

HAND TO MOUTH

England & Wales · Charity number 1159877

Details

Status Registered

Legal form CIO

Registered 2015-01-09

Register [View on the Charity Commission register](#)

Contact

Address Room 203
3-13 Lord Street
Huddersfield
HD1 1QA

Phone 01484315600

Email office@handtomouth.org.uk

Website www.handtomouth.org.uk

Activities

Objects: TO ADVANCE THE CHRISTIAN FAITH IN ACCORDANCE WITH THE STATEMENTS OF BELIEFS IN KIRKLEES, CALDERDALE AND SUCH OTHER PARTS OF THE UK AS THE CHARITY TRUSTEES MAY SEE FIT.

Activities: Enabling children and school communities to explore Christianity and reflect on their own spiritual journey.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training, Religious Activities
- **Who:** Children/young People

Geography

- Barnsley
- Bradford City
- Calderdale
- City Of Wakefield
- Kirklees
- Lancashire
- Leeds City
- Manchester City
- Rochdale
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£81,164	£79,348	-	-
2024-12-31	£73,968	£73,689	-	-
2023-12-31	£104,523	£81,073	-	-
2022-12-31	£64,831	£77,163	-	-
2021-12-31	£61,528	£58,208	-	-
2020-12-31	£65,630	£64,390	-	-

Trustees

Name	Role	Appointed
Christine Goodman		2025-03-19
Gillian Ward		2024-03-11
Irene Denison		2022-07-14
Jeffrey David Trigg		2022-10-12
John Playle		2024-03-11
WENDY ALISON YATES		2022-02-22

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts



Trustees Annual Report 2025

1. **Our Aim:** to enable children and school communities to explore Christianity, and reflect upon their own Spiritual Journey

2. **Trustees:**

John Playle (Chair from March 2025)
Nicola Dann (Resigned as Chair at the March 2025 AGM)
Wendy Yates (Treasurer)
Irene Denison
Jeff Trigg
Gill Ward (Vice Chair)
Christine Goodman (appointed February 2025)

3. **Trustee Meetings:**

During 2025 the Trustees met on seven occasions including the AGM (held on 19 March 2025). The Charity's manager attends these meetings but absents herself where matters discussed may lead to a potential conflict of interest. During the year, as well as standard agenda items, the following items were discussed:

- Staff Contracts and a number of key HR policies were reviewed and approved following advice from an independent HR consultant.
- Staff salaries – a 5% uplift was agreed at the July 2025 meeting and implemented for all staff from September 2025.
- Safeguarding policies and procedures were also reviewed and this is ongoing with the aim of a full revision being approved early 2026
- A review of Health & Safety policies is ongoing (by an independent H&S expert) and any necessary revisions are expected to be approved early 2026.
- No safeguarding incidents arose during the year.

We also held an away-day attended by Trustees and employed staff in May 2025 to reflect on current and potential future strategy and activities. This was facilitated by an external consultant and proved to be a very useful day. The theme for the day was the parable of the sower (Luke 8: 4-15) – reminding us that our role as a charity is essentially to faithfully plant seeds, recognizing that it is God who blesses and makes those seeds grow. We need to be faithful in this task that God has given to us and that even though we may not always see the longer-term outcomes of that sowing, our job is to faithfully fulfil the task.

4. **Staffing**

We currently employ 5 staff (3.06 FTE) on term-time contracts: 1 Manager; 3 Schools Workers; 1 Administrator. Our work in schools is also supported by a significant number of volunteers mainly drawn from local churches. We are extremely grateful for the dedication of all of our excellent staff and volunteers.

5. Activities during the year.

- **25th Anniversary celebrations**

Hand to Mouth was established as a charity in 2000 and therefore this year marked 25 years of activity. Various small-scale celebratory events occurred during the year and in September we held a major celebration dinner event which was attended by approximately 100 people, including past and present supporters and staff. This was a great opportunity to reflect on the achievements of the charity as well as thank all those who have contributed to the success of the charity. As part of this event a video was produced reflecting on the charity's journey since those early days. This video can be [viewed online](#).

- **Volunteer Thank-you event.**

As a small charity, we have always and continue to be indebted to and thankful for our volunteers who help to facilitate our ongoing work with schools. In November we held a thank-you tea party for our volunteers. We received some lovely feedback from volunteers who expressed how much they enjoyed and appreciated the afternoon. It was hugely encouraging to the staff who were once again reminded of the scale of the team that makes Hand to Mouth come to life.

- **Ongoing activities with Schools**

During 2025, we have continued to develop and deliver a range of activities in and with schools in West Yorkshire. During the year we visited 72 different schools, making 151 visits in total, working with 438 classes and 13,420 different children! We also led three different 'Partnership Days' bringing together communities of schools, thanks to grants provided by the Anchor Foundation. 11 of the schools we work with were unable to finance us coming to deliver sessions for them from school budgets, so these Partnership days provided unique opportunities for them fully funded. We have also had the privilege of leading 150 school staff members in adult Journeys or staff twilight training; providing staff with experience and tools that help enhance their spirituality and benefit the schools they work in.

Our work in schools has been a great success, through serving our school communities with high quality professional services and through facilitating opportunities for deeply meaningful spiritual growth and exploration of the Christian faith. Our ongoing work has been helped through successful grant applications that have supported us in our running costs and allowed us to serve more schools. This year due to some funding from the John James Trust we were also enabled to revisit 10 schools that we had lost in the last few years due to financial issues. Despite this, the decline in school budgets and their capacity to manage visitors and curriculum extras in schools, leaves us with gradual decline in our schools' work activity compared to previous years. In light of this, a Trustee half-day in early 2026 will focus on future strategy and funding issues

- **Ambassador Talks and promoting our work.**

We have had lots of wonderful opportunities to share our work through 4 Ambassador Talks at churches and small groups, encouraging people with news of the wonderful things that Hand to Mouth are doing in their local schools. We had the privilege of Bishop Smitha (The Bishop of Huddersfield) visiting us in a local school, which led to her inviting us to attend a Minister's training day and providing an Amazing Journey for the Ministers to experience as spiritual refreshment for them.

6. Manager's Report

"Plant good seeds of righteousness and you will harvest a crop of love. It is time for you to turn to me, your Lord and I will pour out blessings upon you." (Hosea 10:12).

As we come to the end of 2025, a year of celebration for 25 years of Hand to Mouth (HTM) this bible verse has a couple special meanings for us. First, the seeds of HTM were planted over 25 years ago when a few individuals faithfully and obediently followed God's call to start planting seeds of faith in our local schools. HTM has been harvesting crops of love ever since, and God has certainly poured out His blessings on us as a charity - the fact that we are still here is a testimony to that. As the current Manager of HTM I feel that I have been given this role as my responsibility for a season to look after, protect and grow the important work of the charity.

I am so thankful for all those who walk with myself and the staff team to turn ideas into the reality of making a real difference to the people we work with. Recently, thanks to a grant, we worked in a school where we have not been for 7 years. One girl at the school wrote this about her experience with us *"I used to think I wasn't good enough and that's because I was ashamed of my body, but now I know I shouldn't change for anyone. Thank you for helping me through this."* I am convinced that if we were not in these schools, these children and staff would not be getting the input that we are providing from anywhere else.

The second meaning from this bible verse is that we have got to keep planting those seeds. Through ongoing challenges of financial difficulties, time constraints and a world that says it values time to think and reflect but doesn't have a chance to facilitate it, Hand to Mouth will keep enabling school communities to explore Christianity and reflect on their own spirituality.

We are grateful to all those individuals and churches who continue to support our ongoing work through financial donations, prayer and volunteering their time. Several churches have shown us faithful support again this year, some of them giving to us regularly or providing an annual tithe. Others have given us financial support to deliver workshops in specific schools. We are thankful for the way these Churches have caught the vision of what HTM can offer to schools and partnered with us. Thanks specifically to All Hallows, Kirkburton; Kirkheaton Church; Dewsbury Minster; Holy Trinity Church, Huddersfield; St John The Divine, Rastrick; and St Thomas', Bradley. We are also grateful to various grant funders (listed in the financial report) who have supported our work, including grants towards overall running costs so that we could continue supporting children with their mental health and wellbeing. We are also very thankful to the faith support of the Crossroads Charity in Meltham who have helped us to be present in Meltham schools for a long number of years. In 2025, this enabled us to deliver all the days the schools had requested. This funding has now come to an end and we will need to look for different ways to support schools in Meltham.

