

# UNIFORM EXCHANGE

England & Wales · Charity number 1177750

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-03-28

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Railway Sawmills  
Unit 18  
Burbeary Road  
Huddersfield  
HD1 3UN

**Phone** 07955724789

**Email** [info@uniform-exchange.org](mailto:info@uniform-exchange.org)

**Website** [www.uniform-exchange.org](http://www.uniform-exchange.org)

## Activities

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**Objects:** THE PREVENTION AND RELIEF OF POVERTY AMONG FAMILIES WITH SCHOOL AGE CHILDREN IN KIRKLEES BY THE PROVISION OF FREE SCHOOL UNIFORM, COATS AND SHOES TO FAMILIES AND/OR CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.

**Activities:** Our mission is to provide free school uniform to any child in need, whilst encouraging children and families to help others and the environment. Instead of discarding old school uniform and filling landfill sites, we ask families to donate their old uniform to Uniform Exchange. We make school uniform accessible to all children across Kirklees, especially for those facing financial hardship.

## Classification

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- **How:** Provides Services, Other Charitable Activities
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

- **Area of benefit:** LOCAL
- Kirklees

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2024-12-31 | £286,867 | £253,582    | -      | -         |
| 2023-12-31 | £306,971 | £297,795    | -      | -         |
| 2022-12-31 | £94,878  | £149,019    | -      | -         |
| 2021-12-31 | £168,145 | £62,525     | -      | -         |
| 2020-12-31 | £50,154  | £49,028     | -      | -         |

## Trustees

| Name               | Role | Appointed  |
|--------------------|------|------------|
| Judith Ann Cressey |      | 2024-12-12 |
| Karen Hobson       |      | 2018-03-28 |
| MISS LEA DONALDSON |      | 2018-03-28 |
| MRS KATE FRANCE    |      | 2018-03-28 |

**UNIFORM EXCHANGE**

England & Wales - Charity number 1177750

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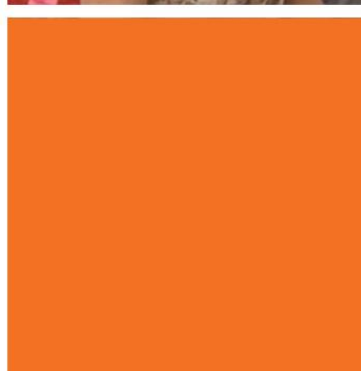
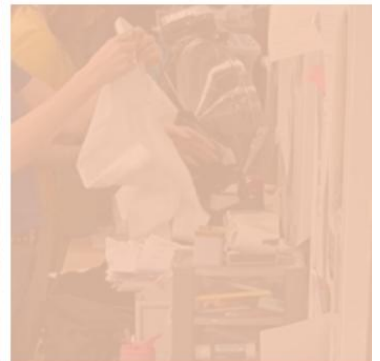
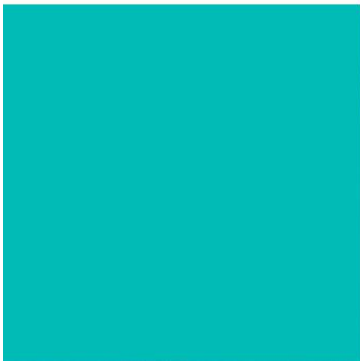
# Accounts

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THE KIRKLEES CHARITY FOR FREE SCHOOL UNIFORM

# 2024 ANNUAL REPORT

FOR THE CHARITY COMMISSION



# Uniform Exchange Annual Report 2024

The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 December 2024.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015).

Uniform Exchange (Charity No. 1177750) is a child-focused, community-driven charity based in Huddersfield, West Yorkshire, dedicated to supporting families across Kirklees by providing free, pre-loved school uniforms to children in need. Founded in 2011 and registered as a charity in 2017, Uniform Exchange continues to operate on a zero-waste, circular economy model, reusing, recycling or repurposing over 40 tonnes of donated school clothing each year.

## Reference and Administrative Details, its Trustees and Advisors

### *For the financial year ending 31 December 2024*

**Charity Name:** Uniform Exchange  
**Registered Charity Number:** 1177750

**Principal Office:** Railway Sawmills – Unit 18  
 Burbeary Road,  
 Lockwood,  
 Huddersfield,  
 HD1 3UN

**Website:** [www.uniform-exchange.org](http://www.uniform-exchange.org)

**Email:** [office@uniform-exchange.org](mailto:office@uniform-exchange.org)

#### **Trustees (serving during the financial year 2024):**

- Karen Hobson – *Chair and Financial Lead*
- Kate France – *Founder and Operational Lead*
- Alasdair Brown – *Business planning & Business Development Lead*
- Leathea Donaldson – *Fundraising, Business Contracts and Premises Lead*
- Margaret Cameron – *People and Wellbeing Lead (removed November 2024)*
- Judith Cressey – *Safeguarding and Volunteer Lead (joined December 2024)*

**Bankers:** HSBC  
 2 Cloth Hall Street  
 Huddersfield  
 HD1 2ES

**Bookkeeper:** Amanda Eaton – Fidem Business Services  
**Accountant:** Jennifer Davies – JDH Accountants  
**Independent Reviewer:** James Clarkson – Aventoris

## Message from the Chair of Trustees

As Chair of Trustees, it is both a privilege and a heartfelt responsibility to introduce this annual report, reflecting on a year marked by extraordinary dedication, growth, and resilience within Uniform Exchange and our Kirklees community.

In 2024, our services have remained steadfast supported over 11,000 children, close to double the number helped just two years ago. The demand for our support continues in the face of a rising costs that continues to cast a shadow across the UK, placing tremendous pressure on vulnerable households and stretching the capacity of charities nationwide. Despite these challenges, our team of staff and more than 30 volunteers have risen to the task. With our volunteers gifting 12,000 hours of service, a testament to the heart and commitment that define Uniform Exchange.

A highlight of this year was receiving The King's Award for Voluntary Service, the UK's highest honour for community and voluntary organisations, recognising the outstanding contribution of our volunteers and the transformative impact of our work on the lives of children and families. Such recognition amplifies our mission and energises our collective ambition to ensure every child can attend school with pride.

Uniform Exchange's zero-waste, circular economy model has enabled us to divert over 50 tonnes of clothing from landfill, while our project like Sustainable Exchange has engaged 23 schools and delivered more than 55 pop-up events, reshaping how communities view and embrace reuse and sustainability. These efforts not only champion environmental responsibility but empower families to make "second-hand first choice," reducing stigma and promoting inclusion.

Nevertheless, the widespread financial strain in our sector is undeniable. National research shows that more than half of UK charities now worry about their ability to survive, as costs such as energy, rent, wages, and insurance rise sharply. At Uniform Exchange, we too have faced the realities of increased expenditure and fierce competition concerning grant funding. The sector is urged to innovate, and we have responded to this by expanding our charity shop, launching new fundraising initiatives, and investing in digital engagement and recurring giving to build diverse, sustainable income streams. Securing additional funds, whilst exploring new ways to generate revenue, will be central to our strategy in the coming year and beyond, ensuring we remain a lifeline for families in Kirklees.

As trustees, we are profoundly grateful to every supporter, donor, volunteer, and partner whose generosity makes our work possible. Your belief in our mission allows us to adapt and thrive, even as the economic outlook remains uncertain.

I'm extremely grateful to my fellow trustees for the dedication and commitment they have shown throughout this year.

Kate France, our founder, has been, and will continue to be the driving force behind the charity. She is the heart and soul that underpins everything we seek to deliver as a charity and we are so grateful for her vision and passion to support families facing significant financial difficulties.

Looking ahead to 2025, our pledge remains unshakeable; to deepen our partnerships, innovate our fundraising, and broaden our reach, so that together we create lasting change for future generations.

Thank you for standing with us, for your faith in our vision, and for helping us empower children and families through compassion, community, and sustainability.

**KAREN HOBSON**

Chair of Trustees



# Background

In 2010, Kirklees Council's school uniform grant was removed without any alternative support being offered. The following year, inspired by compassion and a BBC documentary titled 'Poor Kids', Kate France, the founder of Uniform Exchange (UE), embarked on a mission to make a difference in the lives of struggling families in Kirklees. The BBC documentary featured a young boy wearing his sister's hand-me-down uniform to school. Kate realised then there was a need for assistance in her community and sought to make a difference... prompting the Uniform Exchange initiative and the beginning of providing free school uniforms to local families facing financial difficulties.

Amid growing demand, UE underwent a shift in 2017, transitioning to a Charitable Incorporated Organisation (CIO) with appointed trustees. The organisation celebrated its 10-year anniversary in 2021, coinciding with the release of new statutory guidance for school uniforms in England.

UE's experience highlighted the importance of school uniform access in easing the pressure on children from low-income families. However, challenges persisted as some schools maintained costly uniform lists. Despite these hurdles, Uniform Exchange remained committed to its mission, embodying a decade of resilience and dedication to supporting the Kirklees community.

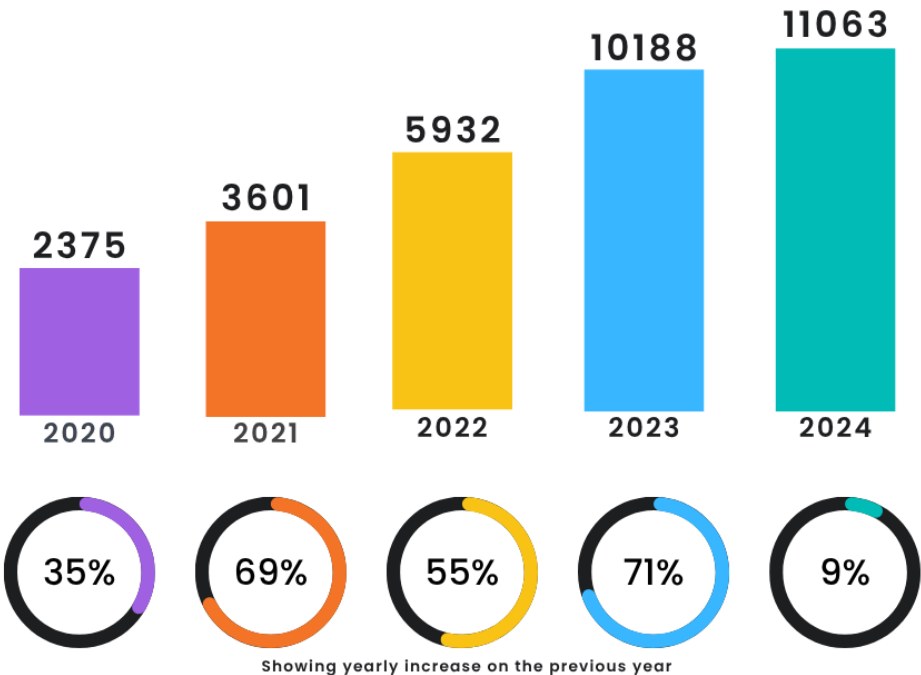
*Our vision is to make second-hand school uniform every parent's first choice.*

# Impact so far...

In 2016, we delivered 540 bags of school uniforms to families. Fast forward to 2024 and that number of requests has surged to 7,800. We have interacted with families via a number of different ways through requests, winter coat project, sustainable exchange project and school wardrobes. Through all these different initiatives we have supported 11,063 children.

# UNIFORM EXCHANGE GROWTH

Based on number of children supported



As we navigate the ongoing challenges of rising costs, our charitable effort in the community remains necessary. The levels of poverty aren't changing, the ratio in Kirklees is still at 1:4 children, 1:3 in the most deprived areas of the area.

While UE's primary focus remains on assisting vulnerable families, we've also initiated a shift toward supporting environmental sustainability and encouraging all families to consider the environmental impact of purchasing a new school uniform, particularly when high-quality, second-hand alternatives can both save money and be far better for the environment, encouraging a circular economy. This strategic move aims to engage working families facing difficulties in seeking assistance or those who might perceive themselves as not meeting the conventional criteria for aid.

