

# CARING HANDS IN THE VALE

England & Wales · Charity number 1167237

## Details

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Other names	CARING HANDS
Status	Registered
Legal form	CIO
Registered	2016-05-20
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address** The Lighthouse  
Vine Street  
Evesham  
Worcestershire  
WR11 4RE

**Phone** 07859892528

**Email** [info@chands.org.uk](mailto:info@chands.org.uk)

**Website** <http://www.chands.org.uk/>

## Activities

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**Objects:** THE PREVENTION AND RELIEF OF POVERTY AND TO RELIEVE THE NEEDS OF THOSE WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS AS A RESULT OF THEIR SOCIAL AND ECONOMIC CIRCUMSTANCES IN EVESHAM AND THE SURROUNDING AREA BY SUCH MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DECIDE

**Activities:** Our planned activities in order to achieve our aims are as follows: Individuals and/or families are referred to Caring Hands and our five banks of resources via a network of over ninety front line agencies from the local community and Vale of Evesham. Referrals are also made by the congregation of the church. Caring Hands also provides drop-in meals twice a week and volunteering opportunities.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups

## Geography

- Worcestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£122,886	£145,163	-	-
2024-03-31	£127,523	£143,714	-	-
2023-03-31	£333,497	£130,736	-	-
2022-03-31	£110,494	£93,074	-	-
2021-03-31	£399,068	£86,022	-	-

## Trustees

Name	Role	Appointed
<b>Diane Mary Nicholls</b>	Chair	2021-01-12
MICHAEL STEPHEN HEWITT		2019-05-10
REVD JOHN ROBERT KING		2016-05-10
STEPHEN ALASTAIR WILDERSPIN		2016-05-10
Susan Rachael Mills		2024-04-12

**CARING HANDS IN THE VALE**

England & Wales - Charity number 1167237

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# Accounts

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Charity registration number 1167237

**CARING HANDS IN THE VALE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

# CARING HANDS IN THE VALE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

S A Wilderspin  
M S Hewitt  
J R King  
D M Nicholls  
S Mills

(Appointed 12 April 2024)

**Charity number**

1167237

**Independent examiner**

Azets  
Epsilon House, The Square  
Gloucester Business Park  
Brockworth  
Gloucester  
Gloucestershire  
United Kingdom  
GL3 4AD

# CARING HANDS IN THE VALE

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**CARING HANDS IN THE VALE**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2025**

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# **Annual Report 2024-2025**

Caring Hands



In the Vale

**Making a Difference in our  
Local Community**

## CARING HANDS IN THE VALE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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# Caring Hands in the Vale Annual Report 2024-2025

During 2025, Caring Hands in the Vale marks twenty-two years of making a difference in our local community. The 'cost of living crisis' continues to have a significant impact on our local community and in turn on the services provided by Caring Hands. Rising food costs and utility costs continue to be the main drivers with many of our service users barely having enough money to provide even the basics.

The figures and charts included in this report show that during the 2024-2025 financial year, Caring Hands again experienced its busiest year in twenty-two years of operation. This continues the year-on-year increase in the support we provide to our local community.

## Core Services

### **Drop-in Diner:**

The drop-in diner is now open three times a week with a two-course meal on Monday and Wednesday and a light lunch on Friday, during term time. Individuals who access the diner are from a variety of backgrounds which now also operates as a 'warm hub' for many, where the meal is not the main reason they come in, often seeking friendship and a social environment.

We provide in the region of 130-150 meals each week through the three lunch sessions and during the year we ran 108 sessions.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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The drop-in diner provides several different opportunities for individuals who access the service:

- A meal – a free two/three course meal on a Monday and Wednesday lunchtime
- A light lunch on Fridays
- A Community Pantry with surplus fresh produce, non-perishable items which are past their 'best before' dates and other donations that are not suitable for inclusion in food parcels. This not only reduces waste but supports individuals with food items and reduces the need for a referral for a food parcel.
- Networking with other front-line agencies to organise drop-in support, such as homelessness outreach teams, harm reduction, housing and benefits advice.
- Signposting service users to appropriate services to provide support for their ongoing needs.
- Volunteering Opportunities – individuals from a wide variety of backgrounds provide invaluable volunteer support. We also provide work experience placements for several local middle and high schools, as well as the local colleges.

### Case Study

**K arrived at The Lighthouse after a falling out with his parents and was asked to leave. He is 19 with additional needs. We supported him to call Wychavon Housing Duty Officer and sat with him whilst he did this as he was very anxious and worried. He was placed in emergency temporary accommodation. We provided him with vouchers for food, toiletry pack and towel and other items and spent a lot of time re-assuring him. He was then referred into a service supporting 16–25 year-olds.**

- Many individuals who access the drop-in diner do so as they are looking for company and support, especially those who are socially isolated. We have seen a significant increase in the numbers of more senior members of our community joining the drop-in diner sessions.

### Resource Banks:

Caring Hands in the Vale continues to offer five different 'banks' of resources. To access each of these 'banks' a service user requires a referral from a network of well over one hundred and thirty referral partner agencies. This is to ensure that our

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

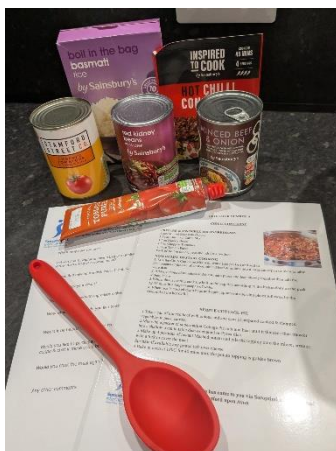
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service users are receiving the help, support and advice they need to address the issues they have, which have resulted in the need for a referral to us. During the year we ran almost 250 food bank sessions.

In partnership with Blue Cross and Pets at Home in Evesham the pet food bank, which provides cat and dog food, has now been in operation for two years, and during that time has supported over 600 pets. The main aim of the pet food bank is to support individuals and families to be able to keep their pets and help shelters not become overwhelmed with surrendered pets.

Caring Hands was again the recipient of grants from the Household Support Fund. As well as supporting the food and household banks, this has allowed us to purchase some supermarket vouchers to support individuals and families where lack of, or restricted cooking facilities, allergens and religious or cultural dietary needs challenges our ability to provide items from the food bank.

Our food bank was originally set up to provide short-term crisis support for people in our local community. However, we are now seeing more families and individuals being referred more often as they struggle to cope with the increased cost of living. This is something which is a challenge to our services, and we continue to explore further ways of providing additional support to our service users in addition to short-term crisis support.



Caring Hands continues to produce its Food Bank Recipe Booklet, which is available free of charge. The ladies at Stratford Soroptimists have been providing us with 'Lets Cook' packages which include a recipe card and the ingredients needed to make the item, which are a mixture of fresh and non-perishable items. This often includes a free kitchen item. We are planning to put all the recipes into a 'Let's Cook' Booklet, to be provided free of charge.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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In conjunction with Evesham Food Bank Forum, we have updated the Food Aid Projects leaflet covering the Vale of Evesham. This gives the information of the various Food Aid Projects, how to access these services and contact details.

## Statistics

During 2024-2025 we received the most referrals ever in twenty-two years of operation, continuing the year on year upward trend in our statistics. In fact, if you refer to the charts at the end of this report, you will see that referrals to our services have almost quadrupled in the last ten years.

In total we received 1575 referrals for 757 different 'households' (up from 650, which is an additional 107 'households' or 'cases' and a further increase from the previous financial year) from a total of 80 different referral partner agencies. This provided a total of 1525 food parcels for 3373 people, providing 68226 meals. This is only a slight increase from the previous financial year. Of the people we were able to support 40% were children (under eighteen years of age). An interesting difference for us is that we supported more single individuals than families, which is the reverse from the previous financial year.

Reasons for referral are covered by seven broad categories – benefit issues; homelessness and housing; low incomes and debt; work related issues; health issues, refugee and asylum seeker support and crisis situations.

## Case Study

**Christmas is a challenging and stressful time for many individuals and families, and we often receive calls from social work teams and schools asking for support for families.**

**M a lone parent with three children worked full-time but was unable to afford any presents for her children or buy the groceries to provide Christmas Day lunch. We provided them with a Christmas Hamper with all the 'luxury' Christmas items, supermarket vouchers to be able to buy everything for Christmas Day Lunch and provided three bags of toys and gifts for the children.**

**V another lone parent with two children, who works full-time, called us two days before Christmas, in tears, as their plans for Christmas had all fallen apart. Again, we provided a Christmas Hamper, vouchers to buy groceries for Christmas Day lunch and some gifts for the children.**

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### Case Study

E is a long-term 'entrenched' rough sleeper who tends to be itinerant and only bases himself in a single location for a few months at a time. During his time in Evesham, the housing outreach team supported him to open a bank account, and we acted as a care of address for his post, which he picked up regularly. He was also supported by housing outreach to apply for UC and attend appointments with the Job Centre. E regularly used the resources at The Lighthouse, showers, laundry, phone charging, drop-in diner, community pantry and homelessness bank. He also regularly checked in with the outreach teams and called in to see the staff and volunteers at The Lighthouse. E has chosen currently, not to access long-term accommodation and has moved away from Evesham for the time being. We look forward to seeing him when he comes back to the area.

You will see from the charts at the end of this report that 54% of referrals were due to low incomes of which 9% were families and individuals who are in work. Benefit issues (sanctions, benefit delays, benefit changes) accounted for 6% of referrals, which is the same as last year. Referrals for Homelessness were 18%, debt 6%, and health issues 3%. Referrals for domestic abuse situations is showing an increase, now 4%.

We are experiencing an increase in referrals for long-term illness, mostly due to mental health crises. However, we have noted that we are receiving referrals for individuals who are awaiting treatment or an appointment for surgery for medical conditions.

Refugee and asylum seeker support is 5% of referrals, which reflects the use of Evesham Hotel and dispersal accommodation available in Evesham.

Referrals to the Baby Bank have remained roughly the same.

Referrals to the Household Bank show a slight decrease. This is due to us placing a restriction on some items of only one referral a month.

It is important to state that the reasons for referral can be varied and complex. Often there is more than one reason for a referral, so our statistics record the most prevalent issue at the time of referral. For instance, an individual struggling on a low income may also have issues around debt, benefit delays or long-term illness and potential homelessness.

## CARING HANDS IN THE VALE

### TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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Our charts at the end of this report show that referrals to the homelessness bank have increased, at time the figures have stabilised for a while but then increased. However, due to the incredible work undertaken by the outreach teams that cover Evesham, individuals are identified and supported relatively quickly. We also now have additional temporary accommodation services available in Evesham.

We continue to work closely with the outreach teams, accommodation services and are regularly involved in rough sleeper group meetings.

## Community Engagement/Awareness

We were able to provide a number of awareness sessions free of charge to the local community, local community groups and also our volunteers. These sessions included Shopping and Eating on a Budget, Homelessness Awareness and Basic Drug and Alcohol Awareness.

We are always looking for other organisations to visit to give us talks which are appropriate to the services we provide.



Caring Hands participates in a number of community events during the year to raise awareness of the services we offer, including the Primary Care Network Community Engagement Event, Battle of Evesham Medieval Market, Battle of Evesham Festival Weekend, Love Evesham, Wychavon Community Network Conference together with the Christmas Tree Festival held at All Saints Church, Evesham.

We are currently working on a Basic Cookery Skills Course which we hope to launch in the next few months.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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We have also been able to give presentations to a number of local organisations and community groups plus a number of school assemblies.

## Christmas 2024

We were delighted to be able to provide a Christmas Day Meal again in 2024, possible due to the number of volunteers who were willing to give up their time on Christmas Day to bless others.



We provided around fifty meals, including a number of

meals which were provided to one of the local sheltered housing schemes.



We had anticipated an increase in the number of nominations for Christmas Hampers and Gift Hampers, and the final total was 300, which is the most we have ever provided. This provided support for 645 people, around 60% of whom were children (under eighteen years of age).

Due to the generosity of local churches and individuals, we were able to include small, wrapped gifts in many of the Christmas Hampers, especially for children. We were approached by a number of referral partners to provide Gift Hampers for families who were struggling to buy Christmas presents.

## CARING HANDS IN THE VALE

TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### Donations

We continue to receive incredible support from our local community, shops, supermarkets, families, individuals, schools, churches and community groups. We continue to be amazed and in awe of the incredible generosity of our supporters.

We received support from many schools, pre-schools and churches with donations of produce from their Harvest Celebrations, which as always is an incredible boost to our stock levels.

We were blessed by the many organisations, schools, families and individuals, who undertook a 'Reverse Advent Calendar' and Christmas collections which provided wonderful support for the Christmas Hampers.

During 2024 there were two food bank collections at Evesham Tesco, three at Evesham Morrisons, organised by Rotary in the Vale, to whom we are always incredibly grateful for their support. The collections all help to boost to our stock levels during the year and Christmas activities.

We would like to take the opportunity to thank everyone in our local community who have generously supported Caring Hands in the Vale through another really difficult year. We definitely would not have been able to provide the support we have without you.

### Volunteers

We continue to boast a wonderful team of volunteers, without whom the work of Caring Hands in the Vale simply would not happen. During the last twelve months we have also seen another influx of new volunteers and we are enjoying getting to know everyone.

## CARING HANDS IN THE VALE

### TRUSTEES' REPORT (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

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We produce a monthly Volunteer Newsletter to keep our volunteers informed of developments and events.

Our volunteers currently provide over 9,000 hours volunteering each year across all our different projects and events. If these hours were paid at the 2025 national living wage it would amount to over £110,000.00.



We welcomed Charles Moyle, High Sheriff of Worcester, twice, along with the Mayor and Mayoress of Evesham, to present some of our fabulous volunteers with awards.

We endeavour to organise a volunteer get-together at least once a year so that we can spend time together and get to know each other whilst celebrating the incredible work that they all do. In addition, we can support work experience placements from a number of schools and colleges plus volunteering for the Duke of Edinburgh Award Scheme.



All our volunteers are a blessing to Caring Hands, and we literally would not be able to do what we do without them.

## Homelessness

Homelessness remains a significant issue within the Vale of Evesham. Caring Hands in the Vale is a member of the Wychavon Homeless Partnership and Wychavon Rough Sleeper Group.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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Due to this partnership working and encouraging the community to use Streetlink as a way of notifying the relevant organisations about individuals who are rough sleeping, there have been many positive outcomes for individuals.

The outreach teams who cover Evesham have been doing an incredible job in supporting individuals, in addition to which we now have temporary accommodation services in Evesham. We work closely with all these services, providing as much support as we are able.

The Lighthouse is able to offer showers, laundry, lockers, health and wellbeing hub, phone charging and to be a care of address.

During 2024 we ran another very well attended Homelessness Awareness Session with the support of Wychavon District Council and others from the outreach teams and accommodation services, for the local community, our volunteers, church members and Evesham Street Pastors. This highlighted what homelessness is and the services available in the Evesham area to support and help individuals facing or experiencing homelessness.

We have been asked to undertake this presentation for different organisations, which gives us the opportunity to raise the issue amongst the wider community.

Our Homelessness Handbook has been updated and reprinted. It is available to local organisations, referral partner agencies, churches and particularly to anyone who is worried about being made homeless, is at risk about becoming homeless or is homeless.

## Networking

Networking continues to be a significant and important part of the work of Caring Hands in the Vale. This helps us to know about and understand the work of other support agencies and organisations in Evesham. We are then able to signpost individuals and families to relevant organisations for the support that they need.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### Case Study

We recorded S in a case study in last year's annual report. We have known S for several years and we supported him to access the housing outreach team who placed him in emergency accommodation and now has his own tenancy.

He is still in this tenancy, managing it successfully with support from his social worker.

S now has custody of his child, who has additional needs. We continue to support them both from the resource banks and they regularly access the drop-in diner and community pantry.

For some individuals support is needed beyond homelessness and into new tenancies to help maintain tenancies and manage household budgets. A new tenancy is often the start of another challenging journey.

We are involved in several networks including Evesham Food Bank Forum, Evesham Charity Network, Wychavon Homeless Partnership, Wychavon Rough Sleeper Group, Worcestershire VCSE Forum and Wychavon District Health Collaborative.

Caring Hands is a member of the Fareshare network and Neighbourly network which organises the collections from supermarkets, particularly surplus fresh produce.

Caring Hands is a member of the Independent Food Aid Network and regularly attend national zoom meetings. This has been incredibly helpful in understanding the national context of how food banks and charitable food aid is operating. IFAN also keeps all its members up to date with information, any changes in legislation and any grant funding available.

In partnership with IFAN and Act On Energy, we have produced a leaflet called 'Worrying About Money'. This will contain information to point individuals and families towards other organisations who are able to offer help, advice and financial support. IFAN adopts a 'cash first' approach which aims to help those in need to move away from charitable food aid provision. The leaflet is in the process of being updated and will be re-launched in the next few weeks.

## CARING HANDS IN THE VALE

### TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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In conjunction with Evesham Food Bank Forum, we have produced a leaflet called Community Food Aid Projects in the Vale of Evesham, which has recently been updated. Both leaflets will be available to anyone in the community who would like one.

## Health and Wellbeing Hub

We work in conjunction with many different statutory and charity organisations to provide drop-in and other sessions within the Health and Wellbeing Hub.

Services covered drug and alcohol recovery, harm reduction, rough sleeper support, housing and benefit advice, homelessness prevention, housing and homelessness support, teen maternity clinic, Hep C testing, Health Bus, Inoculation Clinics, Fire Prevention Awareness and Starting Well Partnership Christmas Toy Giveaway. This was a total of 294 sessions totalling 1194 hours.

We receive some grant funding from Wychavon District Council for the operation of the Health and Wellbeing Hub, which allows us to offer the use of the hub free-of-charge.

## Employees

Caring Hands now has four paid employees.



Diane Bennett

Diane Bennett is our full-time Community Outreach Manager and Emma Goodge part-time Deputy Community Outreach Manager.



Emma Goodge

## CARING HANDS IN THE VALE

### TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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Added to the team this year are Kim Simmonds and Roy Simmonds (husband and wife team) who are both employed as part-time support workers. These are new posts, and we are developing the roles over the coming weeks and months.

The team works alongside our wonderful team of volunteers to provide our growing number of services.

## The Future

Initiatives and services that we will seek to offer are as follows:

- A job club to assist those seeking work with job searching and job applications.
- Debt advice and budgeting
- An IT suite which will allow service-users access to the internet to help with job searching and job applications, bidding on local authority properties, checking emails, accessing social media, etc. Many vital government services and universal credit applications are only accessible on-line.
- Basic cooking classes and other ways to use limited resources well – further developing our 'Shopping and Eating on a Budget' course.
- We have received funding from Evesham Town Council to provide the Basic Cookery Skills Course.
- 'Let's Cook' recipe booklet in conjunction with Stratford Soroptimists.

There will be the opportunity to develop the services we already provide:

- Developing networking opportunities to be able to signpost individuals for further support.
- Increase the number of volunteering opportunities we have available.

## CARING HANDS IN THE VALE

### TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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- Helping individuals to develop their skills and knowledge and offer support to be able to change their circumstances.
- Further developing partnership working

We will also keep everyone up to date via our social media pages and our websites.

**Diane Bennett MBE**  
**Community Outreach Manager**  
**April 2025**

Caring Hands



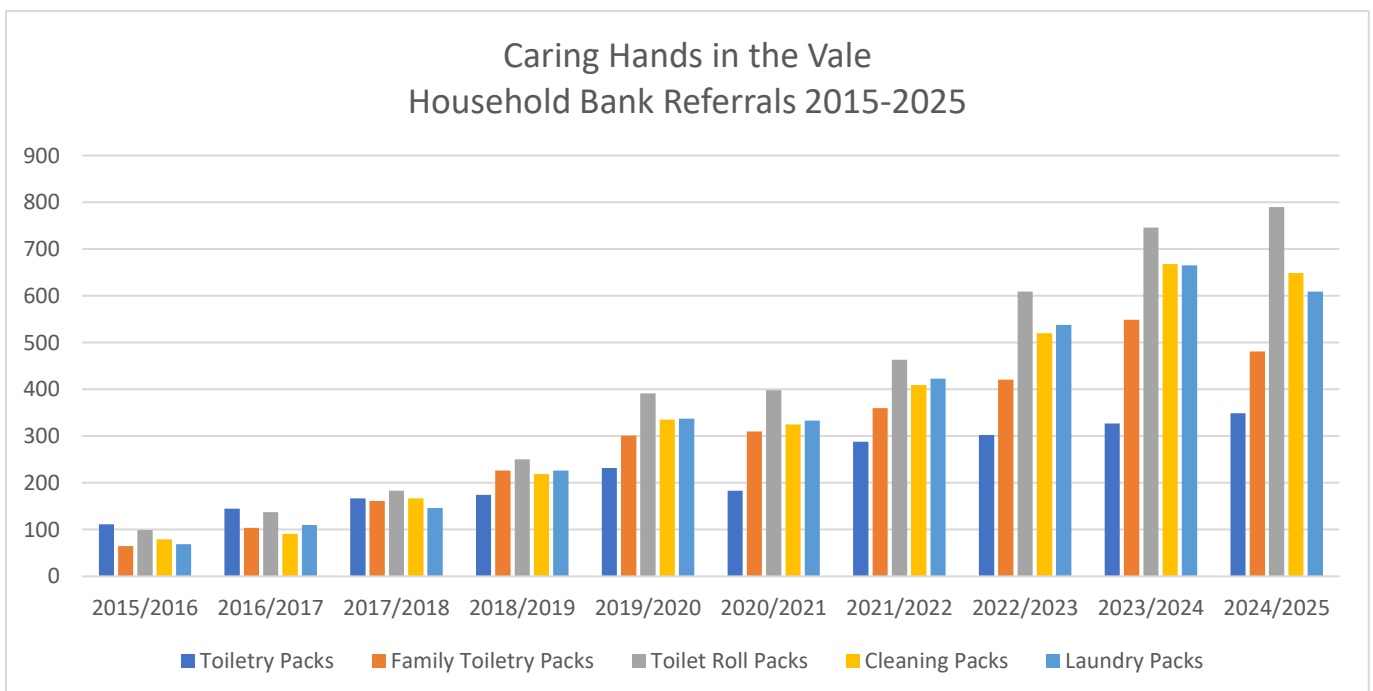
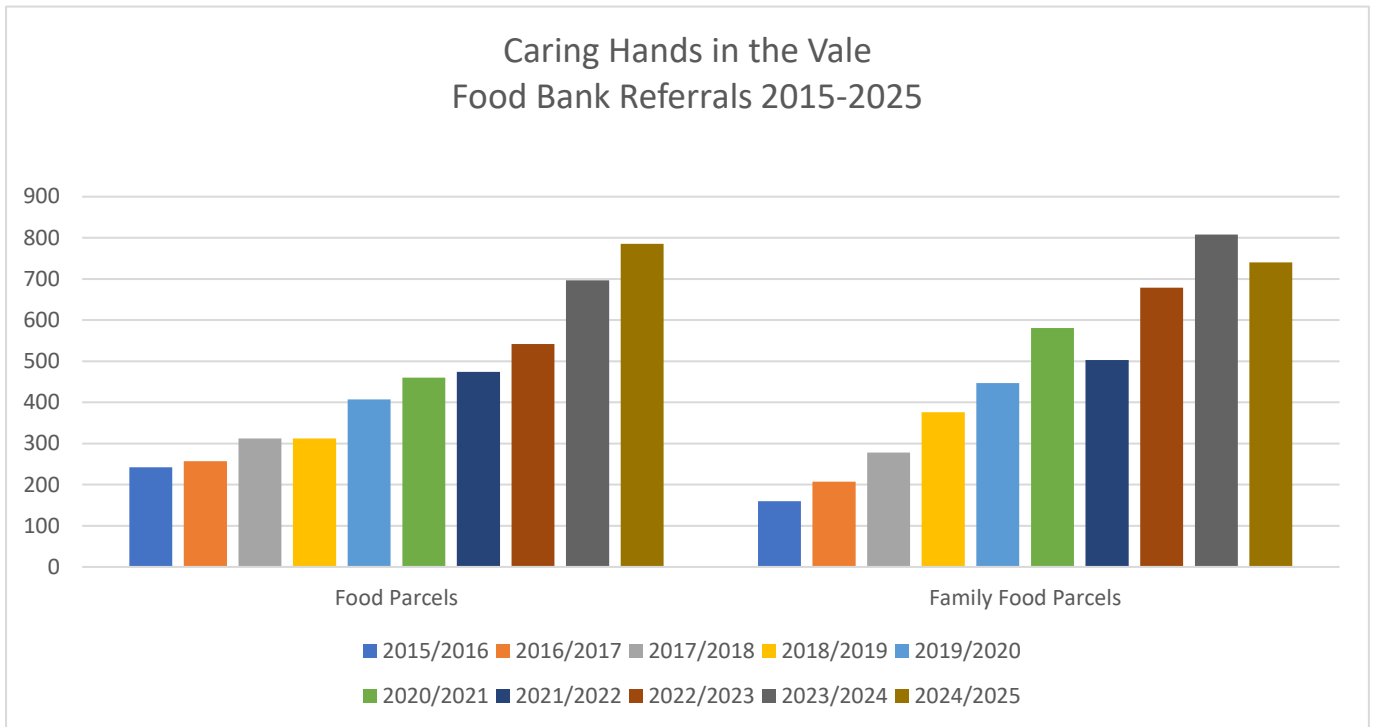
In the Vale



