

# BABY BANK NORFOLK

England & Wales · Charity number 1167380

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-05-27

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 9 Lindford Drive  
Eaton  
Norwich  
NR4 6LT

**Phone** 01603627003

**Email** [hello@babybanknorfolk.org.uk](mailto:hello@babybanknorfolk.org.uk)

**Website** [www.babybanknorfolk.org.uk](http://www.babybanknorfolk.org.uk)

## Activities

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**Objects:** THE PREVENTION OR RELIEF OF POVERTY , PARTICULARLY BY PROVIDING ESSENTIAL ITEMS OF BABY CLOTHING AND EQUIPMENT TO PARENTS AND FAMILIES WITH YOUNG CHILDREN AS THE TRUSTEES SHALL THINK FIT, IN PARTICULAR BUT NOT EXCLUSIVELY TO THOSE IN NORFOLK

**Activities:** The object of the charity is the provision of essential items of baby clothing and equipment to parents and families with young children, particularly but not exclusively to those in Norfolk.

## Classification

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- **How:** Other Charitable Activities
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty
- **Who:** Children/young People

## Geography

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- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£5,604	£6,176	-	-
2024-05-31	£2,273	£7,329	-	-
2023-05-31	£18,759	£6,917	-	-
2022-05-31	£8,966	£3,877	-	-
2021-05-31	£1,542	£3,903	-	-

## Trustees

Name	Role	Appointed
<b>CHARLOTTE REBECCA MARR</b>	Chair	2017-10-17
Anne-Louise Schofield		2017-10-17
HAYLEY BEDINGTON		2016-05-27
VICKY BROOKE		2016-05-27

**BABY BANK NORFOLK**

England & Wales - Charity number 1167380

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# Accounts

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## Trustees' Annual Report for the period

From 1<sup>st</sup> June 2024 Period start date

To 31<sup>st</sup> May 2025 Period end date

Charity name: **Baby Bank Norfolk**

Charity registration number: **1167380**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The prevention or relief of poverty, particularly by providing essential items of baby clothing and equipment to parents and families with young children as the trustees shall think fit, in particular but not exclusively to those in Norfolk.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>BBN's activities are uncomplicated in their delivery and the public benefit outcome is clear through the delivery of its work.</p> <p>BBN receives referrals from a variety of professionals, working with families with babies and children, generally only up to 18 months old, in various contexts. Each of these referrers is in a position to recognise people in situations of need. All referrals are responded to, and if BBN is able to help (i.e. it has available the items that are identified as being needed) then it does, for any referral received.</p> <p>The order in which the referrals are responded to is solely chronological, unless a referral is presented as being particularly urgent for any reason, e.g. an imminent birth. In this way BBN avoids making any qualitative / prioritisation decisions itself about the referrals responded to, and simply follows the same process across the board. Further details of levels of referrals can be seen below.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All activities undertaken by BBN are for the public benefit. All Trustees are aware of the Charity Commission's guidance on public benefit, and implement this in planning all the charity's activities.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The contribution made by volunteers is very significant; the charity is run on an entirely voluntary basis and all activity is therefore voluntarily undertaken.
Other		N/A

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The community support for Baby Bank Norfolk, evident in both the level of referrals received and the amount of donations received, has remained strong throughout this year. We continue to be very well stocked with clothes and baby items received through donations, and the referral levels are sufficient for us to provide around 6-8 bundles each week. As in previous years, knowledge of the charity's operations again continues to spread in our ninth year of operations, and the channelling of donations in and referral packs out remains strong and consistent.</p> <p>The infrastructure of the charity's operations has remained robust throughout this period. Our shelving and storage equipment also remains sufficient for demand.</p> <p>In terms of BBN's core work of donating baby clothing 'essentials packs', demand has increased significantly by 13% this year, from 485 in 2023-24 to 548 this year.</p> <p>We estimate, based on the average number of clothing items included in each donation pack, that the total number in the total period of Baby Bank Norfolk's</p>

		<p>operations is now around 114,000; we are delighted that this level of pre-used baby clothes has been diverted to where they are most needed, and also prevented from potentially ending up in landfill.</p> <p>In other areas of referrals, demand has increased in all areas in terms of the amount provided in response to requests, as shown below:</p> <p><u>Moses baskets, stands and mattresses</u>  2023-24: 124  2024-25: 141 (increase of 14%)</p> <p><u>Maternity wear</u>  2023-24: 25  2024-25: 33 (increase of 32%)</p> <p><u>New-born essentials packs</u>  2023-24: 223  2024-25: 227 (increase of 2%)</p> <p>BBN has also donated many toy and book bundles, baby baths, changing mats, play mats, bundles of toiletries for mums, weaning packs, sterilisers, and feeding bottles and teats.</p> <p>BBN Trustees are delighted that the take-up in these areas has meant that families in need in Norfolk have been able to benefit from BBN's provision in terms of improving their sleeping arrangements, their comfort and their resources for entertainment and development, as well as the primary area of clothing provision.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Baby Bank Norfolk is in a strong financial position, and has regular donations coming in and expected to continue.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Baby Bank Norfolk's policy is to maintain a minimum level of 3 months' worth of running costs. It has been able to sustain this level during the whole of this period. Reserves are retained in the charity's bank account.
Amount of reserves held	Para 1.22	c. £1,500
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties about the charity continuing as a going concern.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	BBN does not invest money and therefore has no investment policy.
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Any new Trustees are appointed by a vote of existing Trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

