



# Trustees' Annual Report for the period

Period start date			Period end date		
<b>From</b>	1 <sup>st</sup>	January	2021	<b>To</b>	31 <sup>st</sup> December 2021

## Section A Reference and administration details

**Charity name**

Cathie Stankevitch Foundation

**Other names charity is known by**

N/A

**Registered charity number (if any)**

1169017

**Charity's principal address**

35 Whernside

Widnes

Cheshire

**Postcode**

WA8 4YW

### 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	Sally Harvey			
2	Kerry Metcalf			
3	Anne-Marie Hughes			
4	Lisa Stankevitch			
5	Stephen Plant			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

John Stankevitch
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## 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)	Charity Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by Executive Board against Charity Board needs assessment

### Additional governance issues (Optional information)

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

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

This report details the progress made by the Cathie Stankevitch Foundation during its fifth year of operation. Trustees have reviewed the Charities policies and procedures as a Trustee Board and have concluded that our documentation is still valid and relevant to our activities. Small amendments have been made where necessary. Charity Founder John Stankevitch continues to manage the day to day running of the Charity on a part time voluntary basis. Despite not being part of the Trustee Board, John is authorised by the Trustees to make decisions in the best interests of advancing the Charities objectives. The current Trustee board in place has been recruited in line with a needs analysis, with the specific need being for Trustees that can play an active role in the Charities activities, through a time commitment. The current Trustee Board had demonstrated a commitment during the challenges faced during the last 12 months.

## Section C Objectives and activities

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

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); poor educational or skills attainment; poor housing (that is housing that does not meet basic habitable standards).

**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)**

The Cathie Stankevitch Foundation trustees have read the commission guidance on public benefit and the context of running a Charity and they have applied due diligence to those recommendations throughout the past 12 months.

2021 began in much the same way as 2020 ended, with the UK being in a National Covid 19 lockdown and the Country being subject to many general day-to-day operational restrictions.

CSF had to adhere to these lockdown restrictions which meant keeping our ReSport Charity Shop closed as well as closing down our Mens Shed operation. All other Charity activities continued to be placed on hold and we were very limited as to what we could deliver in accordance with our objectives.

In the early months of 2021, we continued where possible to offer our household goods gifting program which was still requested by members of the public living in furniture poverty and by offering a non-contact delivery service, adhering to the 'key worker' rules, we maintained relationships and build new relationship with families across Halton and the wider community.

As we moved from Winter to Spring, the Charity was approached by Riverside Housing, a National Social Housing provider, based locally in Liverpool, with a request to support their tenants who were living in sparsely furnished accommodation. We recognised that there was an essential need for us to provide support, but and recognised that our incoming donations of stock would not be enough to cover the requests for assistance that we would likely receive.

We therefore agreed a partnership with Riverside Housing which would involve us clearing 'Void' properties on behalf of the Riverside Group, and acquiring all useful household goods from those properties and offering them back to other Riverside tenants.

This operation continued throughout 2021 and activity increased as the UK Covid 19 restrictions were eased.

In the latter part of 2021, CSF were able to reopen the ReSport Charity shop and due to the incoming volume of household goods and bric-a-brac, we were able to open a further retail operation in Widnes, to clear the household goods and bric-a-

brac (including furniture) which would assist us in saving money on general disposal of unwanted goods, which became a very large volume due to the number of property clearances that we were working on.

The Mens Shed program did not reopen unfortunately in 2021 due to members fears surrounding the Covid 19 pandemic and it was the premises that housed the Mens Shed, that was used as our clearance shop. We did manage to retain some volunteers from the Mens Shed, who would support us through volunteering in both our ReSport shop and our household clearance shop.

As we approached the final months of 2021, there was positivity and hope that we could begin to plan for 2022 and delivering what we had done in 2020 and in previous years.

Re-engaging with our volunteers continued to be a struggle, as much of the momentum we had built had been lost through 2020 - 2021 but through our household goods gifting program we had maintained our local reputation for supporting families in need and were still a strong asset to the community.

Donations of goods from the public increased as restrictions were lifted and people were much more comfortable with face to face contact again and we were able to start talking about our Charity again and our plans for the future.

The CSF Trustees are clear about the charities purpose and aims and about the benefits from our work, but owing to the Covid 19 pandemic it has been a very difficult 2 years in which we have been severely hampered in terms of delivery of our Social Inclusion objectives. We hope to be able to look forward to 2022 with optimism and refocus on those objectives where possible.

There have been no personal benefits to any adults linked to the Charity and no current identified risks to our beneficiaries of the public in terms of delivering our work.

The Trustees are diligent in terms of carrying out our purposes for the public benefit and all decision making

### **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.

As with 2020, our volunteering group was limited in what they could support us with as our activities in the main, ceased due to the Covid 19 pandemic. However, as 2021 progressed from Winter through to Spring and Summer, and we began working closely with Riverside Housing and continued with our household goods gifting operation, our volunteer numbers grew to between 6 – 8 per week, which was substantial, and enabled us to support many more families than would have been possible without their support.

The Cathie Stankevitch Foundation didn't adopt a specific grant making policy during 2020, but through engagement with local families and other volunteer led local organisations, the Charity donated many items of household furniture, free of charge, to families living in furniture poverty.

## Section D

## Achievements and performance

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

During 2021, the Cathie Stankevitch Foundation supported over 400 families across Halton, Knowsley, St Helens and South Liverpool, with donations of household goods such as beds, wardrobes, sofas, tables/chairs, washing machines, cookers, fridge freezers.

Equating to well over 1000 individual items plus an extensive number of bric-a-brac type goods such as kitchen utensils, lampshades, cushions etc...

