

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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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.

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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.

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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 31st 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 31st 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 31st 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
Chairman of Trustees
Date

23 Nov 2022

Elizabeth Vis
Treasurer


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 31st 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 (Nov 30, 2022 19:06 GMT)

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

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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
	£	£	£	£
Receipts				
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
Total receipts	16,840	26,954	43,794	60,098
Payments				
Charitable Activities	7,305	22,192	29,497	20,692
Fundraising Costs	147		147	
Total payments	7,452	22,192	29,644	20,692
Cash funds bought forward	25,608	36,370	61,978	22,572
Net of receipts/(payments)	9,388	4,762	14,150	39,406
Cash funds carried forward	34,996	41,132	76,128	61,978

Signed on behalf of all the trustees

Date

Chairman

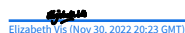
Signature


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

23 Nov 2022

Treasurer

Signature


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

30 Nov 2022

Notes to the accounts for the year ended 31st March 2022

1 Statement of Assets and Liabilities as at 31st March

	2022	2021
Assets	£	£
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
Liabilities		
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.

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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
	7,452	4,332
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	22,192	16,360
Total Expenses	29,644	20,692

4. Summary of Grants and Specific Donations 2021/22

	Hertsmere, Hertfordshire and WHS 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

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-  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
-  Email viewed by stuart@redtrustbushey.org
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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-  Signer joanna@woolcock.org entered name at signing as Joanna Woolcock
2022-11-30 - 7:06:09 PM GMT- IP address: 86.13.46.123
-  Document e-signed by Joanna Woolcock (joanna@woolcock.org)
Signature Date: 2022-11-30 - 7:06:11 PM GMT - Time Source: server- IP address: 86.13.46.123

 Document emailed to liz@redtrustbushey.org for signature

2022-11-30 - 7:06:12 PM GMT

 Email viewed by liz@redtrustbushey.org

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

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Signature Date: 2022-11-30 - 8:23:55 PM GMT - Time Source: server- IP address: 86.181.89.137

 Agreement completed.

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