Uniform Exchange has been providing school uniform support to families in Kirklees, West Yorkshire for thirteen years. We now work with 100% of the 182 schools across the locality and are dedicated to helping families and communities in need. The charity has developed connections with community groups, local agencies and schools in deprived areas throughout Kirklees, which has made it a valuable resource for social workers, teachers, key support workers, family workers, charities, school hubs and community centres.

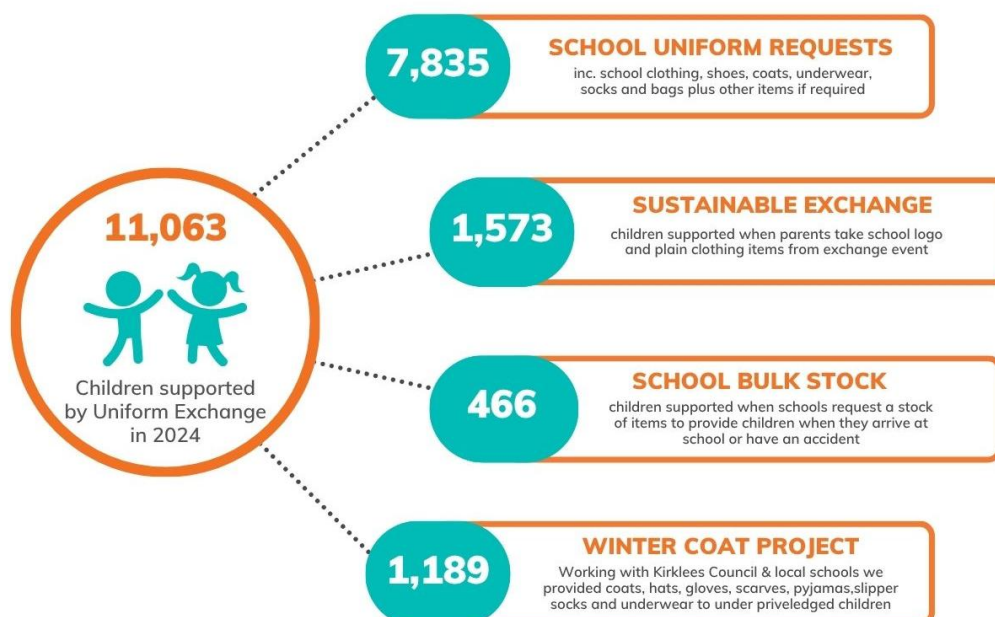
The charity has evolved over the years and its approach has developed through working closely with parents and schools. Uniform Exchange is committed to providing a service that meets the changing needs of the community and continually seeks new ideas and feedback. For example, in response to schools wanting to do more to support both parents and the environment, we have introduced the Sustainable Exchange schools project, offering pop-up shops and school rails. This initiative takes Uniform Exchange directly into schools to strengthen community engagement and accessibility.

Uniform Exchange, committed to sustainability, operates as a zero-waste circular economy charity. All donations are reused, recycled or repurposed with nothing going to landfill. The charity receives around 40 tonnes of donations each year and continues to grow year on year.

## Achievements and Performance 2024

In 2024 Uniform Exchange has continued to offer a much-needed service to over 15% of children in education in Kirklees, reflecting our continued commitment to supporting children, families and the environment.

Through the dedication of our trustees, staff, and volunteers, we have expanded our reach, strengthened community partnerships, and deepened our impact across Kirklees. Our work continues to tackle child poverty while promoting sustainability and responsible consumption.



The continued rise in living costs has meant our services are still being used. In 2024, Uniform Exchange supported 11,063 children – almost double the number of children compared with 2022. Support provided includes items of clothing, shoes, underwear and socks, as well as bags and coats.

Uniform Exchange provided 7,835 children with school uniforms and 1,189 children with winter coat packs. An additional 1,573 children were supported via Sustainable Exchange, and some 466 children were supported through School Bulk Orders. In 2024, Uniform Exchange provided £1,026,472 in social value to the families of Kirklees through the various offerings.

### *Summary of 2024 Achievements*

- *Made up over 7,800 bags of free school uniform including school coats and shoes.*
- *Received approximately 50 tonnes of donations from families and schools.*
- *Provided free school uniform with an estimated retail value over £1million.*
- *Gave out over 4,000 coats and 7,000 items of footwear.*
- *Reused over 75,000 items of good uniform to families.*
- *Stopped over 15 tonnes of unusable uniform going into landfill.*
- *Washed 2.7 tonnes of school uniform.*
- *We amassed over 12,000 hours in volunteer time.*
- *For every £1 invested into Uniform Exchange, £7 of community social value was created.*
- *100% of all schools in Kirklees used our service, at least once, that's 182 schools.*

### *Supporting Families and Children*

Uniform Exchange has continued to provide free school uniforms to families facing financial hardship, ensuring that no child in Kirklees is prevented from accessing education due to the cost of uniform.

In 2024:

- Work with all 182 schools in Kirklees received free uniform, an increase of more than 20% on the previous year.
- More than 111,000 individual items of clothing were redistributed, representing approximately £1million in savings for local families.
- Over 2,000 winter coats were distributed through our annual Winter Coat Campaign, alongside hats, gloves, scarves, pyjamas, and underwear for children in greatest need.
- Support extended to refugee and asylum-seeking families, helping new arrivals integrate confidently into local schools.
- Each uniform pack distributed represents practical relief for a family under pressure and contributes to improved attendance, confidence, and wellbeing for the children we serve.

### *Environmental Impact and Sustainability*

Uniform Exchange continues to lead the way in sustainable charity operations, functioning as a zero-waste, circular economy organisation.

In 2024 we:

- Processed over 50 tonnes of donations.
- Diverted more than 40 tonnes of uniform from landfill.
- Partnered with Oxfam's Sustainable Rag Programme to recycle items unsuitable for reuse.
- Collaborated with the Kirklees Climate Commission to begin tracking our carbon, water, and waste reduction outcomes.
- These achievements reinforce the link between our environmental and social objectives, demonstrating that supporting families and protecting the planet can go hand in hand.

## *The Sustainable Exchange Programme*

Our Sustainable Exchange initiative, launched in 2022 and has continued to grow as a key educational and community engagement programme. It promotes a “make second-hand first choice” ethos, encouraging schools, parents, and pupils to embrace reuse and sustainability while removing stigma associated with pre-loved clothing.

In 2024 the programme achieved:

- Engagement with 23 schools across Kirklees.
- Delivery of 55 school-based and 11 community-based pop-up events.
- Support for 1,323 children, redistributing 3,440 uniform items valued at £28,314.50.
- Involvement of 46 pupil volunteers, supporting leadership, teamwork, and environmental citizenship.
- Savings equivalent to 15,810 plastic bottles through textile reuse.
- The programme continues to deliver measurable environmental and social benefits while inspiring the next generation to adopt sustainable habits.

## *Volunteers and Community Engagement*

Volunteers remain at the heart of Uniform Exchange. In 2024, more than 30 regular volunteers and several corporate teams collectively contributed over 12,000 hours of service — equivalent to 1,500 working days. Their work spanned sorting, mending, stock management, administration, driving, and supporting school and community events.

Corporate volunteer partners included Lloyds Bank, Thornton & Ross, and Cummins, whose teams participated in “Give a Day” volunteering schemes, strengthening links between local business and community.

As we move into 2025, Uniform Exchange is in a strong position, supported by committed volunteers, valued partnerships, and sustainable growth plans.

## *Partnerships and Recognition*

Uniform Exchange continues to work collaboratively with Kirklees Council, maintaining its role as a locally trusted organisation and delivery partner for the Household Support Fund, which helps families struggling with the cost of living. We are also grateful to The National Lottery Community Fund, Utilita Energy, Cummins, Towngate PLC, and other funders whose financial and in-kind support have enabled us to expand our projects and infrastructure.

In November 2024, Uniform Exchange was awarded The King’s Award for Voluntary Service, the UK’s highest honour for community and voluntary organisations. This recognition celebrates the exceptional dedication of our volunteers and highlights the significant role they play in improving the lives of local families. Award presented by the Lord Lieutenant of West Yorkshire.

## *Public Awareness and Growth*

Throughout 2024, Uniform Exchange gained increased visibility through local and regional media coverage, including features in the Huddersfield Examiner, BBC Radio Leeds, and Kirklees Together.

Our social media channels and website have seen substantial growth, increasing engagement with donors, volunteers, and schools.

The Uniform Exchange Charity Shop in Lockwood continues to thrive as both a source of unrestricted income and a community hub, with its monthly “Fill a Bag for a Fiver” events promoting affordability, sustainability, and inclusion.

## Key Activities & Events

- Big Takeaway Day (Huddersfield, 29 June 2024): distributed generic schoolwear (non-logo items), allowing ~6 items per child.
- Volunteer Taster Weekend (7–9 June 2024): in conjunction with the Big Help Out, attracting new volunteer interest.
- Library donation hubs in Kirklees: these continue to play a vital role in collection, with support from libraries that have served as donation points for over a decade.
- School-led pop-up giveaways (Sustainable Exchange): 57 events held across Kirklees in 2024, many organised by pupil eco-groups at their schools.
- Spotlight: One school event supporting 230 pupils in Kirklees, through collaboration with the school and Uniform Exchange input.

Our priorities for the coming year include expanding the Sustainable Exchange network, strengthening our income streams, enhancing data measurement of environmental outcomes, and ensuring that second-hand truly becomes first choice for every family in Kirklees.

## Feedback

Hearing directly from the families, schools, and community partners we support is one of the most powerful ways we measure our impact. Their feedback provides vital insight into how well our services are meeting local needs and helps us continually refine and improve what we do.

In 2024, we received an overwhelming number of positive comments from parents, teachers, and professionals across Kirklees. Their stories reaffirm that Uniform Exchange is making a real difference—helping children feel confident at school, easing financial pressure for families, and building stronger, more connected communities.

### Thank you Parent

I have just collected 2 lots of uniform from our local library for my children. We are so grateful for all the things you have sent, the children are very pleased with all the items you have sent. Can you please pass on a big thank you to everyone at the exchange. We will donate our uniform at the end of term and will be down to visit the shop.

### Appreciation Parent

Many thanks for your email, I have just collected the items now. Thank you so much for all of your help, it really is greatly appreciated. I've just sent a small donation through to Uniform Exchange.

### Difference Community Champion

Good afternoon, I just want to thank you for delivering the winter coats, I have given most of them out today, and I'm sure they will make a huge difference to families struggling to buy a coat this winter again thank you for sorting this.

### Thankful School DSL

I just wanted to say thank you for the winter coats, hats, gloves, underwear and pjs that you have donated to our school for our vulnerable families. They have all be given out today and they were very much appreciated.

*Our mission is to provide second-hand school uniforms to local children that have been reused, free of charge, supporting our community.*

## Our key aims

1. **Social Impact-** *Identify and help those in greatest need.*
2. **Sustainability-** *Actively promote the reuse of school uniform to every child.*
3. **Stability-** *Generate a sustainable income to support the charity.*

Our aims can only be achieved through a holistic approach that integrates social support, environmental consciousness, community engagement and collaboration, education, advocacy, and effective communication to amplify the positive impact of Uniform Exchange in the years to come.

## Our Strategic Objectives

Uniform Exchange's strategic objectives provide a clear framework for shaping our future direction and ensuring lasting impact. By focusing on five key priorities, we aim to strengthen our operations, deepen our community reach and secure long-term sustainability.

Grounded in the skills, experience and insight of our trustees, staff, volunteers, schools, partners and families, these objectives reflect a shared commitment to growth, collaboration and continuous improvement, keeping our mission and the people we serve at the heart of everything we do.

- **Raising Awareness** and Promoting Access for All (Related Aims: SOCIAL IMPACT/ SUSTAINABILITY)
- **Environmental Change** and Waste Reduction (Related Aim: SUSTAINABILITY)
- **Uniform** Requests and Donations (Related Aims: SOCIAL IMPACT/ SUSTAINABILITY)
- **Stability** and Financial Growth (Related Aim: STABILITY)
- **Educate** School Children & their families to Make Second Hand First Choice (Related Aim: SUSTAINABILITY)



## Raising Awareness and Promoting Access for All

Throughout 2024, Uniform Exchange strengthened its marketing and outreach to raise awareness, build partnerships, to ensure families across Kirklees know that free school uniform support is available when needed. Our communication efforts have continued to focus on increasing visibility among parents, schools, local councils, and local businesses, helping to grow both engagement and long-term sustainability. Our ongoing commitment to an “Access for All” approach has been central to everything we do. We have continued to remove the stigma around asking for help by sharing real stories from families and schools, demonstrating how access to free, good-quality school uniform restores dignity, confidence, and belonging for children. This inclusive approach continues to strengthen our reputation as a trusted community service and ensures that every child feels valued and supported.