We are also thankful to our staff team for their energy, ideas, enthusiasm and support throughout the year, making the delivery of HTM sessions so successful that schools want us back! We have an amazing team of volunteers who support our 'Amazing Journeys' and whose time, commitment and focus create unique and special opportunities for the children. Also, a big thank you to our team of preppers and everyone who gives to the charity in so many ways. The thank you volunteer tea party we had in November was a testament to the wonderful support we receive. Thank you also to the Trustees for their encouragement and guidance as we seek to look after HTM year by year and safeguard its future.

Elizabeth Smith (Manager Hand to Mouth)

7. Finance Report

2025 has been another year where we have much to be thankful for in God's provision for the work of Hand to Mouth. We produced a budget for the year, which the board approved in late 2024, in which we predicted a deficit. We actually ended the year with a small surplus on all Funds of £1,815.

We have been blessed to receive a number of grants this year as follows.

Grant funder	Amount	Duration
The Willetts Foundation	£5,000 p.a.	3 years
The Crossroads Project Meltham	£ 600	1 year
John James Trust	£2,100	1 year
Deo Gloria Trust	£2,000	1 year
Total	£9,700	

Of these some had been fully spent within the year, but some were received later in the year and the expenditure will be incurred in 2026. At 31 December 2025 we held £3,556 in grants received but not yet spent. These are all held in our Restricted Funds.

Our individual supporters continue to be incredibly generous and faithful in their support of Hand to Mouth, and we are very thankful for their continued support. The fundraising efforts of our friends are also enormously appreciated, both for the financial contributions, and the prayer support which accompanies them.

Our expenditure has been very similar to 2024 with no major operating changes.

We regularly monitor our budget against the actual figures. Monthly accounts are kept and the board of trustees are given up to date information. This is possible due to the excellent work of our Manager and the administrative staff who assist her. Timely information is invaluable in helping the Hand to Mouth team make good decisions. Making judgments on the accounts which encompass being 'good stewards', being mindful of the need to be prudent, and yet looking faithfully to God is part of the challenge and the joy of being involved with a faith-based charity. To see others being blessed by God at work through Hand to Mouth is a joy and a blessing.

Wendy Yates (Treasurer)

Hand To Mouth

Charity Registration Number 1159877

Accounts for Year Ended 31 December 2025

Statement of Assets and Liabilities as at 31 December 2025

	2025							2024
	Total	Restricted Funds - see below	Unrestricted Fund	Designated Operating Reserve				Total
	£	£	£					£
BANK AND CASH								
Current Account	9994		9994					9145
Savings Account	47926	3556	18370	26000				47017
Cash	104		104					46
	58023	3556	28468	26000	0	0	0	56208

FUNDS

Opening Balance	56208	3920	29788	22500				55929
Deficit/Surplus for Year	1815	-364	2180					279
Transfer to/from Contingency Reserve	0		-3500	3500				0
Closing Balance	58023	3556	28468	26000	0	0	0	56208

RESTRICTED FUNDS

	Total	Willetts Foundation	The Crossroads Project	Anchor Foundation	John James	Donations from Individuals	Deo Gloria	
Opening Balance	3920	0	500	3420	0	0	0	0
Received In 2025	10050	5000	600		2100	350	2000	9529
Payments in 2025	10414	4600	901	3033	1680	200	0	5609
Closing Balance	3556	400	199	387	420	150	2000	3920

Signed:

J Playle
Chairperson

Date 15/3/2026

W Yates
Treasurer

Date 15/3/26

Hand To Mouth					
Charity Registration Number 1159877					
Accounts for Year Ended 31 December 2025					
Receipts and Payments Account for Year Ended 31 December 2025					
	2025				2024
	Unrestricted	Restricted	Total		Total
	£	£	£		£
RECEIPTS					
Schools Work	34845		34845		43750
Travel charge	695		695		1135
Donations from Individuals	16903	350	17253		11064
Fundraising	1228		1228		1353
Donations from Churches	3625		3625		4635
Grants	8000	9700	17700		9529
Tax Refund	1614		1614		1341
Bank Interest	934		934		1161
Events	3269		3269		0
TOTAL INCOME	71114	10050	81164		73968
PAYMENTS					
Staff Costs including Pension	57153	7935	65089		62064
Mileage	1436	129	1565		1975
Parking			0		26
Resources	473	2338	2812		1578
Rent	3180		3180		3180
Insurance	1438		1438		1389
Telephone & Internet	511		511		610
Admininstration & Office:			0		0
Professional Fees HR advice	1095		1095		300
Accountancy			0		391
Bank Fees	60		60		60
Website	180		180		180
Payroll Processing Fees			0		460
Printing Postage and Stationery	169	12	181		678
DBS	277		277		228
Pat Testing			0		96
Software & Computer Repairs	130		130		75
Sundries	167		167		299
Office Equipment	581		581		
25th Celebration Event	2083		2083		100
TOTAL EXPENDITURE	68934	10414	79348		73689
Deficit/Surplus	2180	-364	1815		279

Hand To Mouth
Charity Registration Number 1159877
Accounts for Year Ended 31 December 2025

Notes to the Accounts

RESTRICTED FUNDS	Willetts Foundation	The Crossroads Project	Anchor Foundation	John James	Donations from Individuals	Deo Gloria	TOTAL
Opening Balance	0	500	3420	0	0	0	3920
Total Receipts	5000	600	0	2100	350	2000	10050
Payments							0
Staff costs	4600	750	1185	1250	150		7935
Other costs	0	151	1848	430	50		2479
Total Payments	4600	901	3033	1680	200	0	10414
Closing Balance	400	199	387	420	150	2000	3556



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

HAND TO MOUTH

On accounts for the year
ended

31 DECEMBER 2025

Charity no
(if any)

1159877

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025

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:

N. Meynell

Date:

11/3/26

Name:

NIGEL MEYNELL

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

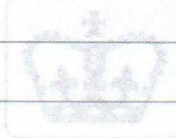
CHARTERED ACCOUNTANT (RETIRED)

Address:

97 JACKSON LANE,

NEWSON,

HUNTERSFIELD, HD4 6RB



Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

On accounts for the year ended	21 December 2017	Charity no (if any)	
Set out on pages	1-3		
I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 21/12/2017. 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(2)(a) of the Act. I have completed my examination. I confirm that no material matters have come to my attention (other than those disclosed below) in connection with the examination which gives me cause to believe that in any material respect: - the accounts do not accord with the accounting records - accounting records were not kept in accordance with section 130 of the Act or 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: [Signature]			
Name: MICHEL MAYHEW			
Relevant professional qualification(s) or body (if any):			

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts

Trustees Annual Report 24-25

Charity Number: 1159877

Our Aim: to enable children and school communities to explore Christianity, and reflect upon their own Spiritual Journey

Trustees:

Nicola Dann (Chair/Health and Safety)

Wendy Yates (Treasurer)

Irene Denison

Jeff Trigg

Gill Ward Vice Chair

John Playle Vice Chair

Hand and to Mouth has had another busy year, but a stable year in terms of both staff and trustees. Elizabeth is doing an excellent job taking the charity forward, developing the administrative structures and planning for the longer term.

We have navigated financial challenges again but end this year in a really positive position. Wendy has supported Elizabeth in preparing a draft budget for this year which all feel confident accurately reflects Hand to Mouths position and planning.

We have met every 2 months and as in previous years have reviewed, checked and updated policies and procedures where needed in conjunction with Elizabeth.

We had a successful away day again in May along with staff, spending time getting to know our personal styles and how we can work together well as a team. We have spent some time planning for our 25th Birthday celebrations and have an exciting event planned for the Autumn.

Hand to Mouth has continued to grow this year. We have had some schools not book again mainly due to financial pressures, but new schools are coming on board and our staff remain as ever committed and faithful to Hand to mouth in supporting work in schools.

We continue to look to how we can raise the profile of Hand to Mouth in schools and in Churches and identify other potential funding streams.

Our supporters have held successful fundraising events, and we are grateful to them.

Elizabeth has organized more structure prayer support for the charity, keeping us, God focused and endeavoring to seek his will for us as we move forward.

On behalf of all the Trustees, I would like to thank all the staff without whom Hand to Mouth wouldn't exist and also to thank our volunteers, supporters, fundraisers and prayer supporters who are so key to our ongoing success.

I have very much enjoyed my time with Hand to Mouth and am confident in God's plan for the charity. I look forward to seeing what God has planned for Hand to Mouth in the coming years.

