

# **TRINITY MISSION CASTLEFORD CIO**

Registered Charity Number 1166064

## **Annual Report and Financial Statements**

**For the Year Ending  
31<sup>st</sup> August 2024**

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# TRINITY MISSION CASTLEFORD CIO

## Legal and Administrative Details

**CHARITY NUMBER**      1166064

### **STATUS**

The Charity is a Charitable Incorporated Organisation and is called Trinity Mission Castleford CIO. It was registered with the Charity Commission on 15<sup>th</sup> March 2016. It was established under a Constitution recognised by the Charities Act 2011

### **REGISTERED ADDRESS**

Hope Street Bungalow  
Hope Street East  
Castleford  
WF10 1DZ

### **TRUSTEES**

Kate Amaral  
Patricia Burgess  
Valerie Brook  
Lyndsey Evans (Secretary)  
Deborah Haley  
Stephen Hindle  
Rev Naomi Kaiga (Chair)  
Rev Barry Owen  
Linda Skelton (Treasurer)  
Joanne Stainburn

### **BANKERS**

The Co-operative Bank  
PO Box 250 Delf House  
Skelmersdale  
SN8 6WT

### **INDEPENDENT EXAMINER**

Sara Haigh FCCA  
Kelvin Burke & Co Accountants  
81a Stanley Road  
Wakefield  
WF1 4LH

# TRINITY MISSION CASTLEFORD CIO

## Trustees' Annual Report for 2024

The Trustees submit their Annual Report and independently examined Financial Statements for the year ending 31<sup>st</sup> August 2024.

### OBJECTS

The objects of Trinity Mission are:

- The prevention and relief of poverty for the public benefit in Castleford and in particular the relief of those in need in Castleford, by reason of homelessness or financial hardship, through the provision of food, clothing and information, advice, and guidance.
- The advancement of citizenship and community development (including urban regeneration), and the promotion of civic responsibility and volunteering for the public benefit in Castleford.
- The advancement of health for the public benefit in Castleford by means of support for those who are marginalised or socially isolated, by - for example - their age or because of the challenges they face as a result of living with a disability or a mental illness.

### GOVERNANCE

The Trustees are members of the Management Team which oversees the achievement of the above Objects. We are aided in this by a team of volunteers, one full time and one part time member of staff. We also have strong support from the Methodist Circuit and District.

### TRUSTEES

#### Ex-officio

The superintendent minister for the time being of the Aire and Calder Methodist Circuit or its successors, the chair of the church council for the time being of Trinity Methodist Church Castleford and any deacon or presbyter appointed for the time being to have particular oversight of the work of the Trinity Mission are automatically, by virtue of holding that office, a charity trustee.

#### Nominated Charity Trustee[s]

The church council of Trinity Methodist Church Castleford appoints up to two charity trustees for a term of 3 years.

#### Elected Trustees

The Annual General Meeting of the Charity appoints between three and ten charity trustees for a term of 3 years.

## **PUBLIC BENEFIT**

The Trustees have considered the Charity Commission's advice on public benefit.

The Charity's main objective is the relief of poverty in the Castleford area. The principal activity is the provision of food and supporting those in need by the giving of advice and information to those who are marginalised or socially isolated in the community. These activities have a clear beneficial effect to those receiving the support.

## **RISK REVIEW**

The Trustees have a duty to identify and review the risks to which the Charity is exposed. The current cost of living crisis has led to a significant increase in demand for our services over the past year. We expect this to continue into the next year. We therefore run the risk of having insufficient resources of funds, staff/volunteers and space to provide our services. We continue to address these issues with the help of the Methodist Circuit.

Financial procedures are in place to minimise the risk of fraud. Safeguarding procedures are in place for the benefit of service users, staff and volunteers. Insurance provision is regularly reviewed.

## **RESERVE POLICY**

The Trustees aim to build up sufficient reserves of unrestricted funds to enable us to continue with the work of the Mission, including employment of one full time and one part time member of staff, if we experience any short term gaps in securing funding. Our reserves policy requires us to keep an amount in reserves to cover general running costs for a period of 3 months, plus amounts to cover redundancy payments and unforeseen renewal/replacement of equipment.