### Key achievements during the year:

- Enhanced our digital communication channels, particularly Facebook, to promote services, share impact stories, and make access to support easier through our online forms.
- Expanded our contact database, enabling stronger links with schools, child support networks, and local authority and charity partners.
- Grew our *Sustainable Exchange* programme, increasing the number of schools involved and improving parent engagement in uniform reuse and sustainability.
- Strengthened outreach through partnerships with schools, community organisations and faith groups to ensure that our support reached families facing financial hardship.
- Increased volunteer involvement in communication, with volunteers helping to share social media updates and community event information.

These efforts have significantly improved awareness of our service across Kirklees, ensuring that more families know where to turn for help and reinforcing Uniform Exchange's role as a cornerstone of community support, sustainability, and inclusion.

## Environmental Change and Waste Reduction

Uniform Exchange continues to operate as a zero-waste, circular economy charity, reusing, recycling, or repurposing every donation to prevent usable items from going to landfill. During 2024, our zero waste approach has enabled us to divert over 50 tonnes of clothing from landfill, ensuring that thousands of children received good-quality, pre-loved uniforms.

Our skilled mending team repaired hundreds of logo items and garments with minor imperfections, extending their life and reducing the need for new production. Items that couldn't be reused were recycled responsibly through our partnership with Oxfam's managed rag programme, with around 15 tonnes processed this year — fully aligning with our sustainability objectives.

We also redistributed around half a tonne of non-uniform items through our charity shop and partner organisations supporting refugees, asylum seekers, and families in crisis.

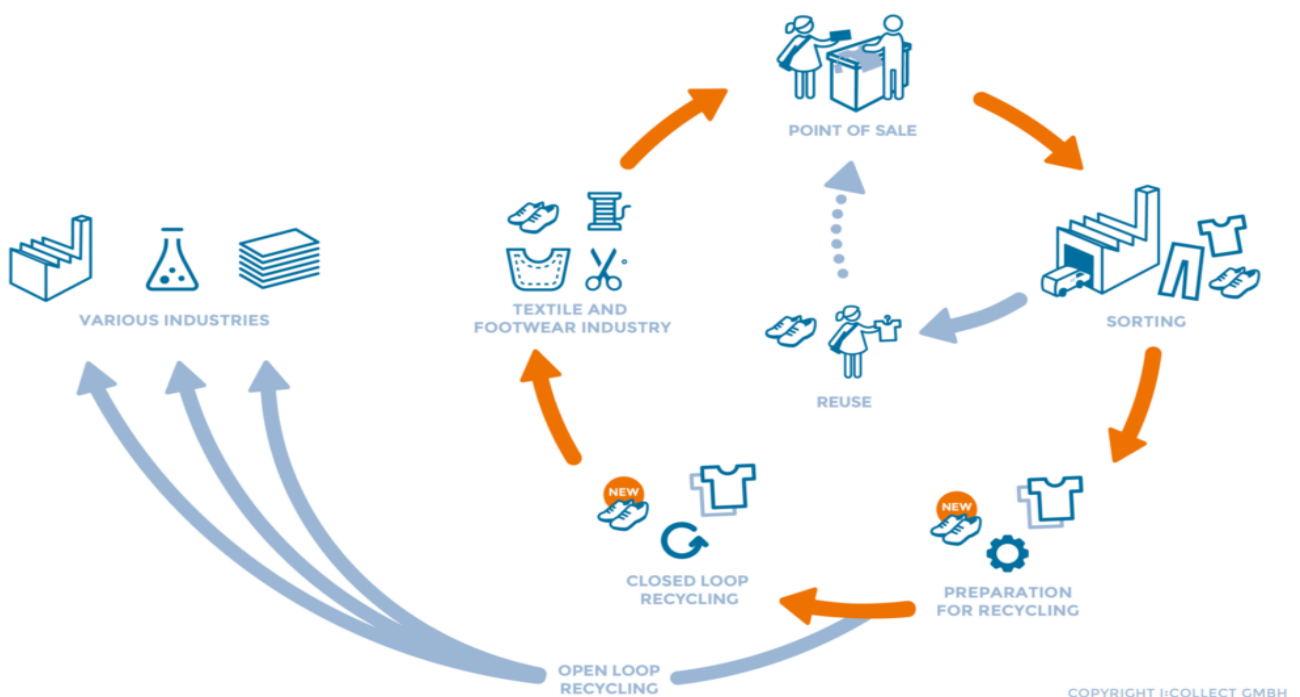
Prevention remains at the core of our environmental approach. Approximately 54% of all items received are reused directly, 8% are cleaned or refurbished, and 37% are recycled due to staining or irreparable damage.



*Throughout 2024, we have continued to:*

- Increase our network of donation points across Kirklees, making it easier for families to contribute.
- Grow our mending and repair team, extending the lifespan of hundreds of school uniforms.
- Expand the Sustainable Exchange programme, engaging more schools and promoting a culture of reuse.
- Collaborate with Kirklees Council's Environmental Strategy and support their "Closing the Loop" ambition to grow the sharing economy and achieve *Zero Avoidable Waste by 2038*.

Uniform Exchange remains committed to leading the way locally in waste reduction and sustainability, proving that small actions, when multiplied across a community, can make a significant environmental difference.



## Uniform Requests and Donations

Uniform Exchange continues to operate on a strong reuse ethos, ensuring that every school uniform item donated is given a new life wherever possible. Most school clothing still has plenty of wear left after children grow out of it — providing high-quality, sustainable alternatives that save families money and reduce environmental waste.

Our zero-waste model ensure that, all donated items are sorted into three categories: reused, recycled, or repurposed. We rely on the generosity of Kirklees families, schools, and businesses to pass on outgrown uniforms and lost property, creating a thriving circular economy that benefits both people and the planet.

*We have delivered over 30,000 bags of school uniform since 2011.*



### *Donations*

In 2024, we received 50 tonnes of school uniform donations, 20% of the donations are unsuitable for our purposes and are redirected to other reuse and recycling organisations. Our collection network has continued to expand, with donation points across schools, supermarkets, libraries, leisure centres, and community hubs. Partnerships with local organisations — including Forget Me Not Children’s Hospice, Co-op stores, shopping centres, and supermarkets — have further strengthened our reach and visibility.

Promotion through PR, social media, and community communications has encouraged more families to donate, with our work regularly featured across BBC Radio Leeds, local newspapers, and the Kirklees residents’ newsletter. We continue to welcome donations of all school-related items, from polo shirts to swimwear, in any condition, to support our zero-waste commitment.

### *Stock Management*

All donations are sorted and checked for quality by our dedicated staff and volunteers. Reusable items are washed, folded, and neatly organised, while unsuitable items are recycled responsibly through our partnership with Oxfam’s sustainable rag programme. In 2024, over 40 tonnes of uniform items were prepared for redistribution, supported by an improved stock management system that tracks around 75,000 clothing items by size, school, and type.

Our expanded Sustainable Exchange programme has helped strengthen relationships with schools, encouraging ongoing uniform donations and greater parent participation in the circular economy.

## Request Processing

Demand for our service continues to grow, with more than 7,000 online requests for free school uniform received in 2024. Since introducing our app-based referral form, access has become faster and easier, with 99% of requests now submitted online.

Referrals come from parents, schools, social workers, local charities, and council-led initiatives including the Kirklees Poverty Partnership and Families Together Partnership. These networks ensure that families most in need can access support quickly and discreetly.

## Delivery

Once packed, each order is tagged and delivered by our collection and delivery team. Deliveries are made to schools, libraries, community hubs, or directly to families' homes — typically within seven days, or up to three weeks during the busy summer period. Urgent requests continue to be prioritised. Each delivery includes a note encouraging families to reapply as their children grow, helping maintain the cycle of reuse and ensuring families remain supported throughout the year.

## Continuing Our Impact

Through 2024, we have worked to deepen school and community partnerships to increase donations and engagement. With around 65,000 children in the Kirklees education system, our work now supports approximately 10% of all pupils — keeping school uniform in circulation, out of landfill, and in the hands of children who need it most.

Uniform Exchange continues to champion reuse, reduce waste, and ensure that every child in Kirklees can go to school feeling confident, equal, and ready to learn.

## Stability and Financial Growth

### Finance

Uniform Exchange has maintained a diverse funding base, combining grants, community donations, corporate partnerships, fundraising activities, and charity shop proceeds. This balance ensures independence from any single source and builds long-term resilience.

#### *Key funding achievements and progress during 2024 included:*

- Securing £22,500 from Cummins as match funding towards our new electric delivery van, supporting our zero-emission operations.
- Receiving £70,000 from Kirklees Council to provide coats and warm clothing for children in need.
- Raising additional funds through community events, local business partnerships, and the Giant Cash Bonanza Lottery.
- Launching and expanding our Uniform Exchange Supporters Club, helping to establish a base of regular donors.
- Generating sustainable income through our charity shop, which continues to support operational costs and public engagement.

To protect long-term financial health, the charity maintains a reserves policy aiming for approximately 3–6 months of running costs, providing stability through fluctuating funding periods.

#### *We continue to review and adapt our funding strategy to maintain diversity and growth. Our priorities include:*

- Expanding corporate sponsorships and partnership programmes.
- Developing additional self-generated income streams through small-scale trading and community initiatives.
- Strengthening relationships with funders through regular reporting and clear demonstration of impact.

- Continuing to evidence our social and environmental value, ensuring transparency and trust with donors.

### Volunteers and Staffing

Uniform Exchange could not operate without the extraordinary contribution of its volunteers. In 2024, our volunteers donated over 12,000 hours of time, equivalent to more than 1,500 working days.

*Volunteers play an active role across every area of the organisation, including:*

- Sorting and preparing donated uniform for reuse.
- Repairing and sewing items to extend their life.
- Driving and supporting uniform collections and deliveries.
- Running the charity shop and supporting community pop-up events.
- Helping to deliver our Sustainable Exchange school engagement programme.
- A team of professionals also volunteer their time and expertise to ensure we maintain a high standard this includes our health and safety adviser, first aid training and social media support.

A small team of part-time staff coordinates day-to-day operations, manages safeguarding, logistics, and partnerships, and supports volunteers in their roles.

*We continue to focus on volunteer engagement and retention through:*

- Offering clear training, guidance, and a positive volunteer experience.
- Providing flexible volunteering options, including “Give a Day” opportunities for corporate teams.
- Encouraging young volunteers through school partnerships, promoting learning around sustainability and community action.
- Recognising contributions through regular appreciation events and communication.

Volunteers are the heart of Uniform Exchange. Their dedication enables the charity to deliver high-quality support efficiently and cost-effectively, while also providing them with new skills, confidence, and a sense of community purpose.



## Premises

Uniform Exchange operates from several business units in Lockwood, Huddersfield, totalling around 4,000 sq ft, where we sort, store, and distribute school uniform. We also manage a small charity shop and storage unit on site.

As the charity continues to grow, our existing facilities have reached capacity, particularly during peak summer months. This has created challenges around storage, workflow, and efficiency.

In response, our trustees have begun discussions with the landlord about constructing a larger 5,000 sq ft unit on the existing site. Combined with the retention of our current larger unit, this will provide approximately 6,000 sq ft of operational space.

### Important considerations for the next phase include:

- Evaluating the financial implications of construction and fit-out.
- Assessing the impact on efficiency and logistics.
- Designing the space to improve workflow, accessibility, and volunteer coordination.

This expansion will allow us to consolidate operations, reduce inefficiencies, and create a more welcoming, functional space for both staff and volunteers — ensuring Uniform Exchange is fit for the future.

