

Charity Number: 1168099

Baby Basics UK

Charitable Incorporated Organisation

Financial Statements for the period
01 September 2020 to 31 August 2021

Charity Name: Baby Basics UK

Registered Charity Number: 1168099

Address: 267 Glossop Road
Sheffield
S10 2HB

Trustees: Christopher Barker (chair)
Fiona Fairlie
Kerry Montgomery
Penny Borkett
Catherine Dodd

Staff:	Director:	Cat Ross
	National Support Officer:	Jennifer Pegg
	Sheffield Centre Coordinator:	Louise Hutchings
	Sheffield Centre Coordinator:	Bethany Millward
	(Maternity Cover)	(Employment Started 1/4/21)
	Reception Admin:	Lydia Smith
	Marketing & Social Media	
	Coordinator:	Samantha Pegg
		(Employment Started 1/8/21)

Independent Examiner: Debi Jones.

Bank: Cooperative Bank
PO Box 200
Skelmersdale
Lancaster
WN8 6NY

Baby Basics UK is a Charitable Incorporated Organisation registered with the Charity Commission on 7th July 2016, registration number 1168099. The organisation is governed by its constitution last amended on 20th June 2016. A board of appointed trustees run the organisation, delegating the day to day running of the organisation to employed members of staff.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Our governing document dictates that the minimum number of trustees required is three. The appointed individuals must fit within the given requirements of the organisation's constitution and also be willing to support the values of the charity and make the necessary time commitments to perform their duties.

Charitable Aims and Objectives:

Our charity's purpose as set out in the objects of the charity are to relieve poverty in the United Kingdom by providing clothing, toiletries and equipment for babies, children and their parents / carers to persons who are in conditions of need, hardship or distress by reason of their social and / or economic circumstances. Baby Basics also provides such items to other charities and organisations working with people in need, hardship or distress by reason of their social and / or economic circumstances.

Baby Basics UK also provides on-going training, guidance and information to teams running localised Baby Basics projects assisting them in relieving the poverty of persons in need in their local areas.

The following activities will be undertaken in order to achieve the above aims:

Baby Basics UK engages the community to donate second hand and new items that are sorted and packaged into appropriate 'bundles' by teams – with both voluntary team members and paid members of staff. These items are given out free of charge to people in need via frontline agency workers including midwives, social workers and other charity workers.

The ongoing training and information Baby Basics UK provides to others teams includes provision of an Operations Manual, Volunteer Handbook, online management system to aid with record keeping, provision of advertising materials, advice and guidance. This is done both via email and other electronic means, over the telephone, through site visits and at an annual away day for local team leaders.

Ensuring our work delivers our aims:

The trustees and staff of Baby Basics UK review the aims and objectives regularly and consider what we are achieving against these aims. We use questionnaires and verbal feedback to monitor and review whether our activities are achieving our aims and objectives. We also monitor the output of Baby Basics Sheffield and the Baby Basics centres around the country via our online system to ensure that the charitable activities are being undertaken.

Public Benefit:

The trustees have complied with the duty as laid out in Section 4 of Chapter 1 of the Charities Act 2011 to have due regard to public benefit guidance and do not rely on their own assumptions regarding the public benefit of Baby Basics UK. Our staff regularly consult with the agencies Baby Basics works with to understand whether our activities are to the public benefit and this information is fed back to the trustees.

Those who are supported by Baby Basics UK are people who would otherwise lack the basic necessities of clothes, toiletries and essential equipment such as cots for their babies and children. Baby Basics UK provides these items free of charge. Referrals are made through health care professionals and other agencies working closely with the families – their referrals are made based on the need they see through their interaction with the families and Baby Basics does not make further judgements or assessments, choosing to rely on the professional judgements of those who are working alongside the families. All items are given away without distinction of race, sex, sexual orientation, age, nationality, disability or political or religious beliefs.

Baby Basics UK supports other teams so that more families can be provided with essential items in areas of the country beyond the reach of the Sheffield base. They will do this with the benefit of our experience and guidance making their local project safer and more sustainable.

We do not believe that there is any detriment or harm arising from carrying out our organisation's aims and we are not aware of any wide spread views among others that such detriment or harm may arise.

Who benefits?

