteer to help with food collections and deliveries.

Operations

Post lockdown we continued to provide support to our local community through the following services;



- Food-bank [served over 1,200 individuals in 2020]. Continued throughout the year.
- JobQuest [our job centre, nearest Job Centre Plus; 3 miles] - The computer suite is available four days each week for job searches etc, and computer literacy training. We continue to provide help and support to referrals from Job Centre Plus.
- Community Café [open three days each week, with FREE soft play and WiFi]

- Little Bundles [baby group supported by SureStart]
- SuperTots [stay and play group, two sessions per week]
- Youth Café [youth club], catering for two different age groups in age specific meetings.
- New Directions [an agency based in our centre providing support and health checks for recovering addicts]



In addition, providing personal and spiritual support for those who seek it, and opportunities for personal development, the church continued to provide;

- Weekly worship service
- Weekly Bible study groups
- Counselling & support
- Opportunities to develop gifts & abilities
- Management of the centre



In March 2020, we installed a raised bed to grow Veg for the Stapleford Hunger Project. We are grateful to Broxtowe Council and the Stapleford Community Group for arranging this.

When the Government announced the “First Lockdown” we were able to move to online services, initially using pre-recorded material and eventually moving to live streaming as we developed new skills. This needed ongoing investment and we are

very pleased with the developments made and are sure they will assist in the future development of our services, allowing us to reach those that are house bound or geographically distanced. We also took advantage of restrictions to work on the Fixtures and Fittings of the building and we are looking forward to seeing the building in full use again as restrictions are lifted.





In December 2020 we had a “pop up” Santa’s Grotto, which gave away 200 selection boxes to local children as well as mince pies and a free coffee to their parents/ carers.

With all it’s struggles 2020 also had some incredible developments. We saw

community groups start up and better Inter-agency working to provide help and aid as well as assistance to the community, in what was a unique year in the lives of everyone.



Staffing

The core staff team remains steady, with two full-time and two part-time members. As a charity we were able to make use of the Government’s “*Job Retention scheme*” Furloughing members of staff meant that Jobs were retained for reopening. Unfortunately, towards the end of the year our Children’s and Youth Pastor resigned their position. Due to COVID restrictions, we will not look at at filling this position until we are able to develop the Youth and Children’s work with freedom. All compliance challenges have been met in terms of employment law and wages/ pensions. On the job training is provided and personal development plans are in place. Levels of qualification and experience are above average. All legal requirements [hygiene and safety training etc] have been met. All staff and volunteers are DBS checked and up to date with safeguarding procedures.

Policies

Policies have been composed for all significant areas including; • Safeguarding • Data Protection [GDPR] • Professional Boundaries • Social Media

In addition we have a comprehensive Staff Handbook and Code of Conduct. Copies available on request.

Finance

2020 has been a year with incredible challenges. However with Government funding and help from other grant giving trusts we ended the year in a stronger financial position than previous years. We are grateful to Broxtowe Borough Council, Samaritans Purse, Tesco Bags for Life, Nottinghamshire Council and FareShare. Our budgeting has remained strong and has carried us through the unprecedented year we have all experienced. We are still operating as frugally as possible. We we able to furlough staff members, which has helped assure our ability to return to community service as more freedoms are granted. Government guidelines for salary and pension increases have been met. Wages and bill payments are kept up to date. Assets are appropriately maintained. Cash flow was kept strong by the generous giving of church members, on top of



grants. Our Directors continue to strategise to bring us to a place of greater financial security.

Directors/Trustees

Our governing group remain consistent and stable. Operating budgets are produced and adhered to. Forward planning is in constant process. Minutes of meetings are available on request.

Organisational Health

The church remains healthy and focussed on its mission to serve the community. Feedback is always positive, and we estimate, within any given week, we help/support upwards of 100 people in this community

A handwritten signature in black ink, appearing to be 'R. Olding', with a stylized, flowing script.

