

# THE RED TRUST BUSHEY

England & Wales · Charity number 1161424

## Details

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Other names	THE RED CAFE
Status	Registered
Legal form	CIO
Registered	2015-04-24
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	2 Lower Paddock Road Watford WD19 4DS
Phone	01923252519
Email	<a href="mailto:liz@redtrustbushey.org">liz@redtrustbushey.org</a>
Website	<a href="http://www.redtrustbushey.org">www.redtrustbushey.org</a>

## Activities

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**Objects:** 1 THE RELIEF OF THOSE IN NEED (BUT NOT EXCLUSIVELY) BY REASON OF YOUTH, AGE, ILL-HEALTH, DISABILITY, FINANCIAL HARDSHIP OR OTHER SOCIAL OR ECONOMIC DISADVANTAGE;2 TO ADVANCE IN LIFE AND HELP YOUNG PEOPLE THROUGH THE PROVISION OF RECREATIONAL AND LEISURE TIME ACTIVITIES PROVIDED IN THE INTEREST OF SOCIAL WELFARE, DESIGNED TO IMPROVE THEIR CONDITIONS OF LIFE AND PROVIDING SUPPORT AND ACTIVITIES WHICH HELP DEVELOP THEIR SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS MATURE AND RESPONSIBLE INDIVIDUALS; AND3 TO FURTHER OR BENEFIT THE RESIDENTS OF BUSHEY AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF 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.

**Activities:** In accordance with Christian principles, the Objects of the CIO are, for the public benefit:

## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty, Religious Activities, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£81,307	£86,307	-	-
2024-03-31	£59,288	£71,525	-	-
2023-03-31	£55,783	£38,356	-	-
2022-03-31	£43,794	£29,644	-	-
2021-03-31	£60,098	£20,692	-	-

## Trustees

Name	Role	Appointed
<b>Stuart Singleton</b>	Chair	2016-09-18
ANN PATRICIA EAST		2015-03-01
Alison Guthrie		2018-09-26
Anne Swerling		2024-05-29
ELIZABETH ANNE VIS		2015-03-01

**THE RED TRUST BUSHEY**

England & Wales - Charity number 1161424

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# Accounts

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**The Red Trust Bushey**

**THE RED TRUST BUSHEY**  
(Working name: The Red Cafe)

**Registered Charity Number 1161424**

**Trustees Report and Accounts**

**Year ended 31 March 2025**

**The Red Trust Bushey Team – January 2025**



## **The Red Trust Bushey**

### **Trustees**

Stuart Singleton – Chairman  
Ann East – Founder trustee and Secretary  
Elizabeth Vis – Founder trustee and Treasurer  
Alison Guthrie  
Anne Swerling – joined May 2024

### **Staff**

Vikki Cooper – joined December 2024  
Sharon Fowler  
Christina Hayes – left November 2024  
Miriam McCulloch  
Sharon Snowden – joined May 2025  
Katie Smith – left April 2025  
Aspen Phillips  
Harvey Parish – joined March 2025  
Kola Koyejo – joined November 2024

### **Address**

2 Lower Paddock Road,  
Watford  
WD19 4DS

### **Bankers**

CAF Bank Limited,  
25, Kings Hill Avenue,  
West Malling,  
Kent  
ME19 4JQ

# **The Red Trust Bushey**

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## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2025**

The trustees are pleased to present their report for the year ended 31 March 2025.

#### **Formation and constitution**

The Red Trust Bushey (RTB) was set up as a Charitable Incorporated Organisation (CIO) on 1st March 2015. The members of the CIO are the charity trustees.

#### **Objects of the charitable incorporated organisation (CIO)**

In accordance with Christian principles, the Objects of the CIO are, for the public benefit:

-the relief of those in need (but not exclusively) by reason of youth, age, ill-health, disability, financial hardship or other social or economic disadvantage.

-to advance in life and help young people through the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and providing support and activities which help develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and

-to further or benefit the residents of Bushey and the neighbourhood, without distinction of sex, sexual orientation, race or of 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.

#### **Trustees**

The trustees who have served during the period to the date of this report (unless otherwise stated) are as above.

New trustees are selected when there is a need for additional expertise and experience. A new trustee will be recommended by a member of the current trustees and the new trustee is then appointed by a majority vote at the trustees' meeting. A comprehensive induction is undertaken by the Chair of Trustees for new trustees. This includes giving them a copy of the trustee handbook, discussion on RTB Vision and Values and attendance at a trial trustee meeting. The risk assessment, finance report and outline of current activities of the trust is given to every new trustee.

#### **Organisation**

The trustees meet at least four times each calendar year for a business meeting to decide policy, to manage the affairs of the trust, to discuss news and to pray.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2025 (continued)**

#### **Use of volunteers and other non-monetary gifts**

The Trust could not function without the work of volunteers who assist with running the café and foodbank and other events. We are grateful for their commitment and enthusiasm – they make the work of the Trust possible.

This year we have maintained a core team of 50 volunteers who have supported the foodbank and café and local events the foodbank, café, after school club and at local events. RTB has also invested in our volunteer process and procedures to ensure compliance with safeguarding guidelines. We now have an online and hard copy volunteer application form and follow up on all references for each volunteer. We have also updated our membership of Communities 1<sup>st</sup>. As part of our membership we are able to access the volunteer resources, support and policies to ensure we are in line with national guidelines and we are also able to offer staff nationally accredited volunteer management training.

We are extremely grateful to Bushey Baptist Church for their provision of office support.

It would be impossible to run Red Trust activities without the support of so many local schools, places of worship, local businesses, other organisations and individuals.

#### **Achievements and Performance**

##### **The Phoenix Centre**

We have renewed our hire agreement with Notting Hill Genesis for use of the Phoenix centre in Faringdon Avenue, Bushey until January 2026. The rental agreement allows us to use the Phoenix centre for a considerable part of the week (Monday to Saturday). This has given us the opportunity to expand our activities and to have a base which we can use for meetings and office space. In addition, thanks to a grant from Hertsmere council, we have successfully transformed and rebuilt a dedicated shed to safely store supplies for our foodbank. This was completed in April 2025.

##### **Foodbank**

The Phoenix centre now hosts both the Tuesday and Friday foodbanks. The family foodbank on a Tuesday and the Friday foodbank support at least 40 families each week. Visitors now enjoy stopping for a coffee and a chat, using the foodbank as a social space.

##### **After School Club**

The after school club runs after school on a Thursday. During the year we were able to take on a youth worker to develop our offer to young people in the local community.

##### **Café**

The Red Café runs on Saturdays from 11.30am -1.30pm at the Phoenix Centre. We employ a part time café manager who oversees the running of the café and the volunteers. The numbers visiting the café has increased over the year and we continue to have more than 20 families who visit the café on a regular basis. It is during this time that our Pioneer worker manages an intentional listening offer to members of the community who have been affected by loss to come along for a friendly chat and a chance to meet with others.

## **The Red Trust Bushey**

### **Pioneer Worker**

Our Pioneer Worker has now been working at the Red Trust for over two years and has been paramount in developing our after-school club on a Thursday and our intentional listening volunteer offer. Our Pioneer worker supports all our activities and provides a 'listening ear' to many of our visitors to the Café and Foodbank. She also goes into many of the local schools to engage with families who are harder to reach and not in mainstream educational settings. She has also built relationships with local care homes, centres of faith and spirituality, and many local community groups who meet regularly around Bushey.

### **Fundraising and Grants**

During the year, the Red Trust has continued to employ a part time operational lead and fundraiser who has organised fundraising and community events and helped with specific grants for the foodbank, café and Pioneer worker. They have been involved in the following:

#### **Donations from individuals and other organisations**

The Red Trust Bushey is grateful to individuals who support regularly. Their support is the bedrock for our financial planning.