Families, babies and children living in conditions of need, hardship or distress by reason of their social and / or economic circumstances will benefit from our aims and activities. They will be identified for Baby Basics UK by front line agency workers who request the provision of clothing etc. on behalf of their clients. The needs identified by the agency worker will be our guide for determining where provision is to be given. No persons are excluded from accessing provision from Baby Basics UK, our stipulation is only that they are referred by a front line agency and do not self-refer and are not referred by a family member.

Operations:

During this period Baby Basics Sheffield provided 6209 items of support to vulnerable families in the Sheffield area via midwives, health visitors and other agencies including other charities operating within the city. These items include 454 Moses baskets starter packs (these packs are made up of a Moses basket packed with clothing, bedding, towels and toiletries such as nappies, wipes and maternity towels and many other items – it is designed to provide the basics for a baby to cover the first couple of weeks of life), 1136 clothing bundles, 393 pram & pushchairs and 204 cot/cotbeds/Toddlerbeds. We have continued to provide Care Packages which give a family toiletries for 2 weeks. During the ongoing Covid -19 Pandemic care packages and nappies were in high demand. This year we provided 1260 Care Packages and 1711 Nappies Packages of support.

The agencies we gave through during his period include but are not limited to midwives, health visitors, social workers, Multi Agency Support Teams and other charities such as The Red Cross, Shelter and The Refugee Council.

Throughout the Covid-19 Lockdown we also took referrals from schools and food banks to try and ensure that families were still able to access our support when health and social care professionals were unable to work with them face to face.

Baby Basics Sheffield has a team of 35 volunteers who give their time to assist in the running of the project. During the Covid -19 Pandemic some of our older aged volunteers were unable to volunteer in order to protect them. We have been lucky enough to recruit volunteers who assisted us during this time and some have continued to volunteer post lockdowns

During this period our centres across the UK have distributed 20034 items of support of which 3214 were Moses Basket Starter Packs.

Nationally during this time Baby Basics UK helped to launch 14 new Baby Basics centres in local churches and community organisations. We continued to support the existing centres and at the end of this period there were 55 Baby Basics centres across the country working within and accountable to local churches and community groups. These centres work to standards of best practice and guidelines provided by Baby Basics UK and are supported by our team in Sheffield.

Unfortunately we have not been able to run out usual in person training sessions due to the ongoing Covid -19 Pandemic. We have however introduced Regional Hubs to ensure that each centre is receiving the 1-2-1 support that they need. Each Regional Hub is led by an established and experienced Baby Basics Centre in the region they support.

Thanks to our wonderful 50 for 50 Campaign which we launched in April 2021 we have been able to raise funds to open a National Warehouse.

The National Warehouse opened on the 1 of August 2021 and is now not only housing and distributing our corporate donations to our centres around the UK, but is also delivering direct support to Afghan refugees who have been evacuated from Kabul. We are working with a coalition of charities called Afghan Welcome to deliver this piece of work, which is headed by Krish Kandiah. 60

Staffing:

In April 2020 we recruited Bethany Millward as Maternity Leave Cover for our Sheffield Co-Ordinator

In September 2020 the hours of the Sheffield Co-ordinator were increased to 37.5 hours per week.

In September 2020 the hours of the Reception Admin for Baby Basics UK & Sheffield were increased to 20 hours per week.

In September we recruited Samantha Pegg as Marketing & Social Media Co-Ordinator (15 Hours per week)

Finances:

During this period Baby Basics UK & Sheffield have received grants from South Yorkshire Community Foundation, Tesco Bags for Help, Rosa Foundation, Jerusalem Trust & National Lottery Community Fund.

Baby Basics UK has undertaken a number of fundraising initiatives over this period including our 50 for 50 Campaign which celebrated the opening of our 50th centre and raised money to open our National Warehouse.

Baby Basics UK occasionally has an excess of clothing donated to the project, this is often donated on to local charity shops with the permission of the original donor or if the item is not in a good enough condition for resale it can be sold by weight for rags.

The franchised Baby Basics centres from around the UK pay fees to be part of our network and to have access to the resources and support we offer. These fees are set at a low rate so as not to exclude organisations from receiving our help based on their own finances whilst representing a commitment to Baby Basics and the network of centres.

Baby Basics has a small number of committed givers who donate monthly to us, we also receive numerous one off donations from individuals and groups who wish to contribute to our work. Where possible we reclaim the Gift Aid on these donations.

Governance:

There has been no changes to our Trustees during this period.

Future Plans:

To continue to grow the UK network of centres and aim to have 60 centres by August 2022.

To continue to develop and deliver a series of training days for other Baby Basics centres across the UK.

