

**THE STOREHOUSE PROJECT
REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2021**

THE STOREHOUSE PROJECT
Reports and accounts

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The report of the Trustees for the year ended 31 March 2021

Introduction

The trustees present their annual report and financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011, and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The board of trustees are satisfied with the performance of the charity during the year and the position at 31 March 2021 and consider that the charity is in a strong position to continue its activities during the coming year, and the charity's assets are adequate to fulfil its obligations.

Purpose and Activities of the Charity

The charity's objectives are:

- The prevention or relief of poverty in Northwest of England by providing items, such as clothes, furniture, and food to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.
- The relief of financial hardship among people living in the Northwest of England by providing such persons with goods which they could not otherwise afford through lack of means.
- The relief of financial hardship by the recycling and provision of furniture, clothes, and other household items.

In order to meet these objectives, and in cooperation with the guidance given by the Charities Commission regarding public benefit, the Storehouse Project collects and delivers food, clothing and furniture free of charge. Agencies refer clients who are subsequently contacted, and delivery of items requested are made. In addition to this the Storehouse Project complements this work through an online pastoral support system called Inter-Connect. The Storehouse Project also assists referring agencies and other local charities operating in the same area with bulk items e.g., washing powder to promote working together and further ensure the welfare of the most needy. We also provide training and mentoring opportunities for those who have been long-term unemployed or who face barriers to employment such as mental health issues through our Turning Point Project. The work of the Storehouse Project is carried out by staff and volunteers, there are around 20 volunteers who regularly contribute their time and the Storehouse Project employs 6 part-time staff and 1 full-time, ensuring the smooth running of daily activities.

Achievements and performance

At the start of 2020 the global pandemic hit, and this created major changes to the way in which we have worked across 20-21. The Storehouse Project was determined to continue to help those in need during this season and initially ceased furniture deliveries initially to concentrate on the provision of food throughout April. We worked very closely with local Council services to ensure food parcels could be delivered quickly to those that needed them. Volunteers stored foods in their cars so that deliveries could be made quickly. Office staff began to work from home, and we moved the food bank to the main Church Hall. In response to the crisis, we also set up a phone line for the over 70's. This was in direct response to the calls we had received from elderly people who were struggling to get food online and who were isolated or shielding. We continued basic furniture deliveries shortly

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The report of the Trustees for the year ended 31 March 2021

after lock down began and provided essential items to doorsteps this included beds and starter packs.

During this period, we also contacted care homes in the local area and delivered bulk items to support residents who couldn't see family or friends. We met regularly online with our staff and volunteers providing support to them during lockdown. In May we furloughed some staff for a few months to help with costs as we no longer were receiving income from Grace Shop or recycling.

We also received a large gift of money from P&G who chose us as their charity to support during the pandemic. Our Christmas Hamper project changed significantly in 2020 as we navigated through restrictions but also tried to continue to provide for families in need. The Christmas Hamper Project was run directly from our Miry Lane warehouse using only a few volunteers. Families packed hampers from home and bulk hampers were delivered by the Storehouse. We saw more hampers completed than any previous year a total of 449 were distributed. From January 21 to March 21, we moved the remaining food bank and clothing bank to our warehouse and Staff moved back to working from home as far as possible. Despite the many restrictions and obstacles faced during this challenging year the Storehouse had continue to provide for people in need.

Declaration

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

Financial Review

Policies on reserves

Adequate reserves are maintained to fund the charity's activities for at least six months forward.

Availability and adequacy of assets of the funds

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations I respect of reach fund.

Transactions and Financial position

The charity's income in the year was £74,850 (2020: £70,669) after expenditure of £92,905 (2020: £55,268) a deficit of £18,055 (2020: surplus of £14,551) is reported. General reserves carried forward amounted to £31,227.

Plans for future periods

The Storehouse plans to continue and expand the current work into 2021/22. By increasing volunteers across the project, the Storehouse will be in a position to help more people across the borough. In addition, the Storehouse will try to source funding to expand in other areas and continue to increase the number of business partners. We will continue to raise the profile of the Storehouse which assist with continued donations and support.