### Reference and Administrative details

Charity name	Baby Bank Norfolk
Other name the charity uses	N/A
Registered charity number	1167380
Charity's principal address	9 Lindford Drive Eaton Norwich NR4 6LT



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
None		

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

N/A
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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

N/A
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## Other optional information

N/A
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## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)**

Charlotte Rebecca Marr (electronic signature)	
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**Full name(s)**

Charlotte Rebecca Marr	
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**Position (eg Secretary,  
Chair, etc)**

Chair	
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**Date**

24.3.26
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**Receipts and payments accounts**

CC16a

For the period  
from

1.6.24

To

31.5.2025

**Section A Receipts and payments**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Grant				-	
Fundraising	1,850			1,850	2,273
Donations	3,604			3,604	
Refunds	150			150	
Items Sold		-	-	-	-
		-	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>5,604</b>	<b>-</b>	<b>-</b>	<b>5,604</b>	<b>2,273</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>5,604</b>	<b>-</b>	<b>-</b>	<b>5,604</b>	<b>2,273</b>
<b>A3 Payments</b>					
Fundraising				-	-
Rent	2,090			2,090	2,660
Insurance	231			231	222
Stock	3,855			3,855	4,359
Equipment				-	
Sundries				-	-
Advertising				-	-
Refund				-	-
				-	-
<b>Sub total</b>	<b>6,176</b>	<b>-</b>	<b>-</b>	<b>6,176</b>	<b>7,241</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment		-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>6,176</b>	<b>-</b>	<b>-</b>	<b>6,176</b>	<b>7,241</b>
<b>Net of receipts/(payments)</b>	<b>- 572</b>	<b>-</b>	<b>-</b>	<b>- 572</b>	<b>- 4,968</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>12,973</b>			<b>12,973</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>12,402</b>	<b>-</b>	<b>-</b>	<b>12,973</b>	<b>- 4,968</b>

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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	Current Account	12,402		-
	Cash in Hand	25	-	-
		-	-	-
	<b>Total cash funds</b>	<b>12,427</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account (s))	Agreement Error	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
		to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-



**BABY BANK NORFOLK**

England & Wales - Charity number 1167380

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	June	2023		31	May	2024

## Section A Reference and administration details

<b>Charity name</b>	Baby Bank Norfolk
<b>Other names charity is known by</b>	N/A
<b>Registered charity number (if any)</b>	1167380
<b>Charity's principal address</b>	9 Lindford Drive Eaton Norwich Postcode NR4 6LT

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rebecca Marr	Chair	-	Vote of existing Trustees
2	Leah Stenning	Secretary	Resigned 1.9.23	Trustee since launch
3	Anne-Louise Schofield	Treasurer	-	Vote of existing Trustees
4	Vicky Brooke	-	-	Trustee since launch
5	Hayley Bedington	-	-	Trustee since launch
6	Philippa Carter	-	Resigned 31.12.23	Vote of existing Trustees
7	Hannah Stenning	-	Resigned 31.12.23	Vote of existing Trustees
8				
9				
10				
11				
12				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

None

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Any new Trustees are appointed by a vote of existing Trustees.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>BBN has continued to maintain the same straightforward governance structure that has been in place since its launch. It has an appointed Chair, Treasurer and Secretary, as well as four further Trustees (three of whom have resigned during this period). This core group undertakes all the running of the charity.</p> <p>The charity does not independently provide training for its Trustees, but it does benefit from the existing skills and knowledge developed through their various positions of employment in several sectors.</p> <p>BBN has maintained its independence and does not have membership or relationships with any other parties or networks.</p> <p>BBN's major risks during this period have been:</p> <ul style="list-style-type: none"> <li>• Cashflow (mitigated by regular funding applications and donations)</li> <li>• Loss of or damage to stock (mitigated by security and insurance)</li> <li>• Oversupply of donations, making the storage and sorting system unviable (mitigated by limited and specified requests which are regularly publicised, and a very efficient team of volunteers going through and sorting them quickly to ensure throughflow)</li> <li>• Lack of volunteers to maintain the running of the charity (mitigated by an overall call for volunteers which had a very positive response)</li> </ul>
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**Summary of the objects of the charity set out in its governing document**

The objective of Baby Bank Norfolk, as stated in its constitution, is:

*‘The prevention or relief of poverty, particularly by providing essential items of baby clothing and equipment to parents and families with young children as the trustees shall think fit, in particular but not exclusively to those in Norfolk’.*

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

All activities undertaken by BBN are for the public benefit. All Trustees are aware of the Charity Commission’s guidance on public benefit, and implement this in planning all the charity’s activities. BBN’s activities are uncomplicated in their delivery and the public benefit outcome is clear through the delivery of its work.