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

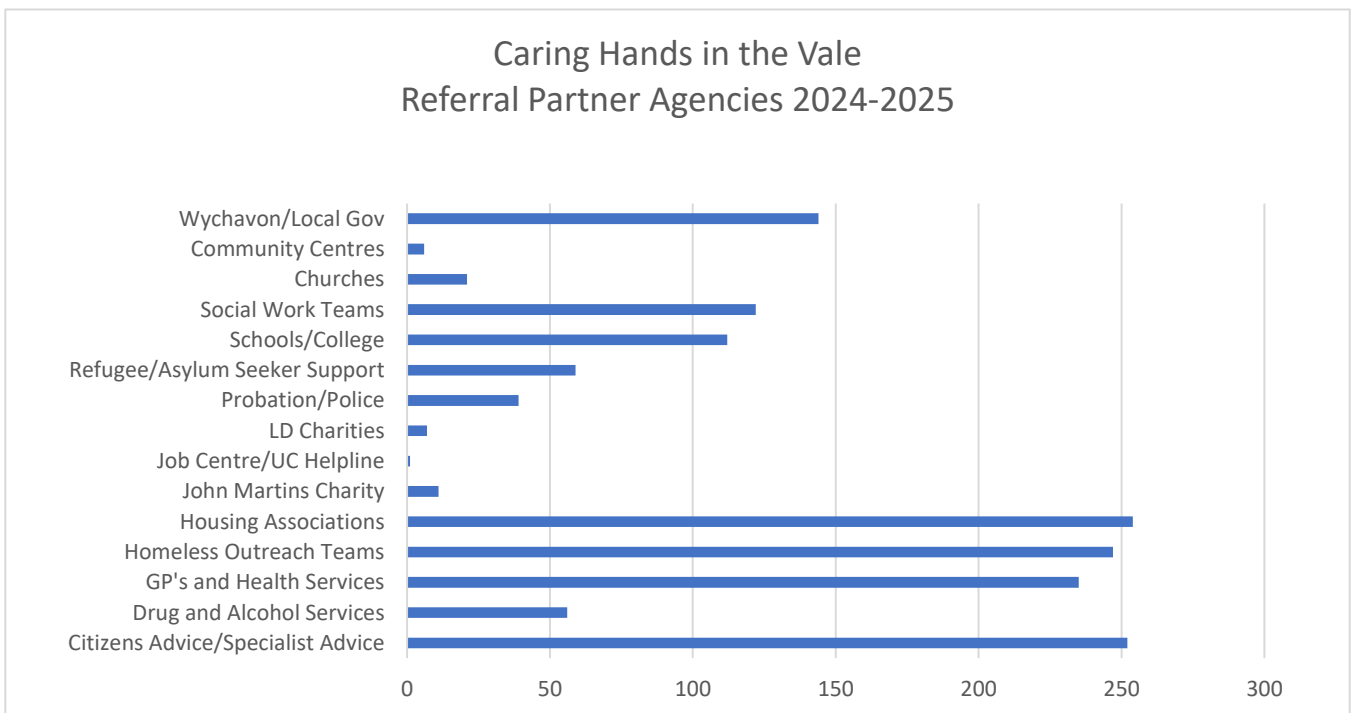
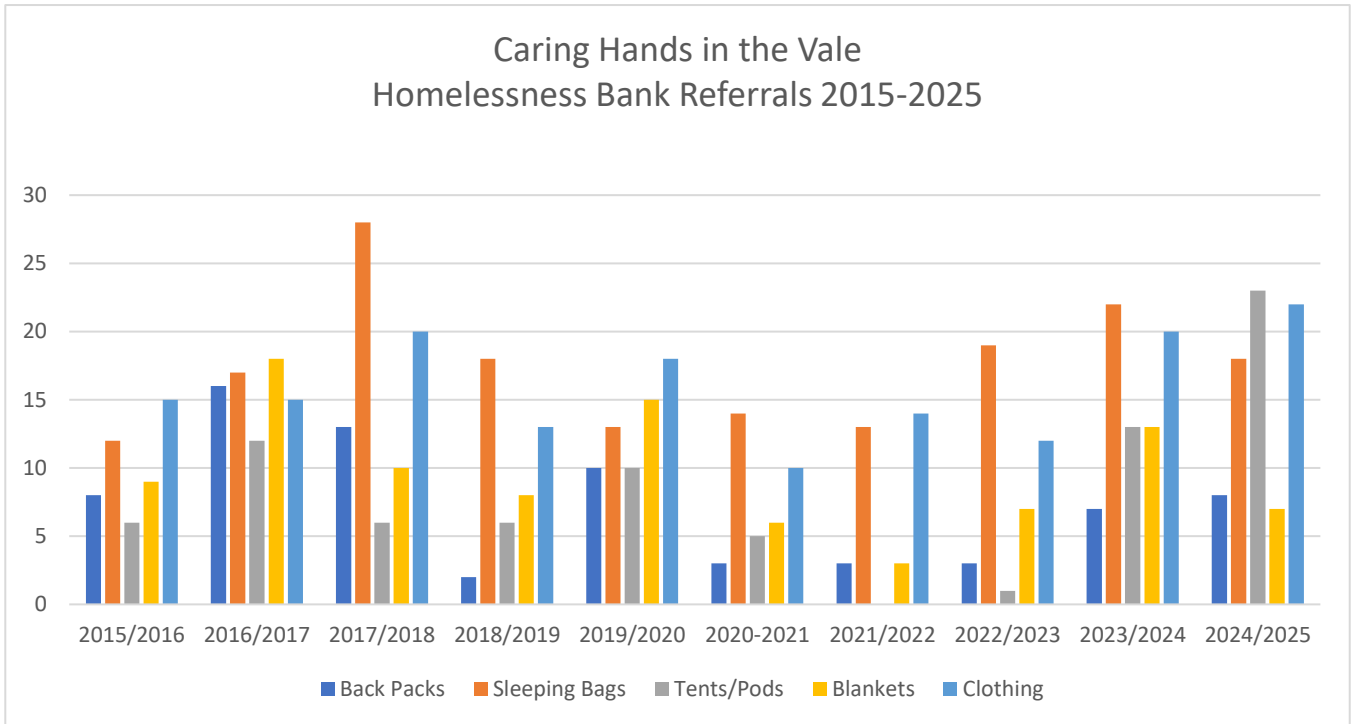
FOR THE YEAR ENDED 31 MARCH 2025



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

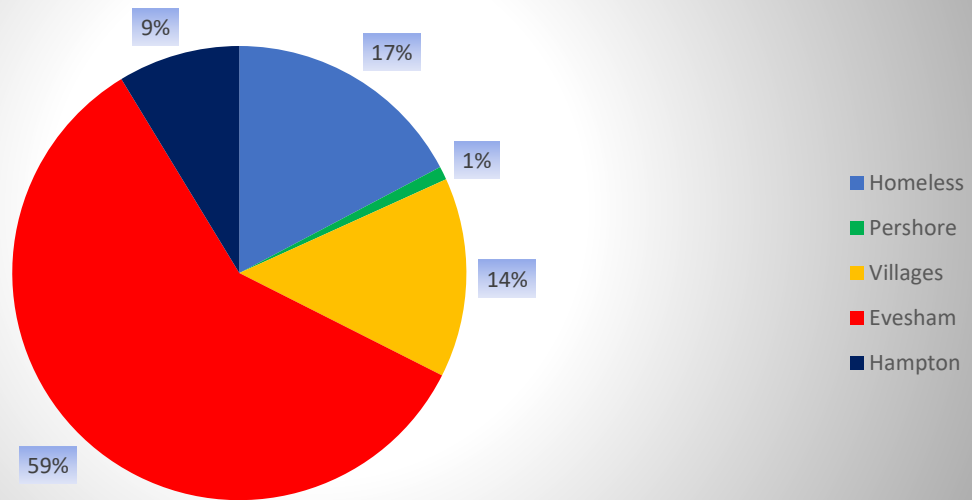


# CARING HANDS IN THE VALE

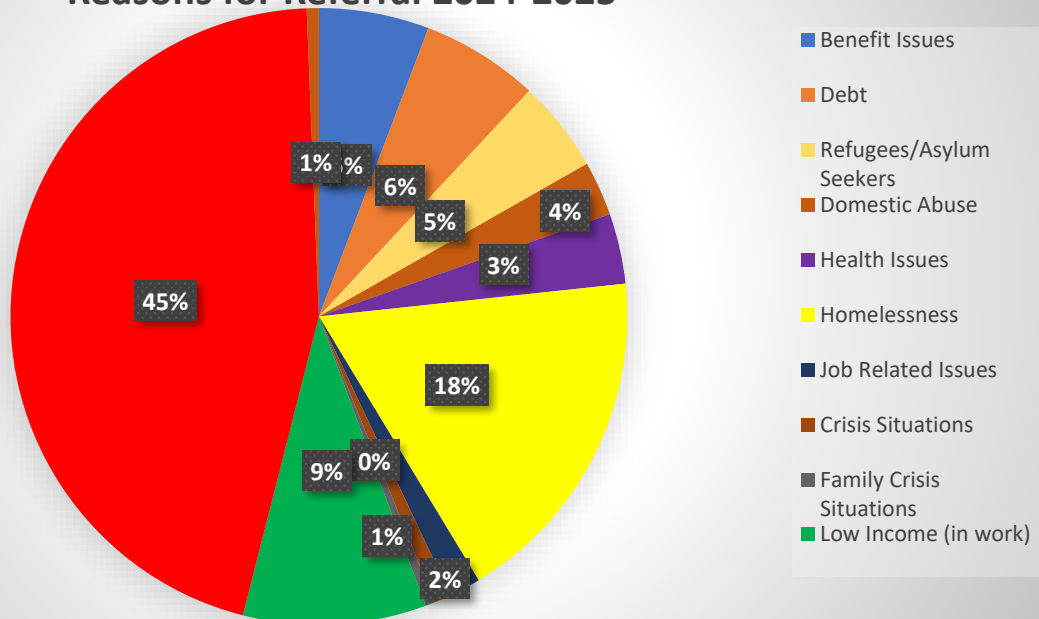
## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### Caring Hands in the Vale Location of Referrals 2024-2025



### Caring Hands in the Vale Reasons for Referral 2024-2025



## **CARING HANDS IN THE VALE**

**TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2025**

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**For I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me.'**

**Then the righteous will answer him, 'Lord, when did we see you hungry and feed you, or thirsty and give you something to drink? When did we see you a stranger and invite you in, or needing clothes and clothe you? When did we see you sick or in prison and go to visit you?'**

**The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'**

**Matthew 25:35-40**

### **Caring Hands in the Vale**

The Lighthouse  
Vine Court  
Evesham  
Worcestershire  
WR11 4RE

Diane Bennett: 07859 892528

Email: [diane@chands.org.uk](mailto:diane@chands.org.uk)  
[emma@chands.org.uk](mailto:emma@chands.org.uk)

Websites: [www.chands.org.uk](http://www.chands.org.uk)  
[www.eveshamlighthouse.org.uk](http://www.eveshamlighthouse.org.uk)

Facebook: Caring Hands in the Vale

Twitter: @chandsevesham



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The aim of our charity, Caring Hands in the Vale, is as follows:

*The prevention and relief of poverty and to relieve the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances in Evesham and the surrounding area by such means as the trustees shall from time to time decide.*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Public Benefit**

The activities of Caring Hands are all for the benefit of the public. There is a target group of clients, demonstrating genuine need, who must be referred by local agencies. Anyone who feels the need can attend the diner (operating Mondays, Wednesdays and Fridays), and we cater for the lonely and senior citizens as well as those in financial need.

Everyone referred to Caring Hands receives the support they need unconditionally, non-judgmentally and totally free of charge. The geographical area we cover is the Vale of Evesham, although we do sometimes receive referrals from outside this area. We received 1575 referrals during the year, a significant increase on the previous year and increased throughout the year as the cost-of-living crisis worsened. Referrals are in addition to the attendees at the diner, who are all self-referred.

We have in excess of 60 volunteers all of whom make a very valuable and essential contribution to the work of Caring Hands.

#### **Achievements and performance**

We have provided food for a large number of families in financial crisis and signposted them to additional help to work their way out of their situation.

Service users work to become self sufficient which benefits the wider community with less poverty and homeless needs.

We have provided rooms where other organisations can meet with their service users which may well not have happened without.

Our main achievements during the year are:

- 1) Continued expansion of use by third party organisations at The Lighthouse (main premises)
- 2) Expansion of own services including laundry, showers and practical help with cooking on a budget training days and recipe booklets with ingredients.
- 3) Fulfilling all requests for resource parcels.

We have successfully obtained sufficient grants and regular giving to fund 2 part time additional staff members (from February 2025) and fund all existing and planned additional services.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Financial review

The trustees have reviewed the reserves policy and consider that due to the known level of monthly recurring income the minimum funds required are the amount required to continue the activities of the charity for four months.

Total cash reserves at 31 March 2025 amount to £59,050 (2024: £69,655) including restricted funds £29,363 (2024: £23,562) and unrestricted funds £29,687 (2024: £46,093). The trustees are aware that there is a need to generate significantly more unrestricted income if current salary commitments are to be maintained and they will monitor the position closely as the year progresses.

There are no funds in deficit at present

Our principal sources of income are:

- Regular giving
- Grants
- Donations
- Fundraising events such as Quiz, Tabletop sales, breakfast, and other meal events.

Our main risks are:

- Reliance of one-off grants
- Loss of key staff including Trustees – we would benefit from a greater number of Trustees with a wider range of expertise

#### Structure, governance and management

The charity is a Charitable Incorporated Organisation governed by its Constitution.

The trustees who served during the year and up to the date of signature of the financial statements were:

S A Wilderspin

M S Hewitt

J R King

D M Nicholls

S Mills

(Appointed 12 April 2024)

The trustees are elected by existing trustees. Selection is via application form, interview and references.

The day-to-day management of Caring Hands is undertaken by the Community Outreach Manager. This role includes general administration, line management of staff, overall supervision of volunteers, liaising with referral agencies, developing relationships with local churches, community and other organisations, which can include talks, school assemblies and church services, finances and ensuring all necessary resources required are in place.

In addition to Diane Bennett who is our full-time Community Outreach Manager, Emma Godge as part-time Deputy Community Outreach Manager and, more recently, Roy and Kim Simmonds as Support Workers to assist both Diane and Emma as the range of tasks and administration increase as with the busyness of the centre.

We are continuing to look to add Trustees to our group to give us wider expertise in the areas which we address and areas such as IT and Fund raising.

On appointment, Trustees undertake an induction meeting with the chair of trustees to provide full details of the charity, any role which the new trustee is to undertake and further meetings as necessary.

We have a large networking base with both referrals agencies and other organisations involved with our service user base.

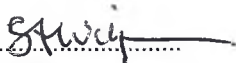
# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

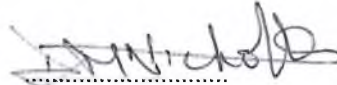
**FOR THE YEAR ENDED 31 MARCH 2025**

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The trustees' report was approved by the Board of Trustees.



S A Wilderspin  
Trustee



D M Nicholls  
Trustee

Date: 23/11/2025.....

# CARING HANDS IN THE VALE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARING HANDS IN THE VALE

---

I report to the trustees on my examination of the financial statements of Caring Hands in the Vale (the charity) for the year ended 31 March 2025.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Stuart Christy FCA  
Azets  
Statutory Auditors and Accountants  
Epsilon House, The Square  
Gloucester Business Park  
Brockworth  
Gloucester  
Gloucestershire  
GL3 4AD  
United Kingdom

Dated: 24/11/2025

# CARING HANDS IN THE VALE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Income from:</b>							
Donations and grants	3	36,804	55,326	92,130	36,117	62,177	98,294
Charitable activities	4	27,882	2,193	30,075	25,791	2,555	28,346
Investments	5	681	-	681	755	-	755
<b>Total income</b>		<u>65,367</u>	<u>57,519</u>	<u>122,886</u>	<u>62,663</u>	<u>64,732</u>	<u>127,395</u>
<b>Expenditure on:</b>							
Raising funds	6	-	-	-	-	128	128
Charitable activities	7	80,532	63,862	144,394	65,364	78,222	143,586
Other	11	769	-	769	-	-	-
<b>Total expenditure</b>		<u>81,301</u>	<u>63,862</u>	<u>145,163</u>	<u>65,364</u>	<u>78,350</u>	<u>143,714</u>
<b>Net expenditure for the year/ Net movement in funds</b>		(15,934)	(6,343)	(22,277)	(2,701)	(13,618)	(16,319)
Fund balances at 1 April 2024		<u>69,006</u>	<u>485,805</u>	<u>554,811</u>	<u>71,707</u>	<u>499,423</u>	<u>571,130</u>
<b>Fund balances at 31 March 2025</b>		<u><u>53,072</u></u>	<u><u>479,462</u></u>	<u><u>532,534</u></u>	<u><u>69,006</u></u>	<u><u>485,805</u></u>	<u><u>554,811</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

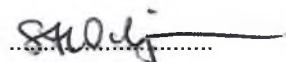
# CARING HANDS IN THE VALE

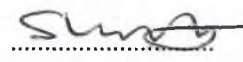
## BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Fixed assets</b>					
Tangible assets	13		466,882		475,550
<b>Current assets</b>					
Stocks	14	5,370		9,562	
Debtors	15	3,164		3,272	
Cash at bank and in hand		59,051		69,655	
		<u>67,585</u>		<u>82,489</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(1,933)</u>		<u>(3,228)</u>	
Net current assets			65,652		79,261
<b>Total assets less current liabilities</b>			<u>532,534</u>		<u>554,811</u>
<b>Income funds</b>					
Property - restricted funds		433,863		443,197	
General restricted funds		<u>45,599</u>		<u>42,608</u>	
Unrestricted funds	18		479,462		485,805
			<u>53,072</u>		<u>69,006</u>
			<u>532,534</u>		<u>554,811</u>

The financial statements were approved by the Trustees on 23/11/2025

  
S A Wilderspin  
Trustee

  
M S Hewitt  
Trustee

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

##### Charity information

Caring Hands in the Vale is a Charitable Incorporated Organisation (CIO) with charity registration number 1167237. The charity's principal address is The Lighthouse, Vine Street, Evesham, Worcestershire, WR11 4RE.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

---

#### 1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

##### **Governance and support costs**

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line on cost less residual value
Plant and equipment	20% reducing balance
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

---

#### 1 Accounting policies

(Continued)

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 1 Accounting policies (Continued)

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025 £	2025 £	2025 £	2024 £	2024 £	2024 £
Legacies receivable	7,000	-	7,000	-	-	-
Donations and grants	29,804	55,326	85,130	36,117	62,177	98,294
	<u>36,804</u>	<u>55,326</u>	<u>92,130</u>	<u>36,117</u>	<u>62,177</u>	<u>98,294</u>
<b>Grants receivable for core activities</b>						
Arnold Clark Community Fund	-	2,500	2,500	-	-	-
John Martin's Charity	-	2,000	2,000	-	-	-
Evesham Relief in Need	-	2,000	2,000	-	-	-
Strengthening Worcestershire Fund	-	4,000	4,000	-	-	-
Donations	29,804	26,434	56,238	31,872	4,834	36,706
Wychavon District Council	-	17,000	17,000	-	28,000	28,000
National Lottery Community Fund	-	-	-	4,245	21,975	26,220
Other Grants	-	1,392	1,392	-	7,368	7,368
	<u>29,804</u>	<u>55,326</u>	<u>85,130</u>	<u>36,117</u>	<u>62,177</u>	<u>98,294</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 3 Donations and grants (Continued)

### 4 Charitable activities

	2025 £	2024 £
Standing orders	23,800	22,125
Fundraising	2,944	2,963
Gift Aid	2,821	2,910
Expenses recharged	110	70
Other income	400	278
	30,075	28,346
	30,075	28,346
Analysis by fund		
Unrestricted funds	27,882	25,791
Restricted funds	2,193	2,555
	30,075	28,346
	30,075	28,346

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2025 £	2024 £
Interest receivable	681	755
	681	755
	681	755

### 6 Raising funds

	Total	Restricted funds
	2025 £	2024 £
<u>Fundraising and publicity</u>		
Other fundraising costs	-	128
	-	128
	-	128

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 7 Charitable activities

	2025 £	2024 £
Staff costs	61,834	55,029
Depreciation and impairment	13,290	13,095
Resources	31,204	36,845
Diner	6,174	5,259
Christmas	3,267	3,021
Rent	3,900	4,935
Motor expenses	2,532	2,684
Administration and service contracts	11,900	11,440
Equipment under £250 and other expenses	3,772	5,448
Utilities and rates	4,335	2,793
Repairs & maintenance	931	965
Lighthouse equipment	-	713
Other charitable expenditure	55	213
	<u>143,194</u>	<u>142,440</u>
Share of governance costs (see note 8)	1,200	1,146
	<u>144,394</u>	<u>143,586</u>
<b>Analysis by fund</b>		
Unrestricted funds	80,532	65,364
Restricted funds	63,862	78,222
	<u>144,394</u>	<u>143,586</u>

### 8 Support costs

	Support costs £	Governance costs £	2025 £	2024 £
Independent Examiners' Fees	-	1,200	1,200	1,146
	<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>1,146</u>
	<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>1,146</u>
Analysed between Charitable activities	-	1,200	1,200	1,146
	<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>1,146</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed a total of £1,671 (2024: £1,274) and another of them £nil (2024: £175) in respect of expenses incurred on behalf of the charity.

### 10 Employees

The average monthly number of employees during the year was:

	<b>2025</b>	<b>2024</b>
	<b>Number</b>	<b>Number</b>
	3	3
	<u>          </u>	<u>          </u>
<b>Employment costs</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	60,308	53,625
Other pension costs	1,526	1,404
	<u>          </u>	<u>          </u>
	<u>61,834</u>	<u>55,029</u>

There were no employees whose annual remuneration was more than £60,000.