Reference and administrative details

Date of registration	05 February 2018
The Registered office is	31 Crank Road, Billinge, Wigan. WN5 7DT
Charity Registration Number	1177004

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The report of the Trustees for the year ended 31 March 2021

Trustees of the Storehouse Project:	Nolan Bradshaw - Chair
	Kathryn Bradshaw
	April Davies
	Wendy Rickard
	Jane Miller
	John Leach
	Julie Smith – Treasurer

Staff:

Julie Smith – Centre Manager
Emma Dickson - Administrator
John Leach - Business & Logistics
Dave Merry - Driver
Christina Joshi - Development coordinator
Rachel Buck – Office Manager

The Board of trustees held regular meetings across the year. Minutes from these meetings can be provided on application.

Structure, Governance and Management

Nature of the Governing Documents and Constitution of the Charity

The Storehouse Project is Charitable Incorporated Organization (CIO).

Trustees are appointed by the existing trustee board through a vote which staff and members can also participate in.

The Trustees also consider the future need of the charity when looking to add the group of Trustees. Having regard to the particular skills required at each stage of the charity's development. New Trustees are given a period of induction and continues training opportunities are made available to all Trustees.

The day-to-day operations of the charity are governed by Trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group.

The direction and strategy are discussed at a regular Trustees meeting.

Independent Examiner

Malcolm Wright, Elpizo Limited, Chartered Accountants, 13 Village Road, Higher Bebington Wirral, CH63 8PP

Statement of Trustees' Responsibilities

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;

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The report of the Trustees for the year ended 31 March 2021

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

This report was approved by the board of Trustees on 17 January 2022

Signed:

NG Bradshaw

Trustee

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Independent Examiner's Report to the Trustees of the Charity

Report of the Independent Examiners to the Trustees on the account of the Charity for the year ended 31 March 2021

I report on the financial statement of the charitable company on page 8 to 16 for the year ended 31 March 2021.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and charity's trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of the 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 opinion and scope of work undertaken

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

Independent Examiner's Statement

In connection with examination, no matters have come to my attention;

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.



Malcolm Wright - Chartered Accountant

Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 17 January 2022

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Statement of Financial Activities
For the year ended March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income					
Donations and legacies	2	46,964	-	46,964	50,895
Income from charitable activities	3	-	-	-	18,450
Assets transferred or disposed of		-	-	-	1,324
Gift Aid		5,099	-	5,099	-
Funds		10,900	-	10,900	-
Covid grant		11,887	-	11,887	-
Total Income		74,850	-	74,850	70,669
Expenditure					
Expenditure on raising funds		-	-	-	-
Expenditure on charitable activities	4	92,083	-	92,083	54,419
Governance		822	-	822	850
Total expenditure		92,905	-	92,905	55,269
Net income/(expenditure) for the year		(18,055)	-	(18,055)	14,550
Gross transfer between funds		-	-	-	-
Net movement in funds		(18,055)	-	(18,055)	14,550
Reconciliation of funds:					
Total funds brought forward		49,281	-	49,281	34,731
Total funds carried forward		31,226	-	31,226	49,281

The net movement in funds to above in the net incoming resources as defined in the Statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 10 as required by the said statement.

All activities derive from continuing operation

The notes on page 11 to 15 form an integral part of these accounts

THE STOREHOUSE PROJECT**Statement of Financial Activities****For the year ended March 2021****Analysis of prior year total funds as required by paragraph 4.2 of Statement of Recommended Practice (SORP)**

		Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
	Notes			
Income				
Donations and legacies	2	50,895	-	50,895
Income from charitable activities	3	18,450	-	18,450
Assets transferred or disposed of		<u>1,324</u>	<u>-</u>	<u>1,324</u>
Total Income		<u>70,669</u>	<u>-</u>	<u>70,669</u>
Expenditure				
Expenditure on charitable activities	4	55,268	-	54,418
Governance		<u>850</u>	<u>-</u>	<u>850</u>
Total expenditure		<u>56,118</u>	<u>-</u>	<u>55,268</u>
Net income/(expenditure) for the year		14,551	-	14,551
Gross transfer between funds		<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		14,551	-	14,551
Reconciliation of funds:				
Total funds brought forward		<u>34,731</u>	<u>-</u>	<u>34,731</u>
Total funds carried forward		<u>49,282</u>	<u>-</u>	<u>49,282</u>