We also could not operate successfully without the support of local businesses who always go the extra mile to provide our foodbank with supplies or host events to fundraise for us. These include (but are not limited to): Matty's Kitchen, Andrews Fruiterers, Bushey Grove Leisure Centre, Benjamin Stevens Estate Agents, Cowlings, Bushey Beaumont care home and Bushey Dry Cleaners.

#### **Donations from churches**

Many local churches support us financially, as well as giving food to the foodbank. We greatly appreciate these gifts as well as the prayer support.

#### **Restricted Funds towards the Pioneer Worker**

We have funds that have been given to us specifically for our Pioneer Worker by the Sisters of the Holy Cross. There was a small outstanding balance on these funds at the end of the year, and this will be carried forward to next year.

#### **Grant funding**

We applied for and successfully received the following specific grants and donations during the year coming to a total of £74,956:

#### **Hertsmere, Hertfordshire and ward initiative improvement scheme grants (WIIS)**

During the year we received a Department for Work and Pensions (DWP) Hertsmere Cost of Living Grant – this was used mainly for the foodbank - there is a balance on the DWP grant which will need to be spent by December 2026.

We also received a 50<sup>th</sup> anniversary Grant to help us celebrate with the community the 50<sup>th</sup> anniversary of Hertsmere. Again, this had a small balance at the end of the year, and this was used to pay for part of the memorial bench to be situated in front of the café.

We also received a Hertsmere support grant for the foodbank and after school club run by our Pioneer worker and the Communities First Cadent Grant for the café. These grants were received in March 2025 and are showing in our specific funds.

## **The Red Trust Bushey**

We also received a ward initiative grant in March 2025 towards refurbishing our shed and purchasing a new freezer.

### **Chamniss Foundation**

The Chamniss Foundation have been incredibly generous with their grants to Red Trust Bushey this year. In June 2025, the Chamniss Foundation granted Red Trust Bushey two separate grants, to cover overhead costs of the Phoenix Centre and for the costs of the Operational Lead role. This has meant Red Trust can continue to operate out of the same community centre which has ensured an established community base has been stable and well used by the local community.

Chamniss Foundation also supported the expansion of the after school and youth offer by covering the costs of the new Youth worker role and covering all the overhead costs for 2025.

### **Grants and specific donations bought forward from previous years.**

All Grants that were outstanding at the beginning of the year were spent during the year.

### **Statement of Trustees' responsibilities**

The trustees are required to prepare accounts for each financial year, which comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. In preparing these accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence taking reasonable steps for the prevention and detection of fraud.

The trustees confirm that they have identified the major risks to which the charity is exposed to. The trustees have reviewed the systems and procedures to manage those risks.

The trustees are also responsible for ensuring that all employees, trustees and volunteers have the appropriate DBS checks. We have also identified any impacts of the GDPR legislation and taken relevant action where appropriate. New employees are taken on subject to these checks being made.

## The Red Trust Bushey

### Report of the Trustees for the year ended 31 March 2025 (continued)

#### Financial Review

The financial year ended 31 March 2025 was a period of growth for The Red Trust Bushey. We had a significant increase in activity and community engagement, and we were able to finance these activities through both specific and general funds

Total income for the year was £81,307 (2023/24 - £59,288) comprising £11,787 (2023/24 - £14,534) voluntary donations towards day-to-day running of the Trust and £65,415 (2023/24 - £39,000) specific grants and donations, £872 (2023/24 - £2,432) from Fundraising events £1,383 (2023/24 - £1,654) donations from the café and £1,850 (2023/24- £1,668) investment income.

Total expenditure in the year was £86,307 (2023/24 - £71,525) which includes £70,423 (2023/24 - £58,536) expenditure in relation to restricted income relating to grants, summarised in note 4.

The employment costs covered four employees working part time for the entire year and four employees working part time for part of the year.

The deficit for the year was £5,000 (of which £5,008 was a deficit from restricted funds) (2023/24 - £19,536). At 31 March 2025, accumulated funds were £76,319 (2023/24 £81,318), of which £19,789 was restricted.

#### Statement of the charity's policy on reserves

The Red Trust Bushey uses all donations towards general reserves unless a restriction is put on that donation.

At 31 March 2025, the reserves were higher than we would normally expect. This was due to 2 grants being received during the month of March – both of which will be used during the year 2025/26. The Red Trust Bushey endeavour to hold at least 6 months' expenditure as our preferred level of reserves. However, as much of our money is from grants – these will not be received evenly throughout the year and can make our reserves appear higher at specific points in time.

#### Appreciation

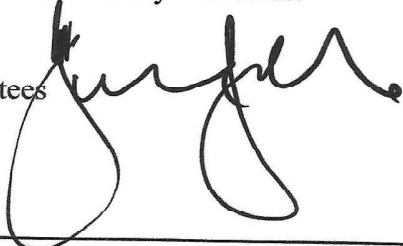
Finally, we would like to thank our supporting churches and individuals. Their faithful support, both in giving and in praying is the foundation on which our whole work is built. Without them, the Red Trust would not exist.

We would like to express our gratitude to our independent examiner Joanna Woolcock. We record our appreciation for our members of staff – Sharon Fowler, Miriam McCulloch, Katie Smith, Christina Hayes, Vikki Cooper, Harvey Parish and Aspen Phillips-Bidzinski. Thank you for all you have done for the Trust.

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

Signed on behalf of the Charity's trustees.

Stuart Singleton  
Chairman of Trustees



Elizabeth Vis  
Treasurer Date



## **The Red Trust Bushey**

### **Independent Examiner's Report to the trustees of The Red Trust Bushey**

I report on the accounts of The Red Trust Bushey (Charity no. 1161424) for the year ended 31 March 2025, which comprise the receipts and payments account, the statement of assets and liabilities and the related notes set out on pages 11 to 12.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention,

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date 28/8/2025



Joanna Woolcock FCA  
13, Grover Road,  
Watford WD19 4HH

# The Red Trust Bushey

## Receipts and Payments Account for the year ended 31 March 2025

	Unrestricted funds/Designated Funds	Restricted funds	Total funds 2024/25	Total funds 2023/24
	£	£	£	£
<b>Receipts</b>				
Voluntary Donations	11,787		11,787	15,067
Specific Donations		65,415	65,415	39,000
Fundraising Events	872		872	1,725
Café Donations	1,383		1,383	1828
Interest	1,850		1,850	1668
<b>Total receipts</b>	<b>15,892</b>	<b>65,415</b>	<b>81,307</b>	<b>59,288</b>
<b>Payments</b>				
Charitable Activities	15,884	70,423	86,307	71,274
Fundraising Costs	0		0	250
<b>Total payments</b>	<b>15,884</b>	<b>70,423</b>	<b>86,307</b>	<b>71,525</b>
<b>Cash funds bought forward</b>	<b>56,522</b>	<b>24,797</b>	<b>81,318</b>	<b>93,555</b>
<b>Net of receipts/(payments)</b>	<b>8</b>	<b>-5,008</b>	<b>-5,000</b>	<b>-12,237</b>
<b>Cash funds carried forward</b>	<b>56,530</b>	<b>19,789</b>	<b>76,319</b>	<b>81,318</b>

Signed on behalf of all the trustees

Date

Chairman:



Signature

29/8/25

Treasurer:



Signature

28/8/25

# The Red Trust Bushey

## Notes to the accounts for the year ended 31 March 2025

### 1. Statement of Assets and Liabilities as at 31 March

	2025	2024
<b>Assets</b>		
Cameras	0	698
Receivables – Gift Aid Recoverable	984	984
Bank Account	76,319	81,318
Unbanked Café income	0	47
<b>Liabilities</b>		
Pension contributions deducted not yet paid	315	277

The cameras have been written off as they are no longer in use, due to obsolescence

### 2 Accounting policies

#### *Basis of preparation of the financial statements*

The financial statements have been prepared in accordance with the Charities Act 2011 and have been prepared on a receipts and payments basis.

