



## Trustees' Annual Report for the period

|      |                   |    |      |    |                 |    |      |
|------|-------------------|----|------|----|-----------------|----|------|
|      | Period start date |    |      |    | Period end date |    |      |
| From | 01                | 04 | 2022 | To | 31              | 03 | 2023 |

### Section A Reference and administration details

Charity name

Hope Family Arbourthorne

Other names charity is known by

Registered charity number (if any) 1166179

Charity's principal address

Spires Centre

600, East Bank Rd

Sheffield

Postcode

S2 2AN

#### Names of the charity trustees who manage the charity

|    | Trustee name        | Office (if any)   | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------------|-------------------|-----------------------------------|---|
| 1  | Frankie Fair        | Treasurer         |                                   |   |
| 2  | Steve Spink         | Chairman          |                                   |   |
| 3  | Christopher Simpson | Secretary         |                                   |   |
| 4  | Richard Large       | Health and Safety | 01/04/2022-20/09/2022             |   |
| 5  |                     |                   |                                   |   |
| 6  |                     |                   |                                   |   |
| 7  |                     |                   |                                   |   |
| 8  |                     |                   |                                   |   |
| 9  |                     |                   |                                   |   |
| 10 |                     |                   |                                   |   |
| 11 |                     |                   |                                   |   |
| 12 |                     |                   |                                   |   |

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

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

#### Names and addresses of advisers (Optional information)

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

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

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

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

### Additional governance issues (Optional information)

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

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

Trustees are invited by the current trustees after careful enquiry as to their suitability and support for the objects of the charity. The trustees aim to have a broad range of skills to provide clear and informed governance of each area of the church and its projects. Current trustees bring a variety of expertise in Christian doctrine, safeguarding and business. Trustees are not paid for their role as trustees. One trustee, Richard Large, stood down as trustee on 20<sup>th</sup> September 2022, as he took up the paid role of operations manager from Sept 2022. It was realised in our governing document (constitution) that trustees could only be remunerated as a pastor and not within other roles within the charity so he stood down as a trustee.

The church has 2 governing bodies – the core leader and the trustees. The core leaders oversee the spiritual and day to day running of the church and the projects that run out of it.

The trustees are legally responsible in terms of the CIO and oversee financial decisions. Core leaders also provide input/ recommendations but decisions are made by the trustees.

Trustees meet regularly, as a minimum quarterly, to review all areas of the charity and discuss any potential major risks to it.

## Section C Objectives and activities

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

The objects of the CIO are:

- (1) To advance the Christian faith in accordance with the Statement of Beliefs in the Schedule in such parts of Sheffield, the United Kingdom or the world as the Trustees may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the charity;
- (2) To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.
- (3) To advance in life and relieve the needs of young people through providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

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

Hope Family Arbourthorne is a Christian charismatic evangelical church that meets weekly on a Sunday for corporate worship & teaching, as well as at other times during the week for prayer and Bible study.

In addition to church meetings, the charity also endeavours to fulfil its objects via a number of projects working out of the Spires Centre, facilitated by church members and volunteers namely:

**Spires Foodbank**

Providing emergency food parcels and longer-term support to needy local individuals and families. This forms the main part of the charity's function, with demand still high due to the current cost of living crisis.

**Kids club**

Children's group for those in school years 3-6. Focusing on providing a safe space to play and do craft activities for children from tough backgrounds.

**Community allotment**

Two volunteers meet weekly to support the growing of food on the allotment & supporting others to learn new skills. Produce is used by some of the Spire's projects.

**Craft and Chatter**

Meets weekly during term time. Opportunity for people to meet socially particularly for those who are socially isolated.

**Soup Wagon**

Weekly as throughout the winter months as council restrictions allow. Hope Family Arbourthorne fulfils the Sunday slot on the citywide rota providing soup etc to Sheffield's homeless community.

**Dementia Café**

Once weekly café. Friendly space to meet for those with dementia and their carers to provide opportunities for social interaction.

**Additional details of objectives and activities (Optional information)**

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

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

**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

Foodbank continues to provide food for between 100-150 people each week, with numbers recently increasing again with the cost of living crisis.

Dementia café and Craft and Chatter continue to grow in attendance levels and the numbers of local community members benefitting. Soup wagon had a slow start to the year due to changes in location implemented by the council.

Kids work has lower numbers than pre-pandemic, but is enjoyed by those that attend.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Our policy is to have enough reserve to pay 2 months salaries/ consultancy fees and 3 months of utility bills.  
Reserves are currently satisfactory. Funding bids continue to be written and funds applied for to maintain adequate charity finances.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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

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

The charity's primary source of funding is via church members' giving. We do also receive funding through room hire and a small amount from grants.

Expenditure has been split this financial year between funding a P/T operations manager, support for a P/T youth worker and running costs of the projects/ building.

As a Christian organisation we also give a proportion of our money away to support ministries elsewhere both in the UK and to those supporting projects in Africa, Pakistan and Sri Lanka.

A computer was bought 2018/2019 for the minister to carry out his work for the church alongside 20% contribution for his own work on it. It was agreed they the minister would retain this after leaving employment at no further charge.

We have no investments.