All activities derive from continuing operation

The notes on page 11 to 15 form an integral part of these accounts

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Balance Sheet
As at 31 March 2021

	Notes	2021 £	2020 £
Current Assets			
Debtors	9	5,260	2,000
Cash at the bank and in hand		<u>27,208</u>	<u>48,481</u>
Total current assets		34,468	50,481
Creditors: -			
Amount due within one year	10	<u>(1,242)</u>	<u>(1,200)</u>
Net current assets		<u>31,226</u>	<u>49,281</u>
Net assets		<u>31,226</u>	<u>49,281</u>
The funds of the charity:			
Unrestricted income funds			
Unrestricted revenue accumulated funds		<u>31,226</u>	<u>49,281</u>
Total charity funds		<u>31,226</u>	<u>49,281</u>

Approved by the board of Trustees on 17 January 2022
and signed on their behalf by:

Julie Smith – Treasurer

The notes on page 11 to 15 form an integral part of these accounts

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Notes to the Accounts for the year ended 31 March 2021

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. 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 (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

b) Preparation of the accounts on a going concern basis

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

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Notes to the Accounts for the year ended 31 March 2021

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note1.

i) Tangible fixed assets

Individual fixed assets costing £100 or more are capitalised as cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset Category	Annual rate
Plant, equipment, and motor vehicles	20%

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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Notes to the Accounts for the year ended 31 March 2021

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised at transaction value.

2 Income from donations and legacies

	2021	2020
Donations	£	£
Gifts and donations	<u>46,964</u>	<u>50,895</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

3 Income from charitable activities

	Unrestricted Funds	
	2021	2020
	£	£
Fund raising	<u>-</u>	<u>18,450</u>

4 Analysis of expenditure on charitable activities

	2021	2020
	£	£
Gifts and grants	11,980	4,898
Travel	4,282	3,025
Wages and salaries	62,627	36,012
General office expenses	<u>10,402</u>	<u>8,403</u>
Total expenditure on charitable activities	<u>92,083</u>	<u>55,268</u>

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Notes to the Accounts for the year ended 31 March 2021

5 Analysis of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance cost, the remaining support costs together with the governance costs are allocated to charitable activities undertaken (see note 6) in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs

	Analysis of support and governance costs			Basis of apportionment
	General support	Governance Function	Total	
	£	£	£	
General office	10,402	-	10,402	Pro rata to staff full-time equivalents
Independent Examiner	-	822	822	Governance
Total	10,402	822	11,224	

6 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.

	2021	2020
	£	£
Salaries and wages	62,627	36,012

No employees had employee benefits in excess of £60,000 (2018: nil).

The charity trustees were not paid or received any other benefits from employment with charity as trustees in the year (2020: £nil) neither were they reimbursed expenses during the year (2020: £nil). No charity trustees received payment for professional or other services supplied to the charity (2020: £nil).

The key management personnel of the charity comprise the trustees, the Centre Managers, the Business and Logistics Operator, the Drivers and the Treasurer. The total employee benefits of the key management personnel of the charity were £62,627 (2020: £36,012).

There were no transactions with connected or related parties to be declared or reported on in these accounts.

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Notes to the Accounts for the year ended 31 March 2021

7 Staff Numbers

The average monthly head count was 2 staff (2020: 2 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	2021 Number	2020 Number
Charitable activities	<u>2</u>	<u>1</u>

8 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

9 Debtors

	2021 £	2020 £
Recoverable taxation	<u>5,260</u>	<u>2,000</u>

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors and accruals	<u>1,242</u>	<u>1,200</u>

11 Contingent assets – legacy income

As at 31 March 2021 the charity had not been notified of any legacy income or prospective legacy income.

12 Analysis of charitable funds

Analysis of movements in unrestricted funds

The charity has only one unrestricted general fund. The movements in that fund are shown in the Statement of Financial Activities.

All of the net assets apply to the one unrestricted general fund.