Nicola

Chair of Trustees for Hand to Mouth

Statement of Assets and Liabilities as at 31 December 2024

	2024				2023
	Total	Restricted Funds - see below	Unrestricted Fund	Designated Operating Reserve	Total
	£	£	£		£
BANK AND CASH					
Current Account	9145		9145		9934
Savings Account	47017	3920	20597	22500	45876
Cash	46		46		119
	56208	3920	29788	22500	55929
FUNDS					
Opening Balance	55929	0	34599	21330	32479
Deficit/Surplus for Year	279	3920	-3641		23450
Transfer to/from Contingency Reserve	0		-1170	1170	0
Closing Balance	56208	3920	29788	22500	55929

RESTRICTED FUNDS	Total	Willetts Foundation	The Crossroads Project	Anchor Foundation
Opening Balance	0	0	0	0
Received In 2024	9529	5000	1109	3420
Payments in 2024				
Staff costs	5609	5000	609	
Total Payments	5609	5000	609	0
	0			
Closing Balance	3920	0	500	3420

Signed:

N. Dean
Chairperson

Date

W Yates
Treasurer

Date

Hand To Mouth					
Charity Registration Number 1159877					
Accounts for Year Ended 31 December 2024					
Receipts and Payments Account for Year Ended 31 December 2024					
	2024				2023
	Unrestricted	Restricted	Total		Total
	£	£	£		£
RECEIPTS					
Schools Work	43750		43750		41920
Travel charge	1135		1135		509
Donations from Individuals	11064		11064		20254
Fundraising	1353		1353		
Donations from Churches	4635		4635		3975
Grants		9529	9529		34675
Tax Refund	1341		1341		2612
Bank Interest	1161		1161		578
			0		
TOTAL INCOME	64439	9529	73968		104523
PAYMENTS					
Staff Costs including Pension	56455	5609	62064		67035
Mileage	1975		1975		2038
Parking	26		26		155
Resources	1578		1578		2248
Rent	3180		3180		3180
Insurance	1389		1389		1313
Telephone & Internet	610		610		801
Admininstration & Office:			0		
Professional Fees HR advice	300		300		
Accountancy	391		391		1144
Bank Fees	60		60		60
Website	180		180		515
Payroll Processing Fees	460		460		653
Printing Postage and Stationery	678		678		1077
DBS	228		228		13
Pat Testing	96		96		105
Software & Computer Repairs	75		75		540
Sundries	299		299		196
25th Celebration Event	100		100		0
TOTAL EXPENDITURE	68080	5609	73689		81073
Deficit/Surplus	-3641	3920	279		23450



Section A

Independent Examiner's Report

Report to the trustees/
members of

HAND TO MOUTH

On accounts for the year
ended

31 DECEMBER 2024

Charity no
(if any)

1159877

Set out on pages

1-3

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

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:

N. Meynell

Date:

10/3/25

Name:

NIGEL MEYNELL

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

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts

Trustees Annual Report 23-24

Charity Number: 1159877

Our Aim: to enable children and school communities to explore Christianity, and reflect upon their own Spiritual Journey

Trustees:

Nicola Dann (Chair/Health and Safety)
Wendy Yates (Treasurer)
Dorothy Gough (Secretary)
Irene Denison
Jeff Trigg
Andrea Hindson

The Trustees have had a busy year again this year.

Hand to Mouth has had another busy transition year as we prepared for Ruth's retirement and Elizabeth taking over as manager,

We have navigated financial difficulties in the first half of the year and have made savings and the staff applied for lots of grants to ease the deficit. We were successful with several grants and supporters were generous in their giving, resulting in a much more reassuring financial position in the latter half of the year.

There has been significant administrative change implementing a management system to streamline processes within Hand to Mouth and we have altered the mission statement and constitution to better reflect our ongoing work with Staff members as well as school children.

We have met every 2-3 months and as in previous years have reviewed, checked and updated policies and procedures where needed in conjunction with Elizabeth.

We had a successful away day along with staff, spending time getting to know everyone and planning for the future.

There have been some changes within the Trustees; Cathy Davie and Joanne Smith resigned during this year, we thank them for her contribution to Hand to Mouth over the last 5 years, Dot is standing down as Secretary and Trustee at the end of this year and Andrea is similarly standing down as a trustee. We all thank them for the many years' service they have given to Hand to Mouth and wish them both a happy second retirement.

Hand to Mouth has continued to grow this year. Our staff have been fantastic both in their faithful delivery of the work in schools and in managing the administrative elements of Hand to Mouth.

The newer staff members Helen and Alison have quickly become integral to the wider team. We have taken on new schools and lost some school, mainly due to school's financial pressures.

We have had successful fundraising events, including a Christmas fundraiser at St Hilda's organized by Andrea, along with a coffee mornings run by founders Barbara and Margaret and another by Elizabeth our manager. Cathy held a summer garden party held by Cathy. All Hallows at Kirkburton held a fundraising supper evening and St Francis held a craft stall.

We continue to look to how we can raise the profile of Hand to Mouth in schools and in Churches and identify other potential funding streams.

Ruth retired in summer after 15 years with Hand to Mouth, we are all grateful for her committed service to Hand to Mouth over the years.

Elizabeth has taken on the mantle and done an excellent job of getting to grips with all aspects of managing the staff team, since starting the role in September.

On behalf of all the Trustees, a big thank you to all the staff without whom Hand to Mouth wouldn't exist and also a thank you to our volunteers, supporters, fundraisers and prayer supporters who are also key to our ongoing success.

We look forward to what God has planned for Hand to Mouth as we move forward into the coming year.

Nicola

Chair of Trustees for Hand to Mouth

Hand To Mouth
Charity Registration Number 1159877
Accounts for Year Ended 31 December 2023

Receipts and Payments Account for Year Ended 31 December 2023

	2023 £	2022 £	Change £	Change %
RECEIPTS				
Schools Work	41920	36645	5275	14.4
Travel charge	509	0	509	
Donations from Individuals	20254	16041	4213	26.3
Donations from Churches	3975	2900	1075	37.1
Grants	34675	6570	28105	427.8
Tax Refund	2612	2555	57	2.2
Bank Interest	578	120	458	381.7
TOTAL INCOME	104523	64831	39692	61.2
PAYMENTS				
Staff Costs including Pension	67035	63289	3746	5.9
Mileage	2038	2415	-377	-15.6
Parking	155	225	-70	-31.1
Resources	2248	3350	-1102	-32.9
Rent	3180	3180	0	0.0
Insurance	1313	938	375	40.0
Telephone & Internet	801	848	-47	-5.5
Admininstration & Office:				
Accountancy	1144	770	374	48.6
Bank Fees	60	81	-21	-25.9
Website	515	180	335	186.1
Payroll	653	587	66	11.2
Printing Postage and Stationery	1077	326	751	230.7
DBS	13	52	-39	-75.0
Pat Testing	105	93	12	13.2
Software & Computer Repairs	540	263	277	105.3
Sundries	196	236	-40	-16.9
Office Equipment	0	331	-331	-100.0
TOTAL EXPENDITURE	81073	77163	3910	5.1
Deficit/Surplus	23450	-12332	35782	

Hand To Mouth
Charity Registration Number 1159877
Accounts for Year Ended 31 December 2023

Statement of Assets and Liabilities as at 31 December 2023

	2023	2022
	£	£
ASSETS:		
BANK AND CASH		
Current Account	9934	5458
Savings Account	45876	26812
Cash	119	209
	<u>55929</u>	<u>32479</u>
LIABILITIES:		
FUNDS		
UNRESTRICTED FUND		
Opening Balance	11149	28311
Deficit/Surplus for Year	23450	-12332
Transfer to/from Contingency Reserve	0	-4830
Closing Balance	<u>34599</u>	<u>11149</u>
DESIGNATED OPERATING RESERVE		
Opening Balance	21330	16500
Transfer to/from Contingency Reserve	0	4830
Closing Balance	<u>21330</u>	<u>21330</u>
TOTAL FUNDS	<u>55929</u>	<u>32479</u>

Signed:

N. Dean Chairperson

Date

13.3.24

W Yates Treasurer

Date

3/3/24

Hand to Mouth

Treasures Report for Year Ended 31 Dec 2023

This has been quite a year for the finances of Hand to Mouth.
We started the year with £32479 in the bank accounts, having made a deficit of £12332 in 2022.

The Bad News

It became apparent in late spring of 2023 that if we did not receive a significant amount of money from grant funds in 2023, we would be facing another deficit in the region of £15000. If we continued operating with these levels of deficit, the trustees estimated the bank funds would only allow another 2 years.