## Section F

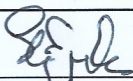
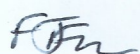
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

|                                     |   |   |
|-------------------------------------|---|---|
| Signature(s)                        |  |  |
| Full name(s)                        | STEPHEN GEORGE  | SPINK FRANKIE FAIR  |
| Position (eg Secretary, Chair, etc) | CHAIR   | TREASURER   |
| Date                                | 22/1/24   |   |





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Hope Family Arbourthorne

No (if any)  
1166179

CC16a

## Receipts and payments accounts

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/04/2022 | To | Period end date<br>31/03/2023 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted<br>funds      | Restricted<br>funds | Endowment<br>funds | Total funds      | Last year        |
|---|----------------------------|---------------------|--------------------|------------------|------------------|
|   | to the nearest £           | to the nearest £    | to the nearest £   | to the nearest £ | to the nearest £ |
| <b>A1 Receipts</b>  |                            |                     |                    |                  |                  |
| Voluntary Income  | 14,998                     | 3,076               | -                  | 18,074           | 28,113           |
| In Kind Voluntary Income  | not needed as R&P accounts |                     | -                  | -                | -                |
| Charitable Activities   | 2,865                      | -                   | -                  | 2,865            | 2,697            |
| Activities for generating funds*  | 4,641                      | -                   | -                  | 4,641            | 4,440            |
| Investment Income   | -                          | -                   | -                  | -                | -                |
| Other Incoming Resources  | 11                         | -                   | -                  | 11               | -                |
|   | -                          | -                   | -                  | -                | -                |
| <b>Sub total (Gross income for AR)</b>  | 22,515                     | 3,076               | -                  | 25,591           | 35,250           |
| <b>A2 Asset and investment sales,<br/>(see table).</b>                            |                            |                     |                    |                  |                  |
|   | -                          | -                   | -                  | -                | -                |
|   | -                          | -                   | -                  | -                | -                |
| <b>Sub total</b>  | -                          | -                   | -                  | -                | -                |
| <b>Total receipts</b>   | 22,515                     | 3,076               | -                  | 25,591           | 35,250           |
| <b>A3 Payments</b>  |                            |                     |                    |                  |                  |
| Charitable Activities   | 13,517                     | 3,450               | -                  | 16,967           | 28,547           |
| Charitable Activity spending of the In-kind stock - Not required for R&P accounts |                            |                     | -                  | -                | -                |
| Costs of Generating Voluntary Receipts  | 982                        | -                   | -                  | 982              | 2,618            |
| Governance Costs  | 3,580                      | -                   | -                  | 3,580            | 4,096            |
| Fundraising costs   | 3,814                      | -                   | -                  | 3,814            | 2,488            |
| Other expenditure refunded  | -                          | -                   | -                  | -                | -                |
|   | -                          | -                   | -                  | -                | -                |
|   | -                          | -                   | -                  | -                | -                |
|   | -                          | -                   | -                  | -                | -                |
| <b>Sub total</b>  | 21,893                     | 3,450               | -                  | 25,343           | 37,749           |
| <b>A4 Asset and investment<br/>purchases, (see table)</b>                         |                            |                     |                    |                  |                  |
|   | -                          | -                   | -                  | -                | -                |
|   | -                          | -                   | -                  | -                | -                |
| <b>Sub total</b>  | -                          | -                   | -                  | -                | -                |
| <b>Total payments</b>   | 21,893                     | 3,450               | -                  | 25,343           | 37,749           |
| <b>Net of receipts/(payments)</b>   | 622                        | 374                 | -                  | 248              | 2,499            |
| <b>A5 Transfers between funds</b>   | 1,543                      | 1,543               | -                  | -                | -                |
| <b>A6 Cash funds last year end</b>  | 17,633                     | 10,425              | -                  | 28,058           | 30,557           |
| <b>Cash funds this year end</b>   | 19,798                     | 8,509               | -                  | 28,306           | 28,058           |

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



## Categories

## B1 Cash funds

| Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--|------------------------------------|----------------------------------|---------------------------------|
| Bank Account   | 18,918                             | 8,509                            | -                               |
| Petty cash   | -                                  | -                                | -                               |
| cash in transit  | 880                                | -                                | -                               |
| <b>Total cash funds</b>                                | <b>19,798</b>                      | <b>8,509</b>                     | <b>-</b>                        |
| (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

## B2 Other monetary assets

| Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------|------------------------------------|----------------------------------|---------------------------------|
|         | -                                  | -                                | -                               |
|         | -                                  | -                                | -                               |
|         | -                                  | -                                | -                               |
|         | -                                  | -                                | -                               |

## B3 Investment assets

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

## B4 Assets retained for the charity's own use

| Details  | Fund to which asset belongs | Cost (optional)                | Current value (optional) |
|--|-----------------------------|--------------------------------|--------------------------|
| Building   | General Fund                | not purchased whilst a charity |                          |
| Fixtures/Fittings/Equipment  | General Fund                | not purchased whilst a charity | -                        |
| fridge purchased 2017/18   | General Fund                | 270                            | -                        |
| Kitchen Equipment -small value 2022/23 onwards   | General Fund                | 17                             | -                        |
| Leased photocopier: doesn't belong to the charity (will be given back when the contract is up) |                             | -                              | -                        |
|  |                             | -                              | -                        |
|  |                             | -                              | -                        |
|  |                             | -                              | -                        |

## B5 Liabilities

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

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

| Signature           | Print Name | Date of approval |
|---------------------|------------|------------------|
| <i>C.L. Simpson</i> | C. SIMPSON | 22/1/24          |
| <i>AG SPINK</i>     | AG SPINK   | 22/1/24          |

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Hope Family Arbourthorne

**On accounts for the year  
ended**

31 March 2023

**Charity no  
(if any)**

1166179

**Set out on**

the two pages following the TAR: balance £28,306 (of which £8,509 is restricted)

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

**Responsibilities and  
basis of report**

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

I report in respect of my examination of the Trust'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.

**Independent  
examiner's statement**

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.

**Signed:**



**Date:** 24/01/2024

**Name:**

Jennifer Copley

**Relevant professional  
qualification(s) or body:**

N/A to this post

**Contact:**

07842 124747

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[www.facebook.com/jennifercopleyfinance](https://www.facebook.com/jennifercopleyfinance)