

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1 st	January	2023		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	01/01/2023 to 02/10/2023	
	5				
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	11				

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	13				
	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)

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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 CIO
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 October 2023 Angie Young stepped down as a trustee and administrator of the charity. Rachel Simmons has been appointed as the new volunteer administrator, however she did not wish to be considered to serve as a trustee. We are actively seeking some more trustees

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 them to stay out of debt.

We will also take clients for emergency food shops as and when required and provide food hampers to all of our current clients at Christmas.

We run a local drop in once a week at a Community Food Larder to enable people to access debt help. We also refer clients to other local agencies to assist where needed. Most of our clients are referred to us by the same agencies with whom we have an excellent working relationship.

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.

Due to increased demand Guy Partridge our Centre Manager went from part-time to full-time employment on the 1st of April.

By October/November, we found ourselves booked up with client appointments for 3 months in advance, the first time this had happened since lockdown. In response we will be looking to take on another debt coach in 2024.

During the year we started the process of reviewing all of our policies and procedures, starting with our safeguarding policy.

In May we began a weekly group which meets every Tuesday at a local community centre for lunch and a discussion on what is Christianity. This is primarily for existing and previous CAP clients who have expressed a desire to explore the Christian Faith, in a 'non-church' setting. The group also provides friendship and support.

We also continue to host one off client events throughout the year.

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 R Thomas



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

Trustee/Treasurer

Date

12/6/24



CHARITY COMMISSION
FOR ENGLAND AND WALES

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

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For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023
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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	22,111	-	-	22,111	20,733
Donations-Churches	12,812	-	-	12,812	12,437
Gift Aid Claim	4,545	-	-	4,545	2,409
Clients Pastoral Fund			140	140	2,076
Grant Funding		3,000	1,730	4,730	5,040
Fund Raising	165	-	-	165	709
		-	-	-	-
	-	-	-	-	-
AR)	39,633	3,000	1,870	44,503	43,404
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	39,633	3,000	1,870	44,503	43,404

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A3 Payments

Head Office Subscriptions	7,200	-	-	7,200	7,200
Salaries/NI/Pensions	28,920	3,000	-	31,920	25,559
Administration	3,858	-	-	3,858	3,858
Client Support and Events	762		3,207	3,969	3,725
Staff/Volunteer travel amd training	909	-	-	909	1,780
Gifts	300		530	830	540
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	41,949	3,000	3,737	48,686	42,663

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A4 Asset and investment purchases, (see table)

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

Total payments	41,949	3,000	3,737	48,686	42,663
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Net of receipts/(payments)	- 2,316	-	- 1,867	- 4,183	741
A5 Transfers between funds	- 422	422		-	-
A6 Cash funds last year end	44,638	9,603	2,915	57,156	56,414
Cash funds this year end	41,900	10,025	1,048	52,973	57,156

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	41,900	10,025	1,048
			-	-
		-	-	-
	Total cash funds	41,900	10,025	1,048
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)

B4 Assets retained for the 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	12/06/2024



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Bexhill CAP Centre

On accounts for the year ended

31st December 2023

Charity no
(if any)

1174660

Set out on pages

5 to 7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2023.

Responsibilities and basis of report

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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:

15 October 2024

Name:

Stuart Rosling

Relevant professional

FCCA

qualification(s) or body (if
any):

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Address:

20 Havelock Road, Hastings, East Sussex, TN34 1BP

Section B

Disclosure

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.

Virtual Cabinet Portal Digital Signatures

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<http://www.virtualcabinetportal.com/WhatIsUTC>

Signature 1

Signed by Ros Thomas using authentication code QVNJNTdFJjNrNCpG at IP address 217.44.38.174, on 2024/10/16 08:49:21 Z.

Ros Thomas's e-mail address is: ros@rotherbookkeepers.co.uk.