Our Response

Staff put enormous effort into identifying and applying for grant funding. This took determination and patience. There were many rejections and some didn't even respond.

The Chair, Treasurer and manager, looked in detail at how we can best manage the finances of the charity, to ensure it has a long term future. The costs of employing staff is greater than the amount received from paid schools work, and the amount received from supporters. We would prefer to move the charity to a position, where we do not need to rely on grant income, but this may not be achievable.

Supporters were contacted and asked to prayerfully consider their giving.

Everyone prayed.

God's GOOD NEWS Response

Supporters and staff responded with immense generosity. Fund raising events were very successful.

Grants have flowed into the bank account. The seeds being sown from the spring onwards took a few months to bring results, but what a harvest! We finished the year having received £34675 in grants. This has increased the scope of what the charity can offer to schools. It allows us to take the Good News of God's unconditional love to more children, giving them an opportunity to explore this as part of their spiritual journey.

It also provides financial resources we can use in future years.

The wonderfully generous provision God has made to Hand to Mouth in 2023, has served to encourage staff and trustees alike. I hope it has encouraged our supporters and volunteers as well.

We ended the year with a surplus of £23450, and bank assets of £55929.

Wendy Yates

Treasurer.

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts



Minutes of the Annual General Meeting

Date: 15th March 2023

Time: 7.30 pm

Place: Huddersfield Mission (Arthur Rank Suite)

	Minutes: Welcome: Ruth opened the meeting in prayer, giving thanks for God's guidance in the work of Hand to Mouth during the past year.	Action to be taken	By	Resolution
1	Present: Nicola Dean, Dot Gough, Elizabeth Smith, Irene Dennison, Jeff Trigg, Joanne Smith, Ruth Coates, Wendy Yates, Christine Kirton.			
2	Apologies Cathy Davie, Helen Dalton.			
3	Minutes of 2022 AGM: The minutes were distributed prior to the meeting and after consideration were passed as a correct record of the meeting and were duly signed.	Proposed: Irene Seconded: Andrea	All in favour	Accepted
4	Matters arising: 1) Andrea asked for it to be clarified that the comment in the Treasurer's Report (Item 7) regarding the volunteers not taking expenses meant that they did not choose to do so during that financial year, rather than that they were not permitted to do so. It was agreed that the Minutes of this AGM would stress that volunteers are entitled to claim expenses if they so wish.	Minutes to clarify the position regarding volunteers' expenses.	Christine	
5	Appointment of Officials: 1) Wendy confirmed that she was willing to continue in the role of Treasurer and was duly appointed. 2) Dot confirmed that she was willing to continue in the role of Secretary and was duly appointed.	Proposed: Andrea Seconded; Andrea	All in favour	Carried

	agreement has already expired, but hoped that it would not happen as it is unclear how we could afford to pay the going rate for the facilities we currently enjoy. Wendy was thanked for all her hard work and her support of Ruth and Elizabeth since taking on the role of Treasurer. Going forward, Wendy felt it would be important for her to keep a closer eye on budgeting, and also for achievements such as obtaining grants to be celebrated. Ruth reported that, in response to a recommendation by the Trustees, Elizabeth had researched and installed an electronic booking system which, among other benefits, will enable income to be very easily calculated and invoices to be raised. As we are essentially a not-for-profit organisation, this had been obtained from Monday.com free of charge. Wendy reported that the Auditor had received a beer payment for his work and was happy to audit the Accounts again this year. He had been impressed by Marlene's bookkeeping which he said was "spot on". The Accounts were signed by Nicola and Wendy.	Budgets to be closely monitored. Accounts to be adopted.	Wendy, Ruth & Elizabeth Proposed Jeff Seconded Irene	Accepted
8	Manager's Report: Ruth's report regarding the work of the organisation over the past year had been circulated prior to the meeting. Andrea congratulated all the staff on the way in which they had dealt with all the staff changes and getting back to providing a normal service following the Covid pandemic. Ruth and Elizabeth paid tribute to the current members of staff, saying that each brought their own strengths and talents to the team. They felt that the Trustees' decision to pay slightly higher salaries had allowed the organisation to employ more professional, qualified staff. Andrea asked whether Hand to Mouth has reached capacity or if there is still room for more growth, and Ruth and Elizabeth replied that the situation varies over the school terms. There are opportunities for new work to be undertaken and some promotion is being done. They are both attending the Manchester Diocese Education Conference at the end of March and, for those schools close enough to Huddersfield to visit in person, options exist to tailor our work to the needs of the individual schools. Virtual work will be offered to those schools which are too far away to visit in person.			
9	A.O.B: Dates of future Trustee Meetings: Wednesday 10th May 2023 – Away Day Thursday 6th July 2023 Wednesday 18th October 2023 Thursday 11th January 2024 – Pre-AGM Meeting	Meeting rooms to be booked.	Ruth, Elizabeth, Christine	

	Wednesday 13 th March 2024– AGM			
10	Date of next meeting: Team Away Day, Wednesday 10 th May 2023 - venue TBC	Venue TBC.	Cathy	

Trustees Annual Report 2022-2023

Charity Number: 1159877

Our Aim: to enable children to explore Christianity, and reflect upon their own Spiritual Journey

Trustees:

Nicola Dann (Chair/Health and Safety)
Wendy Yates (Treasurer)
Dorothy Gough (Secretary)
Joanne Smith (Safeguarding)
Andrea Hindson
Cathy Davie
Irene Denison
Jeff Trigg

The Trustees have had a busy year this year.

The election of officers took place at the A.G.M. on March 16th 2022. Steve Broadhead stood down as both Treasurer and Trustee and Andrea Hindson stood down as Chair of Trustees but remained with us as a Trustee.

Hand to Mouth has seen the transition out of COVID and was working within schools more normally by September 2022. The Trustees have successfully navigated Zoom meetings, hybrid and now the more familiar face-to-face meetings.

We have met every 2-3 months overseeing significant change over the last year,

There have been some changes within the Trustees, Bethan Aspland resigned after 3 years' service and we thank her for her contribution to Hand to Mouth over that time.

During the year Jeff Trigg, Irene Denison and Wendy Yates have joined us as new Trustees. we are grateful for the contribution all trustee make to Hand to mouth and look forward to what God has planned for us as a team.

Wendy Yates has agreed to take on the role of Treasurer.

In November some of the Trustees attended a useful trustee training evening.

We have supported management in resolving some historic financial and staffing issues and implemented contractual changes to meet changing legal obligations.

Hand to Mouth has continued to grow this year with the recruitment of 4 new staff members, with succession planning being key to decision making this year.

We have taken on new schools and as a result are reaching new children and staff.

We have had successful fundraising events, raising money and the Charity's profile run by Andrea, Cathy and Nicola. We have given some thought to how we can use the potential in the ambassador scheme in the future.

We continue to look to how we can raise the profile of Hand to Mouth in schools and in Churches and identify other potential funding streams.

Over the coming year there will again be big changes, as Ruth looks to her well-earned retirement and we are thankful for all she has given to Hand to Mouth in her 14 years with us.

We also look forward to supporting the changeover as Elizabeth transitions into the manager's role.

On behalf of all the Trustees, a big thank you to all the staff without whom Hand to Mouth wouldn't exist and also a thank you to our volunteers, supporters, fundraisers and prayer supporters who are also key to our ongoing success.

Nicola Chair of Trustees for Hand to Mouth



Manager's Report 2022

2022 began with us looking to the future of Hand to Mouth, and making staffing changes to futureproof our leadership in schools. We also considered staffing for the following 2 years, and a long term plan was put in place to ensure continuity on my retirement in 2023.

Sadly, Andrew had to leave us in July due to a change in family circumstances, Alison L retired and Helen J moved on at Christmas. Our plans were tweaked, and in September we were joined by Alison P, and at Christmas by Helen D. Such major changes have had financial implications, such as long periods of employing two people to do one job, however, we are now in a strong position to move forward. The strengths of our current staff are varied, and all want to see Hand to Mouth grow. By July 2023 all staff should be trained in most areas, allowing them to take a share in behind the scenes, administration work that is necessary for the smooth running of Hand to Mouth, as well as in-school work. My thanks go to the whole team, especially our Schools Manager who once again had to step in and cover for illness, alongside training new staff.

A great deal of time was once again spent on ensuring policies and procedures were up to date and fit for purpose. Contracts were improved.

