



A charitable trust  
*Serving the community*

**Trustees' annual report  
and Financial Statements  
for the year ended  
30<sup>th</sup> September 2021**

**Charity number: 1175277**



## Chairman's statement

Welcome to our fourth annual report.

Kendall & Wall Charitable Trust was set up to prevent loneliness and social isolation amongst elderly and disabled people by organising outings in our wheelchair-accessible minibuses. We provide a door-to-door service to clients based in Lichfield, Burntwood, Cannock and surrounding villages, Tamworth, Sutton Coldfield and Burton on Trent.

Unfortunately, because of the covid pandemic the number of outings we have been able to put on has been severely limited. Despite this we have been able to keep in touch with our clients through our monthly newsletter and have managed to increase the number of clients and volunteers in these difficult times.

Our clients are incredibly supportive and their enthusiasm for our outings helps to keep us going. So too do their donations for which we are incredibly grateful. We recognise that not all of our clients may be able to afford some of our trips so we have set up a 'Fun Fund' to pay for outings for some of our less-well-off clients.

Without our fantastic volunteers we would not exist. I am delighted that their dedication has been recognised by Support Staffordshire which presented us with the Star Award Volunteer Team of the Year trophy in June 2021. I would like to add my own thanks and say "Well done!"

Finally, I must say "Thank you" to the National Lottery who gave us a grant which has allowed us to purchase a new 12-seater Fiat Ducato wheelchair-accessible minibus.

A handwritten signature in black ink that reads "Stephen Sanders". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Stephen Sanders

# **Who we are and what we do**

## **Background**

Kendall & Wall Charitable Trust is a registered charity (registered number 1175277).

The organisation was first set up in 2012 as a not-for-profit limited company by Mike Wall and Paul Kendall. They knew how difficult it was for elderly or disabled people to get out and socialise. They organised outings initially through a local coach company. The following year they purchased a small (7-seater) minibus with wheelchair access, recruited a few friends as volunteers and organised a few outings, recruiting clients mainly from the Lichfield and Tamworth areas.

Since then the organisation has grown. We now have more than 20 active volunteers and 3 minibuses. The number and range of outings has also increased.

The organisation has always operated on a 'not for profit' basis and in October 2017 we formally became a charity.

## **What we aim to do**

Our charity's sole purpose is to organise and provide wheelchair-accessible outings to help prevent people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society. We provide this service to elderly and/or disabled people living within a 20 mile radius of Lichfield.

We have also started to provide 'corporate outings' for care homes, housing associations and local voluntary groups. We now have clients in many areas – Lichfield, Burntwood, Tamworth, Sutton Coldfield, Burton on Trent, Cannock, Great Wyrley and Essington

The Trustees of the charity also want to help other local charities and other not-for-profit groups. To that end we have spoken to a large number of charitable groups in Lichfield, Tamworth and Sutton Coldfield to tell them about our work and to offer them our support. In September 2021 we helped the Lichfield & Tamworth Rotary Clubs by providing 'sweeper vehicles' for the Cathedral to Castle run.

## Volunteers

We have 25 fantastic volunteers who drive minibuses, push wheelchairs and look after clients. They also do admin work and fundraising. Eight of the volunteers drive the minibuses. Some do office work such as data entry, telephoning clients or organising fundraising. They also contribute to our newsletter – ***In Touch***. The volunteers are not paid for their work but can receive travel expenses for their travel from home to our registered office. If the outing involves eating out the volunteers are entitled to a free lunch up to the value of £6.50

- Mike Wall
- Kiko Wall
- Liz Kendall
- Stephen Sanders
- Libby Lewis
- Richard Henshaw
- Jane Hartley
- Martin Jay
- Julie Paylor
- John McCullagh
- Teresa McCullagh
- Lynn Crisp
- Wendy Evans
- Neil Briand
- Michael Dunkley
- Jonathan Firth
- Rehana Firth
- Carol Wedge
- Henrietta Evans
- Claire Craddock
- George Waddell
- Annette Palmer
- Tony O’Leary
- Eileen O’Leary
- Eri Campbell

## How we are organised

Our registered office is at 121 Walsall Road, Lichfield WS13 8AD

The charity is governed by a team of 10 Trustees, including one client Trustee. They are responsible for setting the direction of the organisation and agreeing policy. Day-to-day management is carried out by the Chief Operating Officer, assisted by a volunteer, Libby Lewis, who is responsible for liaising with clients to arrange pick-up times etc.

