



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 01 April 2022 – 31 March 2023

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 offers a dedicated workshop space for men in the local community – a place to connect, converse and create, addressing key issues around wellbeing, social isolation and loneliness. Members engage in a wide range of meaningful and worthwhile activities with like-minded people, having fun, sharing skills and knowledge and gaining a renewed sense of purpose and belonging. The Shed offers a safe, nurturing environment where members are wanted, valued, and needed. This group of men come together to form a community and the peer support and camaraderie is crucial to maintaining individual wellbeing and good mental health.

All members make 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

#### 2022-23 Delivery

The aftermath of the Covid-19 impact on community activities continued well into this delivery period. Last (financial) year we reopened our workshops in May 2021, following a year-long government-enforced lockdown/closure. The pandemic highlighted universal issues around loneliness and social isolation, which impact mental health – many men access NMS for these core reasons.

This funding period, our focus remained on rebuilding/growing our membership and strengthening our ongoing provision. As the year progressed restrictions became more relaxed and our membership grew to the point where we opened for an additional weekly session to meet the increased demand (March 2023).

We realised that people's habits and activities had changed long-term due to Covid-19 and some members chose not to return at all. However, we did check-in on them and it transpired that all non-returners had found alternative activities that met their needs, most of which took place outside such as walking groups and gardening projects.

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As things settled down, most of our membership became more long-term and over the time period 60 men regularly accessed our workshop provision. With restrictions gradually lifting we were also able to host larger social gatherings to include all members.

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.

### **Operational Changes and Partnerships**

July 2022, we partnered with the local branch of Headway, a charity that supports survivors of brain injury. Headway approached us when they moved premises and lost their workshop provision in Norwich - their community rehabilitation activities perfectly align with our charitable aims of supporting men's wellbeing we are now working together for the benefit of both charities.

In December 2022 the main tenants of our premises moved out, effectively ending our sublease. We took on the main lease of the whole premises at this point which increased our running costs accordingly. The increased costs were partially mitigated by the income generated from our partnership with Headway

### **Change in Board –Trustee Recruitment**

Historically (pre Covid), we had identified that we had outgrown our operational model; as a popular facility for men in the local community, we were operating at capacity and had a waiting list of new members. At CIO set-up our board was drawn exclusively from the membership and we recognised the need for change in line with our charitable growth.

Following a successful trustee recruitment campaign, we welcomed Ian Blunnie as a new trustee in December 2021 and he then stepped up to the chair role in April 2022. A former Parish Councillor and School Governor Ian brings significant experience in community governance and project management.

In July 2022 Richard Arundell joined us as a (co-opted) trustee and subsequently took on treasurer responsibilities in August 2022. Richard brings many years of finance experience - his work history includes 15 years at a well-known insurance firm and participation in his professional institute's national mentoring scheme.

### **Projects and Collaborations:**

As the world slowly reopened, we were able to work more collaboratively with external organisations and also attend public facing events. Community collaboration is important to our members and they welcomed the return of more interactive working.

Highlighted projects, collaborations and events included:

- Participation at community events: Wensum Park Rights of the River (April 2022), Sprowston Community Fete (July 2022) and the Garage Creative Wellbeing Day (January 2023) – Members acted as Shed ambassadors and promoted the benefits of NMS membership alongside showcasing items they'd made as members.
- April 2022 – Broad's Authority Cary's Meadow Fairy Door Trail #2: Our members repaired the original doors and created new ones for the return of this popular nature-based trail. This was part of Natural Wonder, a community learning project curated by writer Ruthie



Collins that engages children and families in creative activities through interaction with nature.

- May 2022 – Holt Fairy Door Trail: A collaborative project with Holt Library and writer Ruthie Collins supported by Holt Town Council. This interactive art exhibition featured children's art and writing from local primary schools, with their designs transposed onto doors made by our members.
  - August 2022 – Robot Making Workshops at the Phoenix Centre: As part of a school holiday activity programme, we delivered creative making sessions for families at a local community centre.
  - September 2022 – Collaboration with Norfolk and Norwich University Hospitals NHS Foundation Trust: Our members restored a range of historic medical equipment for their 250th Anniversary exhibition at Norwich Forum as part of Heritage Open Days.
  - November 2022 – Fundraising and Awareness Event with Julia Hetherington, Executive Head Chef at The Assembly House: Julia ran and cycled a double marathon before hosting an afternoon tea information event. This raised funds for charities supporting men's mental health alongside raising awareness for the support available.
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## Financial Review

<b>Funds held 31/03/2023</b>	<b>40,184</b>
<b>Consisting of:</b>	
Restricted Grant Funding	3,768
Unrestricted funds	36,417

**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 £15,000).

### Financial Operating Model:

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

In 2022-23 NMS income from public commissions and stalls/events remained reduced due to ongoing impact of Covid-19 restrictions – however we did start to build this back up as the year progressed.

Grant Funding allocated to this financial year: National Lottery Community Fund, Ardonagh Trust and Norfolk Community Foundation.

We also received donations from Asda Green Token Giving Scheme and Waitrose Community Matters Fund.

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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.

Under their membership agreement, all members help with the running and maintenance of the Shed. Members volunteer time and expertise to facilitate our workshop provision and their input is essential to our operational model. Volunteers are supported by (part-time) paid Coordinator and Supervisor roles.

Norfolk based CIO MensCraft originally set up the Norwich Shed in 2013 – NMS then became an independent CIO in 2017. A small member led charity, NMS originally self-funded through membership contributions and public commissions – as costs have increased and membership has grown, we now apply for grant-funding as required to enable our charity to remain operational.

Over the years, NMS have grown from a small club with a handful of members into a popular, respected and well-known local charity that actively works with other charities and community projects in the area.

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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

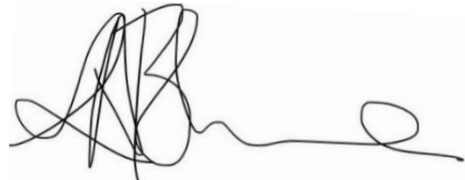

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ian Blunnie	Chairman (from 13 Apr 2022)		Members AGM
2	Matt Sims	Chairman (to 13 Apr 2022)		Members AGM
3	Tim Ridgley	Treasurer (to 23 Aug 2022)		Members AGM
4	Graham Ives		To 13 Apr 2022	Members AGM
5	Andrew Jones		To 13 Apr 2022	Members AGM
6	Richard Arundell	Treasurer (from 23 Aug 2022)	From 07 Jul 2022	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

**Signature(s)**

	
<b>Full name(s)</b>	Richard Arundell
<b>Position</b>	Treasurer

**Date**

26/01/2024

# 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**

31 March 2023

**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:**

15/01/2024

**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 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Course Income	526	680
Donations	2,640	937
Grant Income	27,500	19,617
Membership Fees	8,352	5,187
Misc	15	145
Project Income	2,662	802
Sales	3,653	2,443
Workshop Hire	5,385	0
<b>Total Income</b>	<b>50,732</b>	<b>29,811</b>
<b>Expenditure</b>		
Contractor Fees	30,812	27,331
Equipment/Tools	3,634	670
General Materials	248	154
Maintenance	364	537
Membership Refund	80	60
Office Costs	324	299
Premises Costs	9,478	4,968
Project Costs	641	455
Promotion	140	402
Refreshments	572	306
Service Fees	1,412	1,273
Training	0	1,625
Travel	4	87
<b>Total Expenditure</b>	<b>47,709</b>	<b>38,166</b>
<b>Net Income/(Expenditure)</b>	<b>3,023</b>	<b>-8,355</b>

**Norwich Men's Shed**

Reg Charity 1171796

**Income and Expenditure Report for the year ending 31 March 2023**

		Unrestricted £	Restricted £	Total £
<b>Income</b>				
	Course Income	526		526
	Donations	2,640		2,640
	Grant Income	5,000	22,500	27,500
	Membership Fees	8,352		8,352
	Misc	15		15
	Project Income	2,662		2,662
	Sales	3,653		3,653
	Workshop Hire	5,385		5,385
<b>Total Income</b>		<b>28,232</b>	<b>22,500</b>	<b>50,732</b>
<b>b/f</b>				
	Current acc	25,377	11,690	37,067
	Cash	94	-	94
	Paypal	-	-	-
	Zettle	-	-	-
				<b>87,893</b>
<b>Expenditure</b>				
	Contractor Fees	9,686	21,126	30,812
	Equipment/Tools	1,634	2,000	3,634
	General Materials	248	-	248
	Maintenance	184	180	364
	Membership Refund	80		80
	Office Costs	264	60	324
	Premises Costs	2,798	6,680	9,478
	Project Costs	641		641
	Promotion	140		140
	Refreshments	572		572
	Service Fees	1,036	376	1,412
	Training	-		-
	Travel	4	-	4
<b>Total Expenditure</b>		<b>17,287</b>	<b>30,422</b>	<b>47,709</b>
<b>c/f</b>				
	Current acc	36,371	3,768	40,233
	Cash	101		101
	Paypal			-
	Zettle	50		50
	Deposits Held	(200)		(200)
				<b>87,893</b>