Volunteers once again became a regular part of our work in schools. The database needed an overhaul, which is still ongoing, but again will provide strong foundations for our work. Volunteers are enjoying being back in school working with the children, but very importantly our journeys are once again using the expertise of local Christians in their local school. A small group of Huddersfield volunteers continue to support us throughout all the areas we work in, when local volunteers cannot be found. I offer a huge thank you to them all. They are a crucial part of our team, and help schools build links with local churches, as well as supporting our work.

Churches continue to support us as Mission Partners, both in prayer and financially. Thank you! The benefits in communities are once again showing, with great contacts being made.

This year trustees have changed slightly, but once again we can say that we have a strong team behind us. They are dedicated to supporting us in the things people do not generally see, such as writing policies and checking they work! Thank you!

As we move to 2023, we feel to have been playing catch up and on Covid recovery for a whole year or more, but we are now on a more even footing, with long term plans in place in all aspects of our work. Times are exciting!

Thank you to every single person who has made this year the success it has been. At times things have been very difficult, but our team has pulled out all the stops to make sure that Hand to Mouth continues to flourish, enabling children to explore Christianity and reflect on their own spiritual journey. It has been a joy to be a part of this team, and as 2023 will see my retirement, I wish you the very best in the future.

“For I know the plans I have for you,” declares the Lord, “plans to prosper you and not to harm you, plans to give you hope and a future.” What wonderful words of reassurance from God, for us all. Ruth Coates Manager

Hand to Mouth

Treasurer's Report 2022

There has been much in 2022 which is very encouraging. The amount we have received from schools' work has risen once again, and is the highest it has been. We have also seen an increase in the amount received from individuals. Set against these increases we have seen a decrease in income in some areas. The large grants we were able to secure for 3 years of funding ran out in 2021. We also no longer receive the HMRC Job Retention Scheme Grant which had continued into 2021. In total our income increased by £3304.

Staff costs represent 82% of our total running costs and in 2022 our wages bill has seen a significant increase. It has gone from £44792 in 2021 to £63289 in 2022. There are a number of reasons for this. There has been an increase in the hourly rate paid in line with minimum wage increases, and a review of staff contracts resulted in some additional payments being required for holiday pay. Various new members of staff have been taken on, and most have settled quickly into their roles. When new members come into the team this inevitably means some additional time is required to support them, and there has been a significant amount of staff time invested this year in supporting and training.

Overheads remain much in line with last year.

The overall result is a deficit for the year of £12332, and this is reflected in our bank balances at the end of the year. At the start of the year we had £44811 in the bank, and at the end £32479.

The charity has no Restricted Funds, but has a policy of maintaining an Operating Reserve. These are funds it prudently sets aside to cover any obligations and responsibilities it incurs in its day to day operating. The operating reserve at the end of 2022 has been set at £21330.

Looking ahead to 2023, there are a number of ways we are seeking to reverse the deficit situation of 2022. Funding is being sought for grants and from trusts. It has also been agreed to increase the charges made to schools. While we have managed to cover the deficit using cash reserves, this is not a sustainable situation. Addressing the shortfall in funding needs to be a high priority for next year.

None of the schools' work would be possible without prayer support and the valuable input from volunteers. Neither of these are shown in the accounts, but they are an essential and integral part of the work of the charity.

Thank you to everyone who has helped me find my way in taking on the role of Treasurer.

Wendy Yates

Treasurer

Hand To Mouth
Charity Registration Number 1159877
Accounts for Year Ended 31 December 2022

Receipts and Payments Account for Year Ended 31 December 2022

	2022	2021	Change	Change
	£	£	£	%
RECEIPTS				
Schools Work	36645	22788	13857	60.81%
Donations from Individuals	16041	12101	3940	32.56%
Donations from Churches	2900	3731	-831	-22.27%
Grants	6570	12000	-5430	-45.25%
Tax Refund	2555	1961	594	30.29%
Bank Interest	120	5	115	2300.00%
Video Sales	0	413	-413	
HMRC IRS Grant	0	8528	-8528	
TOTAL INCOME	64831	61527	3304	5.37%
PAYMENTS				
Staff Costs including Pension	63289	44792	18497	41.30%
Mileage	2415	1512	903	59.72%
Parking	225	101	124	122.77%
Resources	3350	1859	1491	80.20%
Rent	3180	3180	0	0.00%
Insurance	938	1206	-268	-22.22%
Telephone & Internet	848	802	46	5.74%
Administration & Office:				
Accountancy	770			
Bank Fees	81			
Website	180			
Payroll	587			
Printing Postage and Stationery	326			
DBS	52			
Pat Testing	93			
Software & Computer Repairs	263	2351	-177	-6.98%
Sundries		236	53	28.96%
Office Equipment	331	0	331	
Funding Development	0	1000	-1000	
Filming Expenses	0	1043	-1043	
TOTAL EXPENDITURE	77163.46	58206	18957.46	32.57%
Deficit/Surplus	-12332	3321	-15653.46	

W. Todd.
TREASURER



CHAIR - NICOLA DEAN

15/3/23
DATE

Hand To Mouth
Charity Registration Number 1159877
Accounts for Year Ended 31 December 2022

Statement of Assets and Liabilities as at 31 December 2022

	2022	2021
	£	£
ASSETS:		
BANK AND CASH		
Current Account	5458	1993
Savings Account	26812	42697
Cash	209	121
	<u>32479</u>	<u>44811</u>
LIABILITIES:		
FUNDS		
UNRESTRICTED FUND		
Opening Balance	28311	24276
Deficit/Surplus for Year	-12332	3321
Transfer to/from Contingency Reserve	-4830	714
Closing Balance	<u>11149</u>	<u>28311</u>
DESIGNATED OPERATING RESERVE		
Opening Balance	16500	17214
Transfer to/from Contingency Reserve	4830	-714
Closing Balance	<u>21330</u>	<u>16500</u>
TOTAL FUNDS	<u>32479</u>	<u>44811</u>

W. York
TREASURER



CHAIR: NICOLA DEAN
15/3/23
DATE



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's
report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

HAND TO MOUTH

On accounts for the year
ended

31 DECEMBER 2022

Charity no
(if any)

1159877

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 31/12/2022

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").

Independent
examiner's statement

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.

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:

N. Meynell

Date:

14/3/22

Name:

NIGEL MEYNELL

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

Address: 97 JACKSON LANE, NEWSOME,
Huddersfield, WEST YORKSHIRE,
HD4 6RB

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts



Minutes of the Trustees Meeting

Date: Wednesday 16th March 2022

Time: 7:30pm

Place: Huddersfield Mission

	Minutes (Face to Face and Zoom)	Action to be taken	By...	Resolution
	Welcome: Andrea welcomed everyone to the meeting – those in person and those online. She shared from Romans 12 about each using our God given gifts to serve God faithfully. Andrea read a prayer from Lent reflections.			
1	Present: Andrea Hindson, Ruth Coates, Nicola Dean, Christine Kirton, Steve Broadhead, Irene Dennison, Cathy Davie, Dorothy Gough, Elizabeth Smith.			
2	Apologies: Bethan Aspland, Joanne Smith.			
3	Minutes of the 2021 AGM: The minutes were distributed prior to the meeting and after consideration were passed as a correct record of the meeting. The minutes had been signed.	Proposed: Nicola Seconded Steve	All in favour	Accepted
4	Matters arising: No matters arising.			
5	Appointment of officials: Dorothy is willing to stand again as Secretary. Andrea proposed Nicola to take on the role of Chair and Dorothy seconded it. At this point there is no one to take the role of Treasurer, and therefore given that there are some absences this will be addressed at the next Trustees meeting.	Chair: Nicola Proposed Andrea Seconded Dorothy	Nicola Chair: All in favour Dorothy Secretary: All in favour	Accepted
6	Trustees' Report: Andrea referred to the Trustees Report previously circulated by email. This covers March 2021-March 2022. This has been another challenging year but the strategy we've had in place has helped move us onto the new normal. At a time when we couldn't see a way forward, we've been very well supported by Hand to Mouth supporters. Selling Christmas cards and fundraising as well as the furlough scheme have helped too. Cathy added thanks to Andrea for all her hard work and that we must give thanks to God for His provision. Andrea finished by thanking everyone who gives Hand to Mouth their support and			