## Trustees

Stephen Sanders                      Chairman

Michael Wall	Chief Operating Officer
Kikuko Wall	
Paul Kendall	Vice Chairman
Elizabeth Kendall	
Lynn Crisp	Minutes secretary
Tessa Dudley	Client Trustee
Richard Henshaw	
Julie Paylor	Fundraising Coordinator
Jonathan Firth	

## **Governance**

The Trustees meet every 3 months to monitor and give direction to the organisation. They ensure that the charity has a clear strategy, and that its work and goals are in line with its vision. They make sure that all decisions put the needs of our clients first. They safeguard the charity's assets – both physical assets and intangible ones, such as its reputation. They make sure these are used well and that the charity is run sustainably.

Central to this work is a series of key indicators which are considered by the Trustees at every meeting. They include:

- Details of each outing
- Number of clients on each outing
- Satisfaction scores for outings
- No. of complaints received
- Details of any accidents or incidents
- Feedback from volunteers for each outing
- No. of new clients registered
- Income
- Expenditure
- Performance against budget
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An important part of the Trustee's work is to agree clear written policies and procedures to guide our volunteers. We have the following policies in place:

- Accident/incident policy and procedure
- Complaints procedure
- Confidentiality policy
- Data protection policy
- Financial management & controls policy
- Health & Safety policy
- Impaired mobility policy

- Non-discriminatory practice policy
- Service user abuse policy & procedure
- Untoward incident policy
- Wheelchair policy
- Whistleblowing policy & procedure
- Environmental & sustainability

## **Risk management**

There are many risks associated with running the charity. Some of these are related to the outings we organize and focus mainly on risks to clients and/or volunteers. We deal with these risks by carrying out risk assessments and providing details of risks and mitigating actions for every outing.

Other risks may be classified as 'business risks'. They include:

- Financial risks
- Reputational risks
- Risks from competitors

We plan to set up a risk register to help Trustees manage these risks

## **What we have achieved**

Because of coronavirus we had to suspend our normal service for most of the year and were only able to restart our programme of outings from June 2021. Between then and the end of September 2021 we put on 42 outings involving 329 client journeys and 165 volunteer journeys. In addition we provided 6 corporate outings for a local charity.

We continued to expand our client base with 59 new clients and 4 new volunteers joining us during the year.

Our monthly magazine, ***In Touch***, was launched in the spring of 2020 to help us keep in contact with our clients whilst our service was suspended due to covid. The magazine has proved extremely popular and the readership has expanded to over 200. Because of its popularity we took the decision to continue with the magazine even when our normal service resumed in June 2021. Several clients have contributed articles to the newsletter.

Our Fundraising Committee, headed by volunteer Julie Paylor, has had another successful year (*get details from Julie- include 50:50 income*)

In January 2021 a 12-seater Fiat Ducato, the first of our 2 new minibuses funded by the National Lottery was delivered. We ran a competition in our

***In Touch*** newsletter asking clients and volunteers to suggest names for the new bus. Eventually we decided to call the bus 'Jupiter'

In September 2021 we helped the Lichfield & Tamworth Rotary Clubs by providing 'sweeper vehicles' for the Cathedral to Castle run.

In June 2020 we were delighted to be given the Support Staffordshire Volunteer Team of the Year Award.

### **How our activities deliver public benefit**

Our Trustees have referred to the Charity Commission's guidance on public benefit and they regularly review our activity to ensure that our service continues to deliver on our stated objectives of reducing loneliness and preventing social isolation. Early in 2018 we introduced a questionnaire which we issued to all clients who had been on outings in the previous 3 months. The questionnaire asked about the level of satisfaction with our service and whether our clients were lonely. It was gratifying to find that the overwhelming majority of our clients not only rated the outings as 'good' or 'very good' but just as importantly they also said that they felt less lonely since they started coming out with Kendall & Wall.

We plan to redesign the questionnaire so that we can get feedback on our performance and our monthly newsletter ***In Touch***.



## Financial review

The accounts in this report cover the period October 1<sup>st</sup> 2020 to September 30<sup>th</sup> 2021

It has been a very difficult year – mainly because we had to suspend our service for several months because of covid. Our turnover for the year was just over £8,300 though we were only providing a service for 4 months. Although the minibuses were not operating for most of the year they still needed to be serviced and insured. Our spend on fuel and garage bills was just over £7,600. We did manage to cut down on our administration costs (telephone, stationery, computers etc.) which were under £5,000.

We finished the year with a significant increase in funds/assets of £38,751. This was entirely due to our success in obtaining donations and grants – especially from the National Lottery

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### Principal funding sources

Normally our main income source is from the sale of outings to our clients. However, because of covid we were only able to provide this service for a few months. When we take into account the overheads associated with maintaining and running the three buses, our office costs, and the significant cost of depreciation (especially of the new minibus) we made a loss of £17,746. In order to keep the prices of our outings down we have to seek other sources of funding. In 2020/21 we raised more than £57,298 from grants, donations and fundraising activities such as our monthly lottery (the **50:50** scheme), raffles and craftwork sales.