BBN receives referrals from a variety of professionals, working with families with babies and children, generally only up to 18 months old, in various contexts. Each of these referrers is in a position to recognise people in situations of need. All referrals are responded to, and if BBN is able to help (i.e. it has available the items that are identified as being needed) then it does, for any referral received.

The order in which the referrals are responded to is solely chronological, unless a referral is presented as being particularly urgent for any reason, which they may be for good reason (e.g. an imminent birth). In this way BBN avoids making any qualitative / prioritisation decisions itself about the referrals responded to, and simply follows the same process across the board. Further details of levels of referrals can be seen below.

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

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

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

The contribution made by volunteers at BBN is very significant; the charity is run on an entirely voluntary basis and all activity is therefore voluntarily undertaken.

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

The community support for Baby Bank Norfolk, evident in both the level of referrals received and the amount of donations received, has remained strong throughout this year. We continue to be very well stocked with clothes and baby items received through donations, and the referral levels are sufficient for us to provide around 6-8 bundles each week. As in previous years, knowledge of the charity's operations again continues to spread in our eighth year of operation, and the channelling in of donations and out of referral packs remains strong and consistent.

The infrastructure of the charity's operations has remained robust throughout this period. Our shelving and storage equipment also remains sufficient for demand.

In terms of BBN's core work of donating baby clothing 'essentials packs', demand has increased significantly by 14% this year, from 397 requests in 2022-23 to 485 in this eighth year of operation.

We estimate, based on the average number of clothing items included in each donation pack, that the total number in the total period of Baby Bank Norfolk's operations is now around 95,000; we are delighted that this level of pre-used baby clothes has been diverted to where they are most needed, and also prevented from potentially ending up in landfill.

In other areas of donations, demand has increased in most areas in terms of the amount provided in response to requests, as shown below:

<b>Bedding bundles</b>	
2022-23	67
2023-24	82 (increase of 22%)
<b>Maternity wear</b>	
2022-23	22
2023-24	25 (increase of 14%)
<b>Moses baskets, stands and mattresses</b>	
2022-23	97
2023-24	124 (increase of 28%)
<b>New born essentials</b>	
2022-23	204
2023-24	223 (increase of 9%)

BBN has also donated many toy and book bundles, baby baths, changing mats, play mats, bundles of toiletries for mums, weaning packs, sterilisers, and feeding bottles and teats.

BBN Trustees are delighted that the take-up in these areas has meant that families in need in Norfolk have been able to benefit from BBN's provision in terms of improving their sleeping arrangements, their comfort and their resources for entertainment and development, as well as the primary area of clothing provision.

## Section E

## Financial review

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

BBN's policy is to maintain a minimum reserves level of 3 months' worth of running costs. It has been able to sustain this level during the whole of this period.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

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

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

BBN's primary source of funding during this period was donations received via our Charities Aid Foundation system (donors therefore anonymous).

The vast majority of the items used in BBN's donation packs continue to be gained through voluntary contributions of used items, and we are lucky that these are always forthcoming from our local community. We do also sometimes need to add items that cannot be used second hand and do not tend to be donated new: this includes nappies, toiletries for babies and new mums, bottle teats, sterilisers, Moses basket mattresses and others.

Other than these stock items, the main areas of spend have been:

- Premises (rent)
- Insurance

All of these items and money spent have gone directly to supporting and enabling the core objectives of the charity.

BBN does not invest money and therefore has no investment policy.

## Section F

## Other optional information

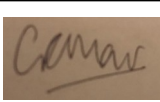
No further information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Charlotte Rebecca Marr	
Position (eg Secretary, Chair, etc)	Chair	
Date	24.3.25	



## Receipts and payments accounts

For the period from	1.6.23	To	31 5 2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant				-	
Fundraising				-	16,110
Donations	2,273			2,273	2,635
Refunds				-	14
Items Sold		-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,273</b>	<b>-</b>	<b>-</b>	<b>2,273</b>	<b>18,759</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,273</b>	<b>-</b>	<b>-</b>	<b>2,273</b>	<b>18,759</b>

### A3 Payments

Fundraising				-	-
Rent	2,660			2,660	1,840
Insurance	222			222	311
Stock	4,359			4,359	4,096
Equipment				-	
Sundries				-	-
Advertising				-	-

