



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## 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 ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	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

## 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	Anne-Louise Schofield	Treasurer	-	Vote of existing Trustees
3	Vicky Brooke		-	Trustee since launch
4	Hayley Bedington		-	Trustee since launch
5				
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16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

## 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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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Norfolk Baby Bank

No (if any)

## 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</b> (Gross income for AR)	5,604	-	-	5,604	2,273
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	5,604	-	-	5,604	2,273
<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>	6,176	-	-	6,176	7,241
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment		-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	
<b>Total payments</b>	6,176	-	-	6,176	7,241
<b>Net of receipts/(payments)</b>	- 572	-	-	- 572	- 4,968
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	12,973			12,973	
<b>Cash funds this year end</b>	12,402	-	-	12,973	- 4,968

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

		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	Rebecca Marr (electronic signature)	Rebecca Marr		24.3.26