#### *Income*

Donations and gifts are accounted for when received. Tax recoverable on gift-aided gifts is accounted for on a cash basis.

#### *Expenditure*

Expenditure is accounted for on a cash basis. Resource materials are written off as acquired.

## The Red Trust Bushey

### 3. Charitable activities - breakdown of expenses

	2024/2025	2023/2024
<i>Unrestricted funds</i>		
Resources	13,179	9,290
Insurance	472	61
Communications/Promotional costs	323	319
Training	755	2,078
Printing and stationery	377	0
Fundraising	54	0
Bank charges	0	250
Other operating expenses	60	60
	<u>664</u>	<u>931</u>
	15,884	12,989
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	70,423	58,536
Total Expenses	<u>86,307</u>	<u>71,525</u>

### 4. Summary of Grants and Specific Donations 2024/25

	Hertsmere, Hertfordshire and WUIS Grants	Money given specifically for Rent	Restricted Funds for Other workers	Restricted Funds towards the Community Worker	Total
	£	£		£	£
Balance bought forward	21,441	1,200		2,155	24,797
Donated during the year	26,925	11,300	8,690	18,500	65,415
Total specific donations	<u>48,366</u>	<u>12,500</u>	<u>8,690</u>	<u>20,655</u>	<u>90,212</u>
Allocated Specific Expenses					
Foodbank and café Expenses	18,450	0		0	18,450
Specific Wages	19,880		5,574	14,391	39,845
Rent		10,500			10,500
Other specific Expenses	1,628				1,628
Total specific expenses	<u>39,958</u>	<u>10,500</u>	<u>5,574</u>	<u>14,391</u>	<u>70,423</u>
Balance carried forward	<u>8,409</u>	<u>2,000</u>	<u>3,116</u>	<u>6,264</u>	<u>19,789</u>

**THE RED TRUST BUSHEY**

England & Wales - Charity number 1161424

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# Accounts

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**The Red Trust Bushey**

**THE RED TRUST BUSHEY**  
(Working name: The Red Cafe)

**Registered Charity Number 1161424**

**Trustees Report and Accounts**

**Year ended 31 March 2024**

## **The Red Trust Bushey**

### **Trustees**

Stuart Singleton – Chairman  
Ann East – Founder trustee and Secretary  
Elizabeth Vis – Founder trustee and Treasurer  
Alison Guthrie

### **Staff**

Sharon Fowler  
Christina Hayes – joined December 2023  
Miriam McCulloch  
Katie Smith  
Aspen Phillips

### **Address**

2 Lower Paddock Road,  
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WD19 4DS

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## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2024**

The trustees are pleased to present their report for the year ended 31 March 2024.

#### **Formation and constitution**

The Red Trust Bushey (RTB) was set up as a Charitable Incorporated Organisation (CIO) on 1st March 2015. The members of the CIO are the charity trustees.

#### **Objects of the charitable incorporated organisation (CIO)**

In accordance with Christian principles, the Objects of the CIO are, for the public benefit:

-the relief of those in need (but not exclusively) by reason of youth, age, ill-health, disability, financial hardship or other social or economic disadvantage.

-to advance in life and help young people through the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and providing support and activities which help develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and

-to further or benefit the residents of Bushey and the neighbourhood, without distinction of sex, sexual orientation, race or of 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.

#### **Trustees**

The trustees who have served during the period to the date of this report (unless otherwise stated) are as above.

New trustees are selected when there is a need for additional expertise and experience. A new trustee will be recommended by a member of the current trustees and the new trustee is then appointed by a majority vote at the trustees' meeting. A comprehensive induction is undertaken by the Chair of Trustees for new trustees. This includes giving them a copy of the trustee handbook, discussion on RTB Vision and Values and attendance at a trial trustee meeting. The risk assessment, finance report and outline of current activities of the trust is given to every new trustee.

#### **Organisation**

The trustees meet at least four times each calendar year for a business meeting to decide policy, to manage the affairs of the trust, to discuss news and to pray.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2024 (continued)**

#### **Use of volunteers and other non-monetary gifts**

The Trust could not function without the work of volunteers who assist with running the café and foodbank and other events. We are grateful for their commitment and enthusiasm – they make the work of the Trust possible.

This year we have increased the number of Red Trust volunteers from 20 regular volunteers to 50 supporting the foodbank, café and at local events. RTB has also invested in our volunteer process and procedures to ensure compliance with safeguarding guidelines. We now have an online and hard copy volunteer application form and follow up on all references for each volunteer. We have also become members of The National Council for Voluntary Organisations (NCVO) and as part of our membership we are able to access the volunteer resources, support and policies to ensure we are in line with national guidelines.

We are extremely grateful to Bushey Baptist Church for their provision of office support

It would be impossible to run the foodbank without the support of so many local schools, places of worship, local businesses, other organisations and individuals. The ongoing supply of basic staples has enabled people in our community to live without hunger.

#### **Achievements and Performance**

##### **The Phoenix Centre**

From October 2023, we have signed a hire agreement with Notting Hill Genesis for use of the Phoenix centre in Faringdon Avenue, Bushey. The rental agreement allows us to use the Phoenix centre for a considerable part of the week (Monday to Saturday). This has given us the opportunity to expand our activities and to have a base which we can use for meetings and office space. We are grateful for the private donations which have made this possible.

##### **Foodbank**

The Phoenix centre now hosts both the Tuesday and Friday foodbanks. The family foodbank on a Tuesday supports up to 30 families each week. The Friday foodbank which briefly closed between October and December reopened in January with a much more relaxed atmosphere. Many visitors now enjoy stopping for a coffee and a chat, using the foodbank as a social space. The Friday Foodbank also supports an additional 10 families and single households in the local area.

##### **Café**

The Red Café runs on Saturdays from 11.30am -1.30pm at the Phoenix Centre. We employ a part time cafe manager who oversees the running of the café and the volunteers. The numbers visiting the café have increased over the year and we now have more than 20 families who visit the café on a regular basis. It is during this time that our Pioneer worker runs ‘compassionate cafes’ in partnership with the Rennie Peace Hospice in Watford– these are drop-in sessions that provide space for members of the community who have been affected by loss to come along for a friendly chat and a chance to meet with others.

## **The Red Trust Bushey**

During the year we were also able to celebrate the Kings Coronation and we are very grateful to Hertsmere Borough Council for providing us with a grant to celebrate the event at the café and the Hertsmere Mayor who joined us to celebrate.



### **Pioneer Worker**

Our Pioneer Worker has now been working at the Red Trust for over a year and has been paramount in starting new events including our after school club on a Thursday. Our Pioneer worker supports all our activities and provides a ‘listening ear’ to many of our visitors to the Café and Foodbank. She also goes into many of the local schools to engage with families who are harder to reach and are not in mainstream educational settings. She has also built relationships with local care homes, centres of faith and spirituality, and many local community groups who meet regularly around Bushey.

### **Fundraising and Grants**

During the year, the Red Trust has continued to employ a part time fundraiser who organised fundraising events and helped with specific grants for the foodbank, café and Pioneer worker. They have been involved in the following:

#### **Fundraising events**

We commenced the year with a remarkable achievement as one of our volunteers participated in the London Marathon to raise funds for us. Additionally, we were actively involved in the Bushey Festival and various Christmas Fairs, enhancing our community presence and engagement. In addition, we were very grateful to Philip Jones who completed a 4 day walk from Bath to Bushey and collected a substantial donation for the Red Trust.

We are also grateful to a number of organisations who have supported us over the last year by running fundraising events. Especially we must mention Bushey Dry Cleaners who ran a ‘Donate a Duvet’ Campaign which raised over £350 for the Red Trust Foodbank.