Refund				-	-
				-	-
<b>Sub total</b>	<b>7,241</b>	<b>-</b>	<b>-</b>	<b>7,241</b>	<b>6,247</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Equipment</b>	<b>88</b>	<b>-</b>	<b>-</b>	<b>88</b>	
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Sub total</b>	<b>88</b>	<b>-</b>	<b>-</b>	<b>88</b>	<b>-</b>
<b>Total payments</b>	<b>7,329</b>	<b>-</b>	<b>-</b>	<b>7,329</b>	<b>6,247</b>
<b>Net of receipts/(payments)</b>	<b>- 5,056</b>	<b>-</b>	<b>-</b>	<b>- 5,056</b>	<b>12,512</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>18,030</b>			<b>18,030</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>12,974</b>	<b>-</b>	<b>-</b>	<b>12,974</b>	<b>12,512</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	12,974		-
	Cash in Hand	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>12,974</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>		-	-	-

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

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

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

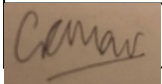
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

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

		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	Charlotte Rebecca Marr	24.3.25

**BABY BANK NORFOLK**

England & Wales - Charity number 1167380

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	June	2022		31	May	2023

## Section A Reference and administration details

<b>Charity name</b>	Baby Bank Norfolk
<b>Other names charity is known by</b>	N/A
<b>Registered charity number (if any)</b>	1167380
<b>Charity's principal address</b>	9 Lindford Drive
	Eaton
	Norwich
	<b>Postcode</b> NR4 6LT

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rebecca Marr	Chair	-	Vote of existing Trustees
2	Leah Stenning	Secretary	(NB. Resigned 1.9.23 (after this reporting year))	Trustee since launch
3	Anne-Louise Schofield	Treasurer	-	Vote of existing Trustees
4	Vicky Brooke	-	-	Trustee since launch
5	Hayley Bedington	-	-	Trustee since launch
6	Philippa Carter	-	(NB. Resigned 31.12.23 (after this reporting year))	Vote of existing Trustees
7	Hannah Stenning	-	(NB. Resigned 31.12.23 (after this reporting year))	Vote of existing Trustees
8				
9				
10				
11				
12				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

None

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Any new Trustees are appointed by a vote of existing Trustees.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>BBN has continued to maintain the same straightforward governance structure that has been in place since its launch. It has an appointed Chair, Treasurer and Secretary, as well as four further Trustees during this period. This core group undertakes all the running of the charity.</p> <p>The charity does not independently provide training for its Trustees, but it does benefit from the existing skills and knowledge developed through their various positions of employment in several sectors.</p> <p>BBN has maintained its independence and does not have membership or relationships with any other parties or networks.</p> <p>BBN's major risks during this period have been:</p> <ul style="list-style-type: none"> <li>• Cashflow (mitigated by regular funding applications and donations)</li> <li>• Loss of or damage to stock (mitigated by security and insurance)</li> <li>• Lack of referral demand or donation provision (mitigated by continued communication and promotion)</li> <li>• Oversupply of donations, making the storage and sorting system unviable (mitigated by limited and specified requests which are regularly publicised, and a very efficient team of volunteers going through and sorting them quickly to ensure throughflow)</li> </ul>
--	--

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

The objective of Baby Bank Norfolk, as stated in its constitution, is:

*‘The prevention or relief of poverty, particularly by providing essential items of baby clothing and equipment to parents and families with young children as the trustees shall think fit, in particular but not exclusively to those in Norfolk’.*

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

All activities undertaken by BBN are for the public benefit. All Trustees are aware of the Charity Commission’s guidance on public benefit, and implement this in planning all the charity’s activities. BBN’s activities are uncomplicated in their delivery and the public benefit outcome is clear through the delivery of its work.

BBN receives referrals from a variety of professionals, working with families and babies in various contexts. Each of these referrers is in a position to recognise people in situations of need. All referrals are responded to, and if BBN is able to help (i.e. it has available the items that are identified as being needed) then it does, for any referral received.

The order in which the referrals are responded to is solely chronological, unless a referral is presented as being particularly urgent for any reason, which they may be for good reason (e.g. an imminent birth). In this way BBN avoids making any qualitative / prioritisation decisions itself about the referrals responded to, and simply follows the same process across the board. Further details of levels of referrals can be seen below.

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

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

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

The contribution made by volunteers at BBN is very significant; the charity is run on an entirely voluntary basis and all activity is therefore voluntarily undertaken.

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

The community support for Baby Bank Norfolk, evident in both the level of referrals received and the amount of donations received, has again increased during this year. As of the end of May 2022 we have 520 referring agents (an increase of 14% on the previous year). As in previous years, knowledge of the charity's operations again continues to spread in our seventh year of operation, and the channelling in of donations and out of referral packs remains strong and consistent.

