



Norwich Men's Shed is a registered charity. (Charity No. 1171796)  
47-51 Pitt Street, Anglia Square, Norwich, NR3 1DE  
[norwichmensshed.org.uk](http://norwichmensshed.org.uk)

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## Trustees' Annual Report and Financial Statements

For the period 06 April 2020 - 05 April 2021

Charity name: **Norwich Men's Shed**

Charity registration number: **1171796**

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### Objectives and Activities

The objectives of Norwich Men's Shed (NMS) are to promote men's good health and wellbeing, for the benefit of the community. In particular for those men who are retired, unemployed, recovering from ill health or addiction, but also those who simply wish to make use of the facilities offered in a safe and friendly environment.

NMS provides a physical space for men to socialise and take part in practical, creative and/or recreational activities, addressing key issues around mental health, social isolation and loneliness.

NMS offers a skills sharing workshop environment, with all members making a positive contribution to the running of our Shed. Shed members work on their own projects, volunteer their time to undertake public commissions and engage in community based projects. Some members also mentor/tutor fellow members and community groups.

NMS Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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### Achievements and Performance

NMS physical premises closed to member use March 2020 – May 2021 due to government-enforced lockdown under Covid-19 regulations

This year's delivery was very different due to the knock-on effects of operating during a pandemic. We were unable to offer physical meeting space, and focused on maintaining connection with members and working together to ensure we had a Shed to go back to. We set up various means of group communication and regularly contacted individual members identified as vulnerable, including signposting to other organisations as appropriate. Although our physical premises were closed, members continued to interact and the sense of community prevailed. The pandemic highlighted universal issues around loneliness and social isolation, which impact on mental health – many men access NMS for these core reasons.

While the workshops were closed to standard member use, a member nominated sub-group worked with our landlords to adapt and update the workshops to Covid-19 Secure Environment standards to enable safe future reopening. (Funded by NCF Norfolk Recovery Fund)

Some NMS members participated in "Peregrinations", a collaborative community art project curated by Holly Bodmer in which local artists worked with a selection of community groups culminating in an interactive performance at Norfolk & Norwich Festival 2021. Our members worked with artist Alice Lee, to design and create a selection of automatons/props that became an integral part of the



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final performance. We were aware that members have very different resources and personal workspaces whilst Shed workshops were not accessible – therefore we set up a number of different remote learning/participation options so that all members could be involved.

<https://nnfestival.org.uk/whats-on/peregrinations/>

<https://www.parallelpoint.net/automata>

60 men accessed NMS provision April 2020 – March 2021. Direct beneficiaries are men aged 18 +, this includes men dealing with issues around mental health, physical health, aging, social isolation, unemployment, homelessness and ex-offenders. Due to the nature of our membership, this can vary from the transient, to those who attend regularly on an ongoing basis.

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## Financial Review

<b>Funds held 05/04/2021</b>	<b>£45,515.76</b>
<b>Consisting of:</b>	
Restricted Grant Funding	£36,708.19
Unrestricted funds	£8,807.57

**Reserves Policy:** To maintain a reserve of 3-6 months operating costs with a view to increasing funds held to deal with unexpected events. (Around £6000)

### Financial Operating Model:

- Membership fees, donations and income from public commissions/sales of hand-crafted items cover ongoing running costs/workshop consumables
- External grant funding covers staff costs
- Any surplus raised from commissions/sales go back into the charity and are used to purchase items for the benefit of members, ie larger items of equipment/machinery

In 2020-21 NMS lost income from membership fees, public commissions and stalls/events as a direct result of Covid-19 – any shortfall was recovered through sourcing additional grant funding

Restricted Grant Funding received from Norwich City Council (Pledge Match Funding), Norwich Consolidated Charities, Norfolk Community Foundation (Norfolk Recovery Fund)

Unrestricted Funding received from Norwich City Council (Covid-19 Discretionary Grant)



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## Structure, Governance and Management

Norwich Men's Shed (NMS) is a Charitable Incorporated Organisation (CIO).

The CIO is governed by a constitution, with charity Trustees being elected by members and the board at the Annual General Meeting.

The Board of Trustees are responsible for general governance and define the direction of the charity.

There is a member elected Operations Committee that sits under the Board of Trustees, who oversee general operations and logistics.

NMS operates as a membership cooperative, with all members having a voice in a coproduction delivery model.

NMS began as a club set up under MensCraft, and became a separate CIO in Feb 2017. A small member led charity, NMS originally self-funded through membership contributions and public commissions.

