

Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|----------|------|----|-----------------|----------|------|
| From | Period start date | | | To | Period end date | | |
| | 02 | December | 2020 | | 01 | December | 2021 |

Section A Reference and administration details

Charity name The Hub Fenton

Other names charity is known by

Registered charity number (if any) 1160110

Charity's principal address 217 Dimsdale Parade West

Newcastle

Staffs

Postcode

ST5 8ED

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------|-----------------|-----------------------------------|---|
| 1 | Howard Edwards | Secretary | | Existing trustees |
| 2 | John Goodwin | Treasurer | | Existing trustees |
| 3 | Carole Kind | Chair | | Existing trustees |
| 4 | Lynn Williams | | 10 June 2022 | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Carole Kind

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--------------------------------------|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed by trustees |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity seeks support from various agencies to ensure that it complies with all requirements. It works closely with the Local Matters Team at the City Council, their funding support team and Voluntary Action Staffs. The trustees have been supported by a management team which is drawn from the volunteers who regularly support the activities.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To further or benefit the residents in Stoke on Trent and the surrounding neighbourhood, without distinction of sex, sexual orientation, race or political religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare, for recreation and leisure time occupation with the objective of improving the conditions of life for the residents. The trustees have the power to establish or secure the establishment of a community centre and to maintain or manage or cooperate with any statutory authority in the maintenance and management of such a centre

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

for activities promoted by the charity in furtherance of the above objects.

The charity has been established for seven years. During 2020-2021, the number of activities was reduced significantly due to Covid 19.

The charity continued to work with the local community throughout the year. Most activity was on-line and doorstep visits. The Centre reopened for face to face activity in June 2021.

It continued to be a challenging time, but the Centre and its volunteers have been able to support and maintain links with beneficiaries throughout. Face to face sessions increased gradually, as both beneficiaries and volunteers adjusted to a new way of working.

Working with adults

Adult sessions returned. Crafts, table games and mindfulness activities ran alongside cooking and gardening. Closed sessions were delivered to residents from a supported living establishment, to enable them to participate, but restrict the number of people with whom engaged.

Supporting the community at home

During the first six months of the year, many of our beneficiaries were isolating. We continued to assist vulnerable people and provided food delivery. Others maintained weekly contact by phone.

Working with families

An on-line pottery class involved people of all ages. The plates that were made in their homes were fired and displayed at the British Ceramics Biennial. They were subsequently displayed in Devon. As a result of this activity, pottery classes were held at the Centre through October and November, bringing together people of all ages to enjoy practical activities and socialising.

Partnership working

Our links with Heron Cross Allotments are ongoing. Volunteers have continued to maintain our vegetable beds and greenhouse.

The local Coop has supported our work. A member of staff is a regular volunteer. We work closely to identify and support local people who are regarded as vulnerable.

Three local companies (Galliford Try, Keble Heath and R H Traffic Management) joined together to donate £500 for The Hub to make up and distribute Christmas hampers.

Consultation

All attendees are consulted on a regular basis. The management team and trustees aim to consider all requests and deliver as many as are practical and affordable.

Consultation has taken place through phone calls, social media and online discussion.

The trustees have ensured that throughout the year, the activities offered have been for public benefit and are in line with the stipulated objectives of the charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Hub Fenton does not offer grants.

There are no investments.

Volunteers offer support to tend the garden and assist with the delivery of activities. There are fourteen volunteers who attend regularly. Three young people, who have attended for a number of years, are now volunteering during school holidays and evenings.

Due to more face to face activity, the number of hours contributed by volunteers in this reporting year has increased from 1890 (2020) to 2014 (2021).

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Hub welcomed HM Lord Lieutenant Mr Ian Dudson, who presented the Queen's Award for Voluntary Service Certificate and Crystal. He was accompanied by Sheriff of Staffordshire, Mr Jamie Friend, Mrs Friend, Mrs Pippa Gee DL and Mr Humphrey Scott Moncrieff DL. The presentation was delayed from 2020, due to Covid restrictions. Each volunteer received a certificate and badge in recognition of the many hours service given to the local community.

The Hub manager attended an investiture ceremony at Staffordshire County Buildings, to receive the BEM for her work in the community during Covid.

Established as a provider of activity for children and adults.

Supported people in the locality to make a difference by volunteering

Increased opportunities available for children, families and older people.

Maintained links with older people who are socially isolated, often through reduced mobility, lack of on-line provision or medical reasons.

Made links with external providers to begin partnership working.

Safeguarding training for all new volunteers.

Offering activity on three days per week, post lockdown

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity does not have any reserves. We have cash in the bank to support projects for the coming year.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

A grant was received to support the increased work in the community during Covid.



Fundraising was limited to small activities - coffee morning, book sales and bric a brac. The Hub hosted Santa at the town Christmas event – some income was generated through a raffle and refreshments.

The funds have been used to support our key objectives of providing education, recreational and leisure activities for local residents.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Carole Kind | J H Edwards |
| Position (eg Secretary, Chair, etc) | Chair | Secretary |
| Date | 10 June 2022 | |



Receipts and payments accounts

CC16a

For the period
from

Period start date
02-Dec-20

To

Period end date
01-Dec-21

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Daytime activities | 539 | - | - | 539 | 850 |
| Donations | 131 | - | - | 131 | 100 |
| Room hire | - | - | - | - | 2,745 |
| CHC Contract | - | 3,750 | - | 3,750 | |
| SOT CIF | - | 3,500 | - | 3,500 | |
| Coffee mornings | - | - | - | - | 468 |
| PHT Grant | - | - | - | - | 3,057 |
| Grants | - | 750 | - | 750 | 14,314 |
| Sub total (Gross income for AR) | 670 | 8,000 | - | 8,670 | 21,534 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 670 | 8,000 | - | 8,670 | 21,534 |
| A3 Payments | | | | | |
| Resources | - | 2,825 | - | 2,825 | 1,443 |
| Premises, rents, utilities | - | 4,916 | - | 4,916 | 9,282 |
| Refreshments | - | 363 | - | 363 | |
| Insurance | - | 211 | - | 211 | |
| Wages | - | 1,327 | - | 1,327 | 3,437 |
| Volunteers | 20 | | - | 20 | |
| Sessional workers | - | 1,588 | - | 1,588 | 165 |
| Admin, payroll, phones, printingmarketing | - | 668 | - | 668 | 380 |
| Capital | - | 4,484 | - | 4,484 | 396 |
| Sub total | 20 | 16,382 | - | 16,402 | 15,103 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total payments | 20 | 16,382 | - | 16,402 | 15,103 |
| Net of receipts/(payments) | 650 | - 8,382 | - | - 7,732 | 6,431 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 11,466 | 16,992 | - | 28,458 | 28,458 |
| Cash funds this year end | 12,116 | 8,610 | - | 20,726 | 34,889 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Restricted Funds | - | 8,610 | - |
| | Unrestricted funds | 12,116 | - | - |
| | | - | - | - |
| | Total cash funds | 12,116 | 8,610 | - |



| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | Details | | | |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|--------------------------------|-----------------|-----------------------------|
| B3 Investment assets | Details | | | |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|--------------------------------|-----------------|-----------------------------|
| B4 Assets retained for the charity's own use | Details | | | |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|------------------------------------|--------------------------|------------------------|
| B5 Liabilities | Details | | | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

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

| Signature | Print Name | Date of approval |
|---|----------------|------------------|
|  | Carole Kind | 27/06/2022 |
|  | Howard Edwards | 27/06/2022 |