The infrastructure of the charity's operations has remained robust throughout this period. Our shelving and storage equipment remains sufficient for demand, although we still anticipate that in the next couple of years we may need to extend our space and working capacity, due to increase in demand. For this year though we have not needed to commit any expenditure in this area.

In terms of BBN's core work of donating baby clothing 'essentials packs', demand has decreased slightly by 14% this year, from 465 requests in 2021-22 to 397 in this seventh year of operation.

We estimate, based on the average number of clothing items included in each donation pack, that the total number in the total period of Baby Bank Norfolk's operations is now around 80,900; we are delighted that this level of pre-used baby clothes has been diverted to where they are most needed, and also prevented from potentially ending up in landfill.

In other areas of donations, demand has increased in most areas in terms of the amount provided in response to requests, as shown below:

<b>Bedding bundles</b>	
2021-22	154
2022-23	67 (decrease of 56%)
<b>Maternity wear</b>	
2021-22	26
2022-23	22 (decrease of 15%)
<b>Moses baskets, stands and mattresses</b>	
2021-22	71
2022-23	97 (increase of 36%)
<b>Toy and book bundles</b>	
2021-22	157
2022-23	164 (increase of 4%)
<b>New born essentials</b>	
2021-22	150
2022-23	204 (increase of 36%)

BBN has also donated many baby baths, changing mats, play mats, bundles of toiletries for mums, weaning packs, sterilisers, and feeding bottles and teats.

BBN Trustees are delighted that the take-up in these areas has meant that families in need in Norfolk have been able to benefit from BBN's provision in terms of improving their sleeping arrangements, their comfort and their resources for entertainment and development, as well as the primary area of clothing provision.

## Section E

## Financial review

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

BBN's policy is to maintain a minimum reserves level of 3 months' worth of running costs. It has been able to sustain this level during the whole of this period.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

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

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

BBN's primary sources of funding during this period were:

- £16,050 from the Aviva Crowd Funder
- Other donations from our recently launched Charities Aid Foundation system (donors therefore anonymous)

The vast majority of the items used in BBN's donation packs continue to be gained through voluntary contributions of used items, and we are lucky that these are always forthcoming from our local community. There is therefore very little expenditure in this area, although we do sometimes need to add items that cannot be used second hand and do not tend to be donated new: this includes nappies, toiletries for babies and new mums, bottle teats, sterilisers, Moses basket mattresses and others.

Other than these stock items, the main areas of spend have been:

- Premises (rent)
- Insurance

All of these items and money spent have gone directly to supporting and enabling the core objectives of the charity.

BBN does not invest money and therefore has no investment policy.

## Section F

## Other optional information

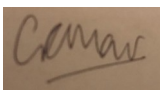
No further information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Charlotte Rebecca Marr	
Position (eg Secretary, Chair, etc)	Chair	
Date	29 <sup>th</sup> March 2024	



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

erfolk Baby Bank

No (if any)

## Receipts and payments accounts

CC16a

For the period from	1 6 2022	To	31 5 2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant				-	
Fundraising	16,110			16,110	
Donations	2,635			2,635	
Refunds	14			14	-
Items Sold		-	-	-	-
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>18,759</b>	<b>-</b>	<b>-</b>	<b>18,759</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>18,759</b>	<b>-</b>	<b>-</b>	<b>18,759</b>	<b>-</b>

### A3 Payments

Fundraising				-	-
Rent	1,840			1,840	
Insurance	311			311	
Stock	4,096			4,096	
Equipment				-	
Sundries				-	-
Advertising				-	-

Refund				-	-
				-	-
<b>Sub total</b>	<b>6,247</b>	<b>-</b>	<b>-</b>	<b>6,247</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Equipment</b>	<b>670</b>	<b>-</b>	<b>-</b>	<b>670</b>	
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Sub total</b>	<b>670</b>	<b>-</b>	<b>-</b>	<b>670</b>	<b>-</b>
<b>Total payments</b>	<b>6,917</b>	<b>-</b>	<b>-</b>	<b>6,917</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>11,841</b>	<b>-</b>	<b>-</b>	<b>11,841</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>6,188</b>			<b>6,188</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>18,029</b>	<b>-</b>	<b>-</b>	<b>18,029</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	18,029		-
	Cash in Hand	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>18,029</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>		-	-	-

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

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

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

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

**B5 Liabilities**

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

		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval

**BABY BANK NORFOLK**

England & Wales - Charity number 1167380

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	June	2021		31	May	2022

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

9 Lindford Drive	
Eaton	
Norwich	
<b>Postcode</b>	NR4 6LT

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rebecca Marr	Chair	-	Vote of existing Trustees
2	Leah Stenning	Secretary	-	Trustee since launch
3	Anne-Louise Schofield	Treasurer	-	Vote of existing Trustees
4	Karyn Hitchcock	-	Resigned 1.2.22	Trustee since launch
5	Vicky Brooke	-	-	Trustee since launch
6	Hayley Bedington	-	-	Trustee since launch
7	Philippa Carter	-	-	Vote of existing Trustees
8	Hannah Stenning	-	-	Vote of existing Trustees
9				
10				
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13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