From Jan 2019 NMS has employed a part time Coordinator, funded through external grants. This has increased our capacity to support member need, in particular those members who may initially require additional support to integrate into Shed life. In addition, the coordinator role has now developed beyond its original operational remit to incorporate future planning and strategic development.

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## Reference and Administrative details

<b>Charity name</b>	Norwich Men's Shed
<b>Registered charity number</b>	1171796
<b>Charity's principal address</b>	47-51 Pitt Street Anglia Square Norwich NR3 1DE


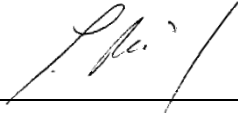
## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Matt Sims	Chairman		Members AGM
2	Tim Ridgley	Treasurer		Members AGM
3	Graham Ives			Members AGM
4	Andrew Jones			Members AGM
5	Andrew Wood		To 02 March 2021	Members AGM
6	Ben Taylor		To 15 Feb 2021	Members AGM
7	Ian Blunnie		From 15 Dec 2021	Board of Trustees (co-opted trustee)

## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Matt Sims	Tim Ridgley
<b>Position</b>	Chair	
<b>Date</b>	31/01/2022	

# Independent examiner's report on the accounts



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Norwich Men's Shed

**On accounts for the year  
ended**

5 April 2021

**Charity no  
(if any)**

1171796

**Set out on pages**

1 - 2

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:** N Fowler

**Date:** 27/01/2022

**Name:** Nicola Fowler, NJF Accounts Ltd

<b>Relevant professional qualification(s) or body (if any):</b>	Fellow of the Association of Chartered Certified Accountants
	Member of the Chartered Institute of Taxation
<b>Address:</b>	21 Springfields
	Poringland, Norwich
	NR14 7RG

Section B	Disclosure
	<p>Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities’ Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees’ annual report.)</p>

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

**Norwich Men's Shed**

Reg Charity 1171796

**Income and expenditure Report for the year ending 5th April 2021**

	Unrestricted £	Restricted £	Total £
<b>Income</b>			
Donations	366		366
Grant Income	2,000	42,944	44,944
Membership Fees	1,545		1,545
Project Income	425		425
Sales	135		135
<b>Total Income</b>	<b>4,471</b>	<b>42,944</b>	<b>47,415</b>
<b>b/f</b> Current acc	<b>7,057</b>	<b>11,888</b>	<b>18,945</b>
Cash	241	0	241
Paypal	0	0	0
			<b>66,601</b>
<b>Expenditure</b>			
Coordinator Salary		16,322	16,322
Course Materials	17	200	216
General Maintenance	344	751	1,095
Haulage/Parking/Travel	26		26
Miscellaneous	50		50
Office Materials	80		80
Promotional Materials	115		115
Service Fees		649	649
Staff Training		135	135
Supervisor Fees		140	140
Tools/Equipment	122		122
Tutors		197	197
Utilities	1,146	472	1,617
Membership Fee Refund	320		320
<b>Total Expenditure</b>	<b>2,220</b>	<b>18,865</b>	<b>21,085</b>
<b>c/f</b> Current accs	<b>9,458</b>	<b>35,967</b>	<b>45,425</b>
Cash	91	-	91
Paypal	-	-	-
			<b>66,601</b>



**Norwich Men's Shed**

Reg Charity 1171796

**Income and expenditure Report for the year ending 5th April 2021**

	2021 £	2020 £
<b>Income</b>		
Course Fees	-	2,864
Donations	366	884
Events	-	1,272
Grant Income	44,944	21,550
Membership Fees	1,545	2,835
Other Income	-	275
Parking Fees	-	100
Project Income	425	6,224
Sales	135	1,761
<b>Total Income</b>	<b>47,415</b>	<b>37,764</b>
<b>Expenditure</b>		
Catering/Events	-	505
Coordinator Salary	16,322	14,969
Course Materials	216	89
General Maintenance & Materials	1,095	594
Haulage/Parking/Travel	26	914
Member Payment for Work	-	150
Miscellaneous	50	406
Office Materials	80	263
Project Materials/Costs	-	2,729
Promotional Materials	115	210
Refreshments	-	231
Service Fees	649	50
Staff Training	135	480
Supervisor Fees	140	0
Tools/Equipment	122	3,170
Tutors	197	2,813
Utilities	1,617	3,867
Workshop Consumables	-	804
Membership Fee Refund	320	50
<b>Total Expenditure</b>	<b>21,085</b>	<b>32,293</b>
<b>Net Income/(Expenditure)</b>	<b>26,330</b>	<b>5,471</b>