## **REVIEW OF ACTIVITIES**

The past year has been another challenging year for Trinity Mission, as the cost of living crisis continues to affect those who are most vulnerable in the community.

The Mission continues to open for three sessions every week – Tuesday and Wednesday lunchtimes, when guests can obtain food parcels and have a hot meal, and Monday evenings where they can enjoy coffee/tea and a chat. Our Senior Support Co-ordinator is available for advice and support outside of session times.

Whilst the number of meals and food parcels provided is similar to last year, we have noticed that the severity of our guests' needs has continued to increase, particularly in the area of mental health. Financial stress and delayed access to NHS support contributes to this.

Mark, our Senior Support Co-ordinator, continues to support our guests with their many and various needs - helping them to find accommodation, employment and access to treatment and support. He often accompanies them to appointments, helps them with applications and with telephone calls to outside agencies.

Stephanie, our Services Manager, manages a team of volunteers to provide the Food Bank and hot meal services to our guests. We have welcomed a team of volunteers from Coca Cola during the year as well as students with special educational needs from Camphill Wakefield.



The additional health and support services that we provide to our guests through outside agencies have also been strengthened. As well as NHS Spectrum health nurses, Riverside Housing and the BHA (a charity specialising in sexual health), we now have regular visits from St James' "Liver Buddies" who offer Hepatitis and STD testing. Every week Bevan Healthcare bring their van to the Mission to provide first aid, including wound dressing, and urgent triage for GP appointments. These services are particularly valuable to our guests who are homeless or in insecure accommodation.

As our charity grows, we have also spent considerable time this year reviewing policies and procedures to ensure that we have robust guidelines in place for our governance and activities.

We look forward to the challenges of the coming year as we continue to look for the best ways to serve our guests and fulfil our charitable objects.

## **ACHIEVEMENTS AND PERFORMANCE**

During the past 12 months Trinity Mission has provided:

- 4233 food parcels
- 7065 meals
- 1159 one-to-one meetings with our Senior Support Co-ordinator
- Over 150 sessions where guests can enjoy warm space and social interaction
- Clothing and household items as required by our guests

Our guests have benefitted not only from this physical provision of services, but also from help with their mental wellbeing. Several guests have been helped with rehousing, anxiety, loneliness and addiction issues, accompanied on health visits and given help with benefit applications.

## FINANCIAL REVIEW

The Mission has had a successful year in obtaining grant funding to cover our activities. Our main grant funders are the Aire and Calder Methodist Circuit and the Yorkshire West Methodist District. We have also received continued funding for the food bank from the WMDC Household Support Fund and WDH Foodbank fund, and we also secured some new sources of funding including a National Lottery grant.

In total, we have received £74,800 in grant funding, broken down as follows:

Grant provider	Amount
Aire & Calder Methodist Circuit	£ 30,000
Yorkshire West Methodist District	£ 20,000
WMDC Household Support Fund	£ 6,500
National Lottery Community Fund	£ 6,000
Albert Hunt Trust	£ 4,000
WDH Foodbank Fund	£ 2,800
Arnold Clark	£ 2,000
Yorkshire Building Society	£ 2,000
Wakefield District Community Foundation	£ 1,000
Lidl Neighbourly Fund	£ 500

We are also grateful to local companies, churches and individuals who have supported us with regular donations though the year.

Our total income of £85,025 exceeded our total expenditure of £78,451 by £6,574. Compared to 2022-23, income has increased by 10% and expenditure by 9%.

We commit to increasing staff salaries each year in January by the same percentage increase as the National Living Wage. This year the increase was 10.1%. Food bank costs have continued to rise considerably – this year by 26.3% - but we have again received support from the Government funding Household Support Fund.

Trinity Methodist Church provides us an annexed building rent-free, but we pay hourly rent to them for use of their kitchen and dining space when we are open for meals. The hourly charge has increased during the past year.