	that we couldn't manage without everyone pulling together.			
7	Treasurer's Report: On 31st December 2021 the bank balances were £1993.91 and £42696.19. Steve spoke about the comparison of figures from 2021. Income has gone down, but so has expenditure and therefore the surplus has increased. This is good for reserves, although we are not trying to gain surplus. It was mentioned that the rent is also still very good but we expect this to go up from April 2022. Andrea commented on how helpful the visual charts are for seeing comparisons, using colour coordination to make things clearer. There was a question about the difference between the income from schools in the previous year (being lower) but that can probably be accounted for due to lockdown. Income from churches has increased as two Churches have increased regular giving and others give to us every second year, which was reflected in 2021 figures. Someone enquired as to what the HMRC figure was. This related to the furlough scheme, which came to an end in September 2021. Donations from Trusts have contributed a large proportion of income, however these are not regular income streams. We are looking into other possible funding sources. Volunteers do not claim expenses and this helps us to keep our expenditure down. Steve finished by saying he is very pleased with the state of the accounts.			
8	Manager's Report: Ruth welcomed the visitors to the AGM, Irene one of our volunteers and Christine who was appointed Administrative Assistant in November and started in January. Another member of staff has joined us as Schools Worker. Andrew Hunter was on a temporary contract until February and has now been made permanent. Were the videos just for lockdown when we were on Zoom? Are we selling them now? Yes, schools definitely want us in school. However, we continue to advertise the videos and also offer them to schools when we can't do Collective Worship in person due to Covid. We will take videos to the Leeds Head's Conference and try to sell them there. It was commented on that we've all worked on lots of projects that we weren't expecting and that all the staff have said yes to everything that has been asked of them, with energy and creativity.			

	We have got one more video in production, which will be a promotion video aimed at schools, to be produced at the end of March. What's the strategy for getting the video out there? We are actually pretty full and don't necessarily need more school's bookings, however there are more local schools, which we'd like to engage. We have a grant to be used to pay for some free work, to allow us to get in and encourage them to book again. We regularly get told that we are cheap, however the schools don't have more money to pay. Prices won't be going up this September.			
9	Policies and Procedures: Ruth has checked and signed all the policies and all the policies have been adopted.			
10	Finances: The accounts have been returned by the Independent Auditor and cleared as a correct record of the finances for the Charities Commission.	Proposed: Andrea Seconded: Steve	All in favour	Accepted
11	AOB: None			
12	Date of 2023 AGM and Pre AGM: Dates of Trustee Meetings: Wednesday 4 th May 2022 Thursday 14 th July 2022 Wednesday 19 th October 2022 Pre AGM Thursday 19 th January 2023 AGM Wednesday 15 th March 2023			
13	Steve's resignation as Trustee and Treasurer: Steve has asked not to have a gift and therefore donations were made for him to give to a charity of his choice.			
14	Andrea's resignation as Chair: Andrea was thanked for her work as the Chair and given a gift of flowers.			

Trustees Annual Report 21-2022

Charity Number: 1159877

Our Aim: to enable children to explore Christianity, and reflect upon their own Spiritual Journey

Trustees:

Andrea Hindson (Chair)
Nicola Dann (Vice/Acting Chair/Health and Safety)
Steve Broadhead (Treasurer)
Dorothy Gough (Secretary)
Bethan Aspland
Joanne Smith (Safeguarding)
Cathy Davie

The trustees continue to oversee all decisions made, practical and financial, and the Governance of Hand to Mouth. We usually meet face- to-face, at least 3 times a year, although this year, due to the impact of the pandemic, we have had a mixture of face-to-face and virtual meetings, via zoom. The election of officers took place at the A.G.M. on March 18th 2021. All officers were willing to stand again for the coming year, and were duly re-elected.

At the forthcoming A.G.M. our Treasurer, Steve Broadhead, will be stepping down, and is also resigning as a trustee. Before becoming a trustee, Steve was one of our Schools' Workers. He has been a valued member of the Hand to Mouth family for several years now, and we thank him sincerely for everything he has done, and we wish him every success as he moves on. At the A.G.M. I shall be stepping down as Chair of Trustees, but will be continuing in my role as trustee. I would like to personally thank Nicola Dann, our Vice Chair, for taking on the role of Acting Chair for the past couple of months. Recruitment of new trustees has remained as one of our key areas of focus this year. Two people have expressed an initial interest, but to date we have not had anyone actually join the team. During the year, the Chair and Secretary reviewed and updated the content of the new trustee recruitment pack. As COVID restrictions are eased, it is hoped that the new ambassadors film will assist us with our recruitment strategy for both trustees and volunteers.

Due to the impact of COVID-19, this has been another challenging year for the whole Hand to Mouth team, however we have been able to continue to achieve our aim, and engage with schools. Having made careful strategic plans last year, in particularly around creating e-resources, we have been more able to respond flexibly to the ever changing circumstances. We were extremely grateful for the financial support provided by the Government, and in particular the furlough scheme, which enabled us to carry on our schools work during the period when Hand to Mouth could not go into schools. We also considered the Government "Bounce Back Loan Scheme" but decided that it was not something we needed to use. We have remained pro-active, wherever possible, following our Annual Strategy Plan. To ensure that our policies and procedures are regularly and systematically reviewed, we have introduced a framework to assist us in managing this process. Trustees have been formed into sub-committees who will take on responsibility for the reviewing and updating of policies.

In line with Charity Commission Guidelines on strategic governance, we are continuing the work to future-proof the charity. To support the existing team of staff, trustees agreed to employ an office manager, who would take on a wide-variety of administrative roles, including grant funding applications. We have continued to work closely with the Managers and other staff. During the Autumn, Joanne and I worked alongside the Managers in the recruitment and selection of two new workers. Two of the trustees lead different training events - Cathy Davie led a team-building day, and I ran an Autism Awareness Training event. This event also led to the drafting of an Equality, Diversity and Inclusivity Policy, and also the consideration of how we could make Hand to Mouth an Autism Friendly Organization, by developing an Autism Strategy.

Our annual "Big Thank You" celebration for volunteers and supporters was once again cancelled due to continued COVID restrictions. However, Cathy was able to put out a thank you banner at the Garden party fundraiser to let our supporters know how they are valued.

Just before the last AGM in March 2021, Hand to Mouth Manager Ruth hosted a highly successful and creative online fundraiser called Mouthy Mocktails, which was attended by several trustees. As restrictions eased in the Summer months, we welcomed the opportunity to hold a face-to face fundraising event, and trustee Cathy Davie hosted a very successful Garden Party in July, which she hopes can be repeated this coming Summer. Ruth and I have been making and selling cards throughout the year, via the travelling box of cards. I also created some Christmas cards, which were sold during November/December.

On behalf of all the trustees, may I thank everyone who contributed to the running of Hand to Mouth during the past year: our paid workers, our volunteers, supporters, fundraisers and prayer supporters-both churches and individuals. We particularly acknowledge their flexibility, generosity, patience and commitment to Hand to Mouth, which have ensured that we can continue to meet our aim-to enable children to explore Christianity and reflect on their own spiritual journey, during another challenging year. Without all of these people the work of Hand to Mouth could not continue, so a huge "thank you" to everyone involved.

Andrea Hindson

(Chair of Trustees for Hand to Mouth)



Manager's Report 2021

2021 began with schools closed to visitors due to COVID lockdown, however our staff quickly responded, rewriting lessons and Journeys in a suitable format for presenting online. Schools responded well, and we even had a couple of new schools come on board with us at that time. Others of course didn't have the time, ability, or finances to have Hand to Mouth in.

As we entered the summer term, we were back in a position to work with many of our usual schools in an almost normal way.

Journey into Worship, our collective worship videos that are available to purchase as downloads began being used, and comments were extremely positive.

Autumn was a fresh start, and a 'new normal' was beginning to establish, Flexibility is the key, with both our staff and school staff having to postpone work due to illness. We have been able to rearrange all schools to their satisfaction, which feels a miracle!

We are increasingly concerned about schools being unable to afford our modest charges, even though we are told regularly that we are not expensive. One of our volunteers is now looking into applying for further grants and funding for us. This is time consuming and may only be one or two a year, but for this we are very grateful.

We are establishing a pattern of offering schools we don't currently partner with an introductory half day, which is being well received. New schools have come on board, replacing the few we have lost due to the pandemic. Hand to Mouth is busy again!

As always, we offer a huge thank you to our volunteers for the hours that they donate to us each year, to our trustees (this has been a particularly busy year establishing new and amended policies) and to our schools for welcoming us in as much as they can. Thanks are particularly important this year to the Huddersfield Mission, who have been generous in our use of the building, going above and beyond to ensure we could continue to work. Our staff are amazing. They have adapted to many challenges this year, and I thank them for all they do. In particular for sharing their ideas and good practise with management and each other, leaving Hand to Mouth in a stronger position than they have ever been. Well done team Hand to Mouth, and THANK YOU!

