

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

Trustees

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

Charity number

1167237

Independent examiner

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Almswood House
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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

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

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

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

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

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

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

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

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

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

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

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 £
Income from:						
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
Total income		63,129	47,365	110,494	59,452	399,068
Expenditure on:						
Charitable activities	5	55,626	37,448	93,074	31,158	86,022
Gross transfers between funds		-	-	-	1,500	(1,500)
Net income for the year/ Net movement in funds		7,503	9,917	17,420	29,794	313,046
Fund balances at 1 April 2021		57,215	293,734	350,949	27,421	37,903
Fund balances at 31 March 2022		64,718	303,651	368,369	293,734	350,949

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 £	£
Fixed assets					
Tangible assets	10		250,163		255,570
Current assets					
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>	
Creditors: amounts falling due within one year	13	<u>(1,221)</u>		<u>(1,278)</u>	
Net current assets			118,206		95,379
Total assets less current liabilities			<u>368,369</u>		<u>350,949</u>
Income funds					
Property fund		245,000		250,000	
General restricted funds		<u>58,651</u>		<u>43,734</u>	
	15		303,651		293,734
Unrestricted funds			<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

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

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

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
Grants receivable for core activities						
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	-	-	-
	48,536	41,926	90,462	52,508	336,185	388,693

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	Unrestricted funds
	2022 £	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>
Analysis by fund		
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
	<u>-</u>	<u>990</u>	<u>990</u>	<u>-</u>	<u>900</u>
	-	990	990	-	900
	<u>-</u>	<u>990</u>	<u>990</u>	<u>-</u>	<u>900</u>
Analysed between Charitable activities	-	990	990	-	900
	<u>-</u>	<u>990</u>	<u>990</u>	<u>-</u>	<u>900</u>

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

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 £
Cost				
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
Depreciation and impairment				
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
Carrying amount				
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 £
Amounts falling due within one year:		
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*

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			Transfers £	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

16 General unrestricted funds

	Balance at 1 April 2020 £	Movement in funds		Transfers	Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	£		Incoming resources £	Resources expended £	
General fund	29,794	59,452	(31,158)	(1,500)	57,215	63,129	(55,626)	64,718

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.