We are grateful to the following organisations who have generously given grants in 2020:

- Staffordshire County Council
- Magic Little Grants
- Coronavirus community support Fund
- National Lottery Local Connections Fund

Various individuals, too numerous to mention, have also donated. Our thanks to them all.

A full set of accounts are detailed in Appendix A.

We are grateful to Roy Catmur FCIS who has independently scrutinised the accounts



Contact details:

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## Appendix A

# **Kendall & Wall Charitable Trust**

Registered Charity Number  
**1175277**

Unaudited Financial Statements  
for the year ended 30<sup>th</sup> September 2021

**Kendall & Wall  
Charitable Trust**

**Trustees Financial Report for the Year Ended 30<sup>th</sup>  
September 2021**

The Trustees present their report and the unaudited financial statements for the year ended 30<sup>th</sup> September 2021.

Approved by the Trustees on 26<sup>th</sup> July 2021 and signed on its behalf by:

*Stephen Sanders*

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Stephen Sanders,  
Chairman

**Kendall & Wall**  
**Charitable Trust**

**Profit and Loss Account<sup>1</sup> for the Year Ended 30<sup>th</sup> September 2021**

	<b>Note</b>	<b>£</b>
Turnover	2	10,726.32
Cost of sales	3	-6,055.45
<b>Gross Profit</b>		<b>4,670.87</b>
Admin costs motoring	4	-7,647.23
Admin costs other	5	-4,797.41
Admin costs Depreciation	6	-8,715.94
Non-operating income (sale of minibus)	7	2,000.00
Loss to assets on sale of minibus	8	-916.67
Profit/Loss before grants/donations & fundraising		-15,406.38
Grants		45,642.00
Donations		6,063.66
Fundraising events:		
50:50 subscriptions		2,757.00
50:50 payout		-800.00
Other fundraising events		495.45
<b>Profit/Loss after grants/donations &amp; fundraising, interest and overflow</b>		<b>38,751.73</b>

**Charitable Trust**  
**Balance Sheet as at 30<sup>th</sup> September 2021**

	£
<b>Assets</b>	
Inventory(fixed assets)	40,582.66
Regular bank account balance	15,242.81
Reserve bank account balance	106.33
Cash in hand	48.75
Debtors	92.99
<b>Total current assets</b>	<b>56,073.54</b>
 <b>Liabilities</b>	
Creditors	67.25
<b>Total liabilities</b>	<b>-67.25</b>
<b>Total net assets/liabilities</b>	<b>56,006.29</b>
 <b>Capital and Reserves</b>	
 Capital & reserves at 30 <sup>th</sup> September 2020	 17,254.56
 Profit/loss for the year	 38,751.73
<b>Total Equity</b>	<b>56,006.29</b>

## Financial Statements for the Year Ended 30<sup>th</sup> September 2021

<b>1</b>	<b>Basis of preparation</b> The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and with the Charities Act 2011
<b>2</b>	<b>Turnover</b> Turnover represents amounts chargeable in respect of the sale of goods and services to customers. This includes unpaid invoices and payments that have yet to clear (these are included on the balance sheet as debtors)
<b>3</b>	<b>Cost of sales</b> This represents the cost of outings (admission to venues, hire of canal boat, cost of food) paid during this period for trips in any period. Includes payments made that have not cleared yet or been paid yet (included on the balance sheet as creditors)
<b>4</b>	<b>Admin costs motoring</b> This represents the costs associated with insuring, servicing and running the minibuses. (Purchasing and sales of vehicles are dealt with in the assets section)
<b>5</b>	<b>Admin costs other</b> This represents all other expenditure i.e Total expenditure – grants/donation/fundraising – cost of motoring –cost of sales.
<b>6</b>	<b>Depreciation</b> Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows: Asset class Depreciation method and rate <ul style="list-style-type: none"> <li>• Plant and machinery 20% reducing balance basis</li> <li>• Fixtures and fittings 20% reducing balance basis</li> <li>• Motor vehicles 20% reducing balance basis</li> <li>• Office equipment 20% reducing balance basis</li> </ul>
<b>7</b>	<b>Non-operating income</b> Income from non-core activities eg sale of assets
<b>8</b>	<b>Loss to assets on sale of minibus</b> The difference between the book value of the asset and the actual amount realised on its sale







CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Kendall & Wall Charitable Trust

On accounts for the year  
ended

September 30<sup>th</sup> 2021

Charity no  
(if any)

1175277

Set out on pages

1,2

1,2 (remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30<sup>th</sup> September 2021

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.

Signed:

Date:

20/07/22

Name:

ROY CATNACH

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

FELLOW OF CHARTERED INSTITUTE OF SECRETARIES

Address:

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