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*A quote from one of the local school children “We talked about how it is a far more sustainable option to donate old uniform items to friends, family members or the Uniform Exchange donation box in our school because it would otherwise end up in a landfill which could mean more plastic eventually ending up in our rivers and seas.”*

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## Educate School Children to make “Second Hand First Choice”.

### Sustainable Exchange

Uniform Exchange continues to deliver on its vision of “making second-hand first choice” by promoting a circular economy for school uniforms across Kirklees. The Sustainable Exchange programme, launched in 2022, remains a vital part of this mission — embedding sustainability, education, and inclusion directly within schools and communities.

The programme educates children, schools, and parents on the importance of reusing and recycling school uniforms by passing clothing on to others. By encouraging a *make second-hand first choice* ethos, Sustainable Exchange helps to reduce stigma for families who may struggle to afford new uniforms, while also promoting environmental responsibility and shared community action.



Schools involved in the project



Items of school clothing taken



Equivalent plastic bottles saved  
from landfill



saved by parents by using the  
Sustainable Exchange

*In 2024, Sustainable Exchange continued to expand its reach and deepen its impact across Kirklees:*

- 3,440 school uniform items redistributed through school and community events.
- Families collectively saved an estimated £28,314.50 in clothing costs.
- 23 schools engaged with the programme.
- 55 school-based events and 11 community-based events were delivered.
- 1,323 children supported with free, high-quality school uniform.
- Environmental impact equivalent to saving 15,810 plastic bottles from landfill.

These achievements demonstrate how the programme continues to create lasting change by educating, empowering, and enabling local families to make sustainable choices that benefit both the community and the environment.

*The project continues to:*

- Educate children, staff, and parents about the environmental and financial benefits of reuse.
- Support schools to run pop-up uniform shops and community events in collaboration with pupils and eco teams.
- Empower students to lead by example, taking on ambassador roles and promoting sustainability across their schools.
- Foster inclusion by normalising the use of pre-loved school uniforms and reducing the stigma often associated with receiving help.

Looking ahead for 2025, the Sustainable Exchange programme is continuing to grow and evolve.

*Our aims include:*

- Increasing the number of schools engaged across Kirklees.
- Supporting more school and community pop-up events.
- Delivering sustainability talks at assemblies and eco group meetings.
- Encouraging schools to install permanent Sustainable Uniform Exchange Rails, replenished regularly by our team.
- Empowering pupils to run pop-up shops, developing leadership skills and lifelong sustainable habits.

Through the Sustainable Exchange, Uniform Exchange is creating a generation of young people who value sustainability, inclusion, and community. By making pre-loved uniform the norm, we are reducing waste, cutting costs for families, and shaping a future where every child can go to school feeling confident, equal, and ready to learn.



## Income Streams and Fundraising Activities

Uniform Exchange continues to strengthen and diversify its income base to ensure long-term sustainability and resilience. While grants and local authority partnerships remain our primary sources of funding, 2024 has seen significant growth in income generated through our charity shop, community fundraising, and events. The charity continues to pursue a balanced approach between earned income, grant funding, and community support, ensuring that financial stability underpins our mission to provide free school uniforms to families in need across Kirklees.

### *Charity Shop*

Our Uniform Exchange Charity Shop, based at our Lockwood premises, has become an increasingly valuable asset, both financially and as a hub for community engagement. The shop continues to attract a growing following, drawing in local families who are passionate about sustainability and affordability.

The shop operates three days a week, offering high-quality pre-loved clothing, footwear, and accessories at affordable prices. One of the most successful initiatives has been our monthly “Fill a Bag for a Fiver” day, which not only boosts sales but also promotes the circular economy ethos that defines Uniform Exchange. We also hold seasonal giveaway months, providing families with essential items such as coats, wellies, and winter warmers at no cost. These initiatives ensure that support is accessible to everyone, regardless of financial circumstance.

Looking ahead to 2025, we aim to:

- Increase shop opening days from three to five per week.
- Host regular fundraising events in the shop, including raffles, tombolas, and themed sale days.
- Take the shop “on the road” by attending local markets, school fairs, and community events to raise both funds and awareness.
- Continue to expand our loyal customer base through targeted marketing, local partnerships, and community presence.

Our charity shop is now recognised not only as a fundraising space but as a community wellbeing hub, where families can find support, volunteers can engage in purposeful work, and the values of sustainability and dignity are demonstrated in action.

### *Online Sales and Digital Presence*

In addition to the physical shop, Uniform Exchange has developed an online presence through Vinted, where selected items are sold to raise funds for the charity. This initiative both extends the lifespan of donated items and allows the charity to reach a wider audience interested in ethical shopping and sustainable fashion.

Our digital fundraising presence also includes social media appeals, promoting events, and showcasing the tangible impact of community donations. With continued volunteer support in digital marketing, this is an area of ongoing growth.

### *Seasonal and Annual Campaigns*

Our annual Christmas projects have become a cherished part of the local community calendar. Each year, the Uniform Exchange Gift Tree provides hundreds of children from struggling families with small gifts and essentials at Christmas, donated by local residents, businesses, and community partners.

The Christmas Extravaganza fundraising event—supported by local partners such as Cummins—combines community spirit with practical fundraising, helping to generate additional income and awareness for our winter coat campaign. These seasonal events not only raise vital funds but also build partnerships with local businesses and volunteers who often continue their support throughout the year.

## Grants and Funding Partners

Uniform Exchange continues to receive support from a range of public and private funders, each contributing to specific aspects of our work.

In 2024, funding was received from:

- Kirklees Council, via the Household Support Fund (HSF) – a central government initiative designed to help families in financial hardship. As a trusted local delivery partner, Uniform Exchange receives HSF funding directly to provide school uniform and winter clothing for children across the borough. This partnership has been crucial in meeting the sharp rise in demand during the cost-of-living crisis.
- The National Lottery Community Fund, supporting the continued expansion of our Sustainable Exchange project, promoting environmental education and school-based uniform reuse.
- Utilita Energy, who funded the purchase of storage equipment, improving efficiency and operational capacity at our warehouse.
- Cummins, who continue to be a strong corporate partner, most notably through their community grant support for our upcoming electric van replacement project.
- Wynsors Huddersfield, Thornton & Ross (STADA) and ONE17 Design and a range of smaller local businesses, who have contributed through both financial support and in-kind donations.

While these grant sources remain vital, the trustees recognise that they are often time-limited and competitive, and therefore cannot be relied upon indefinitely. The charity continues to invest in a professional grant writer, retained on a monthly basis, who submits up to three applications per month and actively seeks out new opportunities for funding. Despite an increasing number of rejections due to sector-wide funding constraints, this proactive approach has ensured a steady pipeline of applications and maintained our visibility with key funders.

## Lottery and Regular Giving

Uniform Exchange participates in the Giant Cash Bonanza Lottery, providing an opportunity for regular supporters to contribute through a fun and rewarding scheme. While uptake has been lower than anticipated, plans are in place to increase visibility and engagement through local promotion, social media, and in-shop marketing.

Looking to 2025, we are also exploring the introduction of a monthly Bonus Ball scheme, linked to the National Lottery, as a simple, community-based way of generating regular income.

In addition, the charity continues to welcome individual and business donations, though levels have been lower than expected this year. With the support of our marketing volunteers, we intend to relaunch our Supporters Club and strengthen our outreach to local businesses and community groups to build sustained financial partnerships.

## Looking Ahead

The trustees recognise that long-term sustainability will depend on creating reliable self-generated income streams alongside successful grant funding. Over the next 12 months, we aim to:

- Expand our charity shop and events-based fundraising activities.
- Increase regular giving through both community and business engagement.
- Continue to develop relationships with funders, local government and corporate partners.
- Explore new earned-income opportunities that align with our values and capacity.

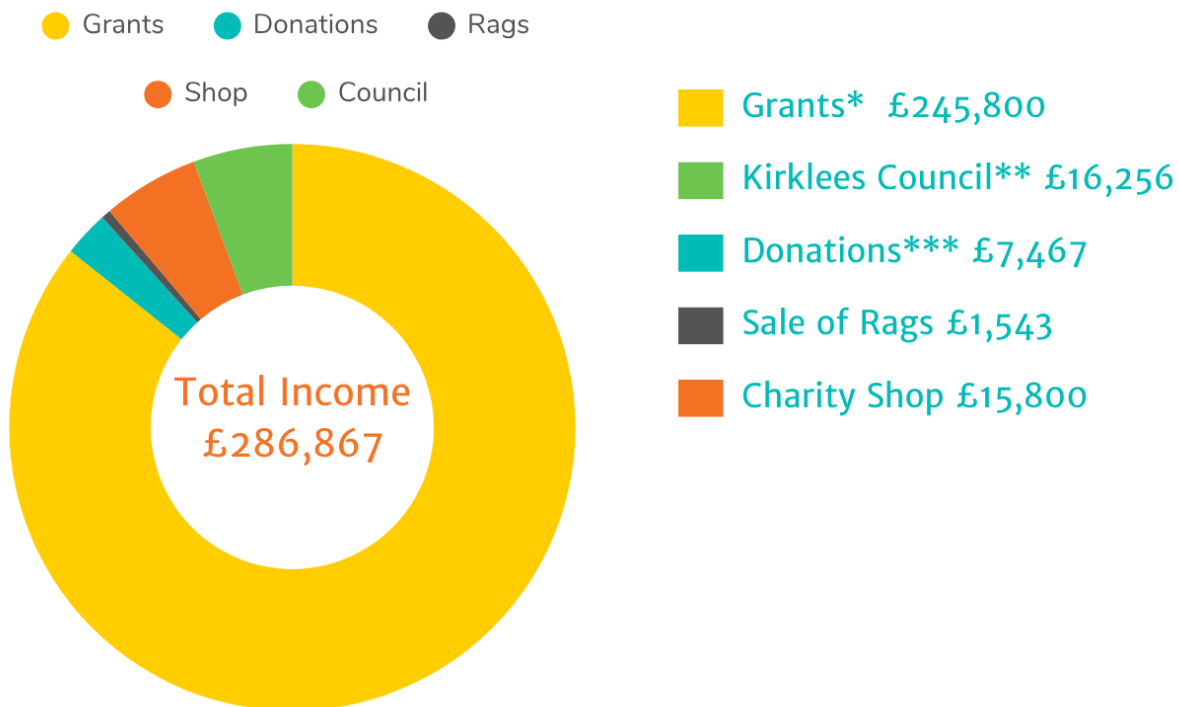
While challenges remain, Uniform Exchange continues to operate with a clear focus on financial prudence, transparency and sustainability. Each income stream, whether from grants, retail or community giving, contributes directly to our ability to deliver essential support to families in need, promote environmental responsibility and ensure that every child in Kirklees can access the school uniform they deserve.

## Financial Review

In 2024, the charity successfully raised a total of £286,867. Our income increased substantially compared to the previous year, largely due to funding made available in response to the cost-of-living crisis. These funds were specifically used to support those families facing economic vulnerability during the school summer holidays and colder winter months. This included providing school uniforms, shoes, warm coats, and essential items such as underwear.

A significant portion of this income £162,500, was received from Kirklees Council through the Household Support Fund, a resource established to assist vulnerable individuals and families with rising living expenses. We received over £90,000 in other grants from a range of trusts and foundations. Unrestricted income continued to grow steadily, with our charity shop sales and charitable donations exceeding £24,000.

Total expenditure for the period amounted to £253,582, driven by expanded activities aimed at meeting the increased needs arising from the cost-of-living crisis. Staffing costs also rose significantly as demand for our services grew, reflecting the considerable increase in families facing financial hardship, across the locality.