Ruth Coates

Manager

Trustees 2 Year Comparison

Hand to Mouth Annual Receipts and Payments Account for Year Ending 31st December 2021

<u>Receipts</u>		<u>Payments</u>	
Cash in Hand 01/01/21 - b/d	24,276.56	Rent	3,180.00
Reserves 01/01/21- b/d	17,214.42	Wages and N.I.	44,792.62
		Mileage	1,511.95
Schools	22,788.20	Telephone	802.14
Donations - Individuals	12,101.17	Administration	2,527.73
Donations - Churches	3,731.45	Insurance	1,206.08
Donations - Trusts	12,000.00	Sundries	183.90
On-line Video Sales	413.89	Resources	1,859.14
Bank Interest	4.55	Parking	101.45
Tax Refund	1,961.14	Funding & Development	1,000.00
Branding	0.00	Filming Expenses	1,043.10
JRS Grant	8,527.71		
		Cash in Hand 31/12/21 - c/d	28,310.98
		Reserves 31/12/21 - c/d	16,500.00
TOTAL	<u>103,019.09</u>		<u>103,019.09</u>



Hand to Mouth

Treasurer's Report 2021

2021 would have been a unique year, had it not followed 2020. The year started with a lockdown and school closures, then continued to have the CoronaVirus Pandemic in the background and thoughts of everything that was planned and done. However, Hand to Mouth was prepared. The adaptations undertaken in 2020 meant that a new hybrid approach could be brought to our work. Some of our experiences can only be truly delivered in person, however, some can be done through the power of technology.

Accompanying this report are the usual accounts comparison of 2021 and the previous year. This comparison is to give a good indication of what this year looked like compared to the previous, something that is immediately obvious is the increase in income from schools (this has also been a large swing in percentage of our income from 24% to 37%). We are heading back towards pre-pandemic figures however we are not quite back to the level. The Job Retention Scheme Grant (more commonly known as Furlough) has decreased as this is no longer available and no longer needed with more work being available (this has gone from 26% to 14% of our income). On-line video sales have decreased, as has donations from trusts and individuals whereas donations from churches have increased. Overall, our income has decreased by £4,514 compared to 2020 income.

Overall, our expenditure has stayed relatively the same to 2020 expenditure. Wages have reduced overall mainly due to Ruth's decreased hours and this has meant the tax and pension payments have also reduced. A drop in a few other areas and increases to mileage all link to the change in how we are now delivering our work. Overall our expenditure has decreased by £6,208 from 2020.. This means an increase to our surplus of £1,694. Giving us a 2021 surplus of £2,933.

HTM maintains a healthy reserve balance which is in line with our Financial Policy. If the worst were to happen, HTM would be able to meet their financial obligations for the 3 months outlined in the policy.

As Treasurer for Hand to Mouth, I am pleased with the state of the accounts, the reserves held and extend my thanks to the trustees, supporters and staff of Hand to Mouth for all they do to enable children to explore Christianity and reflect on their own spiritual journey.

Steve Broadhead
Treasurer

Enabling children to explore Christianity and reflect on their own spiritual journey

Charity No: 1159877

**CHARITY COMMISSION
FOR ENGLAND AND WALES****Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name HAPP TO MOUTH		
On accounts for the year ended	2021	Charity no (if any)	1159877
Set out on pages	N/A. (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

**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: Richard A. Eastwood Date: 8/3/2022

Name: Richard A Eastwood

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

N/A

Address:

26 WATTON AVENUE
HUNTERSHED
HO3 3EW

HAND TO MOUTH

England & Wales - Charity number 1159877

Accounts

18th March 2021 Minutes AGM Via Zoom

Welcome: Andrea (Chair) opened with a word of scripture – Isaiah Ch 41 v 17-20. When going through hard times, God is with us. She then started the meeting with prayer.

- 1. Present:** Dorothy, Andrea, Ruth, Bethan, Elizabeth, Nicola, Steve, Joanne, Cathy, Joan, Christine, Marlene.
- 2. Apologies:** Helen, Alison.
- 3. Minutes of the 2020 AGM:** The minutes were distributed prior to the meeting and after consideration were passed (Proposed – Ruth, Seconded - Joanne) as a correct record of the meeting. The minutes will be signed once lockdown restrictions allow.
- 4. Appointment of Officials:** Andrea – (Chair) Nicola - (Vice Chair) Dorothy – (Secretary) Steve – (Treasurer). Health & Safety Officer - (Nicola) Safeguarding Officer – (Joanne). These appointments were carried unanimously.

5. Matters arising:

Ref 11 (i) Gift Aid is now up to date.

Ref 11 (ii) We are so pleased with the prayer cards; it was a very good investment.

- 6. Trustee's Report:** Andrea presented the Trustees Report which had previously been distributed. (copy attached).
- 7. Treasurer's Report:** The Treasurer's Report, having been prepared by Steve was presented having previously been distributed. (copy attached). Financially we are doing well. The "Furlough Scheme" has been really good and we realise how fortunate we are as a charity.
- 8. Manager's Report:** Ruth presented the Manager's Report which had previously been distributed (copy attached). Staffing – Keziah successfully completed her probationary period. We are now allowed back into a limited number of schools and some schools are accepting volunteers into school but under different circumstances. Producing material on line has opened up more opportunities to be able to reach other areas and we can now expand into North Yorkshire. Staff are very positive and have taken all the changes in their stride and adapted well in difficult circumstances. They have not lost the joy of being interactive with schools. The feedback for in person work and virtual work has been very positive. Elizabeth carried out a virtual lesson in a new school in a new area and it was very well received.
- 9. Policies & Procedures:** The following Policies and Procedures were adopted at the AGM.

Policies and Procedures relating to Safeguarding: -

Safeguarding Statement.

Child Protection Policy.

Compliments, concerns and complaints.

E Safety and Photography.

Physical Intervention Policy.

Recruitment of Ex-Offenders.

Safe Recruitment and Selection Policy.

Volunteer Policy.

Vulnerable Adults.

General/Operational/Personnel: -

Annual Strategy.

Accident Policy.

Cancellations.

Code of Conduct.

Electrical Safety Policy.

Financial Policy.

Mission Statement and Statement of Faith.

Personal Safety Policy.

Quality Assurance.

Risk Management and Assessment.

Thanks were expressed to Nicola, Joanne and Andrea for all their hard work with the revision of the above policies and procedures.

The policies have been duly signed by Ruth the Manager.

10. Finances: It has been a difficult year but we still have a surplus. There has been no reduction in individual giving but there has been a drop in one off donations and fundraising. The cost of insurance has increased but we are now fully covered. The accounts were presented - (Proposed – Steve, Seconded - Andrea) and were approved unanimously. These will be signed by Andrea once lockdown restrictions allow. The reserves have reduced because Ruth has now gone part-time. Thanks were expressed to Steve, Marlene and the managers for doing all the finances.

11. A.O.B: None

12. Date of 2022 AGM: 16th March 2022.

Hand to Mouth Trustees Annual Report 2020-2021

Charity Number: 1159877

Our Aim: To enable children to explore Christianity, and reflect upon their own Spiritual Journey

Trustees:

- Andrea Hindson (Chair)
- Nicola Dann (Vice Chair/Health and Safety)
- Steve Broadhead (Treasurer)
- Dorothy Gough (Secretary)
- Bethan Aspland
- Joanne Smith (Safeguarding)
- Cathy Davie

The trustees team continue to oversee all decisions made, practical and financial, and the Governance of Hand to Mouth. We usually meet face to face, at least 3 times a year, although this year, due to the impact of the pandemic, we have had to meet up more frequently. Since the A.G.M. all our meetings have taken place online via Zoom.

The election of a new Chair and Vice-Chair took place at the A.G.M. on March 2nd 2020, and the remaining officers were re-elected. Shortly after the A.G.M. we were happy to recruit a new member to the trustee team in Cathy Davie, and she has already been able to support the trustees and staff with her knowledge and expertise, as well as her commitment. We were sad to receive the resignation during the year of Vicky Parkin, and wish her well with her new ventures. Recruitment of new trustees remains an on-going project. The new ambassadors film will assist our recruitment strategy. As we approach the A.G.M. there have been a few people who have expressed an interest in possibly joining the trustee team.