## The Red Trust Bushey



### **Donations from individuals and other organisations**

The Red Trust Bushey is grateful to individuals who support regularly. Their support is the bedrock for our financial planning.

We also could not operate successfully without the support of local businesses who always go the extra mile to provide our foodbank with supplies or host events to fundraise for us. These include (but are not limited to): Matty's Kitchen, Andrews Fruiterers, Bushey Grove Leisure Centre, Benjamin Stevens Estate Agents, Cowlings, and Bushey Dry Cleaners.

### **Donations from churches**

Many local churches support us financially, as well as giving food to the foodbank. We greatly appreciate these gifts as well as the prayer support.

### **Restricted Funds towards the Pioneer Worker**

We have funds that have been given to us specifically for our Pioneer Worker. There was a small outstanding balance on these funds at the end of the year and this will be carried forward to next year.

### **Grant funding**

We applied for and successfully received the following specific grants and donations during the year:

#### **Hertsmere, Hertfordshire and ward initiative improvement scheme grants (WIIS)**

During the year we received two DWP Cost of Living Grants from Hertsmere Borough which mainly covered the work of the foodbank. The second of these grants is required to be spent by

## **The Red Trust Bushey**

December 2024 and therefore we have an outstanding balance at 31 March 2024. This is shown in specific funds.

We also received a King's Coronation Grant to help us celebrate with the community the King's Coronation (see above). This had a small balance at the end of the year and was used to pay for part of the memorial bench to be situated in front of the café.

We also received a Hertsmere support grant for the foodbank and after school club run by our Pioneer worker, and a Cadent Grant for the cafe. These grants were received in March 2024 and are showing in our specific funds.

We also received a ward initiative grant in April 2023 for the Foodbank and After School Cub – this was all spent during the year.

### **Grants and specific donations bought forward from previous years.**

All Grants that were outstanding at the beginning of the year were spent during the year, except for the Grant for the Pioneer worker (see above)

### **Statement of Trustees' responsibilities**

The trustees are required to prepare accounts for each financial year, which comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. In preparing these accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence taking reasonable steps for the prevention and detection of fraud.

The trustees confirm that they have identified the major risks to which the charity is exposed to. The trustees have reviewed the systems and procedures to manage those risks.

The trustees are also responsible for ensuring that all employees, trustees and volunteers have the appropriate DBS checks. We have also identified any impacts of the GDPR legislation and taken relevant action where appropriate. New employees are taken on subject to these checks being made.

## The Red Trust Bushey

### Report of the Trustees for the year ended 31 March 2024 (continued)

#### Financial Review

Total income for the year was £59,288 (2022/23 - £55,783) comprising £15,067 (2022/23 - £12,938) voluntary donations towards day-to-day running of the Trust, £39,000 (2022/23 - £31,360) specific grants and donations, £1,725 from Fundraising events (2022/23 - £9,737), £1,828 (2022/23 - £1,190) donations from the cafe and £1,668 (2022/23- £558) investment income.

Total expenditure in the year was £71,525 (2022/23 - £38,356) which includes £58,536 expenditure in relation to restricted income relating to grants, summarised in note 4 (2022/23 - £28,158).

The employment costs covered four employees working part time for one year and two employees working part time for part of the year.

The deficit for the year was £12,237 (of which £19,536 was a deficit from restricted funds) (2022/23 - £17,427). At 31 March 2024, accumulated funds were £81,318 (2022/23- were £93,555), of which £24,797 was restricted. Of the unrestricted funds we have designated £10,000 of these to the community worker; This leaves us with unrestricted and undesignated funds of £46,522.

#### Statement of the charity's policy on reserves

The Red Trust Bushey uses all donations towards general reserves unless a restriction is put on that donation.

At 31 March 2024, the reserves were higher than we would normally expect. This was due to 2 grants being received during the month of March – both of which will be used during the year 2024/25. The Red Trust Bushey endeavour to hold at least 6 months' expenditure as our preferred level of reserves.

#### Appreciation

Finally, we would like to thank our supporting churches and individuals. Their faithful support, both in giving and in praying is the foundation on which our whole work is built. Without them, the Red Trust would not exist.

We would like to express our gratitude to our independent examiner Joanna Woolcock. We record our appreciation for our members of staff – Sharon Fowler, Miriam McCulloch, Katie Smith, Krissy Hayes, Mia Handley, and Aspen Phillips-Bidzinski. Thank you for all you have done for the Trust.

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

Signed on behalf of the Charity's trustees.

Stuart Singleton  
Chairman of Trustees



Date 19/11/24

Elizabeth Vis  
Treasurer



Date 19/11/24

## The Red Trust Bushey

### Independent Examiner's Report to the trustees of The Red Trust Bushey

I report on the accounts of The Red Trust Bushey (Charity no. 1161424) for the year ended 31 March 2024, which comprise the receipts and payments account, the statement of assets and liabilities and the related notes set out on pages 11 to 13.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

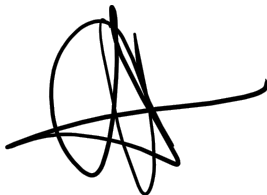
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention,

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date



19<sup>th</sup> November 2024

Joanna Woolcock FCA  
13, Grover Road,  
Watford WD19 4HH

## The Red Trust Bushey

### Receipts and Payments Account for the year ended 31 March 2024

	Unrestricted funds/Designate d Funds	Restrict ed funds	Total funds 2023/24	Total funds 2022/23
	£	£	£	£
<b>Receipts</b>				
Voluntary Donations	15,067		15,067	12,938
Specific Donations		39,000	39,000	31,360
Fundraising Events	1,725		1,725	9,737
Café Donations	1,828		1,828	1190
Interest	1,668		1,668	558
<i>Total receipts</i>	<u>20,288</u>	<u>39,000</u>	<u>59,288</u>	<u>55,783</u>
<b>Payments</b>				
Charitable Activities	12,739	58,536	71,274	38,236
Fundraising Costs	250		250	120~}
<i>Total payments</i>	<u>12,989</u>	<u>58,536</u>	<u>71,525</u>	<u>38,356</u>
Cash funds bought forward	49,223	44,332	93,555	76,128
Net of receipts/(payments)	7,299	-19,536	-12,237	17,427
Cash funds carried forward	<u>56,522</u>	<u>24,797</u>	<u>81,318</u>	<u>93,555</u>

Signed on behalf of all the trustees

Chairman:



Treasurer



Date

19/11/24

## The Red Trust Bushey

### Notes to the accounts for the year ended 31 March 2024

#### 1 Statement of Assets and Liabilities as at 31st March

	2024	2023
<b>Assets</b>		
Cameras	698	698
Receivables – Gift Aid Recoverable	984	992
Bank Account	81,318	93,555
Generator	0	515
Unbanked Café income	47	27
<b>Liabilities</b>		
Pension contributions deducted not yet paid	277	300
Café Expenses Owed	0	105
Other Expenses owed	0	78
Owed to HMRC	0	545

The generator was re-homed during the year as it was becoming increasingly difficult to store and had not been used for a number of years

#### 2 Accounting policies

##### *Basis of preparation of the financial statements*

The financial statements have been prepared in accordance with the Charities Act 2011 and have been prepared on a receipts and payments basis.

##### *Income*

Donations and gifts are accounted for when received. Tax recoverable on gift-aided gifts is accounted for on a cash basis.

##### *Expenditure*

Expenditure is accounted for on a cash basis. Resource materials are written off as acquired.