### 11 Other

	<b>Unrestricted</b>	Total
	<b>funds</b>	
	<b>2025</b>	2024
		£
Other expenditure	769	-
	<u>          </u>	<u>          </u>

### 12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 13 Tangible fixed assets

	Freehold land and buildings	Plant and equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2024	486,735	19,092	9,450	515,277
Additions	-	4,622	-	4,622
	<u>486,735</u>	<u>23,714</u>	<u>9,450</u>	<u>519,899</u>
At 31 March 2025	486,735	23,714	9,450	519,899
	<u>486,735</u>	<u>23,714</u>	<u>9,450</u>	<u>519,899</u>
<b>Depreciation and impairment</b>				
At 1 April 2024	24,338	7,524	7,865	39,727
Depreciation charged in the year	9,735	3,238	317	13,290
	<u>34,073</u>	<u>10,762</u>	<u>8,182</u>	<u>53,017</u>
At 31 March 2025	34,073	10,762	8,182	53,017
	<u>34,073</u>	<u>10,762</u>	<u>8,182</u>	<u>53,017</u>
<b>Carrying amount</b>				
At 31 March 2025	452,662	12,952	1,268	466,882
	<u>452,662</u>	<u>12,952</u>	<u>1,268</u>	<u>466,882</u>
At 31 March 2024	462,397	11,567	1,586	475,550
	<u>462,397</u>	<u>11,567</u>	<u>1,586</u>	<u>475,550</u>

### 14 Stocks

	2025	2024
	£	£
Supermarket vouchers and stocks of purchased (not donated) goods	5,370	9,562
	<u>5,370</u>	<u>9,562</u>

### 15 Debtors

	2025	2024
	£	£
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	3,164	3,272
	<u>3,164</u>	<u>3,272</u>

### 16 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other creditors	106	1,637
Accruals and deferred income	1,827	1,591
	<u>1,933</u>	<u>3,228</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### 17 Retirement benefit schemes

#### **Defined contribution schemes**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £1,526 (2024 - £1,404).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Household/Food banks	12,703	4,430	(23,579)	19,539	13,093	13,367	(25,443)	12,048	13,065
Baby bank	1,828	565	(27)	105	2,471	250	(562)	-	2,159
Homelessness	497	1,000	(1,493)	-	4	2,195	(1,049)	-	1,150
Christmas	4,295	1,658	(3,468)	-	2,485	3,399	(3,267)	-	2,617
Salaries	-	11,408	(11,408)	-	-	15,432	(8,682)	-	6,750
Utilities	-	430	(430)	-	-	1,200	(1,200)	-	-
Diner	884	2,292	(2,363)	1,705	2,518	5,232	(5,703)	2,067	4,114
Shopping & Eating on a Budget course	338	-	(26)	-	312	-	(34)	-	278
Drop in Centre / Lighthouse	20,626	-	(1,772)	(9,775)	9,079	3,804	(5,429)	(4,215)	3,239
Property	445,937	-	(9,335)	6,595	443,197	-	(9,335)	-	433,862
Resource bank - general/pet food bank	1,133	-	-	(1,133)	-	440	(149)	-	291
Cookery Skills	-	734	(35)	-	699	-	-	-	699
Insurance	-	240	(240)	-	-	200	(200)	-	-
National Lottery Community Fund	-	21,975	(21,644)	(321)	10	-	-	(10)	-
Household Support Grant	2,000	20,000	-	(19,895)	2,105	12,000	-	(14,105)	-
Drop in Centre / Lighthouse - capitalised items	9,182	-	(2,530)	3,180	9,832	-	(2,809)	4,215	11,238
	<u>499,423</u>	<u>64,732</u>	<u>(78,350)</u>	<u>-</u>	<u>485,805</u>	<u>57,519</u>	<u>(63,862)</u>	<u>-</u>	<u>479,462</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 19 General unrestricted funds

	Movement in funds				Movement in funds			
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 1 April 2024	Incoming resources	Resources expended	Balance at 31 March 2025
	£	£	£	£	£	£	£	£
General fund	71,707	62,663	(65,364)	-	69,006	65,367	(81,301)	53,072
	<u>71,707</u>	<u>62,663</u>	<u>(65,364)</u>	<u>-</u>	<u>69,006</u>	<u>65,367</u>	<u>(81,301)</u>	<u>53,072</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2025 are represented by:						
Tangible assets	21,781	445,101	466,882	22,520	453,030	475,550
Current assets/(liabilities)	31,291	34,361	65,652	46,486	32,775	79,261
	<u>53,072</u>	<u>479,462</u>	<u>532,534</u>	<u>69,006</u>	<u>485,805</u>	<u>554,811</u>

#### 21 Related party transactions

##### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Three trustees of Caring Hands are also trustees of Vale of Evesham Community Church (VECC). Caring Hands shared the premises of VECC in previous years but this year, following the move of all operations to The Lighthouse, only the church office has been used for the storage of some records. VECC's monthly donation to Caring Hands has remained unchanged at £800. The total amount paid in the year was £9,600 (2024: £9,440). This is in furtherance of one of VECC's aims which is 'to assist and relieve persons who are in conditions of need, hardship or distress or who are sick or in poor health'.

Diane Bennett is not a trustee of Caring Hands but is a trustee of VECC. Diane is employed full-time by Caring Hands as Community Outreach Manager and is also available to assist with VECC's operations and activities on a voluntary basis.

Caring Hands paid expenses of £109.81 (2024: £69.95) on behalf of VECC and this was reimbursed to Caring Hands during the year.

VECC received payments totalling £531.25 (2024: £620) intended for Caring Hands and this was passed on to Caring Hands during the year.

**CARING HANDS IN THE VALE**

England & Wales - Charity number 1167237

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# Accounts

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Charity registration number 1167237

**CARING HANDS IN THE VALE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# CARING HANDS IN THE VALE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

S A Wilderspin  
M S Hewitt  
J R King  
D M Nicholls  
S Mills

(Appointed 12 April 2024)

**Charity number**

1167237

**Independent examiner**

Azets  
93 High Street  
Evesham  
Worcestershire  
United Kingdom  
WR11 4DU

# CARING HANDS IN THE VALE

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**CARING HANDS IN THE VALE**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2024**

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# Annual Report

## 2023-2024

Caring Hands



In the Vale

**Making a Difference in our  
Local Community**

**Registered Charity Number: 1167237**

# Caring Hands in the Vale Annual Report 2023-2024

During 2024, Caring Hands in the Vale is marking twenty-one years of making a difference in our local community. The 'cost of living crisis' continues to have a significant impact on our local community and in turn on the services provided by Caring Hands. Rising food costs and utility costs are the main drivers of the crisis, with many of our service users barely having enough money to provide even the basics.

The figures and charts included in this report show that during the 2023-2024 financial year, Caring Hands experienced its busiest year in twenty-one years of operation.

However, the last year has also been another significant year for Caring Hands in the Vale, as we are now operating all our services from our own building called The Ken and Hilda Farr Lighthouse.

## Core Services

### Case Study

**K started attending the drop-in diner after her mother passed away. K had moved to Evesham to care for her mother who was diagnosed with a terminal illness. During this period her mother was unable to eat much, so K stopped cooking for herself and ate mostly sandwiches and microwave meals. After her mother passed away, K realised that she had lost the confidence to cook for herself and also did not really know anyone in Evesham. Attending the drop-in diner meant that K was eating at least two cooked meals a week and was also making friends. K was able to take home fresh items from the community pantry and gained the confidence to start cooking for herself again. She has also attended our Shopping and Eating on a Budget session to refresh her skills.**

### Drop-in Diner:

The drop-in diner continues to provide over one hundred meals each week during its Monday and Wednesday sessions. Since February 2024, the drop-in diner is also open on a Friday lunchtime from 12.00pm-1.00pm for a 'light lunch'.

The drop-in diner provides several different opportunities for individuals who access the service:

- A meal – a free two/three course meal on a Monday and Wednesday lunchtime
- A light lunch on Fridays
- A Community Pantry with surplus fresh produce, non-perishable items which are past their 'best before' dates and other donations that are not suitable for

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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inclusion in food parcels. This not only reduces waste, but supports individuals with food items and reduces the need for a referral for a food parcel

- Networking with other front-line agencies to organise drop-in support, such as homelessness outreach teams, harm reduction, housing and benefits advice
- Signposting service users to appropriate services to provide support for their ongoing needs
- Volunteering Opportunities – individuals from a wide variety of backgrounds provide invaluable volunteer support. We also provide work experience placements for several local Middle and High Schools, as well as the local colleges.
- Many individuals who access the drop-in diner do so as they are looking for company and support, especially those who are socially isolated. We have seen a significant increase in the numbers of more senior members of our community joining the drop-in diner sessions.

### Case Study

P attends the drop-in diner twice a week. P receives a limited income so having meals at the drop-in diner and items from the community pantry help her to manage her finances. P has limited literacy skills and often asked Caring Hands staff to support her in reading paperwork. P was issued with a section 21 notice to quit from her Landlord and brought it in to us for help. A member of staff went with her to the contact centre at the library so that she could contact the local authority to start the process to help with housing. P also received support from the financial inclusion officer at the local authority to sort out her finances and the housing team helped her with a housing application. She has now moved to a housing association flat.

### Resource Banks:

Caring Hands in the Vale now offers five different ‘banks’ of resources. To access each of these ‘banks’ a service user requires a referral from a network of well over one hundred and thirty referral partner agencies. This is to ensure that our service users are receiving the help, support and advice they need to address the issues they have, which have resulted in the need for a referral to us.

Prior to 2020 and Covid-19, we did not have any schools registered with us to provide referrals. We now have 12 different schools who are able to make referrals and do so regularly. Schools are one of the front-line organisations working with families who are best placed to identify those who are in need.

In partnership with Blue Cross and Pets at Home in Evesham we started a pet food bank providing cat and dog food. The main aim of the pet food bank is to support individuals and families to be able to keep their pets and help shelters not be overwhelmed with surrendered pets.

When pet food has been donated previously, we have made this available when requested, but this is the first time we have had a formal ‘bank’ with the pet food bank now appearing on our referral form and in our list of resources. During the first year of operating the pet food bank, we have supported almost 300 pets.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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Caring Hands was again the recipient of grants from the Household Support Fund, which allowed us to fund some additional projects including providing supermarket vouchers, so that individuals and families could purchase fresh produce in addition to their food parcel, which contains non-perishable items.

Caring Hands also received a grant from the National Lottery Community Fund which was a fund administered by the National Lottery on behalf of the UK Government. As well as providing support to our normal core services, this fund, amongst other things, supported the start of the new Friday Light Lunch.

Our food bank was originally set up to provide short-term crisis support for people in our local community. However, we are now seeing more families and individuals being referred more often as they struggle to cope with the increased cost of living. This is something which is a challenge to our services and we continue to explore further ways of providing additional support to our service users in addition to short-term crisis support.

Caring Hands continues to produce its Food Bank Recipe Booklet, which is available free of charge. In conjunction with Evesham Food Bank Forum, we have produced a Food Aid Projects leaflet covering the Vale of Evesham, which is regularly updated. This gives the information of the various Food Aid Projects, how to access these services and contact details.

## Statistics

During 2023-2024 we received the most referrals ever in twenty-one years of operation, continuing the year on year upward trend in our statistics.

In total we received 1527 referrals for 650 different 'households' (up from 518, which is an additional 132 'households' or 'cases' ) from a total of 76 different referral partner agencies. This provided a total of 1505 food parcels for 3565 people, providing 72,426 meals. This is an increase of 25% from the last financial year. Of the people we were able to support 41% were children (under eighteen years of age). Referrals for family food parcels now far exceed referrals for single food parcels.

Reasons for referral are covered by seven broad categories – benefit issues; homelessness and housing; low incomes and debt; work related issues; health issues, refugee and asylum seeker support and crisis issues.

You will see from the charts at the end of this report that 58% of referrals were due to low incomes of which 12% were families and individuals who are in work. In work poverty is a steadily increasing reason

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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for referral. Benefit issues (sanctions, benefit delays, benefit changes) accounted for 6% of referrals, which is the same as last year. Homelessness and housing issues 17%, debt 6% and health issues 5%. Referrals for debt issues continue to increase as do referrals for long-term illness, mostly due to mental health crises. However, we have noted that we are receiving referrals for individuals who are awaiting treatment or surgery for medical conditions, which is something we have not experienced before.

Refugee and asylum seeker support has increased from 1% to 5% of referrals, which reflects the use of Evesham Hotel and also dispersal accommodation available in Evesham.

It is important to state that the reasons for referral can be varied and complex. Often there is more than one reason for a referral, so our statistics record the most prevalent issue at the time of referral. For instance, an individual struggling on a low income may also have issues around debt, benefit delays or long-term illness and potential homelessness.

Our charts at the end of this report show that referrals to the homelessness bank have increased, as there has been a significant increase in rough sleeping during the last financial year. However, due to the incredible work undertaken by the outreach teams that cover Evesham, individuals are identified and supported relatively quickly. We also now have additional temporary accommodation services available in Evesham. We continue to work closely with the outreach teams, accommodation services and are regularly involved in rough sleeper group meetings.

As with all other resource banks, there was an increase of 20% in the number of referrals to the Baby Bank. Referrals to the Household Bank have also increased by 24% due to the fact that most referrals for a food parcel include a referral for a full household pack.

## Community Engagement/Awareness



Caring Hands takes part in a number of community events during the year to raise awareness of the services we offer, including the Primary Care Network Community Engagement Event, Bretforton Open Gardens, Volunteer Event at Evesham Town Hall organised by Evesham Volunteer Centre, Battle of Evesham Medieval Market, Wychavon Community Network Conference together with the Christmas Tree Festival All Saints Church, Evesham.

We were able to provide a number of awareness sessions free of charge to the local community, local community groups and also our volunteers. These sessions included Shopping and Eating on a Budget, Homelessness Awareness, Basic Drug and Alcohol Awareness and Dementia Awareness. We were delighted to be awarded

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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Dementia Friendly status. We are always looking for other organisations to visit to give us talks which are appropriate to the services we provide.

We have also been able to give presentations to a number of local organisations and community groups, including WI's, Rotary Club plus a number of school assemblies.

## Christmas 2023

We were delighted to be able to provide a Christmas Day Meal again in 2023, the first time at The Lighthouse. We provided around fifty meals, including a number of meals which were provided to one of the local sheltered housing schemes.



We had anticipated an increase in the number of nominations for Christmas Hampers and Gift Hampers, and the final total was 274, which is the most we have ever provided. This provided support for 617 people, over 50% of whom were children (under eighteen years of age).



Due to the generosity of local churches and individuals, we were able to include small, wrapped gifts in many of the Christmas Hampers, especially for children. We were approached by a number of referral partners to provide Gift Hampers for families who were struggling to buy Christmas presents.

## Donations

We continue to receive incredible support from our local community, shops, supermarkets, families, individuals, schools, churches and community groups. We continue to be amazed and in awe of the incredible generosity of our supporters.

We received support from many schools, pre-schools and churches with donations of produce from their Harvest Celebrations, which as always is an incredible boost to our stock levels.

We also were blessed by the many organisations, schools, families and individuals, who undertook a 'Reverse Advent Calendar', which provided wonderful support for the Christmas Hampers.

During 2023 there were two food bank collections at Evesham Tesco, three at Evesham Morrisons, organised by Rotary in the Vale, and two at Evesham Waitrose. The collections all help to boost to our stock levels and Christmas activities.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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We would like to take the opportunity to thank everyone in our local community who have generously supported Caring Hands in the Vale through another really difficult year. We definitely would not have been able to provide the support we have without you.

## Volunteers

We continue to boast a wonderful team of volunteers, without whom the work of Caring Hands in the Vale simply would not happen. During the last twelve months we have also seen another influx of new volunteers and we are enjoying getting to know everyone.

We produce a monthly Volunteer Newsletter to keep our volunteers informed of developments and events.

We endeavour to have a volunteer get-together at least once a year so that we can spend time together and get to know each other whilst also celebrating the incredible work that they all do.

In addition, we are able to support work experience placements from a number of schools and colleges plus volunteering for the Duke of Edinburgh Award Scheme.

Our volunteers currently provide in the region of 9,000 hours volunteering each year across all our different projects and events. If these hours were paid at the 2024 national living wage it would amount to over £100,000.00.

## Employees



Caring Hands now has three paid employees.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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Diane Bennett is our full-time Community Outreach Manager; Emma Goodge part-time Deputy Community Outreach Manager and Paul Mills is our part-time Resource Bank Supervisor.

The team works alongside our wonderful team of volunteers to provide our growing number of services.

## Homelessness

### Case Study

E was rough sleeping in a tent in Evesham. E came into the drop-in diner for lunches as this was his only access to a hot meal. E also regularly used our showers and we washed his clothing and other items for him in our laundry. We signposted him to the outreach teams and he was offered temporary accommodation by the local authority in a supported environment. We supported E during the time he was in temporary accommodation from the food and other resource banks and when he first moved into his own accommodation, where he has now settled.

Homelessness remains a significant issue within the Vale of Evesham. Caring Hands in the Vale is a member of the Wychavon Homeless Partnership and Evesham and Pershore Rough Sleeper Group.

Due to this partnership working and encouraging the community to use Streetlink as a way of notifying the relevant organisations about individuals who are rough sleeping, there have been many positive outcomes for individuals.

The outreach teams who cover Evesham have been doing an incredible job in supporting individuals, in addition to which we now have temporary accommodation services in Evesham. We work closely with all these services, providing as much support as we are able.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

Now that The Lighthouse is fully operational, we are able to offer showers, laundry, lockers, health and wellbeing hub, phone charging and to be a care of address.

During 2023 we ran a very well attended Homelessness Awareness Session with the support of Wychavon District Council, for the local community, our volunteers, church members and Evesham Street Pastors. This highlighted what homelessness actually is and the services available in the Evesham area to support and help individuals facing or experiencing homelessness.

Our Homelessness Handbook has been updated and reprinted. It is available to local organisations, referral partner agencies, churches and particularly to anyone who is worried about being made homeless, is at risk about being made homeless or are homeless.

### Case Study

At Caring Hands, we have known S for a number of years. He had previously been a rough sleeper and was drug dependent but had eventually become drug free, had employment and his own accommodation. After not seeing S for a number of years, he came into the drop-in diner for advice as he had again become homeless and was sleeping in a derelict building. We helped him with lunch and some items from the homelessness bank (including a homelessness handbook) and food bank and signposted him to the local authority housing team and outreach teams for further support. He came to see members of the housing outreach team at a drop-in session at The Lighthouse two days later. The team supported him with a housing application and within a couple of weeks was offered temporary accommodation in a supported environment. We supported S with items from the food and other resource banks whilst in temporary accommodation and he also continued to use the drop-in diner. After a short while S was allocated his own housing association flat, where he has now settled.

## Networking

Networking continues to be a significant and important part of the work of Caring Hands in the Vale. This helps us to know about and understand the work of other support agencies and organisations in Evesham. We are then able to signpost individuals and families to relevant organisations for the support that they need.

We are involved in several networks including Evesham Food Bank Forum, Evesham Charity Network, Wychavon Homeless Partnership, Evesham and Pershore Rough Sleeper Group, Worcestershire Communities of Practice and Wychavon District Health Collaborative.

Caring Hands is a member of the Fareshare network and also Neighbourly network which organises the collections from supermarkets, particularly surplus fresh produce.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

Caring Hands in the Vale is a member of the Independent Food Aid Network and regularly attend national zoom meetings. This has been incredibly helpful in understanding the national context of how food banks and charitable food aid is operating. IFAN also keeps all its members up to date with information, any changes in legislation and any grant funding available.

In partnership with IFAN and Act On Energy, we have produced a leaflet called 'Worrying About Money'. This will contain information to point individuals and families towards other organisations who are able to offer help, advice and financial support. IFAN adopts a 'cash first' approach which aims to help those in need to move away from charitable food aid provision.

In conjunction with Evesham Food Bank Forum, we have produced a leaflet called Community Food Aid Projects in the Vale of Evesham, which has recently been updated.

Both leaflets will be available to anyone in the community who would like one.

We are currently exploring joining the new Worcestershire Alliance VCSE Forum, the first meeting of which is in May 2024.

## The Ken and Hilda Farr Lighthouse

The food and other resource banks moved to the Lighthouse in October 2022 and the rest of our services, including the drop-in diner and community pantry moved in February 2023. This means that we have been operating fully from The Lighthouse for over a year.



In April 2023 we ran a number of Open Days, a Celebration for our volunteers and an Official Opening. The Official Opening was attended by members of Ken and Hilda Farr's family and Trustees of the Hilda Farr Charitable Trust. The ribbon was cut by Hilda Farr's Goddaughter and the then Mayor of Evesham, Cllr. Mark Goodge.



In addition to our core services, we are able to provide showers, a laundry, Health and Wellbeing Hub, lockers, phone charging facilities and a care of address for our homeless service users.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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There are three spaces available for meetings and training ranging from two to three people and up to forty people.

The Health and Wellbeing Hub currently offers homelessness prevention sessions, homelessness support, housing and benefit advice. In addition, we have hosted a teen maternity clinic with bumps and babies sessions, counselling and family counselling sessions. We have also hosted a number of visits from the NHS Health Bus.

Further initiatives and services that we will seek to offer are as follows:

- A job club to assist those seeking work with job searching and job applications
- Debt advice and budgeting
- An IT suite which will allow service users access to the internet to help with job searching and job applications, bidding on properties from the local authority, checking emails, accessing social media, etc. Many vital government services and universal credit applications are only accessible on-line
- Basic cooking classes and other ways to use limited resources well – further developing our ‘Shopping and Eating on a Budget’ course. We have received funding from Evesham Town Council to provide the Basic Cookery Skills Course.

There will be the opportunity to develop the services we already provide:

- Developing networking opportunities to be able to signpost individuals for further support.
- Increase the number of volunteering opportunities we have available
  - Helping individuals to develop their skills and knowledge and offer support to be able to change their circumstances.
  - Further developing partnership working such as Wychavon Homeless Partnership, Evesham and Pershore Rough Sleeper Group, Evesham Food Bank Forum, Evesham Charity Network, Independent Food Aid Network, Worcestershire Communities of Practice and Wychavon District Health Collaborative.



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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We will also keep everyone up to date via our social media pages and our websites.

Diane Bennett MBE  
Community Outreach Manager  
April 2024

Caring Hands



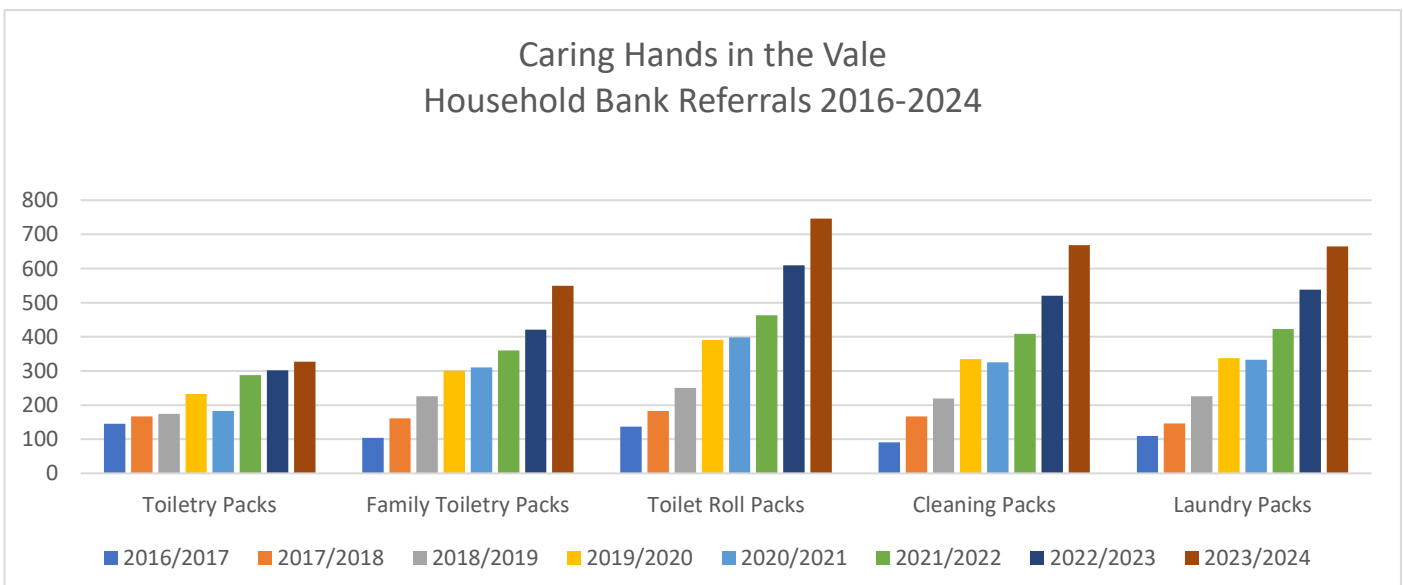
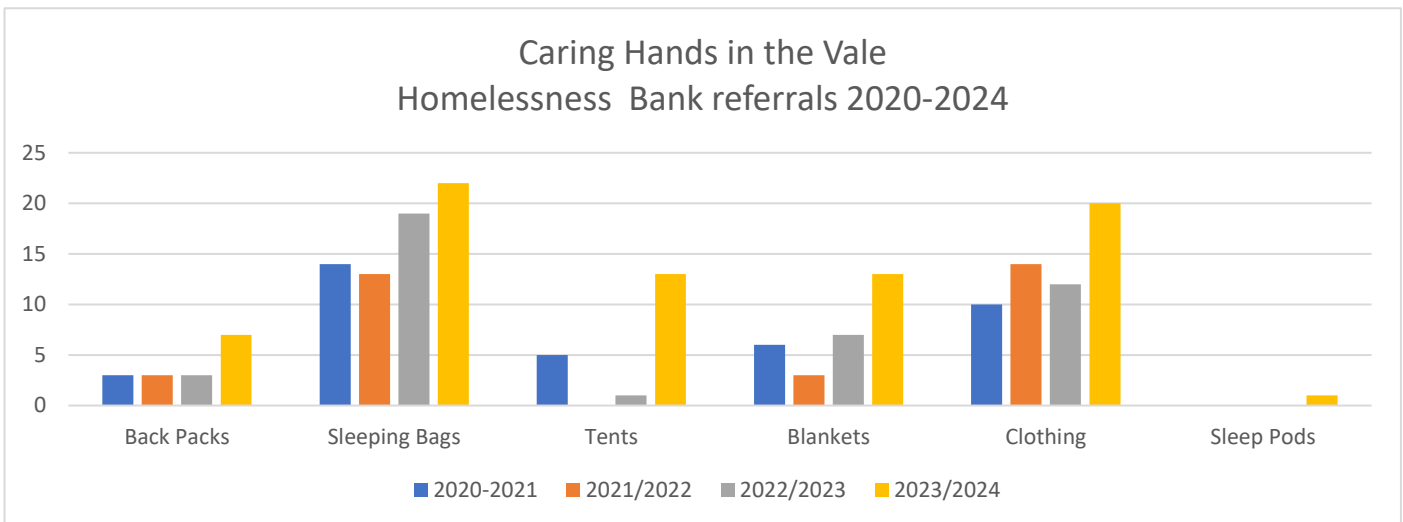
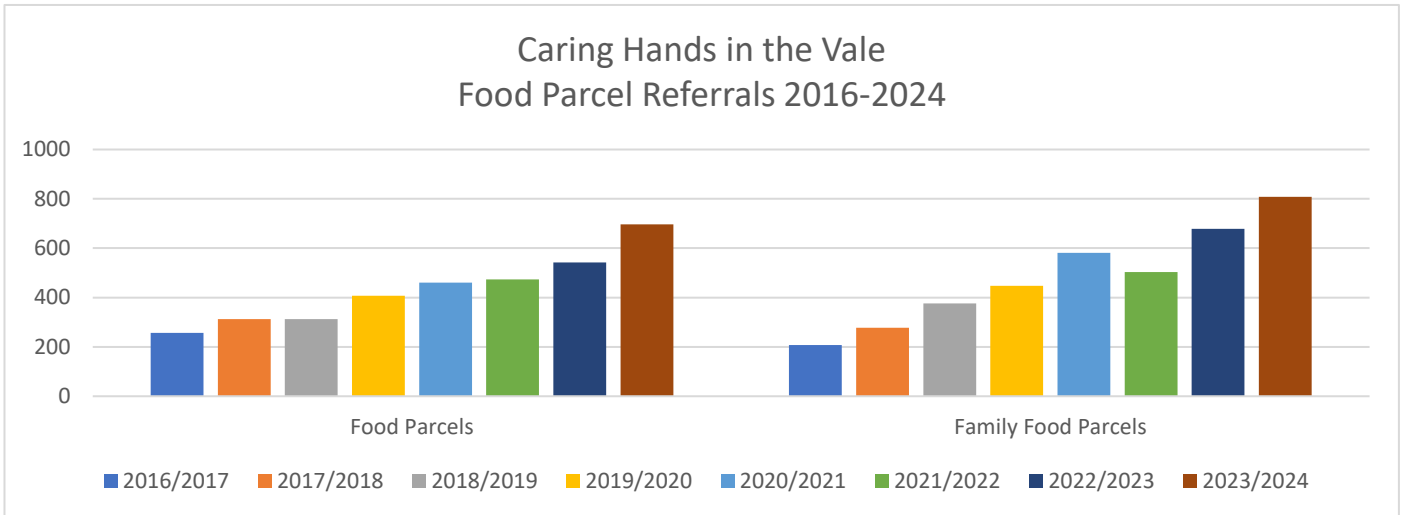
In the Vale