## Our 2024 Supporters

\*Kirklees Council – Government Household Support Fund, Liz & Terry Bramall Foundation, One Community-Thornton Family Fund, Albert Hunt Trust, Anton Jurgens Trust, Schroder Charity Trust, Postcode Neighbourhood Trust, National Lottery Community Fund, Kirklees Council – HAF, Hillards Charitable Trust, Souter Charitable Trust

\*\*Kirklees Council – Local Welfare Provision have been providing support for the past 9 years

\*\*\*Utilita, Cumins, Thornton & Ross (STADA), One17 Design, Kirklees College, Rowley Lane School, Wynsors Huddersfield, Third Sector Leaders Kirklees, Elim Church, Dalton Chippy, Beaumont Primary School, Moor End Academy, NHS Shared Business Services plus individual donations

### *Reserves Policy*

As of December 31, 2024, the charity's unrestricted reserves were £72,119 equivalent to 6 months of unrestricted expenditure on charitable activities. Restricted funds are at £72,081 held only as long as necessary to facilitate the associated activities, with the expectation that these funds are typically spent within twelve months of receipt. The charity seeks to hold at least six months running costs, however with the rising costs the ability to maintain six month reserves is becoming more of a challenge. Nevertheless, the trustees impetus to raise additional unrestricted funds will be a priority through 2025/2026.

### *Post-Balance Sheet Events*

No significant matters or circumstances have arisen since the end of the financial period that would materially affect the charity's operations, the results of these operations, or its financial position in the year following the period ending December 31, 2024.

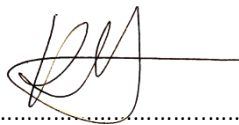
## Statement of Trustees' Responsibilities

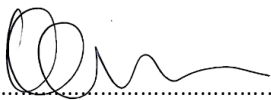
The charity's trustees are responsible for preparing an annual report and financial statements in accordance with applicable laws and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice). They are tasked with ensuring that the financial statements for each year provide a true and fair view of the charitable company's affairs, as well as the inflow and outflow of resources. In preparing these financial statements, the trustees must:

- Select suitable accounting policies and apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable 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 operation.

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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Signed on behalf of Trustees

Mrs Karen Hobson, Trustee.....  Date 20 Oct 2024

Mrs Kate France, Trustee .....  Date 20 Oct 2024



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Uniform Exchange

On accounts for the year  
ended

31 December 2024

Charity no  
(if any)

1177750

Set out on pages

1 to 31

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accounts England & Wales.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

29/10/2025

Name:

James Clarkson

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

Chartered Accountant - ACA

**Address:**

Folly Hall Mills, St Thomas' Road, Huddersfield, HD1 3LT

**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.**

Not applicable



|                                |            |    |                        |            |  |
|--------------------------------|------------|----|------------------------|------------|--|
| Charity Name: UNIFORM EXCHANGE |            |    | Charity No<br>(if any) | 1177750    |  |
| Annual accounts for the period |            |    |                        |            |  |
| Period start date              | 01/01/2024 | To | Period end<br>date     | 31/12/2024 |  |

## Section A Statement of financial activities

| Recommended categories by activity                                        | Guidance Note | Unrestricted funds | Restricted income funds | Endowment funds | Total funds | Prior year funds |
|---------------------------------------------------------------------------|---------------|--------------------|-------------------------|-----------------|-------------|------------------|
|                                                                           |               | £<br>F01           | £<br>F02                | £<br>F03        | £<br>F04    | £<br>F05         |
| <b>Incoming resources (Note 3)</b>                                        |               |                    |                         |                 |             |                  |
| <b>Income and endowments from:</b>                                        |               |                    |                         |                 |             |                  |
| Donations and legacies                                                    | S01           | 42,073             | 60,493                  | -               | 102,566     | 45,441           |
| Charitable activities                                                     | S02           | 17,344             | 166,116                 | -               | 183,460     | 262,665          |
| Other trading activities                                                  | S03           | 841                | -                       | -               | 841         | 27               |
| Investments                                                               | S04           | -                  | -                       | -               | -           | -                |
| Separate material item of income                                          | S05           | -                  | -                       | -               | -           | -                |
| Other                                                                     | S06           | -                  | -                       | -               | -           | -                |
| <b>Total</b>                                                              | S07           | 60,258             | 226,609                 | -               | 286,867     | 308,133          |
| <b>Resources expended (Note 6)</b>                                        |               |                    |                         |                 |             |                  |
| <b>Expenditure on:</b>                                                    |               |                    |                         |                 |             |                  |
| Raising funds                                                             | S08           | 3,977              | 2,026                   | -               | 6,003       | 8,819            |
| Charitable activities                                                     | S09           | 54,110             | 146,427                 | -               | 200,537     | 241,320          |
| Separate material item of expense                                         | S10           | -                  | -                       | -               | -           | -                |
| Other                                                                     | S11           | 21,899             | 25,143                  | -               | 47,042      | 47,502           |
| <b>Total</b>                                                              | S12           | 79,986             | 173,596                 | -               | 253,582     | 297,641          |
| <b>Net income/(expenditure) before investment gains/(losses)</b>          |               |                    |                         |                 |             |                  |
| Net gains/(losses) on investments                                         | S13           | - 19,728           | 53,013                  | -               | 33,285      | 10,492           |
| <b>Net income/(expenditure)</b>                                           | S14           | -                  | -                       | -               | -           | -                |
| <b>Extraordinary items</b>                                                | S15           | - 19,728           | 53,013                  | -               | 33,285      | 10,492           |
| <b>Transfers between funds</b>                                            | S16           | -                  | -                       | -               | -           | -                |
| <b>Other recognised gains/(losses):</b>                                   | S17           | 267                | - 267                   | -               | -           | -                |
| Gains and losses on revaluation of fixed assets for the charity's own use | S18           | -                  | -                       | -               | -           | -                |
| Other gains/(losses)                                                      | S19           | -                  | -                       | -               | -           | -                |
| <b>Net movement in funds</b>                                              | S20           | - 19,461           | 52,746                  | -               | 33,285      | 10,492           |
| <b>Reconciliation of funds:</b>                                           |               |                    |                         |                 |             |                  |
| Total funds brought forward                                               | S21           | 91,661             | 19,334                  | -               | 110,995     | 100,503          |
| <b>Total funds carried forward</b>                                        | S22           | 72,200             | 72,080                  | -               | 144,280     | 110,995          |

|                                |                               |                                |         |
|--------------------------------|-------------------------------|--------------------------------|---------|
| Charity Name: UNIFORM EXCHANGE |                               | Charity No                     | 1177750 |
|                                |                               | Company No                     | N/A     |
| Annual accounts for the period | Period start date: 01/01/2024 | To period end date: 31/12/2024 |         |

## Section B Balance sheet

|                                                       |             |     | Restricted         |              |                 |                 |                 |
|-------------------------------------------------------|-------------|-----|--------------------|--------------|-----------------|-----------------|-----------------|
| Guidance note                                         |             |     | Unrestricted funds | income funds | Endowment funds | Total this year | Total last year |
|                                                       |             |     | £                  | £            | £               | £               | £               |
|                                                       |             |     | F01                | F02          | F03             | F04             | F05             |
| <b>Fixed assets</b>                                   |             |     |                    |              |                 |                 |                 |
| Intangible assets                                     | (Note 15)   | B01 | -                  | -            | -               | -               | -               |
| Tangible assets                                       | (Note 14)   | B02 | 7,897              | -            | -               | 7,897           | 5,756           |
| Heritage assets                                       | (Note 16)   | B03 | -                  | -            | -               | -               | -               |
| Investments                                           | (Note 17)   | B04 | -                  | -            | -               | -               | -               |
| <b>Total fixed assets</b>                             |             | B05 | 7,897              | -            | -               | 7,897           | 5,756           |
| <b>Current assets</b>                                 |             |     |                    |              |                 |                 |                 |
| Stocks                                                | (Note 18)   | B06 | 32,245             | -            | -               | 32,245          | 30,000          |
| Debtors                                               | (Note 19)   | B07 | -                  | -            | -               | -               | -               |
| Investments                                           | (Note 17.4) | B08 | -                  | -            | -               | -               | -               |
| Cash at bank and in hand                              | (Note 24)   | B09 | 35,466             | 72,081       | -               | 107,547         | 76,716          |
| <b>Total current assets</b>                           |             | B10 | 67,711             | 72,081       | -               | 139,792         | 106,716         |
| <b>Creditors: amounts falling due within one year</b> | (Note 20)   | B11 | 3,409              | -            | -               | 3,409           | 1,477           |
| <b>Net current assets/(liabilities)</b>               |             | B12 | 64,302             | 72,081       | -               | 136,383         | 105,239         |
| <b>Total assets less current liabilities</b>          |             | B13 | 72,199             | 72,081       | -               | 144,280         | 110,995         |
| <b>Creditors: amounts falling due after one year</b>  | (Note 20)   | B14 | -                  | -            | -               | -               | -               |
| <b>Provisions for liabilities</b>                     |             | B15 | -                  | -            | -               | -               | -               |
| <b>Total net assets or liabilities</b>                |             | B16 | 72,199             | 72,081       | -               | 144,280         | 110,995         |
| <b>Funds of the Charity</b>                           |             |     |                    |              |                 |                 |                 |
| Endowment funds (Note 27)                             |             | B17 | -                  | -            | -               | -               | -               |
| Restricted income funds (Note 27)                     |             | B18 |                    | 72,081       |                 | 72,081          | 19,334          |
| Unrestricted funds                                    |             | B19 | 72,199             |              | -               | 72,199          | 91,661          |
| Revaluation reserve                                   |             | B20 |                    |              |                 | -               |                 |
| Fair value reserve                                    |             | B21 |                    |              |                 |                 |                 |
| <b>Total funds</b>                                    |             | B22 | 72,199             | 72,081       | -               | 144,280         | 110,995         |

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by two trustees on behalf of all the trustees

| Print Name   | Date of approval<br>dd/mm/yyyy |
|--------------|--------------------------------|
| Kate France  | 29/10/2025                     |
| Karen Hobson | 29/10/2025                     |

Signature of trustees approving accounts being sent to Charities Commission

| Signature                                                                            | Date dd/mm/yyyy |
|--------------------------------------------------------------------------------------|-----------------|
|  | 29/10/2025      |
|   | 29/10/2025      |

## Section C Notes to the accounts

### Note 1 Basis of preparation

*This section should be completed by all charities.*

#### 1.1 Basis of accounting

These accounts 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 accounts 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 with\* ☒ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.\*

\* -Tick as appropriate

#### 1.2 Going concern

*If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:*

An explanation as to those factors that support the conclusion that the charity is a going concern;

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

*The trustees have had regard to the ongoing income and fund balances of the charity since the year end and the charity's projected performance. There are no material uncertainties about the charity's ability to continue as a going concern.*

NOT APPLICABLE

NOT APPLICABLE

#### 1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in notes 1 to 3.

Yes\* ☐ No\* ☒ \* -Tick as appropriate

*Please disclose:*

|                                                                                                                                                                                                                               |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <i>(i) the nature of the change in accounting policy;</i>                                                                                                                                                                     |  |
| <i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i>                                                                                                      |  |
| <i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.</i> |  |

#### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes\* ☒ No\* ☐ \* -Tick as appropriate

*Please disclose:*

|                                                                                                                  |  |
|------------------------------------------------------------------------------------------------------------------|--|
| <i>(i) the nature of any changes;</i>                                                                            |  |
| <i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i> |  |
| <i>(iii) where practicable, the effect of the change in one or more future periods.</i>                          |  |

#### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes\* ☒ No\* ☐ \* -Tick as appropriate

*Please disclose:*

|                                                                                                                                    |  |
|------------------------------------------------------------------------------------------------------------------------------------|--|
| <i>(i) the nature of the prior period error;</i>                                                                                   |  |
| <i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i> |  |
| <i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>                 |  |

**Note 2 Accounting policies**

Please complete this note when first reporting under FRS2102. Section 35 of FRS102, requires 3 reconciliations to be presented, if all are applicable.

**2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE**

Please provide a description of the nature of each change in accounting policy

The previous accounts were prepared on the receipts and payments basis. These accounts are prepared on the accruals basis.

