

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1 st	January	2022		31	Dec

Section A Reference and administration details

Charity name	Bexhill CAP Centre		
Other names charity is known by			
Registered charity number (if any)	1174660		
Charity's principal address	Sidley Baptist Church, Claremont Road		
	Bexhill On Sea		
	East Sussex		
	Postcode	TN39 5BX	

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	Sue Ensor	Secretary		
2	Bryan Henley	Trustee/Chair		
3	Rosalind Rachel Thomas	Trustee/Treasurer		
4	Angie Young	Trustee/Administrator		
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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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)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the current Trustees

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.

In January Guy Patridge was promoted from debt coach to centre manager, swapping roles with Ros Thomas, who stepped down as centre manager to become a debt coach.

Section C Objectives and activities

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

(a) the relief of poverty, including the provision of money management, training, and education; coaching, equipping, and supporting people in the areas of unemployment, addiction and life skills. (b) to advance the Christian faith in the local community.

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)

Bexhill CAP is a charity that offers free face-to-face debt counselling throughout the Rother District.

Our personal, holistic, and long-term approach empowers people to get out of debt and learn long term budgeting skills with great success.

We provide one to one help to all our clients with the aim of getting them debt free. We also provide budgeting courses to then help people to stay out of debt.

We run a local drop in once a week to enable people to access debt help and help with budgeting and gain access to other referral agencies that may be able to help in other areas of expertise.

The trustees have regard to the guidance issues by the charity commission on the public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment.
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity pays a subscription to its head office (CAP UK based in Bradford) for the training and equipping of two front line workers and for the provision of free debt counselling services, with a capacity of 4 new clients per month.

We continue to partner with the Market Place/Community Larder and Café. This has enabled us to see more potential clients, to offer debt help or to sign post them to other local agencies.

We have established a new hub in Battle in partnership with Battle Baptist Church and have trained up new befrienders there and in Bexhill.

We actively promote our work to local charities and agencies through out Rother with the aim that they will refer clients to CAP.

We also partner with ACTS435 a national crowdfunding charity through which we successfully raise fees for Debt Relief Orders for clients who can not afford to pay them.

We host client events throughout the year and invite them to church where appropriate. We also help clients with emergency food shops and at Christmas deliver hampers.

Section E Financial review

Brief statement of the charity's policy on reserves

Our policy on reserves is to maintain sufficient funds to enable us to continue our fees to our head office to maintain client cases already set up plus a redundancy reserve of 3 months for staff termination costs if the centre were to close

Details of any funds materially in deficit

n/a

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.

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

Signature(s)



Full name(s)

Rosalind Rachel Thomas

Position (eg Secretary, Chair, etc)	Trustee/Treasurer	
Date	18/08/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Bexhill CAP Centre	No (if any) 1174660
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Receipts and payments accounts

For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
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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-Individuals	20,733	-	-	20,733	22,180
Donations-Churches	12,437	-	-	12,437	8,785
Gift Aid Claim	2,409	-	-	2,409	5,044
Clients Pastoral Fund		-	2,076	2,076	90
Grant Funding	2,500	-	2,540	5,040	3,300
Fund Raising	709	-	-	709	3,749
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,788	-	4,616	43,404	43,149
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,788	-	4,616	43,404	43,149

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A3 Payments

Head Office Subscriptions	7,200	-	-	7,200	7,200
Salaries/NI/Pensions	25,559	-	-	25,559	25,551
Administration	3,858	-	-	3,858	4,281
Client Support and Events	617	-	3,108	3,725	2,834
Staff/Volunteer travel and training	1,780	-	-	1,780	1,209
Gifts			540	540	206
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	39,015	-	3,648	42,663	41,281

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A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	39,015	-	3,648	42,663	41,281
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Net of receipts/(payments)	- 227	-	968	741	1,868
A5 Transfers between funds	- 2,111	2,111		-	-
A6 Cash funds last year end	46,975	7,492	1,947	56,414	54,546
Cash funds this year end	44,638	9,602	2,915	57,156	56,414

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	Bank	44,438	9,602	2,915
	HMRC Overpayment reclaimed 2023	200	-	-
		-	-	-
	Total cash funds	44,638	9,602	2,915
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-

charity’s own use

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Creditors		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Ros Thomas	24/05/2023



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Bexhill CAP Centre

On accounts for the year
ended

31st December, 2022

Charity no
(if any) 1174660

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2022.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities 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

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

- the accounting records were not kept in accordance with section 130 of the Charities 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.

Signed:

Date: 12/10/2023

Name:

Richard Porter

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

FFA, MIAB, FFTA

Address:

PORTER ASSOCIATES

92B London Road

BEXHILL-ON-SEA, TN39 3LE

Only complete if the examiner needs to highlight material 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.