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

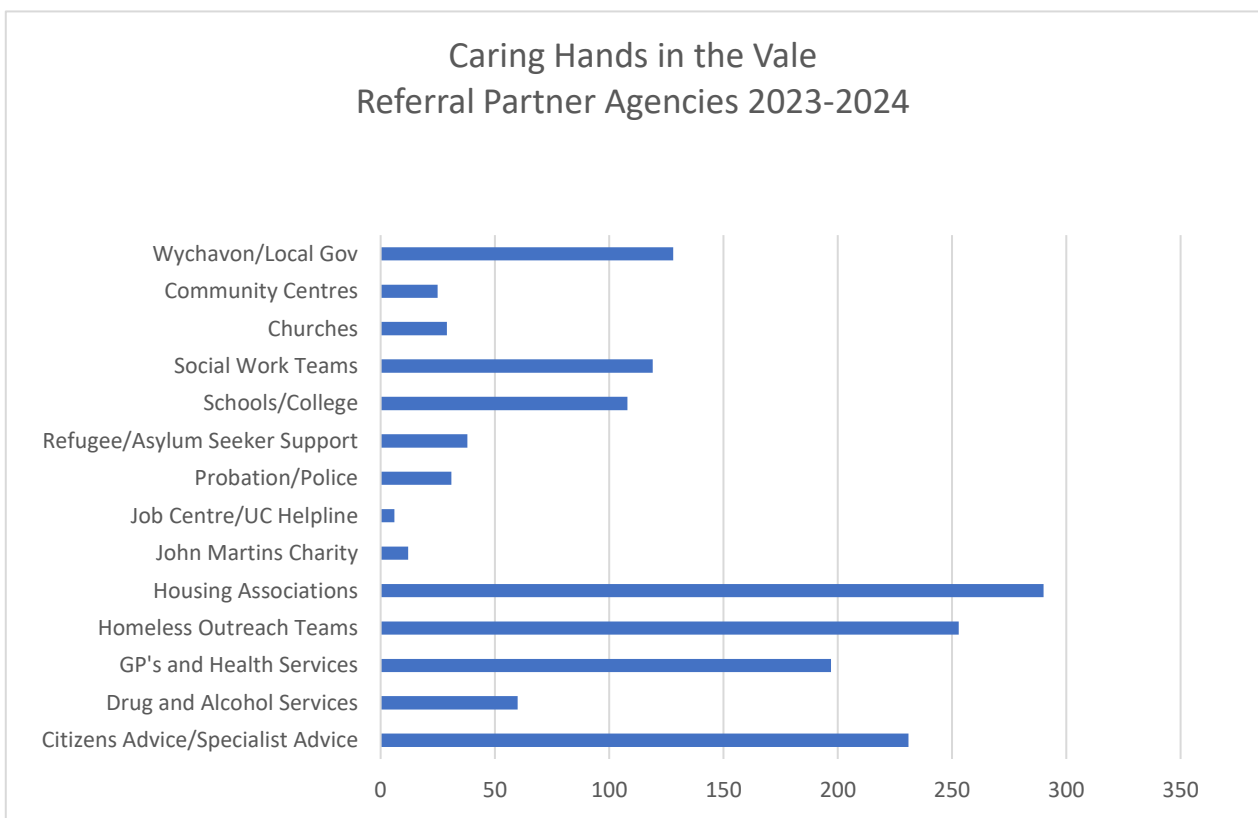
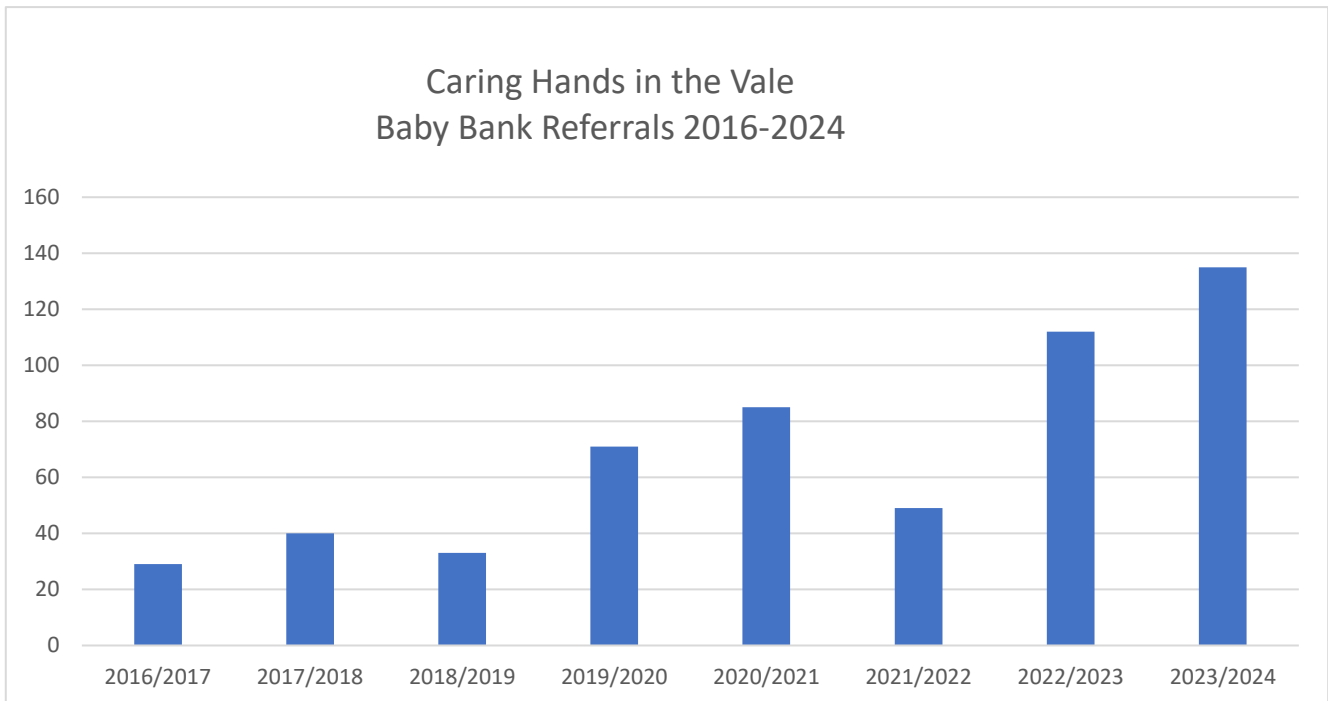


# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

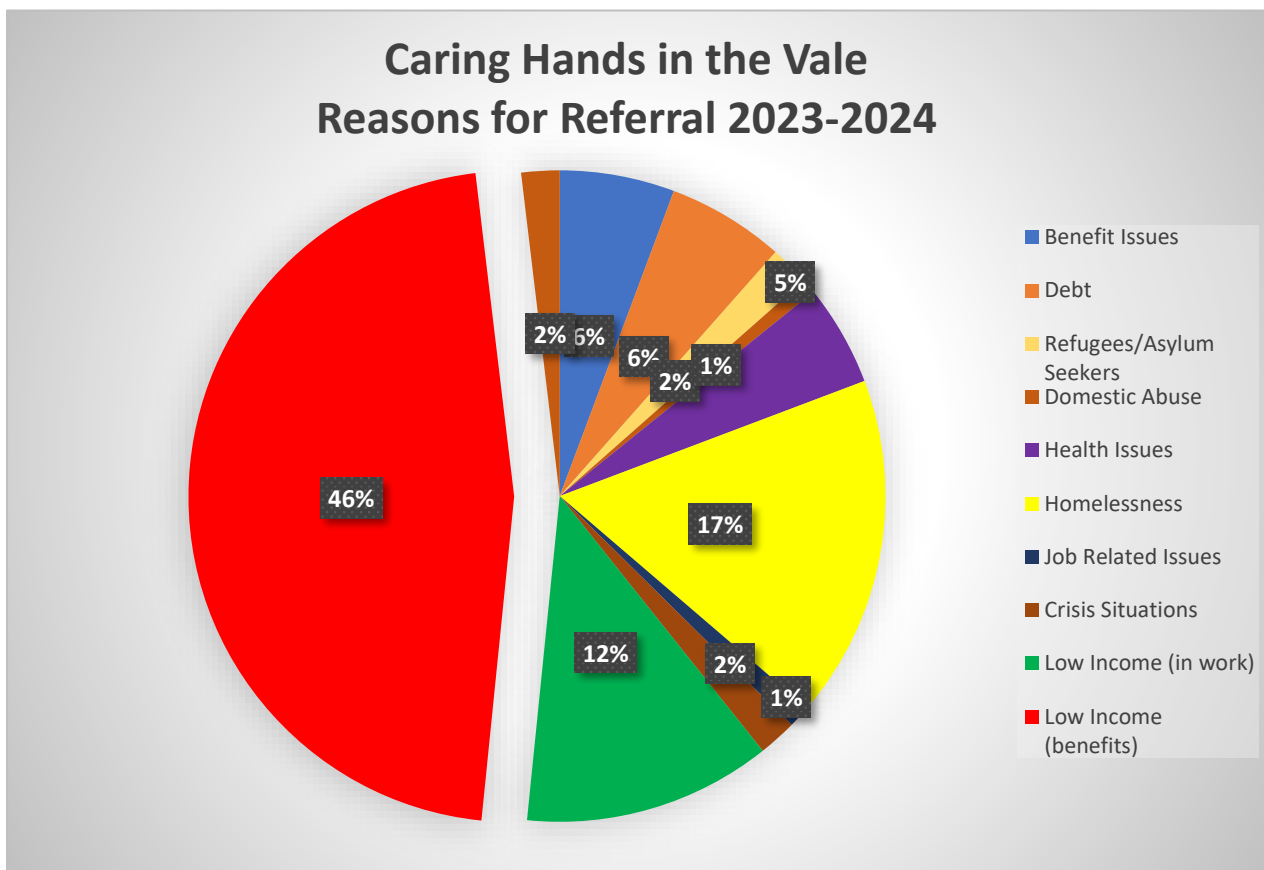
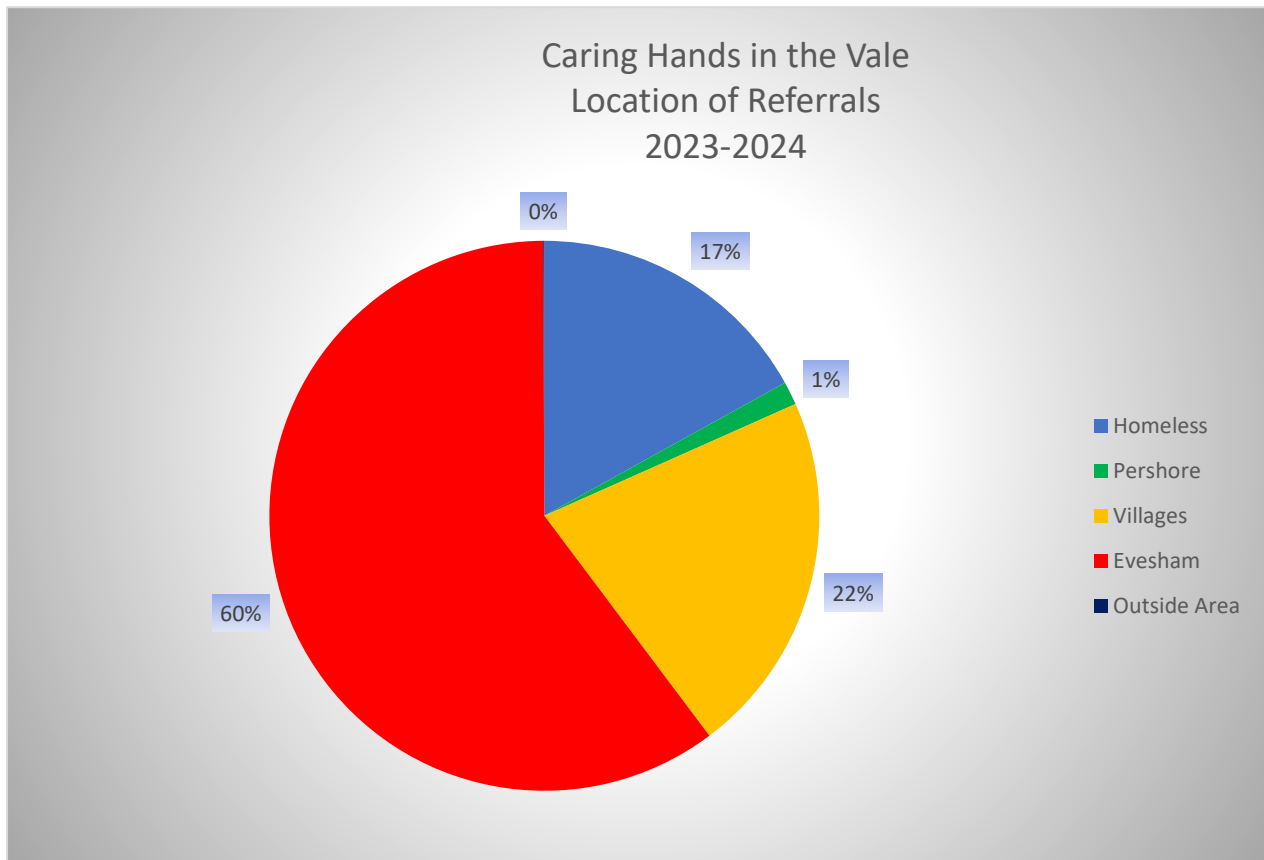
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# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024



# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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**For I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me.'**

**Then the righteous will answer him, 'Lord, when did we see you hungry and feed you, or thirsty and give you something to drink? When did we see you a stranger and invite you in, or needing clothes and clothe you? When did we see you sick or in prison and go to visit you?'**

**The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'**

**Matthew 25:35-40**

### **Caring Hands in the Vale**

The Lighthouse  
Vine Court  
Evesham  
Worcestershire  
WR11 4RE

Diane Bennett: 07859 892528

Email: [diane@chands.org.uk](mailto:diane@chands.org.uk)  
[emma@chands.org.uk](mailto:emma@chands.org.uk)

Websites: [www.chands.org.uk](http://www.chands.org.uk)  
[www.eveshamlighthouse.org.uk](http://www.eveshamlighthouse.org.uk)

Facebook: Caring Hands in the Vale

Twitter: @chandsevesham



**Follow Us On  
X**

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The aim of our charity, Caring Hands in the Vale, is as follows:

*The prevention and relief of poverty and to relieve the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances in Evesham and the surrounding area by such means as the trustees shall from time to time decide.*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Public Benefit**

The activities of Caring Hands are all for the benefit of the public. There is a target group of clients, demonstrating genuine need, who must be referred by local agencies. Anyone who feels the need can attend the diner (operating Mondays, Wednesdays and Fridays), and we cater for the lonely and senior citizens as well as those in financial need.

Everyone referred to Caring Hands receives the support they need unconditionally, non-judgmentally and totally free of charge. The geographical area we cover is the Vale of Evesham, although we do sometimes receive referrals from outside this area. We received 1527 referrals during the year, a significant increase on the previous year and increased throughout the year as the cost-of-living crisis worsened. Referrals are in addition to the attendees at the diner, who are all self-referred.

We have in excess of 60 volunteers all of whom make a very valuable and essential contribution to the work of Caring Hands.

#### **Achievements and performance**

We have provided food for a large number of families in financial crisis and signposted them to additional help to work their way out of their situation.

Service users work to become self sufficient which benefits the wider community with less poverty and homeless needs.

We have provided rooms where other organisations can meet with their service users which may well not happened without.

Our main achievements during the year are:

- 1) Expanding the use of all the facilities in our building, The Lighthouse.
- 2) Adding a third diner session.
- 3) Fulfilling all requests for resource parcels.

We have successfully obtained sufficient grants and regular giving to fund 1 part time additional staff member and fund all existing and planned additional services.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### Financial review

The trustees have reviewed the reserves policy and consider that due to the known level of monthly recurring income the minimum funds required are the amount required to continue the activities of the charity for four months.

Total cash reserves at 31 March 2024 amount to £69,655 (2023: £89,478) including restricted funds £23,562 (2023: £43,552) and unrestricted funds £46,093 (2023: £45,926). Unrestricted cash funds are well above the figure required for four months of £26,117.

There are no funds in deficit at present

Our principal sources of income are:

- Regular giving
- Grants
- Donations
- Fundraising events such as Quiz, Tabletop sales, breakfast, and other meal events.

Our main risks are:

- Reliance of one-off grants
- Loss of key staff including Trustees – we would benefit from a greater number of Trustees with a wider range of expertise

#### Structure, governance and management

The charity is a Charitable Incorporated Organisation governed by its Constitution.

The trustees who served during the year and up to the date of signature of the financial statements were:

S A Wilderspin

M S Hewitt

J R King

D M Nicholls

S Mills

(Appointed 12 April 2024)

The trustees are elected by existing trustees. Selection is via application form, interview and references.

The day to day management of Caring Hands is undertaken by the Community Outreach Manager. This role includes general administration, supervision of volunteers, liaising with referral agencies, developing relationships with local churches, community and other organisations, which can include talks, school assemblies and church services, finances and ensuring all necessary resources required are in place.

In addition to Diane Bennett who is our full-time Community Outreach Manager, Caring Hands now employs Emma Goodge as part-time Deputy Community Outreach Manager and Paul Mills as Resource Banks Supervisor.

We are continuing to look to add Trustees to our group to give us wider expertise in the areas which we address and areas such as IT and Fund raising.

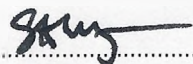
On appointment, Trustees undertake an induction meeting with the chair of trustees to provide full details of the charity, any role which the new trustee is to undertake and further meetings as necessary.

We have a large networking base with both referrals agencies and other organisations involved with our service user base.

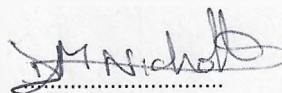
**CARING HANDS IN THE VALE**  
**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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The trustees' report was approved by the Board of Trustees.



S A Wilderspin  
Trustee



D M Nicholls  
Trustee

Date: 27 AUG 2024

# CARING HANDS IN THE VALE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARING HANDS IN THE VALE

---

I report to the trustees on my examination of the financial statements of Caring Hands in the Vale (the charity) for the year ended 31 March 2024.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

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

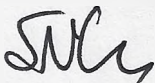
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Stuart Christy FCA  
Azets  
Statutory Auditors and Accountants  
93 High Street  
Evesham  
Worcestershire  
WR11 4DU  
United Kingdom

Dated: 29/08/2024

# CARING HANDS IN THE VALE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Income from:</b>							
Donations and grants	3	36,117	62,177	98,294	40,190	269,125	309,315
Charitable activities	4	25,791	2,555	28,346	20,143	3,899	24,042
Investments	5	755	-	755	140	-	140
<b>Total income</b>		<u>62,663</u>	<u>64,732</u>	<u>127,395</u>	<u>60,473</u>	<u>273,024</u>	<u>333,497</u>
<b>Expenditure on:</b>							
Raising funds	6	-	128	128	-	-	-
Charitable activities	7	65,364	78,222	143,586	53,237	77,252	130,489
Other	11	-	-	-	247	-	247
<b>Total expenditure</b>		<u>65,364</u>	<u>78,350</u>	<u>143,714</u>	<u>53,484</u>	<u>77,252</u>	<u>130,736</u>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>							
		(2,701)	(13,618)	(16,319)	6,989	195,772	202,761
Fund balances at 1 April 2023		<u>71,707</u>	<u>499,423</u>	<u>571,130</u>	<u>64,718</u>	<u>303,651</u>	<u>368,369</u>
<b>Fund balances at 31 March 2024</b>		<u><u>69,006</u></u>	<u><u>485,805</u></u>	<u><u>554,811</u></u>	<u><u>71,707</u></u>	<u><u>499,423</u></u>	<u><u>571,130</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

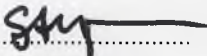
# CARING HANDS IN THE VALE

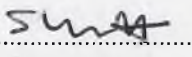
## BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	13		475,550		478,851
<b>Current assets</b>					
Stocks	14	9,562		4,210	
Debtors	15	3,272		3,581	
Cash at bank and in hand		69,655		89,478	
			82,489		97,269
<b>Creditors: amounts falling due within one year</b>	16	(3,228)		(4,990)	
Net current assets			79,261		92,279
<b>Total assets less current liabilities</b>			554,811		571,130
<b>Income funds</b>					
Property - restricted funds		443,197		445,937	
General restricted funds		42,608		53,486	
Unrestricted funds	18		485,805		499,423
			69,006		71,707
			554,811		571,130

The financial statements were approved by the Trustees on 27 AUG 2024

  
S A Wilderspin  
Trustee

  
M S Hewitt  
Trustee

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### Charity information

Caring Hands in the Vale is a Charitable Incorporated Organisation (CIO) with charity registration number 1167237. The charity's principal address is The Lighthouse, Vine Street, Evesham, Worcestershire, WR11 4RE.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

### 1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line on cost less residual value
Plant and equipment	20% reducing balance
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

---

#### 1 Accounting policies

(Continued)

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 1 Accounting policies (Continued)

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
Donations and grants	36,117	62,177	98,294	40,190	269,125	309,315
<b>Grants receivable for core activities</b>						
Hilda Farr Charitable Trust	-	-	-	-	70,000	70,000
John Martin's Charity	-	-	-	-	75,000	75,000
Eveson Trust	-	-	-	-	40,000	40,000
New Homes Bonus Donations	31,872	4,834	36,706	40,190	27,077	67,267
Wychavon District Council	-	28,000	28,000	-	-	-
National Lottery Community Fund	4,245	21,975	26,220	-	-	-
Household Support Grant	-	-	-	-	17,225	17,225
Other Grants	-	7,368	7,368	-	13,137	13,137
	36,117	62,177	98,294	40,190	269,125	309,315

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 4 Charitable activities

	2024 £	2023 £
Standing orders	22,125	19,375
Fundraising	2,963	-
Grants and donations	-	429
Gift Aid	2,910	3,729
Expenses recharged	70	70
Other income	278	439
	<u>28,346</u>	<u>24,042</u>
Analysis by fund		
Unrestricted funds	25,791	20,143
Restricted funds	2,555	3,899
	<u>28,346</u>	<u>24,042</u>

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2024 £	2023 £
Interest receivable	755	140
	<u>755</u>	<u>140</u>

### 6 Raising funds

	Restricted funds	Total
	2024 £	2023 £
<u>Fundraising and publicity</u>		
Other fundraising costs	128	-
	<u>128</u>	<u>-</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 7 Charitable activities

	2024 £	2023 £
Staff costs	55,029	41,054
Depreciation and impairment	13,095	12,932
Resources	36,845	25,640
Diner	5,259	4,267
Christmas	3,021	1,080
Rent	4,935	8,568
Motor expenses	2,684	2,355
Administration and service contracts	11,440	6,001
New building fees	-	14,807
Equipment under £250 and other expenses	5,448	7,766
Utilities and rates	2,793	1,939
Repairs & maintenance	965	493
Volunteers	-	252
Lighthouse equipment	713	2,285
Other charitable expenditure	213	-
	<u>142,440</u>	<u>129,439</u>
Share of governance costs (see note 8)	1,146	1,050
	<u>143,586</u>	<u>130,489</u>
<b>Analysis by fund</b>		
Unrestricted funds	65,364	53,237
Restricted funds	78,222	77,252
	<u>143,586</u>	<u>130,489</u>

### 8 Support costs

	Support costs £	Governance costs £	2024 £	2023 £
Independent Examiners' Fees	-	1,146	1,146	1,050
	<u>-</u>	<u>1,146</u>	<u>1,146</u>	<u>1,050</u>
	<u>-</u>	<u>1,146</u>	<u>1,146</u>	<u>1,050</u>
Analysed between Charitable activities	-	1,146	1,146	1,050
	<u>-</u>	<u>1,146</u>	<u>1,146</u>	<u>1,050</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed a total of £1,274 (2023: £6,290) and another of them £175 (2023: £173) in respect of expenses incurred on behalf of the charity.