**Reconciliation of funds per previous GAAP to funds determined under FRS 102**

|                                     | Start of<br>period<br>£ | End of<br>period<br>£ |
|-------------------------------------|-------------------------|-----------------------|
| Fund balances as previously stated  | 66,416                  | 75,592                |
| <b>Adjustments:</b>                 |                         |                       |
| Inclusion of stock                  | 30,000                  | 30,000                |
| Inclusion of fixed assets           | 6,739                   | 5,756                 |
| Inclusion of creditors              | - 2,858                 | - 1,477               |
| Inclusion of Paypal account balance |                         | 1,124                 |
| Error on bank reconciliation        | 206                     |                       |

|                          |                |                |
|--------------------------|----------------|----------------|
| Fund balance as restated | <u>100,503</u> | <u>110,995</u> |
|--------------------------|----------------|----------------|

**Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102**

|                                               | End of<br>£ |
|-----------------------------------------------|-------------|
| Net income/(expenditure) as previously stated | 9,176       |
| <b>Adjustments:</b>                           |             |
| Depreciation                                  | - 983       |
| Inclusion of Paypal account                   | 1,124       |
| Inclusion of creditors -                      | 1,381       |
| Error on bank reconciliation                  | - 206       |

|                                                      |               |
|------------------------------------------------------|---------------|
| Previous period net income/(expenditure) as restated | <u>10,492</u> |
|------------------------------------------------------|---------------|

## Note 2

## Accounting policies

## 2.2 INCOME

*This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.*

|                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |     |    |     |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----|
| <b>Recognition of income</b>                             | These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>it is more likely than not that the trustees will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Yes | No | N/a |
| <b>Offsetting</b>                                        | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Yes | No | N/a |
| <b>Grants and donations</b>                              | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes | No | N/a |
| <b>Legacies</b>                                          | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Yes | No | N/a |
| <b>Government grants</b>                                 | The charity has received government grants in the reporting period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No | N/a |
| <b>Tax reclaims on donations and gifts</b>               | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Yes | No | N/a |
| <b>Contractual income and performance related grants</b> | This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Yes | No | N/a |
| <b>Donated goods</b>                                     | Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. In practice the charity has used the amount saved by parents receiving the goods as a materially correct estimate of the fair value / replacement cost.<br>The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.<br>Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.<br>Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.<br>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable. | Yes | No | N/a |
| <b>Donated services and facilities</b>                   | Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.<br>Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Yes | No | N/a |
| <b>Support costs</b>                                     | The charity has incurred expenditure on support costs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Yes | No | N/a |
| <b>Volunteer help</b>                                    | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes | No | N/a |
| <b>Income from interest, royalties and dividends</b>     | This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Yes | No | N/a |
| <b>Income from membership subscriptions</b>              | Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.<br>Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Yes | No | N/a |
| <b>Settlement of insurance claims</b>                    | Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Yes | No | N/a |
| <b>Investment gains and losses</b>                       | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Yes | No | N/a |

## 2.3 EXPENDITURE AND LIABILITIES

**Liability recognition** Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Governance and support costs** Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Grants with performance conditions** Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions** Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

**Redundancy cost** The charity made no redundancy payments during the reporting period.

**Deferred income** No material item of deferred income has been included in the accounts.

**Creditors** The charity has creditors which are measured at settlement amounts less any trade discounts

**Provisions for liabilities** A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

**Basic financial instruments** The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

## 2.4 ASSETS

**Tangible fixed assets for use by charity** These are capitalised if they can be used for more than one year, and cost at least

250

They are valued at cost.

The depreciation rates and methods used are disclosed in note 9.2.

**Intangible fixed assets** The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5

They are valued at cost.

**Heritage assets** The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.

They are valued at cost.

**Investments** Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

**Stocks and work in progress** Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

**Debtors** Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**Current asset investments** The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

They are valued at fair value except where they qualify as basic financial instruments.

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                                  | N/a                      |
|--------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                      | No                                  | N/a                      |
|--------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Yes                                 | No                       | N/a                      |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                                  | N/a                      |
|--------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Yes                      | No                       | N/a                                 |
|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM  
THOSE ABOVE

|  |
|--|
|  |
|--|

## Note 3

## Analysis of income

|                                   |                                                                            | Unrestricted funds | Restricted income funds | Endowment funds | Total funds    | Prior year     |
|-----------------------------------|----------------------------------------------------------------------------|--------------------|-------------------------|-----------------|----------------|----------------|
| Analysis                          |                                                                            |                    |                         |                 | £              | £              |
| Donations and legacies:           | Donations and gifts                                                        | 6,625              | -                       | -               | 6,625          | 8,567          |
|                                   | Gift Aid                                                                   | -                  | -                       | -               | -              | -              |
|                                   | Legacies                                                                   | -                  | -                       | -               | -              | -              |
|                                   | General grants provided by government/other charities                      | 35,448             | 60,493                  | -               | 95,941         | 36,874         |
|                                   | Membership subscriptions and sponsorships which are in substance donations | -                  | -                       | -               | -              | -              |
|                                   | Donated goods, facilities and services                                     | -                  | -                       | -               | -              | -              |
|                                   | Other                                                                      | -                  | -                       | -               | -              | -              |
| <b>Total</b>                      |                                                                            | <b>42,073</b>      | <b>60,493</b>           | <b>-</b>        | <b>102,566</b> | <b>45,441</b>  |
| Charitable activities:            | Grants for the provisions of goods as part of charitable activities        | -                  | 166,116                 | -               | 166,116        | 246,385        |
|                                   | Charity shop, online sales and rag sales                                   | 17,344             | -                       | -               | 17,344         | 16,280         |
|                                   |                                                                            | -                  | -                       | -               | -              | -              |
|                                   | Other                                                                      | -                  | -                       | -               | -              | -              |
| <b>Total</b>                      |                                                                            | <b>17,344</b>      | <b>166,116</b>          | <b>-</b>        | <b>183,460</b> | <b>262,665</b> |
| Other trading activities:         |                                                                            | -                  | -                       | -               | -              | -              |
|                                   | Fundraising events, Giants cash bonanza                                    | 841                | -                       | -               | 841            | 27             |
|                                   |                                                                            | -                  | -                       | -               | -              | -              |
|                                   | Other                                                                      | -                  | -                       | -               | -              | -              |
| <b>Total</b>                      |                                                                            | <b>841</b>         | <b>-</b>                | <b>-</b>        | <b>841</b>     | <b>27</b>      |
| Income from investments:          | Interest income                                                            | -                  | -                       | -               | -              | -              |
|                                   | Dividend income                                                            | -                  | -                       | -               | -              | -              |
|                                   | Rental and leasing income                                                  | -                  | -                       | -               | -              | -              |
|                                   | Other                                                                      | -                  | -                       | -               | -              | -              |
| <b>Total</b>                      |                                                                            | <b>-</b>           | <b>-</b>                | <b>-</b>        | <b>-</b>       | <b>-</b>       |
| Separate material item of income: |                                                                            | -                  | -                       | -               | -              | -              |
|                                   |                                                                            | -                  | -                       | -               | -              | -              |
|                                   |                                                                            | -                  | -                       | -               | -              | -              |
|                                   |                                                                            | -                  | -                       | -               | -              | -              |
| <b>Total</b>                      |                                                                            | <b>-</b>           | <b>-</b>                | <b>-</b>        | <b>-</b>       | <b>-</b>       |
| Other:                            | Conversion of endowment funds into income                                  | -                  | -                       | -               | -              | -              |
|                                   | Gain on disposal of a tangible fixed asset held for charity's own use      | -                  | -                       | -               | -              | -              |
|                                   | Gain on disposal of a programme related investment                         | -                  | -                       | -               | -              | -              |
|                                   | Royalties from the exploitation of intellectual property rights            | -                  | -                       | -               | -              | -              |
|                                   | Other                                                                      | -                  | -                       | -               | -              | -              |
|                                   | <b>Total</b>                                                               | <b>-</b>           | <b>-</b>                | <b>-</b>        | <b>-</b>       | <b>-</b>       |
| <b>TOTAL INCOME</b>               |                                                                            | <b>60,258</b>      | <b>226,609</b>          | <b>-</b>        | <b>286,867</b> | <b>308,133</b> |

## Other information:

All income in the prior year was unrestricted except for:  
(please provide description and amounts)

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

**Note 4**                      **Analysis of receipts of government grants**

|                           | Description                                                           | This year<br>£ |
|---------------------------|-----------------------------------------------------------------------|----------------|
| <b>Government grant 1</b> | Kirklees Council - Local Welfare Provision Core Cost Funding          | 16,256         |
| <b>Government grant 2</b> | Kirklees Council - International Arrival Team - School Uniform Fund   | 10,000         |
| <b>Government grant 3</b> | Kirklees Council - Household Support Fund (5) - School Uniform Fund   | 70,000         |
| <b>Government grant 4</b> | Kirklees Council - Household Support Fund (6) - Winter Warmer Project | 90,000         |
| <b>Government grant 5</b> | Kirklees Council - HAF - Winter Coats Project                         | 2,500          |
| <b>Other</b>              |                                                                       | -              |
|                           | <b>Total</b>                                                          | <b>188,756</b> |

|                           | Description                                                           | Last year<br>£ |
|---------------------------|-----------------------------------------------------------------------|----------------|
| <b>Government grant 1</b> | Kirklees Council - Household Support Fund (3) - Winter Warmer Project | 87,080         |
| <b>Government grant 2</b> | Kirklees Council - Cllr Fund - Laptops                                | 268            |
| <b>Government grant 3</b> | Kirklees Council - Household Support Fund (4) - School Uniform Fund   | 143,130        |
| <b>Government grant 4</b> | WYCA - Household Support Fund (4) - Winter Warmer Project             | 2,000          |
| <b>Government grant 5</b> | One Community - Household Support Fund (4) - Winter Warmer Project    | 2,000          |
| <b>Government grant 6</b> | Kirklees Council - Local Welfare Provision Core Cost Funding          | 16,256         |
| <b>Other</b>              |                                                                       | -              |
|                           | <b>Total</b>                                                          | <b>250,734</b> |

|                                                                                                                                              | This year | Last year |
|----------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| <i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i> |           |           |

|                                                                                                                   | This year | Last year |
|-------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| <i>Please give details of other forms of government assistance from which the charity has directly benefited.</i> |           |           |

**Note 5**                      **Donated goods, facilities and services**

|                 | This year<br>£ | Last year<br>£ |
|-----------------|----------------|----------------|
| Seconded staff  | -              | -              |
| Use of property | -              | -              |
| Other           | -              | -              |

|                                                                                                                                                               | This year | Last year |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.                                  |           |           |
| Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income. |           |           |
| Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.                  |           |           |

**Section C** **Notes to the accounts** **(cont)**

**Note 6** **Analysis of expenditure**

| Analysis                                                                | This year          |                         |                 |              | Last year          |                         |                 |              |
|-------------------------------------------------------------------------|--------------------|-------------------------|-----------------|--------------|--------------------|-------------------------|-----------------|--------------|
|                                                                         | Unrestricted funds | Restricted income funds | Endowment funds | Total funds  | Unrestricted funds | Restricted income funds | Endowment funds | Total funds  |
| <b>Expenditure on raising funds:</b>                                    |                    |                         |                 | £            |                    |                         |                 | £            |
| Incurred seeking donations                                              | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Incurred seeking legacies                                               | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Incurred seeking grants                                                 | 3,977              | 2,026                   | -               | 6,003        | 600                | 1,050                   | -               | 1,650        |
| Operating membership schemes and social lotteries                       | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Staging fundraising events                                              | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Fundraising agents                                                      | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Operating charity shops                                                 | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Operating a trading company undertaking non-charitable trading activity | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Advertising, marketing, direct mail and publicity                       | -                  | -                       | -               | -            | 3,576              | 3,593                   | -               | 7,169        |
| Start up costs incurred in generating new source of future income       | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Database development costs                                              | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Other trading activities                                                | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Investment management costs:                                            | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Portfolio management costs                                              | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Cost of obtaining investment advice                                     | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Investment administration costs                                         | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Intellectual property licencing costs                                   | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| Rent collection, property repairs and maintenance charges               | -                  | -                       | -               | -            | -                  | -                       | -               | -            |
| <b>Total expenditure on raising funds</b>                               | <b>3,977</b>       | <b>2,026</b>            | <b>-</b>        | <b>6,003</b> | <b>4,176</b>       | <b>4,643</b>            | <b>-</b>        | <b>8,819</b> |