None

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Any new Trustees are appointed by a vote of existing Trustees.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>BBN has continued to maintain the same straightforward governance structure that has been in place since its launch. It has an appointed Chair, Treasurer and Secretary, as well as a further 4 Trustees. This core group undertakes all the running of the charity.</p> <p>The charity does not independently provide training for its Trustees, but it does benefit from the existing skills and knowledge developed through their various positions of employment in several sectors.</p> <p>BBN has maintained its independence and does not have membership or relationships with any other parties or networks.</p> <p>BBN's major risks during this period have been:</p> <ul style="list-style-type: none"> <li>• Cashflow (mitigated by regular funding applications and donations)</li> <li>• Loss of or damage to stock (mitigated by security and insurance)</li> <li>• Lack of referral demand or donation provision (mitigated by continued communication and promotion)</li> <li>• Oversupply of donations, making the storage and sorting system unviable (mitigated by limited and specified requests which are regularly publicised)</li> </ul>
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## Section C

## Objectives and activities

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

The objective of Baby Bank Norfolk, as stated in its constitution, is:

*'The prevention or relief of poverty, particularly by providing essential items of baby clothing and equipment to parents and families with young children as the trustees shall think fit, in particular but not exclusively to those in Norfolk'.*

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

All activities undertaken by BBN are for the public benefit. All Trustees are aware of the Charity Commission's guidance on public benefit, and implement this in planning all the charity's activities. BBN's activities are uncomplicated in their delivery and the public benefit outcome is clear through the delivery of its work.

BBN receives referrals from a variety of professionals, working with families and babies in various contexts. Each of these referrers is in a position to recognise people in situations of need. All referrals are responded to, and if BBN is able to help (i.e. it has available the items that are identified as being needed) then it does, for any referral received.

The order in which the referrals are responded to is solely chronological, unless a referral is presented as being particularly urgent for any reason, which they may be for good reason (e.g. an imminent birth). In this way BBN avoids making any qualitative / prioritisation decisions itself about the referrals responded to, and simply follows the same process across the board. Further details of levels of referrals can be seen below.

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

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

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

The contribution made by volunteers at BBN is very significant; the charity is run on an entirely voluntary basis and all activity is therefore voluntarily undertaken.

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

The community support for Baby Bank Norfolk, evident in both the level of referrals received and the amount of donations received, has again increased during this year. As of the end of May 2022 we have 454 referring agents (an increase of 21% on the previous year). As in previous years, knowledge of the charity's operations again continues to spread in our sixth year of operation, and the channelling in of donations and out of referral packs remains strong and consistent.

The infrastructure of the charity's operations has remained robust throughout this period. Our shelving and storage equipment is currently sufficient for demand, although we do anticipate that in the next couple of years we may need to extend our space and working capacity, due to increase in demand. For this year though we have not needed to commit any expenditure in this area.

In terms of BBN's core work of donating baby clothing 'essentials packs', demand has risen by 25% this year, from 373 requests in 2020-21 to 465 in this sixth year of operation.

We estimate, based on the average number of clothing items included in each donation pack, that the total number in the total period of Baby Bank Norfolk's operations is now over 69,000; we are delighted that this level of pre-used baby clothes has been diverted to where they are most needed, and also prevented from potentially ending up in landfill.

In other areas of donations, demand has increased in every area in terms of the amount provided in response to requests, as shown below:

<b>Bedding bundles</b>	
2020-21	119
2021-22	154 (increase of 29%)
<b>Maternity wear</b>	
2020-21	19
2021-22	26 (increase of 37%)
<b>Moses baskets, stands and mattresses</b>	
2020-21	57
2021-22	71 (increase of 25%)
<b>Toy and book bundles</b>	
2020-21	126
2021-22	157 (increase of 25%)
<b>New born essentials</b>	
2020-21	118
2021-22	150 (increase of 27%)

BBN Trustees are delighted that the take-up in these areas has meant that families in need in Norfolk have been able to benefit from BBN's provision in terms of improving their sleeping arrangements, their comfort and their resources for entertainment and development, as well as the primary area of clothing provision.