### 10 Employees

The average monthly number of employees during the year was:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
	3	2
	<u>          </u>	<u>          </u>
<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	53,625	39,858
Other pension costs	1,404	1,196
	<u>          </u>	<u>          </u>
	<u>55,029</u>	<u>41,054</u>

There were no employees whose annual remuneration was more than £60,000.

### 11 Other

	<b>Total</b>	Unrestricted funds
	<b>£</b>	
	<b>2024</b>	2023
Financing costs	-	247
	<u>          </u>	<u>          </u>

### 12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 13 Tangible fixed assets

	Freehold land and buildings	Plant and equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2023	480,140	15,892	9,450	505,482
Additions	6,595	3,200	-	9,795
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2024	486,735	19,092	9,450	515,277
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Depreciation and impairment</b>				
At 1 April 2023	14,603	4,560	7,468	26,631
Depreciation charged in the year	9,735	2,965	396	13,096
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2024	24,338	7,525	7,864	39,727
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Carrying amount</b>				
At 31 March 2024	462,397	11,567	1,586	475,550
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2023	465,537	11,332	1,982	478,851
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### 14 Stocks

	2024	2023
	£	£
Supermarket vouchers and stocks of purchased (not donated) goods	9,562	4,210
	<u>          </u>	<u>          </u>

### 15 Debtors

	2024	2023
	£	£
<b>Amounts falling due within one year:</b>		
Other debtors	-	731
Prepayments and accrued income	3,272	2,850
	<u>          </u>	<u>          </u>
	3,272	3,581
	<u>          </u>	<u>          </u>

### 16 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other creditors	1,637	150
Accruals and deferred income	1,591	4,840
	<u>          </u>	<u>          </u>
	3,228	4,990
	<u>          </u>	<u>          </u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### 17 Retirement benefit schemes

#### **Defined contribution schemes**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £1,404 (2023 - £1,196).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Household/Food banks	28,110	8,861	(40,881)	16,613	12,703	4,430	(23,579)	19,539	13,093
Baby bank	1,684	285	(205)	64	1,828	565	(27)	105	2,471
Homelessness	297	350	(150)	-	497	1,000	(1,493)	-	4
Christmas	2,069	3,631	(1,405)	-	4,295	1,658	(3,468)	-	2,485
Salaries	-	-	-	-	-	11,408	(11,408)	-	-
Utilities	-	-	-	-	-	430	(430)	-	-
Diner	1,192	-	(4,057)	3,749	884	2,292	(2,363)	1,705	2,518
Shopping & Eating on a Budget course	359	-	(21)	-	338	-	(26)	-	312
Drop in Centre / Lighthouse	18,479	32,532	(18,907)	(11,478)	20,626	-	(1,772)	(9,775)	9,079
Property	245,000	210,140	(9,203)	-	445,937	-	(9,335)	6,595	443,197
Resource bank - general	2,133	-	-	(1,000)	1,133	-	-	(1,133)	-
Emergency Assistant grant	4,328	-	-	(4,328)	-	-	-	-	-
Cookery Skills	-	-	-	-	-	734	(35)	-	699
Insurance	-	-	-	-	-	240	(240)	-	-
National Lottery Community Fund	-	-	-	-	-	21,975	(21,644)	(321)	10
Household Support Grant	-	17,225	-	(15,225)	2,000	20,000	-	(19,895)	2,105
Motor and travel	-	-	(127)	127	-	-	-	-	-
Drop in Centre / Lighthouse - capitalised items	-	-	(2,296)	11,478	9,182	-	(2,530)	3,180	9,832
	<u>303,651</u>	<u>273,024</u>	<u>(77,252)</u>	<u>-</u>	<u>499,423</u>	<u>64,732</u>	<u>(78,350)</u>	<u>-</u>	<u>485,805</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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### 19 General unrestricted funds

	Movement in funds				Movement in funds			
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024
	£	£	£	£	£	£	£	£
General fund	64,718	60,473	(53,484)	-	71,707	62,663	(65,364)	69,006
	=====	=====	=====	=====	=====	=====	=====	=====

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 20 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:					
Tangible assets	22,520	453,030	475,550	23,731	478,851
Current assets/(liabilities)	46,486	32,775	79,261	47,976	92,279
	<u>69,006</u>	<u>485,805</u>	<u>554,811</u>	<u>71,707</u>	<u>571,130</u>

#### 21 Related party transactions

##### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Three of the four trustees of Caring Hands are also trustees of Vale of Evesham Christian Centre (VECC). Caring Hands shared the premises of VECC in previous years but this year, following the move of its operations to The Lighthouse, only the office has been shared. Following a decision by the non-conflicted VECC trustees no rent has been charged since June 2023. The amount of rent paid to VECC in the year was £1,035 (2023: £4,140).

Diane Bennett is not a trustee of Caring Hands but is a trustee of VECC. Diane is employed full-time by Caring Hands as Community Outreach Manager and is also available to assist with VECC's operations and activities on a voluntary basis. The office at VECC is used by Diane for both roles.

VECC has made regular donations to Caring Hands in furtherance of one of VECC's aims which is 'to assist and relieve persons who are in conditions of need, hardship or distress or who are sick or in poor health'. The total amount received by Caring Hands for the year was £9,440 (2023: £9,120).

Caring Hands paid expenses of £70 (2023: £70) on behalf of VECC and this was reimbursed to Caring Hands during the year.

VECC received payments totalling £708 (2023: £350) intended for Caring Hands and this was passed on to Caring Hands during the year.

**CARING HANDS IN THE VALE**

England & Wales - Charity number 1167237

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# Accounts

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Charity registration number 1167237

**CARING HANDS IN THE VALE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# CARING HANDS IN THE VALE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

S A Wilderspin  
M S Hewitt  
J R King  
Mrs. D Nicholls

**Charity number**

1167237

**Independent examiner**

Azets  
93 High Street  
Evesham  
Worcestershire  
United Kingdom  
WR11 4DU

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# CARING HANDS IN THE VALE

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# CARING HANDS IN THE VALE

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2023**

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### **Objectives and activities**

The aim of our charity, Caring Hands in the Vale, is as follows:

*The prevention and relief of poverty and to relieve the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances in Evesham and the surrounding area by such means as the trustees shall from time to time decide.*

### **Prevention of Poverty**

Caring Hands in the Vale has now been in existence for twenty years and 2022-2023 has proved to be the most challenging.

The past year has again been the busiest Caring Hands in the Vale has experienced, both in the support we have received from the local community and the number of referrals received for the resources we are able to provide. The situation was exacerbated by the rising cost of living and we have needed to relax slightly how many parcels each service user could have in any given period. This is controlled by the manager in conjunction with the partner agencies. We are exploring ways of continuing to provide further support in addition to short term crisis support.

We have again been astounded and delighted with the generosity and support of the local community who have provided practical, financial support as well as donations of foodstuffs and surplus stock for the use of the foodbank and diner.

The refurbishment of the Lighthouse building is now complete and, as mentioned, additional services already in place. To follow are: computer access to access essential services and IT training, meeting areas for third party users and the opening of the Health and Wellbeing Hub. This hub is well fitted out with couch, medical equipment, desk to enable relevant agencies to use this for one-to-one meetings as well as free access to hairdresser, chiropodist etc.

Longer term, we aim to provide a job club and debt advice.

Caring Hands in the Vale is an independent charity and is a member of the Independent Food Aid Network, which has over 600 charitable food organisations, including independent food banks, in its membership.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Careful Targeting of Help**

Caring Hands requires a referral for any assistance given, apart from a few emergency interventions each year. We mainly use electronic communications, especially email.

We also liaise with the referring organisations closely and flag up any duplicate referrals as well as what appear to be inappropriate referrals (both of which are rare). Our aim is to direct clients to achieve self-sufficiency rather than dependence.

Thus, food parcels are not generally an ongoing resource, and our free meals are only available twice a week. We also provide a Recipe booklet, food aid projects available locally and we are now working on a leaflet called "Worrying about Money" in conjunction with the Independent Food Aid Network,

### **Signposting and Hosting other agencies**

The frequency of rough sleeping in Evesham had been on a steady decline in the past few years. This is partly due to the work of the Evesham Homeless Partnership, which is made up of churches, voluntary organisations, charities, statutory services, and the local authority.

The Caring Hands Diner is an effective place to host agencies who wish to contact the homeless and those with disrupted lifestyles. County Community Projects run a drop-in session at the diner every two weeks to offer advice and support to anyone who finds themselves in this situation. The Housing Needs Team from Wychavon District Council are also available to offer support in the Diner should anyone need advice and support from them. Use of the Health and Wellbeing Hub will be available in the Lighthouse.

We work closely with the Drug and Alcohol services, at present supplied by Cranstoun. We also provide links with Rooftop Housing and the Wychavon Hub / Contact Centre.

### **Training**

We continue to ensure our staff are well trained and attend relevant training courses. Diane and Emma have jointly completed 12 courses with Emma a further 4 and Diane undertaking 5 courses under the Clewer initiative. A plan is in place for further training during 2023-2024.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### Referrals

Reasons for referral are usually covered in seven broad categories – benefit issues; homelessness and housing; low incomes and debt; work related issues; health issues, refugee and asylum seeker support and crisis issues.

58% of referrals were due to low incomes of which 9% were families and individuals who are in work. Benefit issues accounted for 6% of referrals, homelessness, and housing issues 18%, debt 7%, health issues 5%, refugee and asylum seeker support 1% and crisis issues 5%.

It is important to state that the reasons for referral can be varied and complex. Often there is more than one reason for a referral, so our statistics record the most prevalent issue at the time of referral. For instance, an individual struggling on a low income may also have issues around debt, benefit delays or long-term illness and potential homelessness.

Referrals to the homelessness bank have increased as there has been an increase in rough sleeping during the past financial year. However, due to the incredible work being undertaken by the outreach teams that cover Evesham, individuals are identified and supported relatively quickly. We also now have additional temporary accommodation services available in Evesham. We continue to work closely with the outreach teams, accommodation services and are regularly involved in rough sleeper group meetings.

There was a dramatic increase of 128% in the number of referrals to the Baby Bank. Referrals to the Household Bank have increased significantly, due to the fact that most families who are referred for a food parcel are now also referred for a full household pack.

### Food Bank

2022-2023 was our busiest year ever. We received 1241 referrals for 518 different families, couples, or individuals from a total of 63 different referral partner agencies. This provided a total of 1221 food parcels for 2956 people, providing 61,677 meals. Of the people we were able to support 45% were children (under eighteen years of age). Referrals for families now far exceed referrals for single food parcels.

### Household Bank:

Resources available from the Household Bank include toiletry packs, cleaning packs, laundry packs and toilet rolls. Each of these packs should last the service user two weeks.

Referrals to the Household Bank have increased by around 46% from the previous financial year. This reflects the increase in family referrals and the fact that family referrals now more often include the Household Bank in addition to the Food Bank. This indicates how many families and individuals who are not just struggling with providing food for themselves. It also suggests that referred individuals and agencies are more familiar with the resources that are available.

### Clothing Bank:

The Clothing Bank mostly stocks men's clothing, usually for individuals who are homeless or rough sleeping. Service users at the Drop-in Diner can access clothing when there are surplus donations, or there are items that we would not normally stock.

The Clothing Bank also keeps a small range of smart clothing, which is available for service users for interviews and other formal occasions.

### Homeless Bank:

The Homeless Bank provides a range of resources for service users who are homeless or rough sleeping, including blankets, sleeping bags, filled backpacks and tents.

Referrals to the Homeless Bank are restricted to agencies who specifically support service users with housing and homelessness issues.

Homelessness remains a significant issue within the Vale of Evesham. Caring Hands in the Vale is a member of Evesham Homeless Partnership, Wychavon Homeless Partnership and Evesham and Pershore Rough Sleeper Group.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Baby Bank:**

The Baby Bank provides nappies and wipes, baby milk and baby toiletries. We plan eventually to develop the range of resources the Baby Bank provides. Referrals to the Baby Bank are restricted to relevant agencies who are supporting families with babies.

This is the sixth year in which we have been offering this resource and referrals have increased by 128% from last year.

### **Drop-in Diner:**

The drop-in diner provides several different opportunities for individuals who access the service:

- A meal – a free two/three course meal on a Monday and Wednesday lunchtime
- A Community Pantry with a 'help yourself' table with surplus fresh produce, non-perishable items which are past their 'best before' dates and other donations that are not suitable for inclusion in food parcels. This not only reduces waste, but supports individuals with food items and reduces the need for a referral for a food parcel
- Networking with other front-line agencies to organise drop-in support, such as homelessness outreach teams
- Signposting service users to appropriate services to provide support for their ongoing needs
- Volunteering Opportunities – individuals from a wide variety of backgrounds provide invaluable volunteer support. We also provide work experience placements for several local Middle and High Schools, as well as the local college and university.
- Many individuals who access the drop-in diner do so as they are looking for companionship and support, especially those who are socially isolated.

We were delighted to be able to provide a Christmas Day meal again in 2022 and provided around 50 meals, including a number of meals which were provided to one of the local sheltered housing schemes.

We provided 223 Christmas Hampers, up from 200 last year. These provided support for 534 people, 50% of whom were children (under eighteen years of age).

Due to the generosity of local churches and individuals, we were able to include small, wrapped gifts in many of the Christmas Hampers, especially for children.

### **Education/Talks:**

Our Community Outreach Manager continues to be available to undertake presentations about the work of Caring Hands in the Vale for local groups, organisations, churches, schools and community groups. This would be further expanded with a training room within the new building.

Caring Hands offers a training course called Shopping and Eating on a Budget, which aims to help individuals and families learn to manage their shopping budget and reduce waste. We can also provide the CAP Money Course, Modern Day Slavery Workshops, Homelessness Awareness Session and Basic Drug and Alcohol Awareness. Our future plans include ESOL (English as a Second Language) and basic cooking skills.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

---

During the year, we have planned activities and expenditure in order to achieve our aims:

Individuals and/or families are referred to Caring Hands via a network of over one hundred front line agencies from the community, of which 63 made referrals. Partner agencies are made up of: community groups, charities and organisations, local government organisations, Social Services Departments, Youth and Children's Services, Substance Misuse Organisations, local Churches, Schools, College, Housing Associations, Mental Health Organisations, Carer Support Organisations and National Health services. Referrals are also made by the Leadership Team and congregation of Vale of Evesham Christian Centre.

### **Public Benefit**

The activities of Caring Hands are all for the benefit of the public. There is a target group of clients, demonstrating genuine need, who must be referred by local agencies. Anyone who feels the need can attend the diner (operating Mondays and Wednesdays), and we cater for the lonely and senior citizens as well as those in financial need.

Everyone referred to Caring Hands receives the support they need unconditionally, non-judgmentally and totally free of charge. The geographical area we cover is the Vale of Evesham, although we do sometimes receive referrals from outside this area. We received 1241 referrals during the year, a significant increase on the previous year and increased throughout the year as the cost-of-living crisis worsened. Referrals are in addition to the attendees at the diner, who are all self-referred.

### **Resources**

Resources available through Caring Hands are grouped into five different 'banks' of resources. The Food Bank provides food parcels and Christmas hampers. The Household Bank provides toiletry packs, cleaning, toilet roll and laundry packs. The Baby Bank provides items such as nappies and wipes, baby milk and baby toiletries. The Clothing Bank provides clothing and shoes, including a stock of 'smart' clothes for interviews, family events etc.,

The Homeless Bank provides a range of resources for individuals who are homeless or rough sleeping, including blankets, towels, sleeping bags, tents and backpacks filled with essential items.

We have a wonderful team of volunteers, without whom the work of Caring Hands simply would not happen.

This year we have returned to our normal extent of services; food and Resource banks daily and twice weekly diner service. In 2023 as the refurbishment of the building allowed, we have commenced additional services such as showers and locker facilities and will continue to expand as the building becomes fully operational.

Whilst some volunteers did not return after Covid, we are now in a good position with numbers and have currently additional volunteers to interview. This is essential as we are very much reliant on volunteers for almost all that we do. Only one staff member is full-time, and we have one part-time member. Our volunteers are our core.

As such we considered it important to return to some social events to thank them for their hard work and encouragement. A successful afternoon tea event was held recently.

We have revised our volunteer policy and induction programme and seek to offer training in various aspects of volunteer work to all our volunteers, including food preparation, hygiene, first aid, strategies for dealing with difficult clients and other important topics. We have tried a few different providers of training, some of which are much better than others.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Achievements and performance**

#### **Donations**

We continue to receive incredible support from our local community, shops, supermarkets, families, individuals, schools, churches and community groups. We continue to be amazed and in awe of the incredible generosity of our supporters.

We received support from many schools, pre-schools and churches with donations of produce from their Harvest Celebrations, which as always is an incredible boost to our stock levels.

November/December 2022 saw us able to run a food collection at Evesham Tesco, which provided another significant boost to our stock levels and Christmas activities.

We would like to take the opportunity to thank everyone in our local community who have generously supported Caring Hands in the Vale through another really difficult year. We definitely would not have been able to provide the support we have without you.

#### **Financial review**

The trustees have reviewed the reserves policy and consider that due to the known level of monthly recurring income the minimum funds required are the amount required to continue the activities of the charity for four months.

We also are aiming to achieve our long-term goal of a drop-in centre, which will require some significant expenditure if it is to become a reality. Unrestricted funds on 31<sup>st</sup> March 2023 significantly exceed the figure required and will also be sufficient to engage our proposed additional staff member for 12 months and subsequent increase in Reserves required. Applications for Grants, donations, and regular giving continue to be an important part of the work carried out by the Trustee Board.

There are no funds in deficit at present

#### **The Lighthouse Project**

We are delighted that the building has been purchased and refurbishment almost complete with no outstanding debts.

New services have been added as facilities allowed, and this will continue throughout 2023-2024 as we continue with our ultimate aim of providing a drop-in centre and Hub for other agencies to meet and work with the poor and disadvantaged of the area.

#### **Structure, governance and management**

The charity is a Charitable Incorporated Organisation governed by its Constitution.

The trustees who served during the year and up to the date of signature of the financial statements were:

S A Wilderspin

M S Hewitt

J R King

Mrs. D Nicholls

The trustees are elected by existing trustees.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

---

The day to day management of Caring Hands is undertaken by the Community Outreach Manager. This role includes general administration, supervision of volunteers, liaising with referral agencies, developing relationships with local churches, community and other organisations, which can include talks, school assemblies and church services, finances and ensuring all necessary resources required are in place.

In addition to Diane Bennett who is our full-time Community Outreach Manager, Caring Hands now employs Emma Goode as part-time Deputy Community Outreach Manager.

We are continuing to look to add Trustees to our group to give us wider expertise in the areas which we address and areas such as IT and Fund raising.

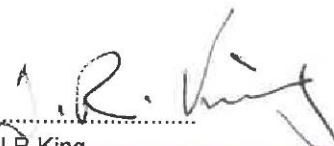
The Trustees have met bi-monthly in view of the acquisition and fitting out of our own building and plans to extend our services.

Caring Hands has its own bank account with Lloyds Bank plc. There are four signatories, and each cheque or electronic transaction requires authorisation from two people.

The trustees' report was approved by the Board of Trustees.

  
.....

S A Wilderspin  
Trustee

  
.....

J R King  
Trustee

Date: ..... 8/10/23 .....

# CARING HANDS IN THE VALE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARING HANDS IN THE VALE

---

I report to the trustees on my examination of the financial statements of Caring Hands in the Vale (the charity) for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Stuart Christy FCA  
Azets  
Statutory Auditors and Accountants  
93 High Street  
Evesham  
Worcestershire  
WR11 4DU  
United Kingdom

Dated: 12/10/2023

# CARING HANDS IN THE VALE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>							
Donations and grants	3	40,190	269,125	309,315	48,536	41,926	90,462
Charitable activities	4	20,143	3,899	24,042	14,585	5,439	20,024
Investments	5	140	-	140	8	-	8
<b>Total income</b>		<b>60,473</b>	<b>273,024</b>	<b>333,497</b>	<b>63,129</b>	<b>47,365</b>	<b>110,494</b>
<b>Expenditure on:</b>							
Charitable activities	6	53,237	77,252	130,489	55,626	37,448	93,074
Other	10	247	-	247	-	-	-
<b>Total expenditure</b>		<b>53,484</b>	<b>77,252</b>	<b>130,736</b>	<b>55,626</b>	<b>37,448</b>	<b>93,074</b>
<b>Net income for the year/ Net movement in funds</b>		<b>6,989</b>	<b>195,772</b>	<b>202,761</b>	<b>7,503</b>	<b>9,917</b>	<b>17,420</b>
Fund balances at 1 April 2022		64,718	303,651	368,369	57,215	293,734	350,949
<b>Fund balances at 31 March 2023</b>		<b>71,707</b>	<b>499,423</b>	<b>571,130</b>	<b>64,718</b>	<b>303,651</b>	<b>368,369</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


# CARING HANDS IN THE VALE


## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		478,851		250,163
<b>Current assets</b>					
Stocks	13	4,210		4,125	
Debtors	14	3,581		2,657	
Cash at bank and in hand		89,478		112,645	
		<u>97,269</u>		<u>119,427</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(4,990)</u>		<u>(1,221)</u>	
Net current assets			92,279		118,206
<b>Total assets less current liabilities</b>			<u>571,130</u>		<u>368,369</u>
<b>Income funds</b>					
Property - restricted funds		445,937		245,000	
General restricted funds		<u>53,486</u>		<u>58,651</u>	
Unrestricted funds	17		499,423		303,651
			<u>71,707</u>		<u>64,718</u>
			<u>571,130</u>		<u>368,369</u>

The financial statements were approved by the Trustees on 8/10/23.