**Expenditure on charitable activities:**

|                                                   |               |                |          |                |               |                |          |                |
|---------------------------------------------------|---------------|----------------|----------|----------------|---------------|----------------|----------|----------------|
| Cost of uniforms, shoes, coats, etc               | 596           | 126,019        | -        | 126,615        | 2,206         | 174,284        | -        | 176,490        |
| Charity shop rent and utilities                   | 10,122        | -              | -        | 10,122         | 4,813         | -              | -        | 4,813          |
| Staff costs                                       | 39,947        | 16,405         | -        | 56,352         | 24,639        | 14,505         | -        | 39,144         |
| Volunteer expenses and refreshments               | 1,989         | 2,737          | -        | 4,726          | 4,035         | 1,019          | -        | 5,054          |
| Agency staff                                      | -             | -              | -        | -              | 673           | 12,446         | -        | 13,119         |
| Other                                             | 1,456         | 1,266          | -        | 2,722          | 2,468         | 232            | -        | 2,700          |
| <b>Total expenditure on charitable activities</b> | <b>54,110</b> | <b>146,427</b> | <b>-</b> | <b>200,537</b> | <b>38,834</b> | <b>202,486</b> | <b>-</b> | <b>241,320</b> |

**Separate material item of expense**

|              |          |          |          |          |          |          |          |          |
|--------------|----------|----------|----------|----------|----------|----------|----------|----------|
|              | -        | -        | -        | -        | -        | -        | -        | -        |
|              | -        | -        | -        | -        | -        | -        | -        | -        |
|              | -        | -        | -        | -        | -        | -        | -        | -        |
| <b>Total</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |

**Other**

|                                    |               |                |          |                |               |                |          |                |
|------------------------------------|---------------|----------------|----------|----------------|---------------|----------------|----------|----------------|
| Rent and utilities                 | 13,950        | 20,055         | -        | 34,005         | 21,715        | 14,206         | -        | 35,921         |
| Accountancy and payroll            | 1,322         | 1,460          | -        | 2,782          | 2,045         | 296            | -        | 2,341          |
| Depreciation                       | 1,006         | 399            | -        | 1,405          | 600           | 383            | -        | 983            |
| Printing, stationery, office items | 1,233         | 792            | -        | 2,025          | 1,148         | 402            | -        | 1,550          |
| Other                              | 4,388         | 2,437          | -        | 6,825          | 5,333         | 1,374          | -        | 6,707          |
| <b>Total other expenditure</b>     | <b>21,899</b> | <b>25,143</b>  | <b>-</b> | <b>47,042</b>  | <b>30,841</b> | <b>16,661</b>  | <b>-</b> | <b>47,502</b>  |
| <b>TOTAL EXPENDITURE</b>           | <b>79,986</b> | <b>173,596</b> | <b>-</b> | <b>253,582</b> | <b>73,851</b> | <b>223,790</b> | <b>-</b> | <b>297,641</b> |

**Other information:**

**Analysis of expenditure on charitable activities**

| Activity or programme                                 | This year                      |                             |               |                 | Last year                      |                             |               |                 |
|-------------------------------------------------------|--------------------------------|-----------------------------|---------------|-----------------|--------------------------------|-----------------------------|---------------|-----------------|
|                                                       | Activities undertaken directly | Grant funding of activities | Support Costs | Total this year | Activities undertaken directly | Grant funding of activities | Support Costs | Total last year |
|                                                       | £                              | £                           | £             | £               | £                              | £                           | £             | £               |
| Distribution of uniforms directly or via charity shop | 54,110                         | 146,427                     | -             | 200,537         | 38,834                         | 202,486                     | -             | 241,320         |
| Other                                                 | -                              | -                           | -             | -               | -                              | -                           | -             | -               |
| <b>Total</b>                                          | <b>54,110</b>                  | <b>146,427</b>              | <b>-</b>      | <b>200,537</b>  | <b>38,834</b>                  | <b>202,486</b>              | <b>-</b>      | <b>241,320</b>  |

## Section C Notes to the accounts

### Note 9 Support Costs

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

#### This year

| Support cost<br>(examples)          | Raising funds | Activity: Distribution of uniforms directly or via charity shop | Activity 2 | Activity 3 | Grand total | Basis of allocation<br>(Describe method) |
|-------------------------------------|---------------|-----------------------------------------------------------------|------------|------------|-------------|------------------------------------------|
|                                     | £             | £                                                               | £          | £          | £           |                                          |
| Governance                          | -             | -                                                               | -          | -          | -           |                                          |
| Payroll and accounts administration |               | 2,782                                                           |            |            | 2,782       |                                          |
| Information technology              |               | 80                                                              |            |            | 80          |                                          |
| Other                               | -             | -                                                               | -          | -          | -           |                                          |
| <b>Total</b>                        | -             | 2,862                                                           | -          | -          | 2,862       |                                          |

#### Last year

| Support cost<br>(examples)          | Raising funds | Activity: Distribution of uniforms directly or via charity shop | Activity 2 | Activity 3 | Grand total | Basis of allocation<br>(Describe method) |
|-------------------------------------|---------------|-----------------------------------------------------------------|------------|------------|-------------|------------------------------------------|
|                                     | £             | £                                                               | £          | £          | £           |                                          |
| Governance                          | -             | -                                                               | -          | -          | -           |                                          |
| Payroll and accounts administration |               | 2,341                                                           |            |            | 2,341       |                                          |
| Information technology              |               | 241                                                             |            |            | 241         |                                          |
| Other                               | -             | -                                                               | -          | -          | -           |                                          |
| <b>Total</b>                        | -             | 2,582                                                           | -          | -          | 2,582       |                                          |

*Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.*

All allocated to the charity's main activity as any split would be immaterial to users of the accounts.

| Section C | Notes to the accounts |
|-----------|-----------------------|
|-----------|-----------------------|

**Note 10** Details of certain items of expenditure

**10.1 Fees for examination of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

Independent examiner's fees

Assurance services other than audit or independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner

| This year<br>£ | Last year<br>£ |
|----------------|----------------|
| -              | -              |
| -              | -              |
| -              | -              |
| -              | -              |

| Section C | Notes to the accounts | (cont) |
|-----------|-----------------------|--------|
|-----------|-----------------------|--------|

**Note 11**                      **Paid employees**  
*Please complete this note if the charity has any employees.*

**11.1 Staff Costs**

|                                             | This year<br>£ | Last year<br>£ |
|---------------------------------------------|----------------|----------------|
| Salaries and wages                          | 55,980         | 38,718         |
| Social security costs                       | 140            | 83             |
| Pension costs (defined contribution scheme) | 232            | 509            |
| Other employee benefits                     | -              | -              |
| <b>Total staff costs</b>                    | <b>56,352</b>  | <b>39,144</b>  |

**This year:**

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

none

**Last year:**

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

none

*Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.*

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

none

| Band                 | Number of employees |           |
|----------------------|---------------------|-----------|
|                      | This year           | Last year |
| £60,000 to £69,999   | -                   | -         |
| £70,000 to £79,999   | -                   | -         |
| £80,000 to £89,999   | -                   | -         |
| £90,000 to £99,999   | -                   | -         |
| £100,000 to £109,999 | -                   | -         |
|                      |                     |           |

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see Note 28.

| This year<br>£ | Last year<br>£ |
|----------------|----------------|
| -              | -              |

### 11.2 Average head count in the year

The parts of the charity in which the employees work

|                       | This year<br>Number | Last year<br>Number |
|-----------------------|---------------------|---------------------|
| Fundraising           | -                   | -                   |
| Charitable Activities | 7                   | 5                   |
| Governance            | -                   | -                   |
| Other                 | -                   | -                   |
| <b>Total</b>          | <b>7</b>            | <b>5</b>            |

The above figures are made up of 6 permanent and 5 summer staff (2024) and 5 permanent and 2 summer staff (2023), averaged across the year.

### 11.3 Ex-gratia payments to employees and others (excluding trustees)

*Please complete if an ex-gratia payment is made.*

Please explain the nature of the payment

|           |  |
|-----------|--|
| This year |  |
| Last year |  |

Please state the legal authority or reason for making the payment

|           |  |
|-----------|--|
| This year |  |
| Last year |  |

Please state the amount of the payment (or value of any waiver of a right to an asset)

| This year | Last year |
|-----------|-----------|
| £         | £         |
| -         | -         |

#### 11.4 Redundancy payments

*Please complete if any redundancy or termination payment is made in the period.*

**Total amount of payment**

| <b>This year</b> | <b>Last year</b> |
|------------------|------------------|
| <b>£</b>         | <b>£</b>         |
| -                | -                |

**The nature of the payment (cash, asset etc.)**

|  |  |
|--|--|
|  |  |
|--|--|

**The extent of redundancy funding at the balance sheet date**

| <b>This year</b> | <b>Last year</b> |
|------------------|------------------|
| <b>£</b>         | <b>£</b>         |
| -                | -                |

**Please state the accounting policy for any redundancy or termination payments**

|  |  |
|--|--|
|  |  |
|--|--|

| Section C | Notes to the accounts | (cont) |
|-----------|-----------------------|--------|
|-----------|-----------------------|--------|

**Note 12**                      **Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.**

**12.1** *Please complete this note if a defined contribution pension scheme is operated.*

|                                                              | This year | Last year |
|--------------------------------------------------------------|-----------|-----------|
|                                                              | £         | £         |
| Amount of contributions recognised in the SOFA as an expense | 232       | 509       |

| Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds. | Amounts are immaterial | Amounts are immaterial |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------|
|                                                                                                                                                                            |                        |                        |

**12.2** *Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.*

|                                                                                                                                                                                                                                                                                                                            |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.</p> <p>Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity for this year and last year, if different</p> |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**12.3** *Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.*

|                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan. If this is different for last year, provide details</p> <p>Provide an explanation of how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined. If this is different for last year, provide details</p> |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**Section C****Notes to the accounts****(cont)****Note 14 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

|                              | Freehold land & buildings | Other land & buildings | Plant, machinery and motor vehicles | Fixtures, fittings and equipment | Total  |
|------------------------------|---------------------------|------------------------|-------------------------------------|----------------------------------|--------|
|                              | £                         | £                      | £                                   | £                                | £      |
| At the beginning of the year | -                         | -                      | 6,000                               | 1,530                            | 7,530  |
| Additions                    | -                         | -                      | -                                   | 3,545                            | 3,545  |
| Revaluations                 | -                         | -                      | -                                   | -                                | -      |
| Disposals                    | -                         | -                      | -                                   | -                                | -      |
| Transfers *                  | -                         | -                      | -                                   | -                                | -      |
| At end of the year           | -                         | -                      | 6,000                               | 5,075                            | 11,075 |

**14.2 Depreciation and impairments**

|                          |   |   |       |          |       |
|--------------------------|---|---|-------|----------|-------|
| <b>**Basis</b>           |   |   | SL    | SL       |       |
| <b>** Rate</b>           |   |   | 10    | 15 or 25 |       |
| At beginning of the year | - | - | 1,200 | 574      | 1,774 |
| Disposals                | - | - | -     | -        | -     |
| Depreciation             | - | - | 600   | 805      | 1,405 |
| Impairment               | - | - | -     | -        | -     |
| Transfers*               | - | - | -     | -        | -     |
| At end of the year       | - | - | 1,800 | 1,379    | 3,179 |

**14.3 Net book value**

|                                             |   |   |       |       |       |
|---------------------------------------------|---|---|-------|-------|-------|
| Net book value at the beginning of the year | - | - | 4,800 | 956   | 5,756 |
| Net book value at the end of the year       | - | - | 4,200 | 3,696 | 7,896 |

#### 14.4 Impairment

***This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

***Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

#### 14.5 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***the methods applied and significant assumptions***

***the carrying amount that would have been recognised had the assets been carried under the cost model.***

| This year | Last year |
|-----------|-----------|
|           |           |
|           |           |
|           |           |
| -         | -         |

#### 14.6 Other disclosures

***(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.***

***(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.***

***(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.***

| This year | Last year |
|-----------|-----------|
| £         | £         |
| -         | -         |
| -         | -         |
|           |           |

