

## EX-SERVICES HOME MESS (1161438) ANNUAL REPORT 2021

This report and accounts covers the period 1<sup>st</sup> Jan to Dec 31<sup>st</sup>.

TRUSTEES:- Principal Trustee, Anthony K Cooper. Unpaid

Founding trustee operating since inception of the charity in 2015

Secretary, Adrian Simmons. Unpaid

A Trustee since June 2020.

Membership Secretary, Donald Bilton. Unpaid

A Founding Trustee since inception of the charity in 2015

Liaison Trustee, Patricia Davey. Unpaid

A Trustee since 2018.

Absentee Trustee, Anthony Elsey. Unpaid

A Founding Trustee since inception of the Charity in 2015.

Trustees meetings take place 3 times per year and new Trustees can only be appointed at one of these meetings on a vote by the Trustees.

The Charity is a CIO and care is always taken to operate in a safe manner.

The Charity's Trustees are listed above and anyone becoming a Trustee must have a DBS check, attend a training session, and have the vote of Trustees at a Trustees meeting.

### TRAINING

The charity has written policies on various aspects of the work including safety when interviewing vulnerable people and methodology of the operational side of the duties expected of Trustees and Volunteers. We do have safeguarding systems in place which protect us from people who may be aggressive. We have had only one occasion where these instructions were found

to be necessary.

#### RECORDING SYSTEMS

Each 'First' visit generates a written report, details of which, are transferred to a record card which is kept by the Principal Trustee. If the case involves information only, a record is only held in this form, ongoing cases are logged on computer and on completion, the file is held for 1 year.

Our caseload is generated by persons contacting us direct or being referred by other charities or agencies

#### VOLUNTEERS AND TRUSTEES

Both volunteers and Trustees are allowed to claim for mileage @ 25 ppm, public transport costs and may claim for subsistence allowance up to £5 per visit. Trustees involved with press interviews are allowed double the subsistence allowance where necessary.

## HOME MESS PETTY CASH SHEET

To 31-12-21

01-01-21

Date	DESCRIPTION	+/-	CHQ.	OUT	IN	TO/FROM ACCT	P/CASH BALANCE	COMMENT
01-01-21	Brought Fwd	0	-	-	-	-	16.70	
17-01-21	COPPER COLLECTION	+			1.28	To	17.98	
10-02-21	PROSTIES DIARIES	-		9.95		FROM	8.03	
10-02-21	SHAW DONATION DB	+			9.95	To	17.98	
15-03-21	DONATION A. MOULSON	+			59.00	-	76.98	
17-05-21	2 SUBS + 2 BRDGES (80+81)	+			12.00	-	88.98	
17-05-21	RAFFLE	+			15.00	-	103.98	
13-05-21	BUFFER	-		13.05		FROM	90.93	
16-06-21	GRANT REPORT (POSTAGE)	-		0.96		-	89.97	
19-06-21	BUFFER	-		9.95		-	80.02	
21-06-21	SALE OF 1 BRIDGE	+			3.00	To	83.02	
21-06-21	RAFFLE	+			20.00	-	103.02	
24-06-21	NEW ENTER EXES CASE 53	-		4.50		FROM	98.52	
26-06-21	A. MOULSON DONATION	-		59.00		To BANK	39.52	
03-07-21	A.F.S. COLLECTION	+			76.25	To P/CASH	115.77	
03-07-21	2 SUBS + 1 BRIDGE	+			9.00	-	124.77	
19-07-21	BUFFER	-		9.36		FROM	115.41	
19-07-21	RAFFLE	+			15.00	To	130.41	
29-07-21	COPPER DONATION	+			15.00	To	145.41	
29-07-21	-	-		15.00		To BANK	130.41	
05-08-21	EXES FOR VISIT CASE (55)	-		2.00		FROM P/C	128.41	
07-08-21	COPPER DONATION	+			1.70	To	130.11	
16-08-21	CLEANING ITEMS FOR MESS	-		21.62		FROM	108.49	
16-08-21	BUFFER	-		9.22		-	99.27	
16-08-21	DONATION (ISMAN)	+			5.00	To	104.27	
17-08-21	RAFFLE	+			21.00	To	125.27	
17-08-21	2 SUBS + 1 BRIDGE	+			9.00	To	134.27	
19-08-21	DONATION (SC)	+			20.00	-	154.27	



## HOME MESS PETTY CASH SHEET

Date	DESCRIPTION	+/-	CHQ.	OUT	IN	TO/FROM ACCT	P/CASH BALANCE	COMMENT
29-8-21	ARCH FEE - FRENCHVILLE	-		5.00		From	149.27	COMMUNITY EVENT.
27-8-21	EXES FOR PRESS INTERVIEW	-		5.84		--	143.43	REFRESHMENTS
29-8-21	DONATIONS BIT + SC	+			20.00	To	163.43	GOOD DAY REPEAT.
29-8-21	CONNECTION AT COMM DAY	+			17.44	--	180.87	
29-8-21	BOOK - JESU SAGES	+			23.00	--	203.87	BLACK X2
10-9-21	CARTRIDGES FOR SECRETARY	-		29.98		From	173.89	
14-9-21	RAFFLE PRIZES	-		6.00		--	167.89	
17-9-21	BUSSET	-		22.74		--	147.15	
18-9-21	FROM OPEN DAY	+			40.34	To	187.49	
20-9-21	SURPLUS TO BANK	-	1050	74.35		From	113.14	
20-9-21	RAFFLE	+			17.00	To	130.14	
20-9-21	DONATION (814)	+			6.00	--	135.14	
25-9-21	CARD FOR PRINTING	-		9.99		From	125.15	
2-10-21	2 SUBS + 1 BADGE (61 + 84)	+			9.00	To	134.15	
11-10-21	3 SUBS (2, 36, 38)	+			9.00	--	143.15	
11-10-21	RAFFLE PRIZES	-		10.00		From	133.15	
14-10-21	12 2ND CLASS STAMPS	-		7.92		--	125.23	
15-10-21	6 WBS FOR CONNECTION TINS	-		3.00		--	122.23	
16-10-21	BUFFER	-		10.38		--	111.85	
16-10-21	3 RING BOXES	-		3.00		--	108.85	
15-10-21	RAFFLE	+			18.00	To	126.85	
15-10-21	3 SUBS	+			9.00	--	135.85	
15-10-21	BAR TIN 1	+			28.30	--	164.15	
15-10-21	BAR TIN 2	+			16.32	--	180.47	
15-10-21	5 SUBS + 1 BADGE (78-72)	+			18.00	--	198.47	
21-10-21	MILBAG CLEAN CASE 57	-		1.00		From	197.47	
21-10-21	SEC EXES SUBS AUGUST	-		40.00		--	157.47	
24-10-21	SURPLUS TO BANK	-		64.70	64.70	From	82.77	



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## HOME MESS PETTY CASH SHEET 01-01-21 To 31-12-21

Date	DESCRIPTION	+/-	CHK	OUT	IN	TO/FROM ACCT	P/CASH BALANCE	COMMENT
25-10-21	FRAMES for presentation	-		9.00		FROM	73.77	
02-11-21	RAFFLE Prize	-		2.99		--	70.78	
02-11-21	MILEAGE CLAIM CASE	-		3.00		--	67.78	
04-11-21	COOL COMMS POSTAGE	-		0.96		--	66.82	
06-11-21	BATTERY for storage lamp	-		2.79		--	64.03	
09-11-21	SUBS x1 T.C.	+			3.00	TO	67.03	
10-11-21	BUFFET ITEMS	-		25.47		FROM	41.56	
13-11-21	SUBS + RADGES x3	+			18.00	TO	59.56	
13-11-21	DONATION BOX	+			27.40	--	86.96	
13-11-21	RAFFLE + AUCTION	+			137.00	--	223.96	
13-11-21	DONATION (MORIS)	+			20.00	--	243.96	
13-11-21	FOR PHOTOGRAPHY REFRESH	-		5.30		FROM	238.66	
15-11-21	MESS BUFFET	-		4.26		--	234.40	
15-11-21	1 SUBS	+			3.00	TO	237.40	
15-11-21	DONATION (KNITTERS)	+			27.50	--	264.90	
02-12-21	BUFFET + RAFFLE PRIZE	-		2.94		FROM	261.96	
04-12-21	SURRUS TO BANK	-		90.00		--	171.96	
11-12-21	COOL CAPTIVAGE	-		27.99		--	143.97	
20-12-21	BUFFET (MINCED PIES)	-		2.10		--	141.87	
20-12-21	DONATION (JSS)	+			20.00	TO	161.87	
20-12-21	1 SUB (45)	+			3.00	--	164.87	
23-12-21	COOL DONATION	+			2.73	--	167.60	
28-12-21	BAR Tm 1	+			8.76	TO	176.36	