Russell Olding
Senior Minister
The Haven [Stapleford]



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The Haven (Stapleford))

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1156295

Set out on pages

1 -12

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust'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 (~~other than that disclosed below~~*) in 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

28th September
2021

Name:

Clive A Hopewell

Relevant professional
qualification(s) or body
(if any):

Accountant

Address:

'Doverbeck' 8 Gunthorpe Road

Lowdham

Nottingham NG14 7EN



The Haven (Stapleford)			Charity No (if any)	1156295	CC17a
Annual accounts for the period					
Period start date	01/01/2020	To	Period end date	31/12/2020	


Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
Incoming resources (Note 3)							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	58,356	5,418	-	63,774	66,711
Activities for generating funds		S02	41,694	-	-	41,694	57,703
Investment income		S03	-	-	-	-	-
Incoming resources from charitable activities		S04	-	-	-	-	-
Other incoming resources		S05	15,000	8,041	-	23,041	6,856
Total incoming resources		S06	115,050	13,459	-	128,509	131,270
Resources expended (Notes 4-8)							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	103,240	11,627	-	114,867	117,330
Governance costs		S11	1,330	-	-	1,330	1,254
Other resources expended		S12	-	600	-	600	1,300
Total resources expended		S13	104,570	12,227	-	116,797	119,884
Net incoming/(outgoing) resources before transfers		S14	10,480	1,232	-	11,712	11,386
Gross transfers between funds		S15	-	-	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		S16	10,480	1,232	-	11,712	11,386
Other recognised gains/(losses)							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	- 1,971	-	-	- 1,971	- 969
Gains and losses on investment assets		S18	-	-	-	-	-
Net movement in funds		S19	8,509	1,232	-	9,741	10,417
Total funds brought forward		S20	2,477	14,319	-	16,796	6,379
Total funds carried forward		S21	10,986	15,551	-	26,537	16,796

Section B Balance sheet

	Note	Restricted			Total this year £ F04	Total last year £ F05
		Unrestricted funds £ F01	income funds £ F02	Endowment funds £ F03		
Fixed assets						
Tangible assets (Note 9)	B01	5,393	-	-	5,393	3,355
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
Total fixed assets	B04	5,393	-	-	5,393	3,355
Current assets						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	5,184	-	-	5,184	6,715
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	15,042	15,551	-	30,593	12,388
Total current assets	B09	20,226	15,551	-	35,777	19,103
Creditors: amounts falling due within one year (Note 12)	B10	5,875	-	-	5,875	5,662
Net current assets/(liabilities)	B11	14,351	15,551	-	29,902	13,441
Total assets less current liabilities	B12	19,744	15,551	-	35,295	16,796
Creditors: amounts falling due after one year (Note 12)	B13	8,758	-	-	8,758	-
Provisions for liabilities and charges	B14	-	-	-	-	-
Net assets	B15	10,986	15,551	-	26,537	16,796
Funds of the Charity						
Unrestricted funds	B16	10,986			10,986	2,417
	B17	-			-	-
Restricted income funds (Note 13)	B18		15,551		15,551	14,319
Endowment funds (Note 13)	B19			-	-	-
Total funds	B20	10,986	15,551	-	26,537	16,736

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	R Olding	7/10/21

Section C**Notes to the accounts****Note 1 Basis of preparation**

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with*

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 Accounting Standards;
- or
- and with the Charities Act.

~~§ except for the following~~.

Give details in this box if a different standard has been followed.

* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

** - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (~~§ except for the following~~).

Give details in this box of any material changes that have been made.

§ if no changes have been made to accounting policies then delete these words.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years (§§ except for the following).

Give details in this box of any material changes that have been made.

§§ if no changes have been made to accounts for previous periods then delete these words.

Note 2

Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES

Recognition of incoming resources	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.
Incoming resources with related expenditure	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
Grants and donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Tax reclaims on donations and gifts	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
Contractual income and performance related grants	This is only included in the SoFA once the related goods or services have been delivered.
Gifts in kind	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.</p> <p>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.</p>
Donated services and facilities	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
Governance costs	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
Support Costs	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

Note 3 Analysis of incoming resources

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Voluntary income	Gifts & Donations	55,192	56,284
	Income Tax on Gift Aid Declarations	8,582	10,427
	Other Incoming Resources	23,041	6,856
		-	-
		-	-
	Total	86,815	73,567
Activities for generating funds	Café Sales & Events	3,320	18,425
	Charity Shop	25	1,491
	Room Hire	38,349	37,787
		-	-
		-	-
	Total	41,694	57,703
Investment income		-	-
		-	-
		-	-
		-	-
		-	-
	Total	-	-
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
		-	-
	Total	-	-