**3 Charitable activities - breakdown of expenses**

	2023/2024	2022/2023
<i>Unrestricted funds</i>		
Staff Costs	9,290	8,404
Resources	61	20
Insurance	319	248
Communications/Promotional costs	2,078	576
Training	0	0
Printing and stationery	0	0
Fundraising	250	120
Bank charges	60	72
Other operating expenses	931	758
	<b>12,989</b>	<b>10,198</b>
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	58,536	28,158
Total Expenses	<b>71,525</b>	<b>38,356</b>

**4. Summary of Grants and Specific Donations 2023/24**

	Hertsmere, Hertfordsh ire and WHS Grants	Money given specifically for Rent	Restricted Funds towards the Community Worker	Total
	£	£	£	£
Balance bought forward	23,111		21,222	44,333
Donated during the year	35,100	3,900	0	39,000
Total specific donations	<b>58,211</b>	<b>3,900</b>	<b>21,222</b>	<b>83,333</b>
<i>Allocated Specific Expenses</i>				
Foodbank and café Expenses	19,163			19,162
Specific Wages	15,460		18,856	34,316
Other specific Expenses	2,358	2,700		5,058
Total specific expenses	<b>36,981</b>	<b>2,700</b>	<b>18,855</b>	<b>58,536</b>
Balance carried forward	21,230	1,200	2,367	24,797

**THE RED TRUST BUSHEY**

England & Wales - Charity number 1161424

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# Accounts

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**The Red Trust Bushey**

**THE RED TRUST BUSHEY**

(Working name: The Red Cafe)

**Registered Charity Number 1161424**

**Trustees Report and Accounts**

**Year ended 31 March 2023**

## **The Red Trust Bushey**

### **Trustees**

Stuart Singleton – Chairman  
Ann East – Founder trustee and Secretary  
Elizabeth Vis – Founder trustee and Treasurer  
Alison Guthrie  
Sam Frampton -Resigned 4 August 2023

### **Staff**

Sharon Fowler -Joined 6 November 2022  
Mia Handley  
Miriam McCulloch  
Katie Smith – Joined 29 May 2022

### **Address**

2 Lower Paddock Road,  
Watford  
WD19 4DS

### **Bankers**

CAF Bank Limited,  
25, Kings Hill Avenue,  
West Malling,  
Kent  
ME19 4JQ

# **The Red Trust Bushey**

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Report of the Independent Examiner	9
Receipts and Payments Account	10
Statement of Assets and Liabilities	11
Notes to the Accounts	11

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2023**

The trustees are pleased to present their report for the year ended 31st March 2023.

#### **Formation and constitution**

The Red Trust Bushey (RTB) was set up as a Charitable Incorporated Organisation (CIO) on 1st March 2015. The members of the CIO are the charity trustees.

#### **Objects of the charitable incorporated organisation (CIO)**

In accordance with Christian principles, the Objects of the CIO are, for the public benefit:

-the relief of those in need (but not exclusively) by reason of youth, age, ill-health, disability, financial hardship or other social or economic disadvantage.

-to advance in life and help young people through the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and providing support and activities which help develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and

-to further or benefit the residents of Bushey and the neighbourhood, without distinction of sex, sexual orientation, race or of 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.

#### **Trustees**

The trustees who have served during the period to the date of this report (unless otherwise stated) are as above.

New trustees are selected when there is a need for additional expertise and experience. A new trustee will be recommended by a member of the current trustees and the new trustee is then appointed by a majority vote at the trustees' meeting. A comprehensive induction is undertaken by the Chair of Trustees for new trustees. This includes giving them a copy of the trustee handbook, discussion on RTB Vision and Values and attendance at a trial trustee meeting. The risk assessment, finance report and outline of current activities of the trust is given to every new trustee.

#### **Organisation**

The trustees meet at least four times each calendar year for a business meeting to decide policy, to manage the affairs of the trust, to discuss news and to pray.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2023 (continued)**

#### **Use of volunteers and other non-monetary gifts**

The Trust could not function without the work of volunteers who assist with running the café and foodbank and other events. We are grateful for their commitment and enthusiasm – they make the work of the Trust possible.

This year we have increased the number of Red Trust volunteers from 20 regular volunteers to 30 supporting the foodbank, café and at local events. RTB has also invested in our volunteer process and procedures to ensure we are up to date with safeguarding guidelines. We now have an online and hard copy volunteer application form and follow up on all references for each volunteer. We have also become members of The National Council for Voluntary Organisations (NCVO) and as part of our membership we are able to access the volunteer resources, support and policies to ensure we are in line with national guidelines.

We couldn't run our foodbank without the support and partnership of Bushey Parish, which provides storage and access to their hall and garage to run the foodbank. We are also extremely grateful to Bushey Baptist Church for their provision of free office and meeting space, as well as many other forms of support.

It would be impossible to run the foodbank without the support of so many local schools, places of worship, local businesses, other organisations and individuals. The ongoing supply of basic staples has enabled people in our community to live without hunger.

#### **Achievements and Performance**

##### **Foodbank**

The foodbank has continued to open every Friday and we have been able to give food to anyone who has come because of the generosity of the local community. We have been able to continue employing a part time foodbank manager. Many who come to the foodbank have complex needs and we have been able to journey with some who come regularly and support them where possible. A common theme for many is the loss of self-esteem and the restrictions they feel from being on benefits. We're grateful for the trust that has been built up and continue to learn how to be community together.

In February we also set up an evening foodbank for working families as it had become apparent that there was a need for this. This opened in the Phoenix centre in Farringdon Avenue and has had an ever-increasing number of visitors.

##### **Café**

The Red Café runs on Saturdays from 11.30-1.30pm at the Phoenix Centre in Farringdon Road, Bushey. We employed a part time cafe manager from June 2022 and since then and in conjunction with outreach initiatives from our pioneer worker, the numbers using the café have increased. There was a Jubilee celebration event and other special event at Christmas. These events have brought in new users to the café and the café has become a regular for a number of local people.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2023 (continued)**

#### **Pioneer Worker**

From November 2022, we employed our new Pioneer Worker, who has supported our projects and has been looking to expand our work with young people and families.

#### **Fundraising and Grants**

During the year, the Red Trust has continued to employ a part time fundraiser who organised fundraising events and helped with specific grants for the foodbank, café and Pioneer worker. They have been involved in the following:

#### **Fundraising events**

**We had a raffle during the year to raise money for general funds.**

#### **Donations from individuals**

The Red Trust Bushey is grateful to individuals who support regularly. Their support is the bedrock for our financial planning.

#### **Donations from churches**

Many local churches support us financially, as well as giving food to the foodbank. We greatly appreciate these gifts as well as the prayer support.

#### **Restricted Funds towards the Pioneer Worker**

We have funds that have been given to us specifically for our Pioneer Worker. Our new Pioneer Worker started in November 2023. There was an outstanding balance on these funds at the end of the year and this will be carried forward to next year.

#### **Grant funding**

We received the following specific grants and donations during the year:

#### **Hertsmere, Hertfordshire and ward initiative improvement scheme grants (WIIS)**

During the year we received 2 DWP Cost of Living Grants which mainly covered the work of the foodbank. We also received a Warm Space grant, which was used to support the Foodbank and Café opening for extended hours in the winter months, and Jubilee Grant, which was used for café and foodbank celebrations for the Queens Golden Jubilee. These grants are required to be spent by December 2023 and have an outstanding balance at 31 March 2023. This is shown in specific funds.

#### **Money given specifically for foodbank.**

There have been donations given specifically for the foodbank and we use this to purchase food and other necessities for foodbank users. This was all spent by the year end.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31 March 2023 (continued)**

#### **Other Grants**

We have also been fortunate to have been given several grants from other specific donors. Thank you to the small removal company, Heath Hill woman's club and the Champniss foundation.

#### **Grants and specific donations bought forward from previous years.**

All Grants that were outstanding at the beginning of the year were spent during the year, except for the Grants for the Pioneer work (see above)

#### **Statement of Trustees' responsibilities**

The trustees are required to prepare accounts for each financial year, which comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. In preparing these accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence taking reasonable steps for the prevention and detection of fraud.