## HOME MESS BANKING SHEET 01-21 TO 31-12-21

Date	DESCRIPTION	+/-	CHK	OUT	IN	TO/FROM ACCT	BANK BALANCE	COMMENT	GDN FUND
01-01-21	BROUGHT FORWARD	0					3930.08		571.00
15-02-21	DONATION 15 MINUTE	+			30.00	TO BANK	3980.08		
08-03-21	NL GRANT	+			700.00	DIRECT TO BANK	4680.08		1271.00
09-03-21	SECS. FEES JAN FEB	-	075	20.00		FROM BANK	4660.08		
09-03-21	CHEQUE TO SEC (STAMP B)	-	074	65.00		"	4595.08	STAMP BOUGHT ON GRD SEC	
06-04-21	GARDENING CASE (2)	-	077	100.00		"	4495.08		
15-04-21	CHARITY 1005	-	078	94.48		"	4400.60		1171.00
19-04-21	DONATION PAYPAL	+			20.00	TO BANK			
20-05-21	GARDENING CASE (46)	-	079	100.00		FROM BANK	4300.60		
20-05-21	COLLECTION AFD	+	0057		19.97	TO BANK	4320.57		1071.00
16-06-21	Paid in From PLEASH	+	0052		79.00	"	4399.57		
03-07-21	DONATION PAYPAL	+	0054		5.00	"	4404.57		
03-07-21	BAR TIN	+	0054		440.04	"	4450.61		
23-08-21	GARDENING B.H.	-	0080	100.00		FROM BANK	4350.61		971.00
08-09-21	PRINTING	-	0081	159.00		"	4191.61		
21-09-21	GARDENING CASE (1)	-	0082	100.00		"	4091.61		871.00
21-09-21	" CASE (55)	-	0083	100.00		"	3991.61		791.00
28-09-21	COLLECTION	+	0056		8.32	TO BANK	4065.96		
28-09-21	Paid in From PLEASH SUBS 2	-	0056		66.03	"			
04-10-21	GARDENING TC	-	0084	100.00		FROM BANK	3965.96		671.00
04-10-21	" COLIN (60)	-	0085	150.00		"	3815.96		571.00
04-10-21	" ME CASE (516)	-	0086	100.00		"	3715.96		471.00
11-10-21	" M. HIGHAM (46)	-	0087	100.00		"	3615.96		371.00
11-10-21	" R. HERLOCK (49)	-	0088	100.00		"	3515.96		271.00
14-10-21	" A. MOSLEY (59)	-	0089	100.00		"	3415.96		171.00
18-10-21	DONATION RH (49)	+			25.00	TO BANK	3440.96		
25-10-21	T/Sale 23/10	+	0058		150.00	"	3590.96		
23-10-21	BOR TIN 2	+	0060		64.70	"	3655.66		



# HOME MISS BANKING SHEET

2021

DATE	DESCRIPTION	+/-	CHK	OUT	IN	TRANSACTION	BANK BALANCE	COMMENT	GDN FUND
19-11-21	CO-OP DONATION	+	✓		150.00	To BANK	3805.66		171.00
14-12-21	FROM V/CASH	+			90.00	TO -	3895.66		
16-12-21	CASHENING DB	-	✓	100.00		FROM BANK	3795.66		71.00
17-11-21	SINGIER ELDEN SAT	-	✓	120.00		SINGIER	3675.66	CORRECT BUT PAYING IN ON TAE 8K O/S.	