## Section E

## Financial review

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

BBN's policy is to maintain a minimum reserves level of 3 months' worth of running costs. It has been able to sustain this level during the whole of this period.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

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

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

BBN's primary sources of funding during this period were:

- £1000 from the Arnold Clark Community Fund
- £3375 from the Aviva Crowd Funder
- £570 from a local pub's race night

The vast majority of the items used in BBN's donation packs continue to be gained through voluntary contributions of used items, and we are lucky that these are always forthcoming from our local community. There is therefore very little expenditure in this area, although we do sometimes need to add items that cannot be used second hand and do not tend to be donated new: this includes nappies, toiletries for new mums, bottle teats, Moses basket mattresses and others.

Other than these stock items, the main areas of spend have been:

- Premises (rent)
- Insurance

All of these items and money spent have gone directly to supporting and enabling the core objectives of the charity.

BBN does not invest money and therefore has no investment policy.

## Section F

## Other optional information

No further information

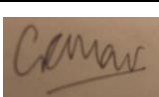
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Charlotte Rebecca Marr

Position (eg Secretary, Chair, etc)

Chair

Date

17<sup>th</sup> March 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Norfolk Baby Bank

No (if any)

## Receipts and payments accounts

CC16a

For the period from	1 6 21	To	31 5 22
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant				-	-
Fundraising	5,288			5,288	642
Donations	3,678			3,678	900
Refunds				-	-
Items Sold		-	-	-	-
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,966</b>	<b>-</b>	<b>-</b>	<b>8,966</b>	<b>1,542</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,966</b>	<b>-</b>	<b>-</b>	<b>8,966</b>	<b>1,542</b>
<b>A3 Payments</b>					
Fundraising				-	-
Rent	2,100			2,100	2,100
Insurance				-	179
Stock	1,636			1,636	1,417
Equipment				-	206
Sundries				-	-
Advertising				-	-
Refund	141			141	-
				-	-
<b>Sub total</b>	<b>3,877</b>	<b>-</b>	<b>-</b>	<b>3,877</b>	<b>3,902</b>
<b>A4 Asset and investment purchases. (see table)</b>					
Equipment		-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,877</b>	<b>-</b>	<b>-</b>	<b>3,877</b>	<b>3,902</b>
<b>Net of receipts/(payments)</b>	<b>5,089</b>	<b>-</b>	<b>-</b>	<b>5,089</b>	<b>- 2,360</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,099			1,099	-
<b>Cash funds this year end</b>	<b>6,188</b>	<b>-</b>	<b>-</b>	<b>6,188</b>	<b>- 2,360</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	1,099		-
	Cash in Hand	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,099</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

**BABY BANK NORFOLK**

England & Wales - Charity number 1167380

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	June	2020		31	May	2021

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

9 Lindford Drive	
Eaton	
Norwich	
<b>Postcode</b>	NR4 6LT

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rebecca Marr	Chair	-	Vote of existing Trustees
2	Leah Stenning	Secretary	-	Trustee since launch
3	Anne-Louise Schofield	Treasurer	-	Vote of existing Trustees
4	Karyn Hitchcock	-	(NB. Resigned 1.2.22)	Trustee since launch
5	Vicky Brooke	-	-	Trustee since launch
6	Hayley Bedington	-	-	Trustee since launch
7	Philippa Carter	-	-	Vote of existing Trustees
8	Hannah Stenning	-	-	Vote of existing Trustees
9				
10				
11				
12				
13				
14				
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17				
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19				
20				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

None

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Any new Trustees are appointed by a vote of existing Trustees.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>BBN has continued to maintain the same straightforward governance structure that has been in place since its launch. It has an appointed Chair, Treasurer and Secretary, as well as a further 4 Trustees. This core group undertakes all the running of the charity.</p> <p>The charity does not independently provide training for its Trustees, but it does benefit from the existing skills and knowledge developed through their various positions of employment in several sectors.</p> <p>BBN has maintained its independence and does not have membership or relationships with any other parties or networks.</p> <p>BBN's major risks during this period have been:</p> <ul style="list-style-type: none"> <li>• Cashflow (mitigated by regular funding applications and donations)</li> <li>• Loss of or damage to stock (mitigated by security and insurance)</li> <li>• Lack of referral demand or donation provision (mitigated by continued communication and promotion)</li> <li>• COVID-19 lockdown leading to disruption to services provided (mitigated by ongoing communication with referrers and donators and use of restricted numbers of people in premises, and appropriate PPE).</li> </ul>
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## Section C

## Objectives and activities

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

The objective of Baby Bank Norfolk, as stated in its constitution, is:

*'The prevention or relief of poverty, particularly by providing essential items of baby clothing and equipment to parents and families with young children as the trustees shall think fit, in particular but not exclusively to those in Norfolk'.*

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

All activities undertaken by BBN are for the public benefit. All Trustees are aware of the Charity Commission's guidance on public benefit, and implement this in planning all the charity's activities. BBN's activities are uncomplicated in their delivery and the public benefit outcome is clear through the delivery of its work.