The trustees confirm that they have identified the major risks to which the charity is exposed to. The trustees have reviewed the systems and procedures to manage those risks.

The trustees are also responsible for ensuring that all employees, trustees and volunteers have the appropriate DBS checks. We have also identified any impacts of the GDPR legislation and taken relevant action where appropriate. New employees are taken on subject to these checks being made.

## The Red Trust Bushey

### Report of the Trustees for the year ended 31 March 2023 (continued)

#### Financial Review

Total income for the year was £55,783 (2021/22 - £43,794) comprising £12,938 (2021/22 - £10,862) voluntary donations towards day-to-day running of the Trust, £31,360 (2021/22 - £26,954) specific grants and donations, £9,737 from Fundraising events (2021/22 - £5,595), £1,190 donations from the cafe and £558 (2021/22- £9) investment income.

Total expenditure in the year was £38,356 (2021/22 - £29,644) which includes £28,158 expenditure in relation to restricted income relating to grants, summarised in note 4 (2021/22 - £22,192).

The employment costs covered two employees working part time for one year and three employees working part time for part of the year.

The surplus for the year was £17,427 (of which £3,202 was a surplus from restricted funds) (2021/22 - £13,776). At 31 March 2023, accumulated funds were £93,555 (2021/22- were £76,129), of which £44,332 was restricted. Of the unrestricted funds we have designated £10,000 of these to the community worker; This leaves us with unrestricted and undesignated funds of £39,222. The surplus for the year was due partly to the fact that we were delayed in finding replacement staff. During the latter part of 2022, we were able to fill all staff vacancies.

#### Statement of the charity's policy on reserves

The Red Trust Bushey uses all donations towards general reserves unless a restriction is put on that donation. During the year ending 31 March 2023, it was the aim of The Red Trust to build up Restricted Funds so that we could re-employ a pioneer worker for 2 more years. The new pioneer worker began in December 2022

At 31 March 2023, the reserves were higher than we would normally expect. The Red Trust Bushey endeavour to hold 6 months' expenditure as our preferred level of reserves. However, we are content with the current level of reserves, as we are expecting to take on additional projects during 2023/24 and we have been given specific funds for these projects.

#### Appreciation

Finally, we would like to thank our supporting churches and individuals. Their faithful support, both in giving and in praying is the foundation on which our whole work is built. Without them, the Red Trust would not exist.

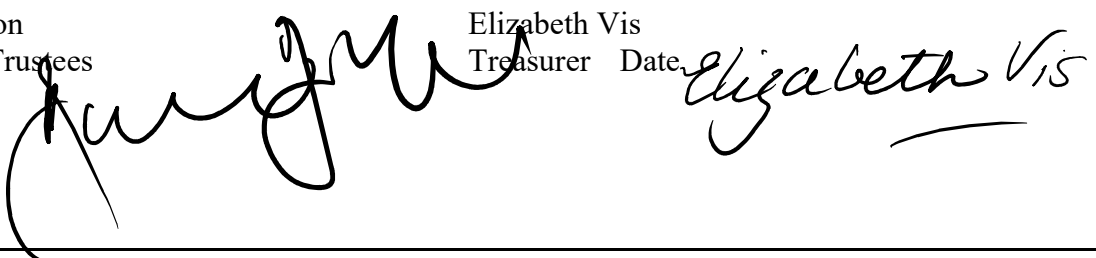
We would like to express our gratitude to our independent examiner Joanna Woolcock. We record our appreciation for our members of staff – Sharon Fowler, Mia Handley, Miriam McCulloch, Katie Smith and Aspen Phillips-Bidzinski. Thank you for all you have done for the Trust.

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

Signed on behalf of the Charity's trustees.

Stuart Singleton  
Chairman of Trustees

Elizabeth Vis  
Treasurer Date

Handwritten signatures of Stuart Singleton and Elizabeth Vis. The signature of Stuart Singleton is on the left, and the signature of Elizabeth Vis is on the right, with the word 'Date' written next to it.

## **The Red Trust Bushey**

### **Independent Examiner's Report to the trustees of The Red Trust Bushey**

I report on the accounts of The Red Trust Bushey (Charity no. 1161424) for the year ended 31<sup>st</sup> March 2023, which comprise the receipts and payments account, the statement of assets and liabilities and the related notes set out on pages 9 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention,

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Date



Joanna Woolcock FCA  
13, Grover Road,  
Watford WD19 4HH

# The Red Trust Bushey

## Receipts and Payments Account for the year ended 31 March 2023

	Unrestricted funds Designated Funds	Restricted funds	Total funds 2022/23	Total funds 2021/22
	£	£	£	£
<b>Receipts</b>				
Voluntary Donations	12,938		12,938	10,862
Specific Donations		31,360	31,360	26,954
Fundraising Events	9,737		9,737	5,595
Café Donations	1,190		1,190	374
Interest	558		558	9
<b>Total receipts</b>	<b>24,423</b>	<b>31,360</b>	<b>55,783</b>	<b>43,794</b>
<b>Payments</b>				
Charitable Activities	10,078	28,158	38,236	29,497
Fundraising Costs	120		120	147
<b>Total payments</b>	<b>10,198</b>	<b>28,158</b>	<b>38,356</b>	<b>29,644</b>
<b>Cash funds bought forward</b>	<b>34,997</b>	<b>41,131</b>	<b>76,128</b>	<b>61,978</b>
<b>Net of receipts/(payments)</b>	<b>14,225</b>	<b>3,202</b>	<b>17,427</b>	<b>14,150</b>
<b>Cash funds carried forward</b>	<b>49,222</b>	<b>44,332</b>	<b>93,555</b>	<b>76,128</b>
<b>Signed on behalf of all the trustees</b>				Date
Chairman: Signature				

# The Red Trust Bushey

## Notes to the accounts for the year ended 31<sup>st</sup> March 2023

### 1 Statement of Assets and Liabilities as at 31st March

	2023	2022
<b>Assets</b>		£
Cameras	698	698
Receivables – Gift Aid Recoverable	992	841
Bank Account	93,555	76,129
Generator	515	515
Rent for Foodbank Hall Prepayment	0	80
Owed by HMRC	0	182
Bushey Festival Prepayment	0	20
Fundraising Event in March (Money not banked)	0	350
Unbanked Café income	27	0
<b>Liabilities</b>		
Pension contributions deducted not yet paid	300	148
Rent for the Phoenix Centre (Feb and March)	0	140
Payables- Paul's Pest Control	0	40
Café Expenses Owed	105	0
Other Expenses owed	78	0
Owed to HMRC	545	0

### 2 Accounting policies

#### *Basis of preparation of the financial statements*

The financial statements have been prepared in accordance with the Charities Act 2011 and have been prepared on a receipts and payments basis.

#### *Income*

Donations and gifts are accounted for when received. Tax recoverable on gift-aided gifts is accounted for on a cash basis.

#### *Expenditure*

Expenditure is accounted for on a cash basis. Resource materials are written off as acquired.

## The Red Trust Bushey

### 3 Charitable activities - breakdown of expenses

	2022/2023	2021/2022
<i>Unrestricted funds</i>		
Staff Costs	8,404	5,094
Resources	20	679
Insurance	248	303
Communications/Promotional costs	576	218
Training	0	143
Printing and stationery	0	0
Fundraising	120	147
Bank charges	72	96
Other operating expenses	758	772
	<b>10,198</b>	<b>7,452</b>
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	28,158	22,192
Total Expenses	<b>38,356</b>	<b>29,644</b>

4. Summary of Grants and Specific Donations 2022/23					
	Hertsmere, Hertfordshire and WIS Grants	Money given specifically for Foodbank including Covid Fund	Restricted Funds towards the Community Worker	Total	
	£	£	£	£	
Balance bought forward	19,127	3,247	18,756	41,130	
Donated during the year	24,200		7,160	31,360	
Total specific donations	43,327	3,247	25,916	72,490	
Allocated Specific Expenses					
Foodbank Expenses	12,309	3,247		15,556	
Wages for community worker			4,694	4,694	
Other specific Expenses	7,908			7,908	
Total specific expenses	20,216	3,247	4,694	28,158	
Balance carried forward	23,111	0	21,222	44,332	

**THE RED TRUST BUSHEY**

England & Wales - Charity number 1161424

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# Accounts

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**The Red Trust Bushey**

**THE RED TRUST BUSHEY**

(Working name: The Red Cafe)

**Registered Charity Number 1161424**

**Trustees Report and Accounts**

**Year ended 31st March 2022**

## **The Red Trust Bushey**

### **Trustees**

Stuart Singleton – Chairman  
Ann East – Founder trustee and Secretary  
Guy Edwards – Resigned June 2021  
Elizabeth Vis – Founder trustee and Treasurer  
Alison Guthrie  
Sam Frampton – Joined 15 September 2021

### **Staff**

Natasha Harding – Resigned 22 Dec 2021  
Mia Handley  
Miriam McCulloch – Joined 13 May 2021  
Katie Smith – Joined 29 May 2022

### **Address**

2 Lower Paddock Road,  
Watford  
WD19 4DS

### **Bankers**

CAF Bank Limited,  
25, Kings Hill Avenue,  
West Malling,  
Kent  
ME19 4JQ

# **The Red Trust Bushey**

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Statement of Assets and Liabilities	12
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## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31st March 2022**

The trustees are pleased to present their report for the year ended 31st March 2022.

#### **Formation and constitution**

The Red Trust Bushey (RTB) was set up as a Charitable Incorporated Organisation (CIO) on 1st March 2015. The members of the CIO are the charity trustees.

#### **Objects of the charitable incorporated organisation (CIO)**

In accordance with Christian principles, the Objects of the CIO are, for the public benefit:

-the relief of those in need (but not exclusively) by reason of youth, age, ill-health, disability, financial hardship or other social or economic disadvantage;

-to advance in life and help young people through the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and providing support and activities which help develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and

-to further or benefit the residents of Bushey and the neighbourhood, without distinction of sex, sexual orientation, race or of 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.

#### **Trustees**

The trustees who have served during the period to the date of this report (unless otherwise stated) are as above.

New trustees are selected when there is a need for additional expertise and experience. A new trustee will be recommended by a member of the current trustees and the new trustee is then appointed by a majority vote at the trustees' meeting. A comprehensive induction is undertaken by the Chair of Trustees for new trustees. This includes giving them a copy of the trustee handbook, discussion on RTB Vision and Values and attendance at a trial trustee meeting. The risk assessment, finance report and outline of current activities of the trust is given to every new trustee.

#### **Organisation**

The trustees meet at least four times each calendar year for a business meeting to decide policy, to manage the affairs of the trust, to discuss news and to pray.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31st March 2022 (continued)**

#### **Use of volunteers and other non-monetary gifts**

The Trust could not function without the work of volunteers who assist with running the café and foodbank and other events. We are grateful for their commitment and enthusiasm – they make the work of the Trust possible.

This year we have increased the number of Red Trust volunteers from 20 regular volunteers to 30 supporting the foodbank, café and at local events. RTB has also invested in our volunteer process and procedures to ensure we are up to date with safeguarding guidelines. We now have an online and hard copy volunteer application form and follow up on all references for each volunteer. We have also become members of The National Council for Voluntary Organisations (NCVO) and as part of our membership we are able to access the volunteer resources, support and policies to ensure we are in line with national guidelines.

We couldn't run our foodbank without the support and partnership of Bushey Parish, which provides storage and access to their hall and garage to run the foodbank. We are also extremely grateful to Bushey Baptist Church for their provision of free office and meeting space, as well as many other forms of support.

It would be impossible to run the foodbank without the support of so many local schools, places of worship, local businesses, other organisations and individuals. The ongoing supply of basic staples has enabled people in our community to live without hunger

#### **Achievements and Performance**

##### **Foodbank**

The foodbank has continued to open every Friday and we have been able to give food to anyone who has come because of the generosity of the local community. We have been able to continue employing a part time foodbank manager. Many who come to the foodbank have complex needs and we have been able to journey with some who come regularly and support them where possible. A common theme for many is the loss of self-esteem and the restrictions they feel from being on benefits. We're grateful for the trust that has been built up and continue to learn how to be community together.

##### **Café**

The café was opened again from July 2021 and was at first run by our community worker until they left. From December 2021 it was mainly run by the trustees. There have been regular attenders, although the visitors vary from week to week. We were very excited to employ a Café Manager from May 2022

##### **Fundraising and Grants**

During the year, the Red Trust has continued to employ a part time fundraiser who organised fundraising events and helped with specific grants for the foodbank.

##### **Fundraising events**

During the year we had two runners for the London Marathon who raised over £2,000.

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31st March 2022 (continued)**

We also hosted a music concert to promote the work of Red Trust Bushey in the local area and raise unrestricted funds and attended the Bushey Festival as part of the community events post lockdown. We also worked in partnership with a local establishment to host a Quiz night with all proceeds going to the foodbank.

#### **Donations from individuals**

The Red Trust Bushey is grateful to individuals who support regularly. Their support is the bedrock for our financial planning.

#### **Donations from churches**

Many local churches support us financially, as well as through the foodbank. At Christmas, we asked churches to support us through providing Christmas treats and food items.

#### **Donation from friends of Bushey:**

The friends of Bushey donated £1,000 of unrestricted funding in December 2021.

#### **Donation from Edgar E Lawley Foundation:**

During November we applied for an unrestricted grant from a national Philanthropist Foundation and were awarded £1,500 in January 2022.

#### **Restricted Funds towards the community worker**

We have funds that have been given to us specifically for our community worker. Unfortunately, our community worker left in December 2021. These funds will therefore be carried forward to next year.

#### **Grant funding**

We received the following specific grants and donations during the year:

##### **Hertsmere, Hertfordshire and ward initiative improvement scheme grants (WIIS)**

During the year we received 4 grants. Two of these grants were to cover the foodbank manager and the red café manager wages.

We were also granted a Ward Initiative Improvement Grant to provide food and other needs for Foodbank users affected by the increased cost of living challenges.

##### **Money given specifically for foodbank including Covid Fund**

The Covid fund was a fund that was set up on Virgin Giving to support the foodbank during the Covid-19 period. This fund was invaluable in helping us cope with the increased demand for the foodbank and the extra precautions that we had to undertake in order to open. We are truly grateful for those who donated to this fund. The funds will continue to help the foodbank in the next year. This fund is now closed, but there are still funds that are remaining that will be used during the financial year 2022/2023.

There have also been others who have specifically given to the foodbank and we use this to purchase food and other necessities for foodbank users

##### **Grants and specific donations bought forward from previous years.**

All Grants that were outstanding at the beginning of the year were spent during the year

## **The Red Trust Bushey**

### **Report of the Trustees for the year ended 31st March 2022 (continued)**

#### **Statement of Trustees' responsibilities**

The trustees are required to prepare accounts for each financial year, which comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. In preparing these accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence taking reasonable steps for the prevention and detection of fraud.

The trustees confirm that they have identified the major risks to which the charity is exposed to. The trustees have reviewed the systems and procedures to manage those risks.

The trustees are also responsible for ensuring that all employees, trustees and volunteers have the appropriate DBS checks. We have also identified any impacts of the GDPR legislation and taken relevant action where appropriate. New employees are taken on subject to these checks being made.