Section C**Notes to the accounts****(cont)****Note 5 Support Costs**

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
Salaries & NI	-	71,854	-	71,854
Missions	-	600	-	600
Ministers Exps	-	223	-	223
Café Consumables	-	3,714	-	3,714
General Exps	-	39,076	-	39,076
Audit & Payroll	-	-	1,159	1,159
Professional Fees	-	-	171	171
Total	-	115,467	1,330	116,797

Note 6 Details of certain items of expenditure**6.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
2	2
Travelling Exps	Travelling Exps
223	1780

6.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
600	575
300	295

Section C	Notes to the accounts	(cont)
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Note 7 **Paid employees**
Please complete this note if the charity has any employees.

7.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	66,158	62,099
Employer's National Insurance costs	1,931	1,761
Pension costs	3,765	3,641
Total staff costs	71,854	67,501

7.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable Activities	2	3
Governance	-	-
Other	2	2
Total	4	5

7.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

Workplace Pension Scheme

	This year £	Last year £
The costs of the scheme to the charity for the year	3765	3641
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

Section C**Notes to the accounts****(cont)****Note 8****Grantmaking**

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

8.1 Total value of grants

Purpose for which grants made	Grants to institutions Total amount £	Grants to individuals Total amount £
Missionary Enterprises	600.00	-
	-	-
	-	-
	-	-
	-	-
	-	-
Total	600.00	-

8.1 Grantmaking costs

If the charity's accounts are prepared on the "activity basis" please give details of any support cost associated with grantmaking. Please enter "Nil" if the charity does not identify and/or allocate support costs.

Support costs of grantmaking

Nil

8.3 Grants made to institutions

If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.

Names of institutions	Purpose	Total amount of grants paid £
Burkina Faso - Africa	School Project	600.00
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions		600.00

Section C**Notes to the accounts****(cont)****Note 9****Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	54,818	-	54,818
Additions	-	-	-	4,009	-	4,009
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	2,018	-	2,018
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	56,809	-	56,809

9.2 Accumulated depreciation and impairment provisions

**Basis	SL or RB	SL or RB	SL or RB	SL	SL or RB
** Rate				25%	

Balance brought forward	-	-	-	51,463	-	51,463
Depreciation charge for year	-	-	-	1,971	-	1,971
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	2,018	-	2,018
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	51,416	-	51,416

9.3 Net book value

Brought forward	-	-	-	3,355	-	3,355
Carried forward	-	-	-	5,393	-	5,393

9.4 Revaluation*If any fixed assets have been revalued please give details of the valuer and method of valuation*

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* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Section C**Notes to the accounts****(cont)****Note 13 Endowment and restricted income funds***Please complete this section if the charity has any endowment or restricted income funds.***13.1 Funds held***Please give a brief description of any of the following type of funds held by the charity:*

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Burkina Faso	R	School & Well Projects
Co-operative Society	R	Kitchen Equipment
Tesco	R	Groundwork
Food Bank	R	Food Distribution
Jobs Quest	R	Laptops
Other Projects	R	Resources & Equipment

13.2 Movements of major funds*Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.*

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
Burkina Faso	7,983	550	- 600	-	-	7,933
Co-operative Society	2,856	-	-	-	-	2,856
Tesco	3,106	-	3,106			
Food Bank	85	2,075	- 361	-	-	1,799
Jobs Quest	-	1,174	-	-	-	1,174
Other Projects	289	1,619	- 119	-	-	1,789
	-	-	-	-	-	-
Total Funds	14,319	5,418	- 4,186	-	-	15,551

13.3 Transfers between funds*Please give details of any transfers between funds.*

From Fund (Name)	To Fund (Name)	Reason	Amount

Section C**Notes to the accounts****(cont)****Note 14****Transactions with related parties**

If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.

14.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £
David Mansfield	Trust Deed	34433	32982
Russell Olding	Trust Deed	22579	21630
Susan Mansfield	Trust Deed	2093	3257

14.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

14.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £