

		Trustees' Annual Report for the period							
		Period start date			Period end date				
		31 01 2020			31 01 2021				
		From			To				
Charity name					Sharing Lives				
Other names charity is known by									
Registered charity number (if any)					1172541				
Charity's principal address					The King's Centre				
					Chessington				
					Surrey				
					Postcode			KT9 2GZ	

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	Andrew Wyatt	Chair of Trustees		
	2	Dafydd Meirion-Jones	Trustee	1 st February - 19 August 2020	Trustees
	3	Paul Reisinger	Trustee/Operations Manager		
	4	Michelle Reisinger	Trustee		
	5	Graeme Gentry	Trustee		
	6	Caroline Gentry	Trustee		
	7	Marie Green	Trustee		
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				

18				
19				
20				
Names of the trustees for the charity, if any, (for example, any custodian trustees)				
	Name	Dates acted if not for whole year		

☐ **Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

--

--

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by trustees One nominated appointee by Chessington Evangelical Church (now Kings Church Chessington)

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

A difficult year of limited operation at Sharing Lives, due to the Covid-19 virus and its impact on the country as a whole. This meant that almost all our operational activity had to be undertaken through telephone contact with beneficiaries, and then, as lockdown lifted, through very limited contact on the doorstep. Our volunteers were very mindful of the necessary restrictions, and all completed sensible risk-assessments in keeping contact with their beneficiaries. The pandemic meant that we were not able to grow the charity as we would have liked.

- Risk assessment reviews were undertaken to bring them in line with government guidelines.
- Home visiting and other indoor events) were suspended, however we continued to support our beneficiaries via telephone contact, shopping, door step visits with gifts (jam and cakes, puzzles, and other items), and meeting

major risks and the system and procedures to manage them.

other support needs that they were unable to do for themselves.

- We had 3 beneficiaries pass away during this time, and were able to support the families including speaking a tribute at a funeral.
- Although Men's Shed was shut we supplied some of the men with materials to give them the opportunity of preparing and making things relating to Men Shed projects.

The Operational Manager had operated on a one-year fixed term (part time 1 day per week) contract, but Paul Reisinger, one of the founding managing Trustees, felt he should withdraw from this paid role and since then has undertaken his duties on a voluntary basis, for which we are very grateful.

A number of policies were again reviewed throughout the year. These included the Safeguarding Policy and Lone working.

Kathy Birch continued in the administration team, volunteering her time weekly to support the Trustees, Paul and the team with administration and organisational support.

Marie Green had been appointed as a Trustee in January 2020 and brings invaluable social work experience and knowledge of disability to the team. One of our Trustees, Daf Meirion-Jones, moved away during the year to a new job, so felt he had to resign, but has asked to stay in touch with us. We are exploring the possibility of replacing him.

The Trustees have established a risk register which has become a standing agenda item at Trustee meetings. The Operational Manager regularly reviews the risks and reports on these to the Trustees.

GDPR has been high on the Trustees considerations and technical solutions to paper based starting positions are still being considered. Sharing Lives engaged an external consultant to look at our electronic document storage, email security and mailing lists. This is work that is running alongside website development into 2021.

This work has continued to the point where the Sharing Lives website is almost ready for use. A website specialist was recruited as a volunteer and it is anticipated that he will be able to start maintaining the site next year.

Most of Sharing Lives income comes from one-off donations although our tally of smaller individual and regular financial supporters is slowly growing. Some Gift Aid claims were made in the reporting period. It is still the organisations strategic objective to move towards a larger number of individual supporters being topped up with one-off gifts rather than being dependent on the larger organisational support that we are really pleased and thankful for. Our strategic aim is to achieve sustainable growth. The website has a 'Donate' button which we are hoping will assist in raising funds from a wider audience.

Please see separate spreadsheet for detailed annual financial

report.

We have an ongoing relationship with a local charity (Staywell) who refer beneficiaries to Sharing Lives, though this year we were not able to take any new referrals due to the epidemic. Several Trustees have now been trained in level 2 Safeguarding of Adults and the safeguarding policies refreshed after a thorough review.

Operational Management Meetings

27th Feb 20
16th April 20
4th June 20
16th July 20
3rd Sept 20
22nd Oct

Trustees Meetings

15th February 2020
4th July 20
7th Nov 20

We have largely kept our body of Volunteers including Trustees, with 18 Beneficiaries being visited weekly, including 2 families. We have experienced the usual low turnover of volunteers.

We were pleased to cultivate continued partnerships with Chessington Evangelical Church, Hook Church and Emmanuel Epsom, the three churches who provide the vast majority of our volunteers.

Monthly operational management meetings have taken place, being held on Zoom when face to face meetings were not permissible.

Unfortunately this year we were not able to organise events for volunteers due to the pandemic, though we kept in regular telephone and email communication.

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

To advance the Christian faith and share the love of Jesus for the benefit of the public in Chessington, Epsom, Kingston-upon-Thames and the surrounding areas in accordance with the statements of belief appearing in schedule 1.

In order to advance the Christian faith, in addition to living out, sharing and demonstrating the love of Christ, we undertake the following:

1. Seek to advance the Christian faith and engage more people in following the Christian faith by making Bibles and Christian literature available. Distributing this both door to door and making it available in the community centre and other public spaces.
2. Offer free transport to those wishing to attend worship services, Bible studies and church events, including educational, social and spiritual activities for people of all

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)

<p>ages.</p> <p>3. Undertake personal Bible study with beneficiaries who wish to take part in such acts of worship corporately or individually.</p> <p>4. Through all the above, improve the moral and ethical framework of the lives of people of all ages, and also the moral and ethical framework of the local surrounding communities within which we work.</p> <p>The relief of those in need by reason of youth, age, ill health, social or economic circumstances or other disadvantage by the provision of services designed to improve their life skills, employment opportunities and reduce their social isolation and through sharing the love of Jesus.</p>
<p>Ongoing partnership with Staywell, Your Healthcare and Stags Barbers are supporting organisations.</p> <p>The Community garden is now built and an agreement has been completed for use of the land with access roads and paths planned for completion early 2021.</p> <p>We have continued to share the Gospel of Jesus with our beneficiaries as they explore our motivations. Sharing the love of Jesus is at the heart of what we do.</p> <p>Fundraising – Over the course of the year, our regular giving has increased slowly through individual standing orders and the larger single gifts slightly reduced. This is in line with the intended and preferred direction of fundraising.</p>

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.

All activity in this year has been through volunteer support and the work of the Operational Manager.

We have 20 volunteers (including 6 trustees), visit 18 beneficiaries/clients through our befriending service.

We have one volunteer who is responsible for book keeping and preparation of accounts, and who supports strongly with administration of the Charity and management functions.

One person was employed in September 2019. Paul Reisinger has received payment for delivering the charitable services and administrating the charity in this financial year, though he stood down in September 2020.

Summary of the main achievements of the charity during the year

Sharing Lives are really pleased that we have continued to stay in touch with people we befriend, to support them and to provide limited services to people in the community. The lonely and vulnerable have been hit particularly hard, so we anticipate that as the nation emerges from necessary restrictions over the coming year, there will be a rise in demand for our services.

Number of beneficiaries supported – 18 currently but this does not include one of our beneficiaries who has sadly died and another away into residential nursing home. So a total of 20 people have been helped through the befriending service this year.

The Men's shed has largely had to suspend operations during the year.

The community garden was agreed by the council as long as the church wasn't profiteering from its use, the planning stage and agreeing of funding was worked out until January 2019. The grand opening has had to be postponed to next year due to pandemic restrictions.

We have produced only 2 Newsletters over the period which has shared the activity of the charity with the community that supports it. This reflects the limited operational activity of the charity this year due to the need to prioritise everyone's safety.

Brief statement of the charity's policy on reserves

No reserves held except that may be used for operating in following years

Details of any funds materially in deficit

Nil

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.

Organisations that support Sharing Lives:

Your Healthcare
Chessington Evangelical Church
Hook Church
Stags Barbers
Emmanuel Epsom

Methods of other fundraising
Just giving website
Individual regular giving
Individual one-off donations

Please see accompanying spreadsheet for details of financial position. We continue to be financially healthy.



--



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

Signed on behalf of the charity's trustees

Signature(s)

Andrew Wyatt

Full name(s)

Andrew Wyatt

**Position (eg Secretary,
Chair, etc)**

Chair of Trustees	
-------------------	--

Date

25/10/2021



Receipts and payments accounts

For the period from	1st February 2020	To	Period end date 31st January 2021
---------------------	-------------------	----	--------------------------------------

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 £
A1 Receipts				
Donations received	6,770	-	-	6,770
Payments from clients for shopping (covid)	212	-	-	212
Gift aid reclaim	1,254	-	-	1,254
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	8,236	-	-	8,236
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	8,236	-	-	8,236
A3 Payments				
Men's Shed/Community Garden	710	-	-	710
Client Support	86	-	-	86
Telephone	330	-	-	330
Printing and stationery	267	-	-	267
DBS checks	153	-	-	153
Insurance	208	-	-	208
Room hire	64	-	-	64
Just giving fees	216	-	-	216
Salaries	4,222	-	-	4,222
Website	583	-	-	583
Computer Expenses	1,479	-	-	1,479
Reimbursement to volunteers for shopping	325	-	-	325
Training	-	-	-	-
Catering	-	-	-	-
Sundries	-	-	-	-
Sub total	8,643	-	-	8,643
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	8,643	-	-	8,643
Net of receipts/(payments)	407	-	-	407
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	14,019	-	-	14,019
Cash funds this year end	13,612	-	-	13,612

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank	13,612	-
		-	-
		-	-
	Total cash funds	13,612	-
	(agree balances with receipts and payments account(s))	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	

CC16a

Last year
to the nearest £

13,281
-
-
-
-
-
-
-
13,281

-
-
-

13,281

1,110
654
367
277
157
189
-
216
2,340
-
1,140
-
90
41
258
6,839

-
-
-

6,839

6,442
-
7,577
14,019



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

**Date of
approval**
