

THE HAVEN [STAPLEFORD]

TRUSTEE ANNUAL REPORT
JAN 2022 – DEC 2022

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Introduction

The Haven [Stapleford] continues to provide services to the community, in line with its charitable purposes. 2022 brought with it new challenges. 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, which remains a collection only service. Supporting many households who were financially struggling. We are grateful to the many people who were willing to volunteer to help with food collections and deliveries. Our Toddler group is thriving as are other groups within the building, We continued our partnership with the mutual aid group, providing a School uniform bank in the school holidays. We also managed to run various schemes to help with Holiday hunger throughout the year. 2022 also saw the start of Warm spaces with mixed results. We will continue to adapt and change with the trends and needs of our community.

OPERATIONS

2022 saw the real start to returning to normal service, it has been a year of experimenting and pushing forwards. We have some fresh faces as well as the return of familiar faces. Although we have wanted to expand and move forwards, our focus has been on developing and strengthening the things already in place.



- ⑦ Foodbank Continued to see an upturn in demand and the team of volunteers have served the community well this year.
- ⑦ Job Quest [our job centre, nearest Job Centre Plus; three miles] – Moved to an appointment service.
 - ⑦ The computer suite is available by appointment for job searches, and computer literacy training.
 - ⑦ We continue to supply help and support to referrals from Job Centre Plus.
- ⑦ Community Café [open two days each week, with FREE soft play and Wi-Fi Super Tots [stay and play group, two sessions per week]
- ⑦ New Directions [an agency based in our centre supplying support and health checks for recovering addicts]
- ⑦ OnUp - work experience for adults with learning difficulties

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



- ⑦ Weekly worship service
- ⑦ Weekly Bible study groups
- ⑦ Counselling & support Opportunities to develop gifts & abilities.
- ⑦ Management of the centre

On the 3rd of July 2021, the church leadership was handed over from Rev David F Mansfield to Rev Russell Olding. This was during a church service with other Ministers and church members in attendance. In Jan 2022 David Mansfield moved as senior minister in another AOG church, leaving the leadership of the church firmly in the hands of Russell Olding. The Directors and members of the church are grateful for David and Sue's service for over 17 years.



The heating system is still a significant challenge due to with the Gas boiler ceasing to work in 2020 and after all investigation by us and Nottinghamshire Council it has been agreed that the current Gas boilers are obsolete, making them beyond economic repair. Fortunately, the hot water has an emersion heater back up system which has meant that hot water was constant. We are thankful to the Council, who for the second year running installed temporary boilers in the carpark. These got the building through the worst of the winter

weather. We also looked at expanding the reach and opening hours of the Café by taking on a member of Staff to run the Centre and manage the Café.

We have continued showing our in-person Sunday services online, allowing us to reach those that are house bound or geographically distanced.

We were also able to join other churches from The NG Network to have joint services.

Ongoing work and maintenance to the Fixtures and Fittings of the building continued. And we were able to improve the courtyard area due to volunteers and a grant from B&Q. The main Auditorium has been painted and black out blinds were made for Community Cinema thanks to a donation from our local County Councillor, Cllr John McGraff. This will enable our Community Cinema to continue throughout the year.

The Food bank continued to be active throughout the year we fed 2,350 people. At Christmas we were able to supply 45 Christmas Hampers including meat and veg. Over the year the food bank received incoming food donations weighing around 26,235Kg. 10,732kg came through Tesco 3,948kg of fresh bread produce from Warburtons. We also received financial donations which are included in our end of year accounts. We are grateful for all the support from businesses and individuals. It has been wonderful to see the building in full use again.

We were incredibly pleased to work alongside and receive support from a local charity "OnUp", who have been volunteering at the Haven to help with setting up and ground maintenance. In December 2022 we had a Santa's Grotto, which gave away one hundred selection boxes to local children, we were also able to support the Stapleford Fire Brigade with their drive through grotto. We also were able to continue our Community Cinema with our annual showing of "The Polar Express", this was an immersive experience using lights, smoke machines, fans, and snow machines. It was a great hit!

STAFFING

The core staff team remained steady, with two full-time and one part-time members. Unfortunately, due the cost of living and the pressures put on the Café, we had no other choice than to make the Café managers position redundant at the end of the year. The Trustees/ directors are grateful for the hard work of the staff who did everything in their power to make a success of the café. It is our plan to look at other opportunities to use this space in 2023. 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 and Procedures have been composed for all significant areas including;

- ④ Safeguarding
- ④ Data Protection [GDPR]
- ④ Professional Boundaries
- ④ Social Media

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

FINANCE

2022 has been a year with constant challenges. We took advantage of funds available to us to employ a member of staff to develop the use of the centre and café to make the project more sustainable. It was clear towards the end of the year that this was not going to work, and that for the Haven to continue serving the community; the difficult decision was made to streamline our staffing. The Café roles were made redundant and after consultation with the staff we were able to reassign the part time role into a more general role in the project. Unfortunately this left one full time role redundant. We remain grateful for the help from grant giving trusts and will look at strengthening our financial position in 2023. We are grateful to Broxtowe Borough Council, B&Q, Samaritans Purse, Tesco Bags for Life and Nottinghamshire Council. 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. 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, and 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 focused on its Mission to Serve the Community. Feed back is always positive, and we estimate that within any given week, we help/ support upwards of 200 people in this community.