Due to the impact of COVID-19, this past year has been exceptionally challenging for the whole Hand to Mouth team. Instead of working through our scheduled plans for the year, we were reacting to rapidly, changing circumstances. As schools were closed, additional meetings were scheduled, to formulate and implement crisis management plans. We gave close scrutiny to our financial position in the light of the impact of the pandemic, considering the various Government support schemes on offer: the furlough scheme, and the Bounce Back Loan Scheme. We have made good use of the furlough scheme, particularly during periods of school closure. Trustees were involved in liaising with workers about the scheme, and also face to face meetings with staff to explore temporary changes to workers' hours and pay.

We continue to future-proof the charity, and in line with Charity Commission Guidelines on strategic governance, the Trustees took the decision to work in a new direction, alongside our existing work, to ensure that Hand to Mouth would prepare to take our classroom teaching and worship resources, as well as our promotional material, online. The Trustees were also involved in the selection process for people to take on the filming work, and are delighted with the high-quality resources that have been produced.

Although much of our time and focus has been on responding to the impact of COVID-19, we have also remained pro-active, wherever possible, following our annual strategy plan. We reviewed,

amended and adopted a new constitution, which includes an increase in our quorum from 2 to 3. Sub-committees have continued to work through reviewing and updating policies, and various new policies have also been written.

Our September “Big Thank You” celebration for volunteers and supporters had to be cancelled due to continued restrictions. As a way to send our prayers and God’s blessings out to school’s staff during lockdown, approximately 80 cards, containing a bible verse, alongside words of support and encouragement, were sent out to our partnering schools. These have been well-received.

Fundraising events held in previous years such as coffee mornings and our planned Christmas Craft Fair were also unable to take place. However, our supporters have been very generous in their giving: even a cancelled Coffee Morning raised an impressive sum. Ruth and myself have been making and selling cards throughout the year. On March 6th, Cathy hosted our first online fundraising event “Crafty Saturday”, which was a great success, both in terms of fund-raising but also in raising awareness of our work.

The Trustees wish to thank the whole Hand to Mouth family who have contributed to the running of Hand to Mouth during the past year: our paid workers, our volunteers, supporters, fundraisers and prayer supporters-both churches and individuals. We particularly acknowledge their flexibility, generosity, patience and commitment to Hand to Mouth, which have enabled us to continue to enable children to explore Christianity and reflect on their own spiritual journey, during an exceptional year. Without all of these people the work of Hand to Mouth could not continue, so a huge “thank you” to everyone involved.

Andrea Hindson

(Chair of Trustees for Hand to Mouth)



2020 has been a year unlike any other, however Hand to Mouth (HTM) has successfully managed to maintain its financial position. The 2 year comparisons, which accompany this report, show that our surplus is lower than 2019. Whilst this is to be expected, it is also important to note that HTM's aim is not to make a large surplus but to remain sustainable whilst carrying out our mission.

Thanks to the Government's Job Retention Scheme (JRS), staff at HTM were able to be paid 80% of their wages whilst not working. Therefore, this did not cost HTM whilst they had no income from schools.

With schools unable to welcome visitors for the majority of 2020, the team at HTM created virtual alternatives to honour bookings, and ensure that income could be generated. Online live sessions allowed HTM to meet the needs of the schools already booked and new film content was created to give schools a safe, COVID-friendly alternative. The films produced have brought in enough revenue to cover costs and can be available in future years, with no further spending needed. They are therefore a great investment which also removes the geographical limitation that the previous HTM model had.

HTM have seen a reduction in donations from individuals and churches over 2020, which is to be expected, however the majority of regular giving has remained steady. HTM has been impacted by the loss of key fundraising events, such as coffee mornings, which have previously brought in larger donations.

Overall, our 2020 expenditure has been lower than 2019. This is due to 80% of wages being claimed back through JRS, and reduced expenditure for parking and mileage. Even though there has been a lower income, the reduced expenditure has allowed HTM to enter 2021 with healthy accounts.

HTM maintains a healthy reserves balance, which is in line with our Financial Policy. If the worst were to happen, HTM would be able to meet their financial obligations for the 3 months outlined in the policy.

As Treasurer for Hand to Mouth, I am pleased with the state of the accounts, and the reserves held, and extend my thanks to the trustees and staff of Hand to Mouth for their resilience over the past 12 months. Without the hard work put in by all of the team, we would be in a very different position.

Steve Broadhead

Treasurer

Manager's Report 2020

2020 started off really well for Hand to Mouth. We had a full book of bookings for the year, new schools coming on board, new ideas to try and a new staff journey. It soon became apparent that all those plans could almost be thrown away as Covid struck. In one hour we had to pray, make decisions about the next week, (which then became months and then the whole year), and clear our office which we wouldn't see again for a number of months.

The government immediately put in place the furlough scheme, which has supported us greatly, and ensured we are still in existence, as without it by now we would have had to close, according to our policies. All our regular staff have received payments through this scheme, and when it became appropriate we took flexi-furlough so we could keep contact with schools, most of which were still open.

Trustees quickly came to grips with zoom, and attended courses run by stewardship that advised us on longer term planning and funding for this time, which again was a godsend. Plans were put in place, and trustee meetings became virtual.

Our main priority at this time was keeping our profile raised with schools and keeping staff supported. We sent 'thinking of you' cards to schools, and had staff "coffee and chat" each week, if staff felt they wanted to join me. It was good keeping in touch, in our own time of course.

Plans began for a way forward, keeping in touch with schools and helping them as much as we could during this difficult time. We began writing and recording 3 series of collective worship videos that we sell for a nominal amount. These are Covid free and can be used for years to come.

During the most recent lockdown, we prioritised communication with churches and schools, and blessing the schools in a way we couldn't usually do. We have sent out a free collective worship and a free Journey into Easter. These won't impact our future bookings negatively, as they are different to our usual work. We have had many positive responses and grateful thanks for these from our schools and some further afield. Cards were once again sent to schools reminding them we are praying for them.

The year has felt somewhat like treading water, however it has actually been a time to evaluate where we are, and how we can move forward. The new school that we were meant to go into right back at the beginning of lockdown is booked in this week for a virtual RE Day, and they have a staff day booked in for September. Contact has been kept and support given where needed, but plans are also in place for the future. The videos haven't made us much, but haven't cost much either, as we managed to secure a grant to cover most of the cost. Moving forward we now feel that we can offer virtual work as a matter of course, to schools anywhere in the country. This will hopefully help us be recognised as an accredited supplier of Understanding Christianity resources, but even without that recognition, we can work nationally with ease.

Finance has been our least priority, as we have 'held our own'. We have received grants from John James and Rank Foundation. Supporters have been very generous with their giving, many raising their usual regular gifts. A new laptop has been donated for use in our virtual work. During the summer a coffee morning that couldn't actually happen, raised MORE than if it had

happened! Thank you Lord! Card making by a trustee and a member of staff has helped their mental health and raised a substantial sum for our charity. Plans for further fundraising have been made for 2021.

Our thanks go to all our volunteers, trustees, staff and everyone who supports us, but most of all to our God. For His faithfulness to us, and for his desire that we continue to flourish.

There was an advert on TV that said 'The future is bright; the future is...'. For us, the future is bright, the future is secure, and the future is Hand to Mouth!

Ruth Coates (Manager – Hand to Mouth)



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

HAND TO MOUTH

On accounts for the year
ended

DECEMBER 2020.

Charity no
(if any)

1159877

Set out on pages

N/A.

(remember to include the page numbers of additional sheets)

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:

Richard A. Eastwood

Date:

18/2/2021

Name:

RICHARD ANTHONY EASTWOOD

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

Address:

Hand to Mouth Annual Receipts and Payments Accounts for Year Ending 31st December 2020

Receipts

Cash in Hand 01/01/2020 - b/d	24,577.28
Reserves 01/01/2020 - b/d	17,214.42
Schools	15,719
Donations - Individuals	14,676
Donations - Churches	2,458
Donations - Trusts	13,000
Tax Refund	1,020
Bank interest	67
Branding Promotion	54
On-line Video Sales	1761
HMRC JRS Grant	<u>16875</u>

Total 107,422

Payments

Wages	41,944
Revenue and Customs	2,042
Office Parking	229
Workplace Pension	4333
Mileage	1,045
Telephone	722
Administration & office	3,820
Insurance	1196
Sundries	685
Resources	2,674
Rent	3,180
Funding Development	1,000
Ambassadors Scheme	0
Filming Expenses	1,480
Depreciation	<u>40</u>
Cash in Hand 31/12/2020 - b/d	5,721
Reserves 31/12/2020 - b/d	37,310

Total 107,422