Whilst we are in a comfortable position to start the new financial year, having secured funding from Aire & Calder Methodist Circuit and Yorkshire West Methodist District again. However, our annual rent, food bank and salary costs are expected to increase again next year, so our efforts to obtain both grant funding and regular donations will need to continue.

# TRINITY MISSION CASTLEFORD CIO

## Receipts and Payments Account for the year ending 31<sup>st</sup> August 2024

### Trinity Mission CIO

### Statement of Financial Activity

### For the year ending 31st August 2024

		<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		<u>Funds</u>	<u>Funds</u>	<u>2023/24</u>	<u>2022/23</u>
				<u>£</u>	<u>£</u>
<b><u>Income</u></b>	Grants	56,500	18,300	<b>74,800</b>	70,854
	Donations - Organisations	3,940	-	<b>3,940</b>	2,177
	Donations - Individuals	2,529	-	<b>2,529</b>	1,781
	Fund Raising	1,023	-	<b>1,023</b>	852
	Gift Aid reclaimed	377	-	<b>377</b>	562
	Interest	2,356	-	<b>2,356</b>	779
	<b>TOTAL INCOME</b>	<b>66,725</b>	<b>18,300</b>	<b>85,025</b>	77,005
<b><u>Expenditure</u></b>	Staff Salaries	43,565	3,000	<b>46,565</b>	42,202
	Staff Expenses	569	-	<b>569</b>	1,557
	<b>Total Staff Costs</b>	<b>44,134</b>	<b>3,000</b>	<b>47,134</b>	43,759
	Sessions	1,489	250	<b>1,739</b>	1,675
	Food Store	-	15,629	<b>15,629</b>	12,371
	Rent/services paid to Church	6,765	3,500	<b>10,265</b>	7,530
	Redevelopment expenditure	-	-	<b>-</b>	1,826
	Utilities	2,074	-	<b>2,074</b>	2,151
	Maintenance/Cleaning	247	-	<b>247</b>	381
	Travel	75	-	<b>75</b>	15
	Stationery/Office expenses	133	-	<b>133</b>	243
	Insurance	728	-	<b>728</b>	728
	Equipment/Security	221	-	<b>221</b>	342
	Misc. expenditure	206	-	<b>206</b>	45
	10th Anniversary expenditure	-	-	<b>-</b>	728
	<b>Total Other Expenses</b>	<b>11,938</b>	<b>19,379</b>	<b>31,317</b>	28,035
	<b>TOTAL EXPENDITURE</b>	<b>56,072</b>	<b>22,379</b>	<b>78,451</b>	71,794
<b><u>Excess of Income over Expenditure</u></b>		<b>10,653</b>	<b>-4,079</b>	<b>6,574</b>	5,211
Cash at bank/in hand at 31st August 2023		31,290	6,036	37,326	32,115
<b>Cash at bank/in hand at 31st August 2024</b>		<b>41,943</b>	<b>1,957</b>	<b>43,900</b>	



<b><u>Cash funds</u></b>	Deposit account	26,177	1,957	<b>28,134</b>
	Bank Balance	15,726		<b>15,726</b>
	Petty cash	40	-	<b>40</b>
	Total	41,943	1,957	<b>43,900</b>
<b><u>Other Assets</u></b>	Income tax to be recovered	467		
<b><u>Liabilities</u></b>	Rent due to Trinity Methodist	1,300		
	HMRC Payroll Liabilities	489		

Approved by the Trustees and signed on their behalf by:



Rev Naomi Kaiga  
Chair of Trustees

Date: 09/09/2024

## INDEPENDENT EXAMINER'S REPORT

I report to the trustees on my examination of the accounts of the Trinity Mission Castleford CIO for the year ended 31 August 2024.

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

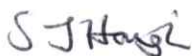
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Sara Haigh FCCA



Kelvin Burke & Co Accountants  
81a Stanley Road  
Wakefield  
WF1 4LH

Date