Our estimation is that over 5000 items would have left our warehouse for free across 2021 and we were able to achieve this with over 8000 supported volunteer hours, on collection and delivery alone, which is a phenomenal achievement for a small local charity during a National Covid 19 lockdown.

The positive impact on the families that we supported was enormous and the feedback provided by those families was fantastic to hear and read and provided further motivation to continue to support people in our community.

The Charity also worked closely with Riverside Housing throughout 2021 and they were able to identify specific tenants who were in need of additional living support, such as with support to clean their properties.

Our volunteers spent over 250 hours cleaning bathrooms and kitchens for people struggling with mental health issues and physical disability issues.

Our retail Charity shop activities, including both ReSport and our household clearance shop, continued to provide us with a visible presence and gave us further opportunities to support volunteers through staffing those shops.

Volunteer hours in the shop premises equated to approximately 7600 hours across a 4 day week, volunteering for upto 8 hours across the opening days for the 2 shops. Another incredible amount of support that cannot be overlooked in terms of keeping the Cathie Stankevitch Foundation operational.

Not only was the household goods shop in particular, a source of funds, it was also a way in which the Charity was able to keep down disposal costs and provide cheap clearance items for struggling families. Much of what was sold in the shop was too good to be disposed of.

ReSport reopening in the latter part of 2021 was also a great asset once again to the Charity and the shop continued to support not only local families, but also local sports clubs, who had been closed throughout the Covid 19 pandemic. ReSport donated footballs, rugby balls, football boots shin pads, and general sportswear and equipment back into the community and assisted approximately 25 local sports clubs and their members.

Private donations to local families and in particular, young children, re-commenced also, with the gifting primarily of shorts, t shirts and football boots, to enable children to begin

participating in sporting activities once again.

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

The Charity has some small reserves.

The Trustee Board will meet to identify the best use of funds to enable the Cathie Stankevitch Foundation to recover and move forward from the Covid-19 pandemic.

**Details of any funds materially in deficit**

No funds in deficit

**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.

The Cathie Stankevitch Foundation main sources of income in 2021 was from Riverside Housing through payments and donations received to cover costs for clearing properties on their behalf.

All funds received were used to cover costs such as disposals, wages, fuel, insurance and any activities that advanced our work to gain stock volume of household goods, which then enabled us to support more families through household goods gifting.

We have been able to remain in a positive bank balance throughout 2021 despite huge external pressures and ongoing running costs but by diversifying when it was essential to do so for our survival, we have emerged from the Covid 19 a much stronger and varied organisation which has engaged with far more families than we ever thought was possible.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	John Stankevitch	Kerry Metcalf
<b>Full name(s)</b>	John Stankevitch	Kerry Metcalf
<b>Position (eg Secretary, Chair, etc)</b>	Founder	Trustee



**Date**

07/07/22

<b>Cathie Stankevitch Foundation</b>	
Charity Registration No.	<b>1169017</b>
Registered Address:	35 Whernside, Widnes, WA8 4YW



# Financial Statement for the year ended

31/08/2021

Receipts	Total £	Payments	Total £
1. Donations	85,450.07	Charity Running Costs	
2. Grants	18,143.00		
3. Disposal of Van	8,500.00	Accountancy	817.00
		Bank Fees	79.00
		Cleaning	1,010.94
		Fuel	3,251.32
		Heat & Light	2,663.65
		Insurance	5,438.63
		Staff Costs	48,637.57
		Postage	1,081.64
		Professional Fees	86.40
		Purchases	4,378.42
		Telecommunication	1,567.52
		Tolls	494.00
		Vehicle Running Costs	426.00
		Vehicle Tax	723.25
		Waste Removal	7,773.49
		Rent	6,631.65
		Van Purchase	7,800.00
<b>Total Receipts</b>	<b>112,093.07</b>	<b>Total Payments</b>	<b>92,860.48</b>

<b>Total Receipts less Total Payments (Surplus/Deficit for the year)</b>	<b>£19,232.59</b>
Total funds brought forward from last year	<b>£17,209.55</b>
<b>Total funds carried forward at this year end</b>	<b>£36,442.14</b>

<b>Total restricted funds included in total funds above</b>	<b>£0.00</b>
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The main purposes of the Cathie Stankevitch Foundation are:

- (a) Work to alleviate the impact that poverty has upon children and young people.
- (b) Provide inclusion opportunities for those who find themselves excluded from society due to poverty and deprivation.
- (c) Give disadvantaged people a purpose through learning interventions and create opportunities for people to grow their skills.

Cathie Stankevitch Foundation

## Statement of assets and liabilities at the year end 31/08/2021



Cash funds		Total £
Final bank balance incl uncleared items (from Account book)		£36,442.14
<b>Reconciliation of final bank balance to bank statement</b>		
Bank statement closing balance at year end	£36,442.14	
Petty Cash	£0.00	
Less cheques written but not cleared	£0.00	
Less any cheques still uncleared from last year	£0.00	
<b>Total</b>	<b>£36,442.14</b>	
<b>Total cash funds</b>		<b>£36,442.14</b>

Approved by the trustees (Committee members) and signed on their behalf

Signature Name Date



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cathie Stankevitch Foundation

On accounts for the year  
ended

31 August 2021

Charity no  
(if any)

1169017

Set out on pages

3

(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, you are responsible for the preparation of the accounts in accordance with 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

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,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:

Date:

22 June 2022

Name:

Ian Roberts

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

Chartered Institute of Taxation; Association of Taxation Technicians

**Address:** Queensway House Queensway Trading Estate  
Waterloo Road, Widnes  
WA8 0FD

## Section B

## Disclosure

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 details of any items that the examiner wishes to disclose.

N/A