BBN receives referrals from a variety of professionals, working with families and babies in various contexts. Each of these referrers is in a position to recognise people in situations of need. All referrals are responded to and if BBN is able to help (i.e. it has the items that are identified as being needed) then it does, for any referral received.

The order in which the referrals are responded to is solely chronological, unless a referral is presented as being particularly urgent for any reason, which they may be for good reason (e.g. an imminent birth). In this way BBN avoids making any qualitative / prioritisation decisions itself about the referrals responded to, and simply follows the same process across the board. Further details of levels of referrals can be seen below.

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

No further information.

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

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

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

The community support for Baby Bank Norfolk, evident in both the level of referrals received and the amount of donations received, has again increased during this year. As of the end of May 2020 we have 374 referring agents (an increase of 26% on the previous year). As we hoped and expected, knowledge of the charity's operations again continues to spread in our fifth year of operation, and the channelling in of donations and out of referral packs remains strong and consistent.

The infrastructure of the charity's operations has remained robust throughout this period. Our shelving and storage equipment is currently sufficient for demand, although we do anticipate that in the next couple of years we may need to extend our space and working capacity, due to increase in demand. For this year though we have not needed to commit any expenditure in this area.

In terms of BBN's core work of donating baby clothing 'essentials packs', demand has risen by 15% this year, from 323 requests in 2019-20 to 373 in this fifth year of operation. We were able to remain in operation throughout the year despite the COVID-19 pandemic and resulting restriction on operations; we were conscious that the need would be as great as ever, and so made the decision to continue to operate, albeit with limits on numbers and the use of appropriate PPE.

We estimate, based on the average number of clothing items included in each donation pack, that the total number in the total period of Baby Bank Norfolk's operations is now over 51,000; we are delighted that this level of pre-used baby clothes has been diverted to where they are most needed, and also prevented from potentially ending up in landfill.

In other areas of donations, demand has increased in every area in terms of the amount provided in response to requests, as shown below:

<b>Bedding bundles</b>	
2019-20	98
2020-21	119 (+ 21%)
<b>Maternity wear</b>	
2019-20	17
2020-21	19 (+12%)
<b>Moses baskets, stands and mattresses</b>	
2019-20	50
2020-21	57 (+14%)
<b>Toy and book bundles</b>	
2019-20	97
2020-21	126(+30%)
<b>New born essentials</b>	
2019-20	110
2020-21	118 (+7%)

BBN Trustees are delighted that the take-up in these areas has meant that families in need in Norfolk have been able to benefit from BBN's provision in terms of improving their sleeping arrangements, their comfort and their resources for entertainment and development, as well as the primary area of clothing provision.

## Section E

## Financial review

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

BBN's policy is to maintain a minimum reserves level of 3 months' worth of running costs. It has been able to sustain this level during the whole of this period.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

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

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

BBN's primary sources of funding during this period were:

- Trustee's 'Land's End to John O'Groats' fundraiser
- Voluntary donations

The vast majority of the items used in BBN's donation packs continue to be gained through voluntary contributions of used items, and we are lucky that these are always forthcoming from our local community. There is therefore very little expenditure in this area, although we do sometimes need to add items that cannot be used second hand and do not tend to be donated new: this includes nappies, toiletries for new mums, bottle teats, Moses basket mattresses and others.

Other than these stock items, the main areas of spend have been:

- Premises (rent)
- Insurance

All of these items and money spent have gone directly to supporting and enabling the core objectives of the charity.

BBN does not invest money and therefore has no investment policy.

## Section F

## Other optional information

No further information

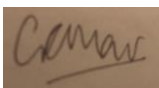
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Charlotte Rebecca Marr

Position (eg Secretary, Chair, etc)

Chair

Date

13.3.22



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Norfolk Baby Bank

No (if any)

## Receipts and payments accounts

CC16a

For the period from	1.6.20	To	31.5.21
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant				-	-
Fundraising	642			642	-
Donations	900			900	-
Refunds				-	-
Items Sold		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,542</b>	<b>-</b>	<b>-</b>	<b>1,542</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,542</b>	<b>-</b>	<b>-</b>	<b>1,542</b>	<b>-</b>
<b>A3 Payments</b>					
Fundraising				-	-
Rent	2,100			2,100	-
Insurance	179			179	-
Stock	1,417			1,417	-
Equipment	206			206	-
Sundries				-	-
Advertising				-	-
				-	-
				-	-
<b>Sub total</b>	<b>3,903</b>	<b>-</b>	<b>-</b>	<b>3,903</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
Equipment		-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,903</b>	<b>-</b>	<b>-</b>	<b>3,903</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 2,361</b>	<b>-</b>	<b>-</b>	<b>- 2,361</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,460			3,460	-
<b>Cash funds this year end</b>	<b>1,099</b>	<b>-</b>	<b>-</b>	<b>1,099</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	1,099		-
	Cash in Hand	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,099</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	