To grow the board of trustees further by a minimum of 1 person, bringing in the skills and expertise needed for strong governance and a sustainable future for Baby Basics.

To continue to develop the work of our National Warehouse in supporting families resettling in the UK through emergency crisis.

To investigate the potential of developing the work of Baby Basics UK to Europe.

Remuneration:

All trustees give their time voluntarily and receive no remuneration.

Volunteers and members of staff can claim back expenses in line with our expenses policy.

All staff salaries are decided by reviewing the salary scale by looking at comparable positions within the sector. Salaries are agreed by the board of trustees.

Reserves Policy:

Baby Basics UK reserves policy remains at 4 months operating costs. If necessary, the trustees will tolerate a reduction in reserves to a minimum of three months, provided there is a plan in place to increase reserves at the earliest opportunity.

This will allow Baby Basics UK a buffer to accommodate fluctuations in income and if necessary enable management to consider how to reduce spending while fundraising initiatives are completed to generate income. Our desire to maintain a level of reserves equal to four months running costs is to provide our staff and those who rely on our services with a degree of security.

Baby Basics UK recognises the valuable contribution of the following key organisations who have supported our work during the period:

The Cinnamon Network.

St Luke's Church - Lodge Moor.

Sheffield City Council

South Yorkshire Community Foundation

Rosa Foundation

The Jerusalem Trust

The National Lottery Community Fund

HRH The Duchess of Cambridge

The Royal Foundation

Silver Cross Ltd

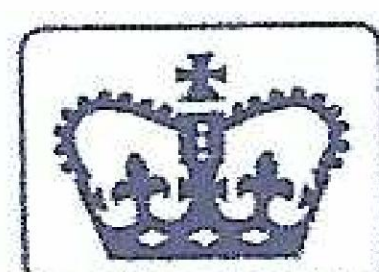
Mamas & Papas Ltd

Nuby UK

Rainbow Designs Ltd

Our Patron – Rev. Kate Bottley

And of course, our many donors and fantastic volunteers.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Baby Basics UK

1168099

CC16a

Receipts and payments accounts

For the period
from

1.9.19


To

31.8.20

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 £
A1 Receipts					
Donations	1,607	24,939		26,546	29,807
Grants	10,000	118,608		128,608	89,077
Fees	15,490			15,490	9,486
Fundraising Initiatives	34,163			34,163	10,849
Gift Aid		-	-	-	1,619
Sub total (Gross income for AR)	61,260	143,547	-	204,807	140,838
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	61,260	143,547	-	204,807	140,838
A3 Payments					
Salaries (inc NI, Pensions)	45,847	36,915	-	82,762	69,383
Training	1,800		-	1,800	3,049
Rent		34,616		34,616	16,250
Utilities	-	4,189	-	4,189	8,415
Insurance	589			589	549
Phones	407			407	419
Microsoft	121			121	132
Payroll	250			250	450
Stationary	1,561			1,561	1,047
Postage	1,863			1,863	1,067
Equipment	1,655	20,872		22,527	9,344
Sundries	146			146	592
Toillitries		7,957		7,957	6,007
Mattresses		7,870		7,870	4,453
Poly Bags	863			863	444
Brown Bags	1,143	384		1,527	384
Extraordinary requests	851	500		1,351	500
Hospitality	1,808			1,808	1,768
Fundraising Expenses	4,817	-	-	4,817	392
Volunteer Expenses	-	-	-	-	23
Travel	740		-	740	877
Accommodation	350		-	350	984
Subsistence	223			223	173
Recruitment	-	-		-	-
UK Network		30,243		30,243	10,644
Premises Move	600	-	-	600	-
Sub total	65,635	143,547	-	209,182	137,346
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	65,635	143,547	-	209,182	137,346
Net of receipts/(payments)	- 4,375	0	-	- 4,375	3,591
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	97,134	-	-	97,134	93,543
Cash funds this year end	92,759	0	-	92,759	97,134

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 £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agree with Bank	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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	
		Cat Ross	01/06/2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

BABY BASICS UK

On accounts for the year
ended

31 AUGUST 2021

Charity no
(if any)

1168099

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 AUGUST 2021.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Debi Jones

Date:

30/8/22

Name:

DEBI JONES

Relevant professional
qualification(s) or body
(if any):

Address:

Parkside Payroll, 30 Bingham Park Rd
Sheffield
S11 7DD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