  
S A Wilderspin  
Trustee

  
M S Hewitt  
Trustee

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting policies

#### Charity information

Caring Hands in the Vale is a Charitable Incorporated Organisation.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line on cost less residual value
Plant and equipment	20% reducing balance
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting policies

(Continued)

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 1 Accounting policies (Continued)

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and grants	40,190	269,125	309,315	48,536	41,926	90,462
<b>Grants receivable for core activities</b>						
Hilda Farr Charitable Trust	-	70,000	70,000	-	-	-
John Martin's Charity	-	75,000	75,000	-	-	-
Eveson Trust	-	40,000	40,000	-	-	-
New Homes Bonus	-	26,686	26,686	-	-	-
Donations	40,190	27,077	67,267	48,536	22,364	70,900
Covid Support Grant	-	-	-	-	4,462	4,462
Food Aid Grant	-	-	-	-	100	100
Household Support Grant	-	17,225	17,225	-	15,000	15,000
Other Grants	-	13,137	13,137	-	-	-
	40,190	269,125	309,315	48,536	41,926	90,462

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 4 Charitable activities

	2023 £	2022 £
Standing orders	19,375	14,005
Grants and donations	429	1,246
Gift Aid	3,729	4,344
Expenses recharged	70	221
Other income	439	208
	<u>24,042</u>	<u>20,024</u>
Analysis by fund		
Unrestricted funds	20,143	14,585
Restricted funds	3,899	5,439
	<u>24,042</u>	<u>20,024</u>

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Interest receivable	<u>140</u>	<u>8</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 6 Charitable activities

	2023 £	2022 £
Staff costs	41,054	32,859
Depreciation and impairment	12,932	6,291
Resources	25,640	18,134
Diner	4,267	3,761
Christmas	1,080	4,531
Rent	8,568	6,869
Motor expenses	2,355	1,999
Administration and service contracts	6,001	4,651
New building fees	14,807	4,309
Equipment under £250 and other expenses	7,766	4,093
Utilities and rates	1,939	1,540
Repairs & maintenance	493	3,047
Volunteers	252	-
Lighthouse equipment	2,285	-
	<u>129,439</u>	<u>92,084</u>
Share of governance costs (see note 7)	1,050	990
	<u>130,489</u>	<u>93,074</u>
<b>Analysis by fund</b>		
Unrestricted funds	53,237	55,626
Restricted funds	77,252	37,448
	<u>130,489</u>	<u>93,074</u>

### 7 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Independent Examiners' Fees	-	1,050	1,050	990
	<u>-</u>	<u>1,050</u>	<u>1,050</u>	<u>990</u>
Analysed between Charitable activities	-	1,050	1,050	990
	<u>-</u>	<u>1,050</u>	<u>1,050</u>	<u>990</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed a total of £6,290 (2022: £952) and another of them £173 (2022: £nil) in respect of expenses incurred on behalf of the charity.

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	2	2
	<u>2</u>	<u>2</u>
<b>Employment costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	39,858	31,902
Other pension costs	1,196	957
	<u>41,054</u>	<u>32,859</u>

There were no employees whose annual remuneration was more than £60,000.

### 10 Other

	Unrestricted funds	Total
	<b>2023</b>	£ 2022
Financing costs	247	-
	<u>247</u>	<u>-</u>

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12 Tangible fixed assets	Freehold land and buildings	Plant and Motor vehicles equipment		Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2022	250,000	4,413	9,450	263,863
Additions	230,140	11,479	-	241,619
At 31 March 2023	<u>480,140</u>	<u>15,892</u>	<u>9,450</u>	<u>505,482</u>
<b>Depreciation and impairment</b>				
At 1 April 2022	5,000	1,727	6,973	13,700
Depreciation charged in the year	9,603	2,833	495	12,931
At 31 March 2023	<u>14,603</u>	<u>4,560</u>	<u>7,468</u>	<u>26,631</u>
<b>Carrying amount</b>				
At 31 March 2023	<u>465,537</u>	<u>11,332</u>	<u>1,982</u>	<u>478,851</u>
At 31 March 2022	<u>245,000</u>	<u>2,686</u>	<u>2,477</u>	<u>250,163</u>
<b>13 Stocks</b>		<b>2023</b>	<b>2022</b>	
		£	£	
Supermarket vouchers and stocks of purchased (not donated) goods		4,210	4,125	
		<u>4,210</u>	<u>4,125</u>	
<b>14 Debtors</b>		<b>2023</b>	<b>2022</b>	
		£	£	
<b>Amounts falling due within one year:</b>				
Other debtors		731	339	
Prepayments and accrued income		2,850	2,318	
		<u>3,581</u>	<u>2,657</u>	
		<u>3,581</u>	<u>2,657</u>	
<b>15 Creditors: amounts falling due within one year</b>		<b>2023</b>	<b>2022</b>	
		£	£	
Other creditors		150	164	
Accruals and deferred income		4,840	1,057	
		<u>4,990</u>	<u>1,221</u>	
		<u>4,990</u>	<u>1,221</u>	

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### 16 Retirement benefit schemes

#### **Defined contribution schemes**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £1,196 (2022 - £957).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021		Movement in funds		Balance at 1 April 2022		Movement in funds		Balance at 31 March 2023	
	£	£	Incoming resources	Resources expended	Transfers	£	Incoming resources	Resources expended	Transfers	£
Household/Food banks	21,333	8,782	8,782	(17,962)	15,957	28,110	8,861	(40,881)	16,613	12,703
Baby bank	884	800	800	(171)	171	1,684	285	(205)	64	1,828
Homelessness	537	-	-	(240)	-	297	350	(150)	-	497
Christmas	719	1,510	1,510	(4,531)	4,371	2,069	3,631	(1,405)	-	4,295
Diner	224	968	968	(3,761)	3,761	1,192	-	(4,057)	3,749	884
Shopping & Eating on a Budget course	359	-	-	-	-	359	-	(21)	-	338
Drop in Centre / Lighthouse	8,000	15,743	15,743	(5,264)	-	18,479	32,532	(18,907)	(11,478)	20,626
Property	250,000	-	-	(5,000)	-	245,000	210,140	(9,203)	-	445,937
Resource bank - general	2,133	-	-	-	-	2,133	-	-	(1,000)	1,133
Emergency Assistant grant	9,545	-	-	-	(5,217)	4,328	-	-	(4,328)	-
Recipe booklets	-	-	-	(266)	266	-	-	-	-	-
Protective clothing	-	-	-	(73)	73	-	-	-	-	-
Covid Support Grant	-	4,462	4,462	-	(4,462)	-	-	-	-	-
Food Aid Grant	-	100	100	-	(100)	-	-	-	-	-
Household Support Grant	-	15,000	15,000	-	(15,000)	-	17,225	-	(15,225)	2,000
Motor and travel	-	-	-	(180)	180	-	-	(127)	127	-
Drop in Centre / Lighthouse - capitalised items	-	-	-	-	-	-	-	(2,296)	11,478	9,182
	293,734	47,365	47,365	(37,448)	-	303,651	273,024	(77,252)	-	499,423

**CARING HANDS IN THE VALE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

18 General unrestricted funds	Movement in funds		Movement in funds		Movement in funds		Movement in funds	
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2022 £	Incoming resources £	Resources expended 31 March 2023 £	Balance at 31 March 2023 £
General fund	57,215	63,129	(55,626)	-	64,718	60,473	(53,484)	71,707

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 19 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Tangible assets	23,731	455,120	478,851	5,163	245,000	250,163
Current assets/(liabilities)	47,976	44,303	92,279	59,555	58,651	118,206
	<u>71,707</u>	<u>499,423</u>	<u>571,130</u>	<u>64,718</u>	<u>303,651</u>	<u>368,369</u>

#### 20 Related party transactions

##### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Three of the four trustees of Caring Hands are also trustees of Vale of Evesham Christian Centre (VECC). Caring Hands shared the premises of VECC and paid rent to VECC. Two lunch times a week, excluding holidays, Caring Hands used the kitchen and lounge operating a drop-in diner where hot meals were provided. Caring Hands operated a food bank and other resource banks from the church premises which were used for storage. Towards the end of this year the food and other resource banks and the drop-in diner were moved by Caring Hands to its own premises The Lighthouse. Caring Hands continues to use the office at VECC. The amount of rent paid to VECC in the year was £4,140 (2022: £4,140) and the trustees considered the amount of rent charged to be a reasonable amount to cover a share of utilities bills, office costs and a contribution to building maintenance costs. The rent is under review following the move of most operations to The Lighthouse.

Diane Bennett is not a trustee of Caring Hands but is a trustee of VECC. Diane is employed full-time by Caring Hands as Community Outreach Manager and is also available to assist with VECC's operations and activities on a voluntary basis. The office at VECC is used by Diane for both roles.

VECC has made regular donations to Caring Hands in furtherance of one of VECC's aims which is 'to assist and relieve persons who are in conditions of need, hardship or distress or who are sick or in poor health'. The total amount received by Caring Hands for the year was £9,120 (2022: £5,385).

VECC loaned £50,000 to Caring Hands in Aug 2022 and this was repaid in full, with interest £247, in Nov/Dec 2022.

Caring Hands paid expenses of £70.10 (2022: £124) on behalf of VECC and this was reimbursed to Caring Hands during the year.

VECC received payments totalling £350 (2022: £538) intended for Caring Hands and this was passed on to Caring Hands during the year.

**CARING HANDS IN THE VALE**

England & Wales - Charity number 1167237

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# Accounts

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Charity registration number 1167237

**CARING HANDS IN THE VALE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# CARING HANDS IN THE VALE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees** Mr. S A Wilderspin  
Mr. M S Hewitt  
Rev. J R King  
Mrs. D Nicholls

**Charity number** 1167237

**Independent examiner** Azets  
Almswood House  
93 High Street  
Evesham  
Worcestershire  
United Kingdom  
WR11 4DU

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# CARING HANDS IN THE VALE

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# CARING HANDS IN THE VALE

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2022**

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The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### **Objectives and activities**

The aim of our charity, Caring Hands in the Vale, is as follows:

*The prevention and relief of poverty and to relieve the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances in Evesham and the surrounding area by such means as the trustees shall from time to time decide.*

### Public Benefit

The activities of Caring Hands are all for the benefit of the public. There is a target group of clients, demonstrating genuine need, who must be referred by local agencies. Anyone who feels the need can attend the diner (operating Mondays and Wednesdays), and we cater for the lonely and senior citizens as well as those in financial need.

Everyone referred to Caring Hands receives the support they need unconditionally, non-judgmentally and totally free of charge. The geographical area we cover is the Vale of Evesham, although we do sometimes receive referrals from outside this area. We currently receive on average twenty to twenty-five referrals each week, much as was the case last year. We are near our capacity for referrals unless we significantly alter our way of working. Referrals are in addition to the attendees at the diner, who are all self-referred.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

During the year, we have planned activities and expenditure in order to achieve our aims:

Individuals and/or families are referred to Caring Hands via a network of over one hundred front line agencies from the community, and are made up of community groups, charities and organisations, local government organisations, Social Services Departments, Youth and Children's Services, Substance Misuse Organisations, local Churches, Schools, College, Housing Associations, Mental Health Organisations, Carer Support Organisations and National Health services. Referrals are also made by the Leadership Team and congregation of Vale of Evesham Christian Centre.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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### Resources

Resources available through Caring Hands are grouped into five different 'banks' of resources.

- The Food Bank provides food parcels and Christmas hampers.
- The Household Bank provides toiletry packs, cleaning, toilet roll and laundry packs.
- The Baby Bank provides items such as nappies and wipes, baby milk and baby toiletries.
- The Clothing Bank provides clothing and shoes, including a stock of 'smart' clothes for interviews, family events etc.,
- The Homeless Bank provides a range of resources for individuals who are homeless or rough sleeping, including blankets, towels, sleeping bags, tents and backpacks filled with essential items.

We have a wonderful team of volunteers, without whom the work of Caring Hands simply would not happen.

Since the end of lockdowns in July 2021 we have slowly rebuilt the services which we offer, as we had been obliged to scale back many things, such as meals and in-person meetings, social events, fund-raising and the involvement of our older volunteers.

Some of our volunteers have not returned, but many have done so and we are now much more fully operational than during Covid times. We have to be vigilant still as infection levels increase at certain times of year, especially when a new variant arrives.

We are very much reliant on volunteers for almost all that we do. Only one staff member is full time and we have one part time member. Our volunteers are our core.

As such we considered it important to return to some social events to thank them for their hard work and encouragement. The first was not very well attended, but we trust that future events and fund-raising activities will be better attended.

We have revised our volunteer policy and induction programme and seek to offer training in various aspects of volunteer work to all our volunteers, including food preparation, hygiene, first aid, strategies for dealing with difficult clients and other important topics. We have tried a few different providers of training, some of which are much better than others.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2022*

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#### **Achievements and performance**

##### **Prevention of Poverty**

Caring Hands in the Vale has now been in existence for nineteen years and 2021-2022 has proved to be as challenging as any in the past.

The past year has again been the busiest Caring Hands in the Vale has experienced, both in the support we have received from the local community and the number of referrals received for the resources we are able to provide. The situation has been exacerbated by the Covid-19 pandemic, which has caused us radically to re-think and alter the ways in which services are provided.

We have again been astounded and delighted with the generosity and support of the local community who have provided practical, financial support as well as donations of foodstuffs and surplus stock for the use of the foodbank and diner.

Although we have had to close the drop-in diner, community pantry and other services we provide for a while, we have been able to keep the resource banks operating throughout. This is due to the stoic support of a small team of volunteers who have been coming in throughout.

Thankfully we are now able again to offer the full range of support that we did previously. The refurbishment of the Lighthouse building will be instrumental in the provision of extra facilities such as showers, laundry, computer access, lockers for the homeless and health-related services. The work is expected to finish in August 2022 and it should be in full use by Autumn of 2022, with a gradual phased rollout of new services.

Caring Hands in the Vale is an independent charity, and is a member of the Independent Food Aid Network, which has over 600 charitable food organisations, including independent food banks, in its membership.

##### **Careful Targeting of Help**

Caring Hands requires a referral for any assistance given, apart from a very few emergency interventions each year. The methods of referral have altered as they have had to be done without face to face contact by referrers most of the time. Thus we now use electronic communications, especially email, more frequently.

We also liaise with the referring organisations closely and flag up any duplicate referrals as well as what appear to be inappropriate referrals (both of which are rare). Our aim is to direct clients to achieve self-sufficiency rather than dependence.

Thus, food parcels are not generally an ongoing resource and our free meals are only available twice a week. During lockdown, the free meals were halted in order to discourage people from leaving their homes and mixing unnecessarily. It was also extremely hard to provide a safe working environment for our volunteers, many of whom were at risk from serious consequences of Covid infection.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### Signposting and Hosting other agencies

The frequency of rough sleeping in Evesham had been on a steady decline in the past few years. This is partly due to the work of the Evesham Homeless Partnership, which is made up of churches, voluntary organisations, charities, statutory services and the local authority. This has been a forum where we have been able to share information and learn about the work of each different organisation so that we can provide effective support to the homeless and rough sleepers in our area. There has, however, been a concerning uptick in homelessness during 2022 for various reasons, and we are concerned that with the cost of living crisis in the autumn, we will be faced with extremely challenging conditions of a new sort – debt on a scale previously never experienced.

The Caring Hands Diner is an effective place to host agencies who wish to make contact with the homeless and those with disrupted lifestyles. County Community Projects run a drop-in session at the diner every two weeks to offer advice and support to anyone who finds themselves in this situation. The Housing Needs Team from Wychavon District Council are also available to offer support in the Diner should anyone need advice and support from them.

We work closely with the Drug and Alcohol services, at present supplied by Swanswell / Cranstoun. We also provide links with Rooftop Housing and the Wychavon Hub / Contact Centre.

Emma Goodge and Diane Bennett have both undertaken the following training during this period:

- Food Standards Agency Food Allergy and Intolerance Training (E-Learning)
- Safer Food Group Level 2 COSHH Training (E-Learning)
- Safer Food Group Level 2 Health and Safety Training (E-Learning)
- Safer Food Group Level 3 Food Hygiene Training (Supervisor) (E-Learning)
- Zero Suicide Alliance Suicide Awareness Training (E-Learning)
- HM Government PREVENT (Radicalisation) Training (E-Learning)
- First Response Training Level 3 Safeguarding Adults and Children (Face to Face)

Diane Bennett:

- St. Basils – PIE Lite training (Psychologically Informed Environments) (Face to Face) Referrals

#### Referrals

Reasons for referral are usually covered in seven broad categories – benefit issues; homelessness and housing; low incomes and debt; work related issues; health issues, refugee and asylum seeker support and crisis issues.

47% of referrals were due to low incomes of which 6% were families and individuals who are in work. This is a slight decrease on last year. Benefit issues accounted for 11% of referrals, homelessness and housing issues 12%, debt 6%, health issues 6%, refugee and asylum seeker support 13% and crisis issues 5%. Debt and benefit issues have, not surprisingly, shown an increase and refugee and asylum seeker support is a significant percentage of the support we provide.

It is important to state that the reasons for referral can be varied and complex. Often there is more than one reason for a referral, so our statistics record the most prevalent issue at the time of referral. For instance, an individual struggling on a low income may also have issues around debt, benefit delays or long-term illness and potential homelessness.

Referrals to the homelessness bank have decreased. This is not due to a decrease in homelessness, but because of the incredible work being undertaken by the outreach teams that cover Evesham. We also now have additional temporary accommodation services available in Evesham. We continue to work closely with the outreach teams, accommodation services and are regularly involved in rough sleeper group meetings.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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### Referrals - continued

There was a significant decrease in the number of referrals to the Baby Bank. Referrals to the Household Bank have increased significantly, due to the fact that most families particularly who are referred for a food parcel are now also referred for a full household pack.

The number of partner referral agencies registered with us has risen by around 30% during this financial year and we now have many more schools registered with us to make referrals.

### Food Bank

During 2021-2022 we were anticipating returning to pre-covid levels, however at the end of the financial year, it was our second busiest year ever. We received 1187 referrals for 623 different families, couples or individuals from a total of 64 different referral partner agencies. This provided a total of 977 food parcels for 2364 people, providing 45,018 meals. Of the people we were able to support 40% were children (under eighteen years of age).

### Household Bank

Resources available from the Household Bank include toiletry packs, cleaning packs, laundry packs and toilet rolls. Each of these packs should last the service user two weeks.

Referrals to the Household Bank have increased by around 46% from the previous financial year. This reflects the increase in family referrals and the fact that referrals now more often include the Household Bank in addition to the Food Bank. This indicates how many families and individuals who are not just struggling with providing food for themselves. It also suggests that referred individuals and agencies are more familiar with the resources that are available.

### Clothing Bank

The Clothing Bank mostly stocks men's clothing, usually for individuals who are homeless or rough sleeping. Service users at the Drop-in Diner can access clothing when there are surplus donations, or there are items that we would not normally stock.

The Clothing Bank also keeps a small range of smart clothing, which is available for service users for interviews and other formal occasions.

### Homeless Bank

The Homeless Bank provides a range of resources for service users who are homeless or rough sleeping, including blankets, sleeping bags, filled backpacks and tents.

Referrals to the Homeless Bank are restricted to agencies who specifically support service users with housing and homelessness issues.

Homelessness remains a significant issue within the Vale of Evesham. Caring Hands in the Vale is a member of Evesham Homeless Partnership, Wychavon Homeless Partnership and Evesham and Pershore Rough Sleeper Group.

We have recently become involved with Homeless Link's Worcestershire Communities of Practice, which is a group supporting organisations who work directly with those who are homeless, sofa-surfing, in temporary accommodation and rough sleeping. Meetings this year have proved to be quite different, with most being on zoom.

Due to this partnership working and encouraging the community to use Streetlink as a way of notifying the relevant organisations about individuals who are rough sleeping, there have been many positive outcomes for individuals. Homeless Bank referrals have increased 42% in the past year, a figure which would have been greater if we had not imposed tighter restrictions so that referrals are limited to only a small number of agencies and an individual must be engaging before we will accept a referral.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### Homeless Bank - continued

We have further updated and reprinted the Homelessness Handbook, in conjunction with Evesham Homeless Partnership, with thanks to Evesham Town Council and John Martin's Charity who have grant funded the printing of the handbook.

The most significant contribution to the reduction in homelessness has been the Evesham and Pershore Rough Sleeper Group of which Caring Hands is a member. The group meets every 2 to 4 weeks. It is a forum to share information about rough sleepers and to devise a united approach to individuals about whom there are concerns.

#### Baby Bank

The Baby Bank provides nappies and wipes, baby milk and baby toiletries. We plan eventually to develop the range of resources the Baby Bank provides. Referrals to the Baby Bank are restricted to relevant agencies who are supporting families with babies.

This is the sixth year in which we have been offering this resource and referrals have increased by 150% from last year.

#### Drop-in Diner

We were able to return fully to table dining in September 2021 and attendance has slowly been increasing and is almost at pre-covid levels, providing around 100 meals each week.

The drop-in diner provides several different opportunities for individuals who access the service:

- A meal – a free two/three course meal on a Monday and Wednesday lunchtime
- A Community Pantry with a 'help yourself' table with surplus fresh produce, non-perishable items which are past their 'best before' dates and other donations that are not suitable for inclusion in food parcels. This not only reduces waste, but supports individuals with food items and reduces the need for a referral for a food parcel
- Networking with other front-line agencies to organise drop-in support, such as homelessness outreach teams
- Signposting service users to appropriate services to provide support for their ongoing needs
- Volunteering Opportunities – individuals from a wide variety of backgrounds provide invaluable volunteer support. We also provide work experience placements for several local Middle and High Schools, as well as the local college and university.
- Many individuals who access the drop-in diner do so as they are looking for companionship and support, especially those who are socially isolated.

We were delighted to be able to provide a Christmas Day Meal again in 2021 and provided around 50 meals, including a number of meals which were provided to one of the local sheltered housing schemes.

We had anticipated providing around 150 Christmas Hampers, but the final total was 200, which is an increase of 100 over the last two years. The 200 Christmas Hampers provided support for 496 people, 50% of whom were children (under eighteen years of age). We were also able to include some additional supermarket vouchers with the Christmas Hampers, using the funding from the Household Support Fund, to help families with fresh groceries over the Christmas period.

Due to the generosity of local churches and individuals, we were able to include small wrapped gifts in many of the Christmas Hampers, especially for children.

#### Education/Talks

Our Community Outreach Manager continues to be available to undertake presentations about the work of Caring Hands in the Vale for local groups, organisations, churches, schools and community groups. This would be further expanded with a training room within the new building.

Caring Hands offers a training course called Shopping and Eating on a Budget, which aims to help individuals and families learn to manage their shopping budget and reduce waste. We can also provide the CAP Money Course, Modern Day Slavery Workshops, Homelessness Awareness Session and Basic Drug and Alcohol Awareness. Our future plans include ESOL (English as a Second Language) and basic cooking skills.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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### Financial review

#### Donations

We continue to receive incredible support from our local community, shops, supermarkets, families, individuals, schools, churches and community groups. We continue to be amazed and in awe of the incredible generosity of our supporters.

We received support from many schools, pre-schools and churches with donations of produce from their Harvest Celebrations, which as always is an incredible boost to our stock levels.

We also were blessed by the many organisations, schools, families, individuals and particularly children, who undertook a 'Reverse Advent Calendar', which provided wonderful support for the Christmas Hampers.

November/December 2021 saw us able to run a food collection at Evesham Tesco, which provided another significant boost to our stock levels and Christmas activities.

We would like to take the opportunity to thank everyone in our local community who have generously supported Caring Hands in the Vale through another really difficult year. We definitely would not have been able to provide the support we have without you.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to four months' expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have reviewed the reserves policy and consider that due to the known level of monthly recurring income the minimum funds required are the amount required to continue the activities of the charity for four months. This is subject to review, as our regular income at present does not match our outgoings and we must ensure that employed staff are properly provided for. We aim to keep much more in reserve at present because of this fact. In future, we may need to reduce our hours of employment if regular giving does not increase.

We also are aiming to achieve our long-term goal of a drop-in centre, which will require some significant expenditure if it is to become a reality. Thus we have kept a substantial underspend in reserve for this purpose. Four months unrestricted expenditure is estimated as £22,000. Unrestricted funds at 31 March 2022 were £64,718 which exceeds the minimum level but it will be necessary to allocate some of this to the cost of the Lighthouse development work. Additionally, a loan of up to £50,000 from Vale of Evesham Christian Centre has been agreed for the purpose of the Lighthouse development work and the intention is to repay this loan over the following 24 months from grant applications and other fundraising activities.

There are no funds in deficit at present.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### The Lighthouse Project

At the end of September 2021, we held two Open Days and a Launch Event to officially launch the fundraising to raise around £200,000.00 for the development work to be undertaken at The Lighthouse.