## The Red Trust Bushey

### Report of the Trustees for the year ended 31st March 2022 (continued)

#### Financial Review

Total income for the year was £43,421 (2020/21 - £60,098) comprising £10,862 (2020/21 - £5,687) voluntary donations towards day-to-day running of the Trust, £26,954 (2020/21 - £48,302) specific grants and donations, £5,595 from Fundraising events (2020/21 - nil and £9 (2020/21- £10) investment income.

Total expenditure in the year was £29,644 (2020/21 - £20,692) which includes £22,192 expenditure in relation to restricted income relating to grants, summarised in note 4 (2020/21 - £16,360).

The employment costs covered two employees working part time for one year and one employee working part time for part of the year.

The surplus for the year was £13,776, (of which £4,761 was a surplus from restricted funds) (2020/21 - £31,972). At 31<sup>st</sup> March 2022, accumulated funds were £76,129 (2020/21- £61,978), of which £41,131 was restricted. Of the unrestricted funds we have designated £10,000 of these to the community worker; This leaves us with unrestricted and undesignated funds of £24,997. The surplus for the year was due partly to the fact that we were delayed in finding replacement staff. During 2022, we were able to fill all staff vacancies.

#### Statement of the charity's policy on reserves

The Red Trust Bushey uses all donations towards general reserves unless a restriction is put on that donation. During the year ending 31<sup>st</sup> March 2022, it was the aim of The Red Trust to build up Restricted Funds so that we could re-employ a pioneer worker for 2 more years. The new pioneer worker will begin from December 2022

At 31<sup>st</sup> March 2022, the reserves were higher than we would normally expect. The Red Trust Bushey endeavour to hold 6 months' expenditure as our preferred level of reserves. However, we are content with the current level of reserves, as we are expecting to take on additional projects during 2022/23 and we have been given specific funds for these projects.

#### Appreciation

Finally, we would like to thank our supporting churches and individuals. Their faithful support, both in giving and in praying is the foundation on which our whole work is built. Without them, the Red Trust would not exist.

We would like to express our gratitude to our independent examiner Joanna Woolcock. We record our appreciation for our members of staff – Natasha Harding, Mia Handley, Miriam McCulloch and Katie Smith. Thank you for all you have done for the Trust.

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

Signed on behalf of the Charity's trustees

  
Stuart Singleton (Nov 25, 2022 10:43 GMT)  
Stuart Singleton  
Chairman of Trustees  
Date

Elizabeth Vis  
Treasurer

23 Nov 2022

  
Elizabeth Vis (Nov 30, 2022 20:23 GMT)

30/11/2022

## **The Red Trust Bushey**

### **Independent Examiner's Report to the trustees of The Red Trust Bushey**

I report on the accounts of The Red Trust Bushey (Charity no. 1161424) for the year ended 31<sup>st</sup> March 2022, which comprise the receipts and payments account, the statement of assets and liabilities and the related notes set out on pages 9 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention,

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date

30th November 2022

*Joanna Woolcock*  
Joanna Woolcock (Nov 30, 2022 19:06 GMT)

Joanna Woolcock FCA  
13, Grover Road,  
Watford WD19 4HH

30

## The Red Trust Bushey

### Receipts and Payments Account for the year ended 31st March 2022

	Unrestricted funds Designated Funds	Restricted funds	Total funds 2021/22	Total funds 2020/21
	£	£	£	£
<b>Receipts</b>				
Voluntary Donations	10,862		10,862	11,786
Specific Donations		26,954	26,954	48,302
Fundraising Events	5,595		5,595	
Café Donations	374		374	
Interest	9		9	10
<b>Total receipts</b>	<b>16,840</b>	<b>26,954</b>	<b>43,794</b>	<b>60,098</b>
<b>Payments</b>				
Charitable Activities	7,305	22,192	29,497	20,692
Fundraising Costs	147		147	
<b>Total payments</b>	<b>7,452</b>	<b>22,192</b>	<b>29,644</b>	<b>20,692</b>
<b>Cash funds bought forward</b>	<b>25,608</b>	<b>36,370</b>	<b>61,978</b>	<b>22,572</b>
<b>Net of receipts/(payments)</b>	<b>9,388</b>	<b>4,762</b>	<b>14,150</b>	<b>39,406</b>
<b>Cash funds carried forward</b>	<b>34,996</b>	<b>41,132</b>	<b>76,128</b>	<b>61,978</b>

Signed on behalf of all the trustees

Date

Chairman


Signature

  
Stuart Singleton (Nov 23, 2022 10:43 GMT)

23 Nov 2022

Treasurer

Signature

  
Elizabeth Vis (Nov 30, 2022 20:23 GMT)

30 Nov 2022

# The Red Trust Bushey

## Notes to the accounts for the year ended 31<sup>st</sup> March 2022

### 1 Statement of Assets and Liabilities as at 31st March

	2022	2021
<b>Assets</b>	<b>£</b>	<b>£</b>
Cameras	698	698
Printer	0	160
Receivables – Gift Aid Recoverable	841	870
Bank Account	76,129	61,978
Generator	515	515
Rent for Foodbank Hall Prepayment	80	0
Owed by HMRC	182	0
Bushey Festival Prepayment	20	0
Fundraising Event in March (Money not banked)	350	0
<b>Liabilities</b>		
Pension contributions deducted not yet paid	148	119
Rent for the Phoenix Centre (Feb and March)	140	0
Payables- Paul's Pest Control	40	0

### 2 Accounting policies

#### *Basis of preparation of the financial statements*

The financial statements have been prepared in accordance with the Charities Act 2011, and have been prepared on a receipts and payments basis.

#### *Income*

Donations and gifts are accounted for when received. Tax recoverable on gift-aided gifts is accounted for on a cash basis.

#### *Expenditure*

Expenditure is accounted for on a cash basis. Resource materials are written off as acquired.

## The Red Trust Bushey

### 3 Charitable activities - breakdown of expenses

	2021/22	2020/21
<i>Unrestricted funds</i>		
Staff Costs	5,094	3,021
Resources	679	18
Insurance	303	292
Communications/Promotional costs	218	332
Training	143	55
Printing and stationery	0	49
Fundraising	147	0
Bank charges	96	69
Other operating expenses	772	496
	<b>7,452</b>	<b>4,332</b>
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	22,192	16,360
Total Expenses	<b>29,644</b>	<b>20,692</b>

### 4. Summary of Grants and Specific Donations 2021/22

	Hertsmere, Hertfordshire and WIIS Grants	Money given specifically for Foodbank including Covid Fund	Restricted Funds towards the Community Worker	Total
	£	£	£	£
Balance bought forward	940	4,954	30,476	36,370
Donated during the year	26,927	27		26,954
Total specific donations	27,867	4,981	30,476	63,324
Allocated Specific Expenses				
Foodbank Expenses		1,734		1,734
Wages for community worker			11,719	11,719
Other specific Expenses	8,739			8,739
Total specific expenses	8,739	1,734	11,719	22,192
Balance carried forward	19,128	3,247	18,757	41,132












# Annual Report 2022

Final Audit Report

2022-11-30


Created:	2022-11-20
By:	Elizabeth Vis (elizabeth.vis@talk21.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFar_ENys3fuY_EtYKtqkVI5D06tkn0Su

## "Annual Report 2022" History

-  Document created by Elizabeth Vis (elizabeth.vis@talk21.com)  
2022-11-20 - 7:55:14 PM GMT- IP address: 86.191.71.166
-  Document emailed to stuart@redtrustbushey.org for signature  
2022-11-20 - 7:57:23 PM GMT
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2022-11-23 - 10:30:37 AM GMT- IP address: 86.128.13.44
-  Signer stuart@redtrustbushey.org entered name at signing as Stuart Singleton  
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Signature Date: 2022-11-30 - 7:06:11 PM GMT - Time Source: server- IP address: 86.13.46.123

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 Signer liz@redtrustbushey.org entered name at signing as Elizabeth Vis

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