Russell Olding
Senior Minister



The Haven (Stapleford)

**Wadsworth Road
Stapleford
Nottingham**

Charity No: 1156295

**Accounts
2022**

*Hopewell Business Services
(Accountants)
'Doverbeck'
8 Gunthorpe Road
Lowdham
Nottingham NG14 7EN*

The Haven (Stapleford)
Balance Sheet
As at 31st December 2022

	Notes		
Fixed Assets			
Property Improvements	1	798	
Computer Equipment	1	1113	
F & F & Equipment	1	3123	
Play Equipment	1	0	
Total Fixed Assets		5034	
Current Assets			
Debtors	2	2782	
Cash at Bank		11870	
Cash Balance - Café/Shop		75	
Total Current Assets		14727	
Less Liabilities			
Short Term Creditors	3	900	
Loan Account		6968	
		7868	
Net Current Assets/(Liabilities)		6859	
Total Assets less Liabilities		11893	
Provision for Other Liabilities		0	
Net Assets		11893	
Represented by;			
Unrestricted Funds		1568	
Restricted Funds	4	10325	
		11893	

The Haven (Stapleford)
Income Expenditure Account
Year Ended 31st December 2022

Income	Note	Restricted	Unrestricted	Total
Tithes & Offerings			41268	41268
Tax Refunds			12709	12709
Café Sales & Events			9887	9887
Room Hire			43000	43000
Charity Shop			3616	3616
Food Bank		783		783
Reserve A/c Int			20	20
Other Gifts Streets4Christ			2238	2238
Burkino Faso Gifts/School		10		10
Grants Covid19 - Broxtowe BC		2667		2667
B & Q for Quadrangle		2500		2500
Notts CC - Auditorium Black Out		300		300
Arnold Clark Community Fund		1000		1000
Total		<u>7260</u>	<u>112738</u>	<u>119998</u>
Expenditure				
Salaries,NIC & Pensions		14264	41063	55327
Salaries - Café			3228	3228
Burkino Faso Gifts/School		400		400
The Kings Village - Ghana		2694		2694
Equipment		1174	195	1369
Repairs & Maint		300	2539	2839
Café - Consumables			7696	7696
Ministers/Conference Expenses			1307	1307
Rents			3000	3000
Gifts - Streets4Christ			1756	1756
Other Gifts		287	6612	6899
Health & Safety			1009	1009
Utilities		2967	28304	31271
General Exps/Admin	5		7913	7913
Foodbank Exps		322		322
Insurance			2890	2890
Bank & Worldpay Charges			343	343
Loan Interest			201	201
Telephone & Internet			1249	1249
IT/Software - Go Cardless			807	807
Outreach Events			528	528
Audit & Payroll Charges			1186	1186
Professional Fees			278	278
Depreciation			3527	3527
Total		<u>22408</u>	<u>115631</u>	<u>138039</u>
Surplus/Deficit		<u>-15148</u>	<u>-2893</u>	<u>-18041</u>

Notes to the Accounts

1 Schedule of Fixed Assets

	Rate	Year of Purchase	Cost	Additions	Accum Dep'n	Dep'n	NBV
<u>Anthill St:</u>							
PA System	25S	2003	1090		1090	0	0
Guillotine/Binder	25S	2005	335		335	0	0
Sound System	25S	2005	4814		4814	0	0
New Speakers x 2	25S	2006	999		999	0	0
Baptism Pool	25S	2006	720		720	0	0
Drums	20S	2008	649		649	0	0
Lighting	20S	2008	640		640	0	0
Lectern	20S	2008	630		630	0	0
Mixing Desk	20S	2008	930		930	0	0
<u>Wadsworth Road:</u>							
New Cooker	25S	2017	699		699	0	0
Refurbishments	10S	2014	7944		6352	794	798
Soft Play Equipment	25S	2015	4500		4500	0	0
Computer Equip	33.3S	2014	5344		5344	0	0
Digital Mixer	25S	2020	800		400	200	200
Storage Heaters	25S	2020	3209		1604	802	803
New Laptops	33.3S	2021		2171	724	724	723
Electrical Heating	10S	2021		1464	146	146	1172
Auditorium Computer	33.3S	2021		1172	391	391	390
TV's x 2	33.3S	2021		698	232	232	234
Dishwasher	25S	2022		952	0	238	714
			33303	6457	31199	3527	5034

2 Debtors & Prepayments

I. Tax Claim - Gift Aid	2137
Room Hire	<u>645</u>
	2782

3 Short Term Creditors

Notts CC - Rent	250
Audit/Payroll Fee	<u>650</u>
	900

4 Restricted Funds

	B/fwd 2021	Income	Expenditure	C/fwd 2022
Burkina Faso - Travel	1023	0	0	1023
Burkina Faso - School	6283	10	2644	3649
Burkina Faso - Well Project	450	0	450	0
Romania	132	0	132	0
Food Bank	1592	783	322	2053
Magdalena	57	0	57	0
Defribulator	100	0	0	100
Jobs Quest - Laptops	1174	0	1174	0
Coronavirus	14264	0	14264	0
Broxtowe BC - Covid19	0	2667	2667	0
The Helpful Bureau	300	0	300	0
Missions Fund	98	0	98	0
B & Q - Quad		2500	0	2500
Auditorium Blackout		300	300	0
Arnold Clark Community F		1000	0	1000
	25473	7260	22408	10325

5 General Expenses & Admin

P/S Adv & Admin	846
Refuse & Waste Charges	3723
Subs - AOG/NG Churches	1280
Copyright	388
Hospitality/Consumables	<u>1676</u>
	7913

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