We are delighted to say that work has now started on the building, which is due to take around four months to complete. We still need to fundraise around £40,000.00 to complete all the work, and are continuing with grant applications and fundraising events.

The food and resource banks had been operating from The Lighthouse, but have now relocated back to The Vale of Evesham Christian Centre until The Lighthouse is ready.

The new or improved initiatives that we will seek to offer are as follows:

A job club to assist those seeking work with job searching and job applications

Debt advice and help with form filling – developing what we can offer at present

An IT suite which will allow service users access to the internet to help with job searching and job applications, bidding on properties from the local authority, checking emails, accessing social media, etc. Many vital government services and universal credit applications are only accessible on-line

A neutral place to meet outreach workers for homeless individuals and drug and alcohol support workers

A health hub with a focus on support for individuals who are homeless and those who for whatever reason are not registered with a GP practice. Possible services would include basic health checks, counselling, drug and alcohol counselling, podiatry service, dental clinics and a 'safe space'. We also have a local hairdresser who has offered to provide free haircuts.

Basic cooking classes and other ways to use limited resources well – further developing our 'Shopping and Eating on a Budget' course.

In addition, we will be able to offer vital resources which are not at present available in the local area to assist with crisis situations and those who are homeless:

A shower facility, particularly for those who are homeless.

A laundry and drying facility. This would be particularly to support homeless individuals in being able to wash their clothing and other items. This would also be available for families in emergencies, where there might be an issue with no electricity or a broken washing machine. This would be available to individuals and families in temporary accommodation. There would be a nominal charge for this facility.

Lockers for individuals who are homeless and need somewhere to store important and personal documents. We will also offer the use of the building as a 'care of' address.

A place for individuals, particularly those who are homeless, to drop in to with positive activities and a healthy environment.

A possible location for emergency accommodation in very cold conditions (SWEP).

The efficient storage and availability of resources will also be possible within a larger building.

Our Community Outreach Manager continues to be available to undertake presentations about the work of Caring Hands in the Vale for local groups, as has already been mentioned. This would be further expanded with a training room within the new building.

There would be the opportunity to develop the services we already provide:

Meals service would expand more often than twice a week. We already provide two full meals during the week and additional days could be a lighter meal such as a soup and roll or sandwich lunch. We would ensure that we do not start to create a dependency upon meals by asking for a nominal donation for anyone attending more than once a week.

Develop networking opportunities to be able to signpost individuals for further support.

Increase the number of volunteering opportunities we have available.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### The Lighthouse Project - continued

Help individuals to develop their skills and knowledge and offer support to be able to change their circumstances.

Further develop partnership working such as Evesham Homeless Partnership, Wychavon Homeless Partnership, Evesham and Pershore Rough Sleeper Group, Evesham Food Bank Forum, Evesham Charity Network, Independent Food Aid Network and Worcestershire Communities of Practice.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity is a Charitable Incorporated Organisation governed by its Constitution.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr. S A Wilderspin

Mr. M S Hewitt

Rev. J R King

Mrs. D Nicholls

The trustees are elected by existing trustees.

The day to day management of Caring Hands is undertaken by the Community Outreach Manager. This role includes general administration, supervision of volunteers, liaising with referral agencies, developing relationships with local churches, community and other organisations, which can include talks, school assemblies and church services, finances and ensuring all necessary resources required are in place.

In addition to Diane Bennett who is our full-time Community Outreach Manager, Caring Hands now employs Emma Goodge as part-time Deputy Community Outreach Manager.

Near the beginning of the year, the steering group was disbanded as we had few personnel available, and the Trustees are fulfilling the tasks once delegated to the steering group. Once we have a larger number of people available, we intend to reinstate the steering group.

We are constantly looking to add Trustees to our group to give us wider expertise in the areas which we address. Last year we lost two Trustees and are actively seeking to replace them with suitably qualified people as soon as we can.

The Trustees aim to meet 4 times a year, but in the past year we have met 7 times because of the building project and the steering group responsibilities.

Caring Hands has its own bank account with Lloyds Bank plc. There are four signatories, who are the members of the steering group and each cheque or electronic transaction requires authorisation from two people.

#### **Supplier payment policy**

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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The trustees' report was approved by the Board of Trustees.



.....  
Mr. S A Wilderspin  
Trustee



.....  
Rev. J R King  
Trustee

Date: ..... 15/12/2022 .....

# CARING HANDS IN THE VALE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARING HANDS IN THE VALE

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I report to the trustees on my examination of the financial statements of Caring Hands in the Vale (the charity) for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

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

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Stuart Christy FCA

Azets

Statutory Auditors and Accountants

Almswood House

93 High Street

Evesham

Worcestershire

WR11 4DU

United Kingdom

Dated: 15/12/2022

# CARING HANDS IN THE VALE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total Unrestricted funds 2022 £	Restricted funds 2021 £	Total 2021 £
<b>Income from:</b>						
Donations and grants	2	48,536	41,926	90,462	52,508	388,693
Charitable activities	3	14,585	5,439	20,024	6,932	10,363
Investments	4	8	-	8	12	12
<b>Total income</b>		<b>63,129</b>	<b>47,365</b>	<b>110,494</b>	<b>59,452</b>	<b>399,068</b>
<b>Expenditure on:</b>						
Charitable activities	5	55,626	37,448	93,074	31,158	86,022
Gross transfers between funds		-	-	-	1,500	(1,500)
<b>Net income for the year/ Net movement in funds</b>		<b>7,503</b>	<b>9,917</b>	<b>17,420</b>	<b>29,794</b>	<b>313,046</b>
Fund balances at 1 April 2021		57,215	293,734	350,949	27,421	37,903
<b>Fund balances at 31 March 2022</b>		<b>64,718</b>	<b>303,651</b>	<b>368,369</b>	<b>293,734</b>	<b>350,949</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


# CARING HANDS IN THE VALE


## BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	10		250,163		255,570
<b>Current assets</b>					
Stocks	11	4,125		6,130	
Debtors	12	2,657		478	
Cash at bank and in hand		112,645		90,049	
		<u>119,427</u>		<u>96,657</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(1,221)</u>		<u>(1,278)</u>	
Net current assets			118,206		95,379
<b>Total assets less current liabilities</b>			<u>368,369</u>		<u>350,949</u>
<b>Income funds</b>					
Property fund		245,000		250,000	
General restricted funds		<u>58,651</u>		<u>43,734</u>	
Unrestricted funds	15		303,651		293,734
			<u>64,718</u>		<u>57,215</u>
			<u>368,369</u>		<u>350,949</u>

The financial statements were approved by the Trustees on .....15/12/2022

  
.....  
Mr. S A Wilderspin  
Trustee

  
.....  
Mr. M S Hewitt  
Trustee

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

#### Charity information

Caring Hands in the Vale is a Charitable Incorporated Organisation.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

##### **Governance and support costs**

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line on cost less residual value
Plant and equipment	20% reducing balance
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

(Continued)

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 1 Accounting policies

(Continued)

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and grants	48,536	41,926	90,462	52,508	336,185	388,693
<b>Grants receivable for core activities</b>						
Garfield Weston Foundation	-	-	-	15,000	-	15,000
Hilda Farr Charitable Trust	-	-	-	-	250,000	250,000
John Martin's Charity	-	-	-	-	1,000	1,000
Worcestershire Community Foundation	-	-	-	300	4,000	4,300
Wychavon District Council	-	-	-	-	46,127	46,127
Donations	48,536	22,364	70,900	37,208	35,058	72,266
Covid Support Grant	-	4,462	4,462	-	-	-
Food Aid Grant	-	100	100	-	-	-
Household Support Grant	-	15,000	15,000	-	-	-
	<u>48,536</u>	<u>41,926</u>	<u>90,462</u>	<u>52,508</u>	<u>336,185</u>	<u>388,693</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 3 Charitable activities

	2022 £	2021 £
Standing orders	14,005	6,130
Grants and donations	1,246	-
Gift Aid	4,344	3,660
Expenses recharged	221	345
Other income	208	228
	<u>20,024</u>	<u>10,363</u>
Analysis by fund		
Unrestricted funds	14,585	6,932
Restricted funds	5,439	3,431
	<u>20,024</u>	<u>10,363</u>

### 4 Investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Interest receivable	<u>8</u>	<u>12</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 5 Charitable activities

	2022	2021
	£	£
Staff costs	32,859	13,756
Depreciation and impairment	6,291	1,393
Resources	18,134	9,571
Diner	3,761	1,529
Christmas	4,531	1,556
Rent	6,869	5,557
Motor expenses	1,999	1,552
Administration and service contracts	4,651	1,855
New building fees	4,309	20,776
Equipment under £250 and other expenses	4,093	1,577
Utilities and rates	1,540	-
Repairs & maintenance	3,047	-
	<u>92,084</u>	<u>59,122</u>
Grant funding of activities (see note 6)	-	26,000
Share of governance costs (see note 7)	990	900
	<u>93,074</u>	<u>86,022</u>
	<u><u>93,074</u></u>	<u><u>86,022</u></u>
<b>Analysis by fund</b>		
Unrestricted funds	55,626	31,158
Restricted funds	37,448	54,864
	<u>93,074</u>	<u>86,022</u>

### 6 Grants payable

	Grants to institutions 2021 £
Grants to institutions:	
All Saints Food Bank	5,000
Evesham Adventure Playground	6,000
Evesham Volunteer Centre	3,000
Wallace House Day Account	12,000
	<u>26,000</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Support costs	Support costs £	Governance costs £	2022 Support costs £	Governance costs £	2021 £
Independent Examiners' Fees	-	990	990	-	900
	-	990	990	-	900
Analysed between Charitable activities	-	990	990	-	900

Governance costs includes £990 (2021: £900) payable to the Independent Examiner for Independent Examination.

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed a total of £952 (2021: £971) in respect of expenses incurred on behalf of the charity.

### 9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	2	1
<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	31,902	13,355
Other pension costs	957	401
	32,859	13,756

There were no employees whose annual remuneration was more than £60,000.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 10 Tangible fixed assets

	Freehold land and buildings	Plant and equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2021	250,000	3,530	9,450	262,980
Additions	-	883	-	883
At 31 March 2022	250,000	4,413	9,450	263,863
<b>Depreciation and impairment</b>				
At 1 April 2021	-	1,055	6,354	7,409
Depreciation charged in the year	5,000	672	619	6,291
At 31 March 2022	5,000	1,727	6,973	13,700
<b>Carrying amount</b>				
At 31 March 2022	245,000	2,686	2,477	250,163
At 31 March 2021	250,000	2,474	3,096	255,570

### 11 Stocks

	2022	2021
	£	£
Supermarket vouchers and stocks of purchased (not donated) goods	4,125	6,130

### 12 Debtors

	2022	2021
	£	£
<b>Amounts falling due within one year:</b>		
Other debtors	339	-
Prepayments and accrued income	2,318	478
	2,657	478

### 13 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other creditors	164	580
Accruals and deferred income	1,057	698
	1,221	1,278

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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### 14 Retirement benefit schemes

#### **Defined contribution schemes**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £957 (2021 - £401).

**CARING HANDS IN THE VALE**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**15 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020		Movement in funds			Balance at 1 April 2021			Movement in funds			Balance at 31 March 2022	
	£	£	Incoming resources	Resources expended	Transfers	£	£	£	Incoming resources	Resources expended	Transfers	£	£
Household/Food banks	3,028		18,902	(8,575)	7,978	21,333	8,782	(17,962)	15,957			28,110	
Baby bank	98		950	(267)	103	884	800	(171)	171			1,684	
Homelessness	939		-	(402)	-	537	-	(240)	-			297	
Christmas	121		720	(1,483)	1,361	719	1,510	(4,531)	4,371			2,069	
Employee costs	-		4,140	(4,140)	-	-	-	-	-			-	
Van	-		383	(534)	151	-	-	-	-			-	
Diner	-		89	(726)	861	224	968	(3,761)	3,761			1,192	
Shopping & Eating on a budget course	359		-	-	-	359	-	-	-			359	
Drop in Centre / Lighthouse	5,937		15,424	(12,361)	(1,000)	8,000	15,743	(5,264)	-			18,479	
Property	-		250,000	-	-	250,000	-	(5,000)	-			245,000	
Resource bank - general	-		2,133	-	-	2,133	-	-	-			2,133	
Emergency Assistant grant	-		46,127	(26,000)	(10,582)	9,545	-	-	(5,217)			4,328	
Recipe booklets	-		248	(248)	-	-	-	(266)	266			-	
Protective clothing	-		-	(128)	128	-	-	(73)	73			-	
Laptop	-		500	-	(500)	-	-	-	-			-	
Covid Support Grant	-		-	-	-	-	4,462	-	(4,462)			-	
Food Aid Grant	-		-	-	-	-	100	-	(100)			-	
Household Support Grant	-		-	-	-	-	15,000	-	(15,000)			-	
Motor & travel	-		-	-	-	-	-	(180)	180			-	
	10,482		339,616	(54,864)	(1,500)	293,734	47,365	(37,448)	-			303,651	



# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	5,163	245,000	250,163	5,570	250,000	255,570
Current assets/(liabilities)	59,555	58,651	118,206	51,645	43,734	95,379
	<u>64,718</u>	<u>303,651</u>	<u>368,369</u>	<u>57,215</u>	<u>293,734</u>	<u>350,949</u>

### 18 Related party transactions

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

The charity shares the premises of Vale of Evesham Christian Centre (VECC) and pays rent to VECC. Two lunch times a week, excluding holidays, Caring Hands uses the kitchen and lounge operating a drop-in diner where hot meals are provided. At the start of this year the service was restricted due to the pandemic. Caring Hands operates a food bank and other resource banks from the church premises which are used for storage. Towards the end of this year the food and other resource banks relocated to a new building acquired by Caring Hands but these moved back to the church in April 2022 when building work started. Office accommodation at the church is also shared. The amount of rent paid to VECC in the year was £4,140 (2021: £4,140) and the trustees consider the amount of rent charged to be a reasonable amount to cover a share of utilities bills, office costs and a contribution to building maintenance costs.

Caring Hands in the Vale also receives the approximate equivalent of one day per week salary for Diane Bennett who is a trustee of the Vale of Evesham Christian Centre but is not a trustee of Caring Hands in the Vale, and who was employed one day per week by VECC and four days per week by Caring Hands. Payments increased from 1 January 2022 when Diane's employment with VECC ended and she became employed full-time by Caring Hands. Diane continues to be available to assist with VECC's operations and activities on a voluntary basis. The total amount received for the year was £5,385 (2021: £4,140). The payments are made in furtherance of one of VECC's aims which is 'to assist and relieve persons who are in conditions of need, hardship or distress or who are sick or in poor health'.

Caring Hands in the Vale paid £124 (2021: £253) for gospels and tracts on behalf of the Vale of Evesham Christian Centre and this was reimbursed during the year.

The Vale of Evesham Christian Centre received payments totalling £538 (2021: £1,038) intended for Caring Hands in the Vale and £538 (2021: £1,038) was received by Caring Hands in the Vale from the Vale of Evesham Christian Centre during the year.

**CARING HANDS IN THE VALE**

England & Wales - Charity number 1167237

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# Accounts

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**CARING HANDS IN THE VALE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# CARING HANDS IN THE VALE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Mr S A Wilderspin  
Mr M S Hewitt  
Rev J R King  
Mrs D Nicholls

(Appointed 12 January  
2021)

**Charity number**

1167237

**Independent examiner**

Azets  
Almswood House  
93 High Street  
Evesham  
Worcestershire  
WR11 4DU

**Bankers**

Lloyds Bank plc  
19 High Street  
Evesham  
Worcestershire  
WR11 4DQ

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# CARING HANDS IN THE VALE

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# CARING HANDS IN THE VALE

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2021

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The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The aim of our charity, Caring Hands in the Vale, is as follows:

The prevention and relief of poverty and to relieve the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances in Evesham and the surrounding area by such means as the trustees shall from time to time decide.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The activities of Caring Hands are all for the benefit of the public. There is a target group of clients, demonstrating genuine need, who must be referred by local agencies. Anyone who feels the need can attend the diner (operating Mondays and Wednesdays), and we cater for the lonely and senior citizens as well as those in financial need.

Everyone referred to Caring Hands receives the support they need unconditionally, non-judgmentally and totally free of charge. The geographical area we cover is the Vale of Evesham, although we do sometimes receive referrals from outside this area. We currently receive on average twenty to twenty-five referrals each week, a significant increase on last year and even more at the end of the financial year because of Covid-19. Referrals are in addition to the attendees at the diner, who are all self-referred.

During the year, we have planned activities and expenditure in order to achieve our aims:

Individuals and/or families are referred to Caring Hands via a network of over one hundred front line agencies from the community, and are made up of community groups, charities and organisations, local government organisations, Social Services Departments, Youth and Children's Services, Substance Misuse Organisations, local Churches, Schools, College, Housing Associations, Mental Health Organisations, Carer Support Organisations and National Health services. Referrals are also made by the Leadership Team and congregation of Vale of Evesham Christian Centre.

#### **Resources**

Resources available through Caring Hands are grouped into five different 'banks' of resources.

The Food Bank provides food parcels and Christmas hampers.

The Household Bank provides toiletry packs, cleaning, toilet roll and laundry packs.

The Baby Bank provides items such as nappies and wipes, baby milk and baby toiletries.

The Clothing Bank provides clothing and shoes, including a stock of 'smart' clothes for interviews, family events etc., and The Homeless Bank provides a range of resources for individuals who are homeless or rough sleeping, including blankets, towels, sleeping bags, tents and backpacks filled with essential items.

We have a wonderful team of volunteers, without whom the work of Caring Hands simply would not happen.

However, during the first lockdown, it became obvious that many of our volunteers were in the 65+ age bracket, were isolating, shielding, vulnerable or were looking after a family member. Also, our volunteers who are parents were unable to come in due to having their children at home and home schooling.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

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### Resources

During this period, to help all our volunteers keep up to date with what was happening, we have been sending out a monthly newsletter to them. This has been well received and we plan to continue producing a newsletter once all the restrictions have been lifted.

We have been working with a small reliable band of volunteers, forming a sort of bubble (before bubbles were a 'thing'), which meant that we were able to keep everyone as safe as possible and limit the number of people in the building at any one time.

Several of our volunteers have now returned but still around half do not feel comfortable returning just now. We totally support this decision as we want to ensure that our volunteers feel as safe as possible.

Sadly, we have been unable to organise our usual volunteer get-together, but once all the restrictions are lifted and it is safe to do so, we will definitely be organising a celebration.

### Achievements and performance

#### Prevention of Poverty

Caring Hands in the Vale has now been in existence for eighteen years and 2020-2021 has proved to be the most challenging year yet!

The past year has again been the busiest Caring Hands in the Vale has experienced, both in the support we have received from the local community and the number of referrals received for the resources we are able to provide. The situation has been exacerbated by the Covid-19 pandemic, which has caused us radically to re-think and alter the ways in which services are provided.

During March and April 2020, which was the start of 'lockdown' referrals to the food bank increased by 80% and we also experienced issues around obtaining stock for the resource banks. Donations almost stopped for about four weeks as people came to terms with COVID-19 and we found it exceedingly difficult to buy items from supermarkets with the initial panic buying and restrictions on the number of items you could purchase.

Since then, however, we have seen the most incredible generosity from the community with donations both of finances and goods far exceeding what we would normally receive and donations coming from new and different sources.

We also had to close the drop-in diner, community pantry and other services we provide for a while but have been able to keep the resource banks operating throughout. This is due to the stoic support of a small team of volunteers who have been coming in throughout.

Due to the pandemic, we have also had to adapt the way we operate the resource banks which have been working well.

Caring Hands in the Vale is an independent charity, and is a member of the Independent Food Aid Network, which has over 600 charitable food organisations, including independent food banks, in its membership.

#### Careful Targeting of Help

Caring Hands requires a referral for any assistance given, apart from a very few emergency interventions each year. The methods of referral have altered as they have had to be done without face to face contact by referrers most of the time. Thus we have had to use electronic communications, especially email, more frequently.

We also liaise with the referring organisations closely and flag up any duplicate referrals as well as what appear to be inappropriate referrals (both of which are rare). Our aim is to direct clients to achieve self-sufficiency rather than dependence. Thus, food parcels are not generally an ongoing resource and our free meals are only available twice a week. During lockdown, the free meals were halted in order to discourage people from leaving their homes and mixing unnecessarily. It was also extremely hard to provide a safe working environment for our volunteers, many of whom were at risk from serious consequences of Covid infection.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### Signposting and Hosting other agencies

The frequency of rough sleeping in Evesham had been on a steady decline in the past few years. This is partly due to the work of the Evesham Homeless Partnership, which is made up of churches, voluntary organisations, charities, statutory services and the local authority. This has been a forum where we have been able to share information and learn about the work of each different organisation so that we can provide effective support to the homeless and rough sleepers in our area.

The Caring Hands Diner is an effective place to host agencies who wish to make contact with the homeless and those with disrupted lifestyles. County Community Projects run a drop-in session at the diner every two weeks to offer advice and support to anyone who finds themselves in this situation. The Housing Needs Team from Wychavon District Council are also available to offer support in the Diner should anyone need advice and support from them.

We work closely with the Drug and Alcohol services, at present supplied by Swanswell / Cranstoun. We also provide links with Rooftop Housing and the Wychavon Hub / Contact Centre.

The Community Outreach Manager has kept up to date with training in various aspects of the work with those in need: She has attended courses on the following:

Face to Face: Mental Health First Aid, First Aid, ACEs (Adverse Childhood Experiences and attachment theory)

E-Learning: Level 2 Food Hygiene (Level 3 will come into the current financial year), Allergens, Suicide Prevention, Fire Safety (refresher), Moving and Assisting (refresher), Safeguarding (refresher), COVID-19 Awareness.

Relief of the needs of those who are in conditions of need, hardship or distress as a result of their social and economic circumstances

#### Referrals

Referrals to the Food Bank, Household Bank and Baby Bank have increased significantly again this year.

Since 2003, Caring Hands in the Vale has now donated more than 8,000 food parcels to families and individuals in need in our local community.

Reasons for referral are usually covered in six broad categories – benefit issues; homelessness and housing; low incomes and debt; work related issues; health issues and crisis issues. This year we can add a seventh category – COVID-19. This is where individuals and families have directly been affected by the pandemic through illness, job loss, furlough, home schooling, shielding and self-isolating.

50% of referrals were due to low incomes of which 6% were families and individuals who are in work. Benefit issues accounted for 8% of referrals, homelessness and housing issues 14% debt 5% health issues 5% and COVID-19 15%

It is important to state that the reasons for referral can be varied and complex. Often there is more than one reason for a referral, so our statistics record the most prevalent issue at the time of referral. For instance, an individual struggling on a low income may also have issues around debt, benefit delays or long-term illness and potential homelessness.

The number of partner referral agencies registered with us continues to rise significantly and we now have many more schools registered with us to make referrals.

#### Food Bank

During 2020-2021 we received the most referrals ever in eighteen years of operation. We received 1212 referrals for 492 different families, couples or individuals from a total of 77 different referral partner agencies. This provided a total of 1041 food parcels for 2422 people, providing 49,971 meals. Of the people we were able to support 41% were children (under eighteen years of age).

To put this into perspective, in the last ten years we have increased from an average of 400 food parcels a year to now exceeding 1000 food parcels in a year.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### Household Bank:

Resources available from the Household Bank include toiletry packs, cleaning packs, laundry packs and toilet rolls. Each of these packs should last the service user two weeks.

Referrals to the Household Bank have increased by around 46% from the previous financial year. This reflects the increase in family referrals and the fact that referrals now more often include the Household Bank in addition to the Food Bank. This indicates how many families and individuals who are not just struggling with providing food for themselves. It also suggests that referred individuals and agencies are more familiar with the resources that are available.

#### Clothing Bank:

The Clothing Bank mostly stocks men's clothing, usually for individuals who are homeless or rough sleeping. Service users at the Drop-in Diner can access clothing when there are surplus donations, or there are items that we would not normally stock.

The Clothing Bank also keeps a small range of smart clothing, which is available for service users for interviews and other formal occasions.

#### Homeless Bank:

The Homeless Bank provides a range of resources for service users who are homeless or rough sleeping, including blankets, sleeping bags, filled backpacks and tents.

Referrals to the Homeless Bank are restricted to agencies who specifically support service users with housing and homelessness issues.

Homelessness remains a significant issue within the Vale of Evesham. Caring Hands in the Vale is a member of Evesham Homeless Partnership, Wychavon Homeless Partnership and Evesham and Pershore Rough Sleeper Group.

We have recently become involved with Homeless Link's Worcestershire Communities of Practice, which is a group supporting organisations who work directly with those who are homeless, sofa-surfing, in temporary accommodation and rough sleeping. Meetings this year have proved to be quite different, with most being on zoom.

Due to this partnership working and encouraging the community to use Streetlink as a way of notifying the relevant organisations about individuals who are rough sleeping, there have been many positive outcomes for individuals.

Homeless Bank referrals have increased 42% in the past year, a figure which would have been greater if we had not imposed tighter restrictions so that referrals are limited to only a small number of agencies and an individual must be engaging before we will accept a referral.

We have further updated and reprinted the Homelessness Handbook, in conjunction with Evesham Homeless Partnership, with thanks to Evesham Town Council and John Martin's Charity who have grant funded the printing of the handbook.

#### Baby Bank:

The Baby Bank provides nappies and wipes, baby milk and baby toiletries. We plan eventually to develop the range of resources the Baby Bank provides. Referrals to the Baby Bank are restricted to relevant agencies who are supporting families with babies.

This is the sixth year in which we have been offering this resource and referrals have increased by 150% from last year.

#### Drop-in Diner:

When the first lock-down happened in March 2020, we had to close the drop-in diner but were able to re-open again in September 2020 offering a takeaway meal.

We even managed to provide a three-course takeaway Christmas Lunch in the drop-in diner, which was only possible due to our volunteers rising to the challenge. We were providing around 25-30 meals per session as a takeaway, which is around half the usual number of meals we provide when we are table dining. What was obvious was that the individuals who were collecting the takeaway were those for whom the meal was important.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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Due to the uncertainty around COVID-19 restrictions, with heavy hearts, we took the decision that we would not be able to provide a Christmas Day lunch. However, we did provide a take-away Christmas Lunch in the drop-in diner.

We also have several individuals who access the drop-in diner who attend as they are looking for companionship and support, especially those who are socially isolated.

Sadly, when the third lockdown came into effect in January 2021, we decided to close the drop-in diner again. This was a difficult decision to take but was made on the basis that the government was asking everyone to stay at home and by opening the drop-in diner we would have been encouraging people to come out. We very much hope that once the third lockdown is lifted, we will be open again for a takeaway. We cannot say for definite when we will return to table dining but hope that this will be sometime in the Autumn.

When the drop-in diner is open for table dining, we aim to address several needs and provide different opportunities:

- A meal – a free two/three course meal on a Monday and Wednesday lunchtime
- A Community Pantry with a 'help yourself' table with surplus fresh produce, non-perishable items which are past their 'best before' dates and other donations that are not suitable for inclusion in food parcels. This not only reduces waste, but supports individuals with food items and reducing the need for a referral for a food parcel
- Networking with other front-line agencies to organise drop-in support, such as homelessness outreach teams
- Signposting service users to appropriate services to provide support for their ongoing needs
- Volunteering Opportunities – individuals from a wide variety of backgrounds provide invaluable volunteer support. We also provide work experience placements for several local Middle and High Schools, as well as the local college and university.

We had anticipated providing around 150 Christmas Hampers, but the final total was 171, which was an increase of 30% from 2019 and 55% from 2018. The 171 Christmas Hampers provided support for 425 people of which 52% were children (under eighteen years of age)

Rotary in the Vale, a satellite group of Evesham Rotary Club launched an appeal to provide small gifts for children to be included in the Christmas Hampers which resulted in well over 300 gifts being received. The gifts were included in our Christmas Hampers and surplus gifts were shared with other organisations in Evesham providing Christmas support to families.

#### Education/Talks:

Our Community Outreach Manager continues to be available to undertake presentations about the work of Caring Hands for local groups, organisations, churches, schools and community groups.

Caring Hands offers and runs a training course called Shopping and Eating on a Budget, which helps individuals and families learn to manage their shopping budget and reduce waste. We can also provide CAP Money Course, Modern Day Slavery Awareness Workshops, Homelessness Awareness Sessions and Basic Drug and Alcohol Awareness. Our future plans include ESOL (English as a Second Language) and Basic Cookery Skills courses.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

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### Financial review

#### Donations:

During the first part of the pandemic, as previously mentioned, donations dropped significantly. However, since then we have seen an absolutely staggering amount of donations received from our local community, including supermarkets, shops, community groups, businesses plus families and individuals, which has enabled us to meet the increased demand.

We have received many donations from completely new donors, while due to the pandemic some organisations that would normally have donated to us have been unable to.

During harvest we usually receive a huge amount of donations from Harvest Festival Celebrations and we were uncertain as to whether we would receive any donations, due to the restrictions in place. We need not have worried, as although we did receive less donations than normal, we still received way above what we would have anticipated.

We also were blessed by the many organisations, schools, families, individuals and particularly children, who undertook a 'Reverse Advent Calendar', which provided wonderful support for the Christmas Hampers.

We would like to take the opportunity to thank everyone in our local community who have generously supported Caring Hands in the Vale through a really difficult year. We definitely would not have been able to provide the support we have without you.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to four months' expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have reviewed the reserves policy and consider that due to the known level of monthly recurring income the minimum funds required are the amount required to continue the activities of the charity for four months. This is subject to review, as our regular income at present does not match our outgoings and we must ensure that employed staff are properly provided for. We aim to keep much more in reserve at present because of this fact. In future, we may need to reduce our hours of employment if regular giving does not increase.

We also are aiming to achieve our long-term goal of a drop-in centre, which will require some significant expenditure if it is to become a reality. Thus we have kept a substantial underspend in reserve for this purpose. Four months unrestricted expenditure is estimated as £14,406 and an additional reserve of £5,000 is proposed for maintenance and repairs to the new building. Unrestricted funds at 31 March 2021 were £57,215 which exceeds the minimum level.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### The Lighthouse Project

We have now been able to purchase our own building, just a short distance from the Vale of Evesham Christian Centre, to develop into the Lighthouse Drop-in Centre. This was made possible with an incredibly generous grant for the full purchase price from The Hilda Farr Charitable Trust. It will serve as a memorial to Ken and Hilda Farr whose generosity have made this project possible.

We have appointed an architect who has drawn up detailed plans for the proposed development of the building and have applied for and received planning permission. We have costings being drawn up by a Quantity Surveyor and will shortly be starting fundraising for the cost of the developments.

Once lockdown has been lifted, we intend to hold an Open Day to show supporters, volunteers, neighbours and the local community around the building and share our plans for the development.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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The new or improved initiatives that we will seek to offer are as follows:

- A job club to assist those seeking work with job searching and job applications
- Debt advice and help with form filling – developing what we can offer at present
- An IT suite which will allow service users access to the internet to help with job searching and job applications, bidding on properties from the local authority, checking emails, accessing social media, etc. Many vital government services and universal credit applications are only accessible on-line
- A neutral place to meet outreach workers for homeless individuals and drug and alcohol support workers
- A health hub with a focus on support for individuals who are homeless and those who for whatever reason are not registered with a GP practice. Possible services would include basic health checks, counselling, drug and alcohol counselling, podiatry service, dental clinics and a 'safe space'. We also have a local hairdresser who have offered to provide free haircuts.
- Basic cooking classes and other ways to use limited resources well – further developing our 'Shopping and Eating on a Budget' course.

In addition, we will be able to offer vital resources which are not at present available in the local area to assist with crisis situations and those who are homeless:

- A shower facility, particularly for those who are homeless
- A laundry and drying facility. This would be particularly to support homeless individuals in being able to wash their clothing and other items. This would also be available for families in emergencies, where there might be an issue with no electricity or a broken washing machine. This would be available to individuals and families in temporary accommodation. There would be a nominal charge for this facility
- Lockers for individuals who are homeless and need somewhere to store important and personal documents. We will also offer the use of the building as a 'care of' address
- A place for individuals, particularly those who are homeless, to drop in to with positive activities and a healthy environment
- A possible location for emergency accommodation in very cold conditions (SWEP)

The efficient storage and availability of resources will also be possible within a larger building.

Our Community Outreach Manager continues to be available to undertake presentations about the work of Caring Hands in the Vale for local groups, organisations, churches, schools and community groups. This would be further expanded with a training room within the new building.

Caring Hands offers a training course called Shopping and Eating on a Budget, which aims to help individuals and families learn to manage their shopping budget and reduce waste. We can also provide the CAP Money Course, Modern Day Slavery Workshops, Homelessness Awareness Session and Basic Drug and Alcohol Awareness. Our future plans include ESOL (English as a Second Language) and basic cooking skills.

There would be the opportunity to develop the services we already provide:

- Meals service more often than twice a week. We already provide two full meals during the week and additional days could be a lighter meal such as a soup and roll or sandwich lunch. We would ensure that we do not start to create a dependency upon meals by asking for a nominal donation for anyone attending more than once a week.
- Developing networking opportunities to be able to signpost individuals for further support.
- Increase the number of volunteering opportunities we have available
- Helping individuals to develop their skills and knowledge and offer support to be able to change their circumstances.
- Developing partnership working such as Evesham Homeless Partnership, Wychavon Homeless Partnership, Evesham and Pershore Rough Sleeper Group, Evesham Food Bank Forum, Evesham Charity Network and Worcestershire Communities of Practice.

To enable the development of our new building we will need to raise income in addition to the funds we need for the current operation of Caring Hands in the Vale. This will include funds for the development of the new building plus operational costs.

We will be launching a fundraising campaign in the next few months which will involve fundraising events, information days, open days, and an updated website.

# CARING HANDS IN THE VALE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### Structure, governance and management

The charity is a Charitable Incorporated Organisation governed by its Constitution.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr S A Wilderspin

Mr M S Hewitt

Rev J R King

Mrs D Nicholls

(Appointed 12 January 2021)

Mr T Meldrum

(Resigned 16 February 2021)

Mrs L Meldrum

(Resigned 16 February 2021)

The trustees are elected by existing trustees.

The day to day management of Caring Hands is undertaken by the Community Outreach Manager. This role includes general administration, supervision of volunteers, liaising with referral agencies, developing relationships with local churches, community and other organisations, which can include talks, school assemblies and church services, finances and ensuring all necessary resources required are in place.

There is a steering group which oversees the vision, finance and activities and meets every 1-2 months. The steering group is ultimately responsible to the Trustees of Caring Hands. We are constantly looking to add Trustees to our group to give us wider expertise in the areas which we address. During the year we have lost two Trustees and seek to replace them with suitably qualified people as soon as we can. The Trustees aim to meet 4 times a year, although they have met 6 times in this past year because of extra business demands. Caring Hands has its own bank account with Lloyds Bank plc. There are four signatories, who are the members of the steering group and each cheque or electronic transaction requires authorisation from two people. Much of the content of this report is based on the Community Outreach Manager's annual report which includes full statistics and earlier year comparisons. 'A copy of the Community Outreach Manager's annual report is available by request from [info@chands.org.uk](mailto:info@chands.org.uk).

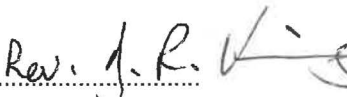
The trustees' report was approved by the Board of Trustees.



Mr S A Wilderspin

Trustee

Dated: 04/08/2021



Rev J R King

Trustee

Dated: 10/08/2021

# CARING HANDS IN THE VALE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARING HANDS IN THE VALE

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I report to the trustees on my examination of the financial statements of Caring Hands in the Vale (the charity) for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

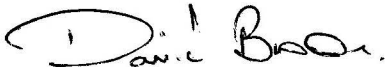
#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



David Brown FCA  
Azets  
Statutory Auditors and Accountants  
Almswood House  
93 High Street  
Evesham  
Worcestershire  
WR11 4DU

Dated: 31 AUGUST 2021

# CARING HANDS IN THE VALE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<b>Income from:</b>							
Donations and grants	3	52,508	336,185	388,693	21,873	17,642	39,515
Charitable activities	4	6,932	3,431	10,363	4,045	154	4,199
Investments	5	12	-	12	11	-	11
<b>Total income</b>		<u>59,452</u>	<u>339,616</u>	<u>399,068</u>	<u>25,929</u>	<u>17,796</u>	<u>43,725</u>
<b>Expenditure on:</b>							
Charitable activities	6	<u>31,158</u>	<u>54,864</u>	<u>86,022</u>	<u>21,262</u>	<u>18,446</u>	<u>39,708</u>
<b>Net incoming resources before transfers</b>		28,294	284,752	313,046	4,667	(650)	4,017
Gross transfers between funds		<u>1,500</u>	<u>(1,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net income for the year/ Net movement in funds</b>		29,794	283,252	313,046	4,667	(650)	4,017
Fund balances at 1 April 2020		<u>27,421</u>	<u>10,482</u>	<u>37,903</u>	<u>22,754</u>	<u>11,132</u>	<u>33,886</u>
<b>Fund balances at 31 March 2021</b>		<u><u>57,215</u></u>	<u><u>293,734</u></u>	<u><u>350,949</u></u>	<u><u>27,421</u></u>	<u><u>10,482</u></u>	<u><u>37,903</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


# CARING HANDS IN THE VALE

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	10		255,570		4,172
<b>Current assets</b>					
Stocks	11	6,130		745	
Debtors	12	478		469	
Cash at bank and in hand		90,049		32,967	
		<u>96,657</u>		<u>34,181</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(1,278)</u>		<u>(450)</u>	
Net current assets			<u>95,379</u>		<u>33,731</u>
<b>Total assets less current liabilities</b>			<u>350,949</u>		<u>37,903</u>
<b>Income funds</b>					
Property fund		250,000		-	
General restricted funds		<u>43,734</u>		<u>10,482</u>	
	14		293,734		10,482
Unrestricted funds			<u>57,215</u>		<u>27,421</u>
			<u>350,949</u>		<u>37,903</u>

The financial statements were approved by the Trustees on ...10/08/2021

  
.....  
Mr S A Wilderspin  
Trustee

  
.....  
Mr M S Hewitt  
Trustee

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

---

#### **1 Accounting policies**

##### **Charity information**

Caring Hands in the Vale is a Charitable Incorporated Organisation.

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These financial statements for the year ended 31 March 2021 are the first financial statements of Caring Hands in the Vale prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2019. An explanation of how transition to FRS 102 has affected the reported financial position and financial performance is given in note 17.

##### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

---

#### 1 Accounting policies

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### 1.5 Expenditure

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line on cost less residual value
Plant and equipment	20% reducing balance
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

---

#### 1 Accounting policies

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 1 Accounting policies

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and grants	52,508	336,185	388,693	21,873	17,642	39,515
<b>Grants receivable for core activities</b>						
Garfield Weston Foundation	15,000	-	15,000	-	-	-
Hilda Farr Charitable Trust	-	250,000	250,000	-	-	-
John Martin's Charity	-	1,000	1,000	-	-	-
Worcestershire Community Foundation	300	4,000	4,300	-	-	-
Wychavon District Council	-	46,127	46,127	-	-	-
Donations	37,208	35,058	72,266	21,873	17,642	39,515
	52,508	336,185	388,693	21,873	17,642	39,515

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 4 Charitable activities

	2021 £	2020 £
Standing orders	6,130	2,170
Fundraising	-	660
Gift Aid	3,660	979
Expenses recharged	345	390
Other income	228	-
	<u>10,363</u>	<u>4,199</u>
Analysis by fund		
Unrestricted funds	6,932	4,045
Restricted funds	3,431	154
	<u>10,363</u>	<u>4,199</u>

### 5 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	<u>12</u>	<u>11</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 6 Charitable activities

	2021	2020
	£	£
Staff costs	13,756	12,787
Depreciation and impairment	1,393	1,043
Resources	9,571	8,133
Diner	1,529	3,950
Christmas	1,556	1,182
Rent	5,557	5,535
Motor expenses	1,552	1,857
Administration and service contracts	1,855	2,281
New building fees	20,776	1,277
Equipment under £250 and other expenses	1,577	1,213
Independent examiner's fee	900	450
	<u>60,022</u>	<u>39,708</u>
Grant funding of activities (see note 7)	26,000	-
	<u>86,022</u>	<u>39,708</u>
<b>Analysis by fund</b>		
Unrestricted funds	31,158	21,262
Restricted funds	54,864	18,446
	<u>86,022</u>	<u>39,708</u>

### 7 Grants payable

	2021	2020
	£	£
Grants to institutions (4 grants):		
All Saints Food Bank	5,000	-
Evesham Adventure Playground	6,000	-
Evesham Volunteer Centre	3,000	-
Wallace House Day Account	12,000	-
	<u>26,000</u>	<u>-</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed a total of £971 in respect of expenses incurred on behalf of the charity.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	1	1
	<u>1</u>	<u>1</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	£	£
Wages and salaries	13,355	12,412
Other pension costs	401	375
	<u>13,756</u>	<u>12,787</u>

#### 10 Tangible fixed assets

	Freehold land and buildings £	Plant and Motor vehicles equipment £	£	Total £
<b>Cost</b>				
At 1 April 2020	-	739	9,450	10,189
Additions	250,000	2,791	-	252,791
	<u>250,000</u>	<u>3,530</u>	<u>9,450</u>	<u>262,980</u>
At 31 March 2021	250,000	3,530	9,450	262,980
	<u>250,000</u>	<u>3,530</u>	<u>9,450</u>	<u>262,980</u>
<b>Depreciation and impairment</b>				
At 1 April 2020	-	437	5,580	6,017
Depreciation charged in the year	-	619	774	1,393
	<u>-</u>	<u>1,056</u>	<u>6,354</u>	<u>7,410</u>
At 31 March 2021	-	1,056	6,354	7,410
	<u>-</u>	<u>1,056</u>	<u>6,354</u>	<u>7,410</u>
<b>Carrying amount</b>				
At 31 March 2021	250,000	2,474	3,096	255,570
	<u>250,000</u>	<u>2,474</u>	<u>3,096</u>	<u>255,570</u>
At 31 March 2020	-	302	3,870	4,172
	<u>-</u>	<u>302</u>	<u>3,870</u>	<u>4,172</u>

The purchase of the freehold property known as the Meeting Room, 8 Vine Street, Evesham, WR11 4RE on 3 March 2021 was from restricted funds from a grant provided by Hilda Farr Charitable Trust. No depreciation has been provided in the year.

#### 11 Stocks

	2021 £	2020 £
Supermarket vouchers and stocks of purchased (not donated) goods	6,130	745
	<u>6,130</u>	<u>745</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

<b>12 Debtors</b>	<b>2021</b>	<b>2020</b>
	£	£
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	478	469
	<u>          </u>	<u>          </u>
<b>13 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	£	£
Other creditors	580	-
Accruals and deferred income	698	450
	<u>          </u>	<u>          </u>
	<u>1,278</u>	<u>450</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Balance at 31 March 2021 £
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £		Incoming resources £	Resources expended £	Transfers £	
Household/Food banks	3,827	6,129	(6,928)	3,028	18,902	(8,575)	7,978	21,333
Baby bank	-	525	(427)	98	950	(267)	103	884
Homelessness bank	1,040	-	(341)	699	-	(402)	-	297
Homelessness handbook	240	-	-	240	-	-	-	240
Christmas lunch/Christmas	944	359	(1,182)	121	720	(1,483)	1,361	719
Employee costs	-	4,140	(4,140)	-	4,140	(4,140)	-	-
Van	2,014	-	(2,014)	-	383	(534)	151	-
Diner	908	1,229	(2,137)	-	89	(726)	861	224
Shopping & Eating on a budget course	359	-	-	359	-	-	-	359
Drop in Centre - general	800	3,164	(1,277)	2,687	9,674	(12,361)	-	-
Drop in Centre - commercial freezer	1,000	-	-	1,000	-	-	(1,000)	-
Drop in Centre - laundry equipment	-	2,250	-	2,250	-	-	-	2,250
Drop in Centre -alterations	-	-	-	-	5,750	-	-	5,750
Property	-	-	-	-	250,000	-	-	250,000
Resource bank -general	-	-	-	-	2,133	-	-	2,133
Emergency Assistance grant	-	-	-	-	46,127	(26,000)	(10,582)	9,545
Recipe booklets	-	-	-	-	248	(248)	-	-
Protective clothing	-	-	-	-	-	(128)	128	-
Laptop	-	-	-	-	500	-	(500)	-
	<u>11,132</u>	<u>17,796</u>	<u>(18,446)</u>	<u>10,482</u>	<u>339,616</u>	<u>(54,864)</u>	<u>(1,500)</u>	<u>293,734</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 March 2021 are represented by:						
Tangible assets	5,570	250,000	255,570	4,172	-	4,172
Current assets/(liabilities)	51,645	43,734	95,379	23,249	10,482	33,731
	<u>57,215</u>	<u>293,734</u>	<u>350,949</u>	<u>27,421</u>	<u>10,482</u>	<u>37,903</u>

### 16 Related party transactions

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

The charity shares the Vale of Evesham Christian Centre's premises and pays rent to that charity. Two lunch times a week, excluding holidays, Caring Hands in the Vale uses the kitchen and lounge operating a drop-in diner where hot meals are provided. This year the service was restricted due to the pandemic. Caring Hands in the Vale operates a food bank from the Vale of Evesham Christian Centre's premises which are used for storage. Office accommodation is also shared. The amount of rent paid to the Vale of Evesham Christian Centre in the year was £4,140 and is the same as the amount received from that charity (see below). The amount of rent paid is deemed to be a reasonable amount to cover a share of utilities bills, office costs and a contribution to building maintenance costs.

Caring Hands in the Vale also receives the approximate equivalent of one day per week salary for Diane Bennett who is a trustee of the Vale of Evesham Christian Centre but is not a trustee of Caring Hands in the Vale, and who was employed two days per week by the Vale of Evesham Christian Centre and three days per week by Caring Hands in the Vale. The amount received for the year was £4,140.

Caring Hands in the Vale paid £253.36 for gospels and tracts on behalf of the Vale of Evesham Christian Centre and this was reimbursed during the year.

The Vale of Evesham Christian Centre received payments totalling £1,037.50 intended for Caring Hands in the Vale and £1,037.50 was received by Caring Hands in the Vale from the Vale of Evesham Christian Centre during the year.

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 17 Reconciliations on adoption of FRS 102

##### Reconciliation of fund balances

Notes	At 1 April 2019			At 31 March 2020		
	Previous UK GAAP £	Effect of transition £	FRS 102 £	Previous UK GAAP £	Effect of transition £	FRS 102 £
<b>Fixed assets</b>						
Tangible assets	-	5,216	5,216	-	(1,043)	4,172
<b>Current assets</b>						
Stocks	-	-	-	-	745	745
Debtors	-	-	-	-	469	469
Bank and cash	28,670	-	28,670	32,967	-	32,967
	<u>28,670</u>	<u>-</u>	<u>28,670</u>	<u>32,967</u>	<u>1,214</u>	<u>34,181</u>
<b>Creditors due within one year</b>						
Other creditors	-	-	-	-	450	450
Net current assets	<u>28,670</u>	<u>-</u>	<u>28,670</u>	<u>32,967</u>	<u>764</u>	<u>33,731</u>
Total assets less current liabilities	<u>28,670</u>	<u>5,216</u>	<u>33,886</u>	<u>32,967</u>	<u>(279)</u>	<u>37,903</u>
Net assets	<u>28,670</u>	<u>5,216</u>	<u>33,886</u>	<u>32,967</u>	<u>(279)</u>	<u>37,903</u>
<b>Income funds</b>						
Restricted funds	11,132	-	11,132	9,737	745	10,482
Unrestricted funds	<u>17,538</u>	<u>5,216</u>	<u>22,754</u>	<u>28,445</u>	<u>(1,024)</u>	<u>27,421</u>
Total funds	<u>28,670</u>	<u>5,216</u>	<u>33,886</u>	<u>38,182</u>	<u>(279)</u>	<u>37,903</u>

# CARING HANDS IN THE VALE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 17 Reconciliations on adoption of FRS 102

##### Reconciliation of net movements in funds

	Notes	Period ended 31 March 2020		
		Previous UK GAAP £	Effect of transition £	FRS 102 £
<b>Income from:</b>				
Donations and grants		39,515	-	39,515
Charitable activities		4,199	-	4,199
Investments		11	-	11
		<u>          </u>	<u>          </u>	<u>          </u>
Operating profit		43,725	-	43,725
		<u>          </u>	<u>          </u>	<u>          </u>
<b>Expenditure on:</b>				
Charitable activities		(39,429)	(279)	(39,708)
		<u>          </u>	<u>          </u>	<u>          </u>
		(39,429)	(279)	(39,708)
		<u>          </u>	<u>          </u>	<u>          </u>
Net movement in funds		4,296	(279)	4,017
		<u>          </u>	<u>          </u>	<u>          </u>