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

|                  |                              |               |
|------------------|------------------------------|---------------|
| <b>Section C</b> | <b>Notes to the accounts</b> | <b>(cont)</b> |
|------------------|------------------------------|---------------|

**Note 18**                      **Stocks**

*Please complete this note if the charity holds any stock items*

**18.1 Please state the carrying amount of stock and work in progress analysed between activities.**

|                                  | Stock            |            | Donated goods    |            | Work in progress |
|----------------------------------|------------------|------------|------------------|------------|------------------|
|                                  | For distribution | For resale | For distribution | For resale |                  |
|                                  | £                | £          | £                | £          |                  |
| <b>Charitable activities:</b>    |                  |            |                  |            |                  |
| <i>Opening</i>                   | 30,000           | -          | -                | -          | -                |
| <i>Added in period</i>           | 2,245            | -          | -                | -          | -                |
| <i>Expensed in period</i>        | -                | -          | -                | -          | -                |
| <i>Impaired</i>                  | -                | -          | -                | -          | -                |
| <i>Closing</i>                   | 32,245           | -          | -                | -          | -                |
| <b>Other trading activities:</b> |                  |            |                  |            |                  |
| <i>Opening</i>                   | -                | -          | -                | -          | -                |
| <i>Added in period</i>           | -                | -          | -                | -          | -                |
| <i>Expensed in period</i>        | -                | -          | -                | -          | -                |
| <i>Impaired</i>                  | -                | -          | -                | -          | -                |
| <i>Closing</i>                   | -                | -          | -                | -          | -                |
| <b>Other:</b>                    |                  |            |                  |            |                  |
| <i>Opening</i>                   | -                | -          | -                | -          | -                |
| <i>Added in period</i>           | -                | -          | -                | -          | -                |
| <i>Expensed in period</i>        | -                | -          | -                | -          | -                |
| <i>Impaired</i>                  | -                | -          | -                | -          | -                |
| <i>Closing</i>                   | -                | -          | -                | -          | -                |
| <b>Total this year</b>           | 32,245           | -          | -                | -          | -                |
| <b>Total previous year</b>       | 30,000           | -          | -                | -          | -                |

**18.2 Please specify the carrying amount of any stocks pledged as security for liabilities**

| This year | Last year |
|-----------|-----------|
| £         | £         |
|           |           |

|                  |                              |               |
|------------------|------------------------------|---------------|
| <b>Section C</b> | <b>Notes to the accounts</b> | <b>(cont)</b> |
|------------------|------------------------------|---------------|

**Note 19 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**19.1 Analysis of debtors**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

| This year | Last year |
|-----------|-----------|
| £         | £         |
| -         | -         |
| -         | -         |
| -         | -         |
| -         | -         |

*Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.*

**19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

| This year | Last year |
|-----------|-----------|
| £         | £         |
| -         | -         |
| -         | -         |
| -         | -         |
| -         | -         |
| -         | -         |

**Section C****Notes to the accounts****(cont)****Note 20 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***20.1 Analysis of creditors**

|                                                                          | Amounts falling due within one year |                | Amounts falling due after more than one year |                |
|--------------------------------------------------------------------------|-------------------------------------|----------------|----------------------------------------------|----------------|
|                                                                          | This year<br>£                      | Last year<br>£ | This year<br>£                               | Last year<br>£ |
| Accruals for grants payable                                              | -                                   | -              | -                                            | -              |
| Bank loans and overdrafts                                                | -                                   | -              | -                                            | -              |
| Trade creditors                                                          | 1,054                               | 410            | -                                            | -              |
| Payments received on account for contracts or performance-related grants | -                                   | -              | -                                            | -              |
| Accruals and deferred income                                             | -                                   | -              | -                                            | -              |
| Taxation and social security                                             | 1,880                               | 1,067          | -                                            | -              |
| Other creditors                                                          | 475                                 | -              | -                                            | -              |
| <b>Total</b>                                                             | <b>3,409</b>                        | <b>1,477</b>   | <b>-</b>                                     | <b>-</b>       |

**20.2 Deferred income***Please complete this note if the charity has deferred income.**Please explain the reasons why income is deferred.*

| This year | Last year |
|-----------|-----------|
|           |           |

**Movement in deferred income account**

Balance at the start of the reporting period

Amounts added in current period

Amounts released to income from previous periods

Balance at the end of the reporting period

| This year<br>£ | Last year<br>£ |
|----------------|----------------|
| -              | -              |
| -              | -              |
| -              | -              |
| -              | -              |

| Section C | Notes to the accounts | (cont) |
|-----------|-----------------------|--------|
|-----------|-----------------------|--------|

**Note 24**                      **Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)  
Short term deposits  
Cash at bank and on hand  
Other  
Total

| This year<br>£ | Last year<br>£ |
|----------------|----------------|
| -              | -              |
| -              | -              |
| 107,547        | 76,716         |
| -              | -              |
| 107,547        | 76,716         |

**Section C** **Notes to the accounts** **(cont)**

**Note 27** **Charity funds**

**27.1 Details of material funds held and movements during the CURRENT reporting period**

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

| Fund names                                        | Type PE, EE<br>R or UR * | Purpose and Restrictions                                                                                                                                                              | Fund<br>balances<br>brought<br>forward<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£ | Gains and<br>losses<br>£ | Fund<br>balances<br>carried<br>forward<br>£ |
|---------------------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|----------------|------------------|----------------|--------------------------|---------------------------------------------|
| Key fund                                          | R                        | To cover specifically new website, PR costs, Salaries and seasonal workers                                                                                                            | 365                                         | -              | - 383            | 18             | -                        | -                                           |
| Unrestricted funds                                | UR                       | Unrestricted                                                                                                                                                                          | 91,661                                      | 60,258         | - 79,986         | 266            |                          | 72,199                                      |
| Sir George Martin Trust                           | R                        | To cover core costs - rent salaries and volunteer expenses                                                                                                                            | 270                                         |                | - 270            |                |                          | -                                           |
| Garfield Weston Trust                             | R                        | To cover core costs - rent salaries and volunteer expenses                                                                                                                            | 4,335                                       |                | - 4,335          |                |                          | -                                           |
| Kirklees Council Household Support Fund - round 4 | R                        | 80% to be used to purchase school uniform, underwear & shoes where we don't have a secondhand alternative plus winter coats and accessories.<br>20% to be used to deliver the service | 9,574                                       |                | - 9,591          | 17             |                          | -                                           |
| West Yorkshire Masons                             | R                        | To cover laundry costs                                                                                                                                                                | 2,095                                       |                | - 2,095          |                |                          | -                                           |
| One Community Foundation                          | R                        | To cover volunteer expenses                                                                                                                                                           | 26                                          |                | - 26             |                |                          | -                                           |
| One Community Foundation - Household Support Fund | R                        | To cover the core costs of delivering our service                                                                                                                                     | 85                                          |                | - 85             |                |                          | -                                           |
| One Community Foundation - WYCA                   | R                        | To cover the core costs of delivering our service                                                                                                                                     | 1,522                                       |                | - 1,522          |                |                          | -                                           |
| The Wharfedale Foundation                         | R                        | To cover volunteer expenses                                                                                                                                                           | 1,062                                       | -              | - 1,062          | -              | -                        | -                                           |
| Albert Hunt Trust                                 | R                        | To cover core costs                                                                                                                                                                   | -                                           | 3,000          | - 277            |                |                          | 2,723                                       |
| Anton Jurgen Trust                                | R                        | To cover core costs                                                                                                                                                                   | -                                           | 5,000          | - 1,287          |                |                          | 3,713                                       |
| Hillards Charitable Trust                         | R                        | To cover van expenses including fuel                                                                                                                                                  | -                                           | 1,000          | - 435            | -              | -                        | 565                                         |
| Kirklees Council Household Support Fund - round 5 | R                        | 80% to be used to purchase school uniform, underwear & shoes where we don't have a secondhand alternative<br>20% to be used to deliver the service                                    | -                                           | 70,000         | - 72,308         | 2,308          | -                        | -                                           |
| Kirklees Council Household Support Fund - round 6 | R                        | 20% this is to be used to deliver the service, including laundry, salaries and rent                                                                                                   | -                                           | 18,992         | - 9,011          | -              | -                        | 9,981                                       |
| Kirklees Council Household Support Fund - round 6 | R                        | 80% this is to be used to purchase coats and winter accessories including pyjamas, woolly socks and hoodies                                                                           | -                                           | 71,008         | - 48,403         |                |                          | 22,605                                      |
| Liz and Terry Bramall Foundation                  | R                        | This is to specifically cover laundry costs                                                                                                                                           | -                                           | 4,000          | - 3,593          |                |                          | 407                                         |
| Thornton Family Fund via One Community Foundation | R                        | These were given to cover core costs specifically salaries                                                                                                                            | -                                           | 2,500          | - 1,724          |                |                          | 776                                         |
| Kirklees Council - HAF Fund                       | R                        | This is to cover the cost of winter coats and accessories                                                                                                                             | -                                           | 2,500          | - 2,347          |                |                          | 153                                         |
| Postcode Neighbourhood Trust                      | R                        | These were given to cover a variety of core costs                                                                                                                                     | -                                           | 25,000         | - 7,933          |                |                          | 17,067                                      |
| Schroder Charity Trust                            | R                        | These were given to cover a variety of core costs                                                                                                                                     | -                                           | 5,000          | - 4,757          |                |                          | 243                                         |
| National Lottery - Community Fund                 | R                        | Sustainable Exchange Project to include Salaries, rent, marketing etc                                                                                                                 | -                                           | 16,000         | - 1,736          |                |                          | 14,264                                      |
| Utilita Energy                                    | R                        | This was for the specific purchase of Stacking Euro Containers                                                                                                                        | -                                           | 2,609          | -                | - 2,609        |                          | -                                           |
|                                                   |                          |                                                                                                                                                                                       | -                                           | -              | - 416            | -              | -                        | 416                                         |
| <b>Other funds</b>                                | <b>N/a</b>               | <b>N/a</b>                                                                                                                                                                            | -                                           | -              | -                | -              | -                        | -                                           |
| <b>Total Funds</b>                                |                          |                                                                                                                                                                                       | <b>110,995</b>                              | <b>286,867</b> | <b>- 253,582</b> | <b>-</b>       | <b>-</b>                 | <b>144,280</b>                              |

**Section C** **Notes to the accounts** **(cont)**

**Note 27** **Charity funds (cont)**

**27.2 Details of material funds held and movements during the PREVIOUS reporting period**

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

| Fund names                                                              | Type PE, EE<br>R or UR * | Purpose and Restrictions                                                                                                                                                                         | Fund<br>balances<br>brought<br>forward<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£ | Gains and<br>losses<br>£ | Fund<br>balances<br>carried<br>forward<br>£ |
|-------------------------------------------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|----------------|------------------|----------------|--------------------------|---------------------------------------------|
| Kirklees Council Household Support Fund - round 3 winter warmer project | R                        | 80% to be used to purchase winter coats and accessories.<br>20% to be used to deliver the service                                                                                                | - 34,869                                    | 87,080         | - 52,220         | 9              | -                        | -                                           |
| Key fund                                                                | R                        | To cover specifically new website, PR costs, Salaries and seasonal workers                                                                                                                       | 9,367                                       | -              | - 9,002          | -              | -                        | 365                                         |
| One Community Match-It (Admin)                                          | R                        | To cover the salary of our admin assistant                                                                                                                                                       | - 836                                       | -              | - 28             | 864            | -                        | -                                           |
| One Community (Sustainable Pop-up Shops)                                | R                        | To cover the costs of setting up the Sustainable Exchange Project                                                                                                                                | 788                                         | -              | - 1,606          | 818            | -                        | -                                           |
| Unrestricted funds                                                      | UR                       | Unrestricted                                                                                                                                                                                     | 126,053                                     | 41,150         | - 73,851         | - 1,691        | -                        | 91,661                                      |
| 52 Lives                                                                | R                        | To cover the costs of new underwear                                                                                                                                                              | -                                           | 1,000          | - 1,000          | -              | -                        | -                                           |
| Sir George Martin Trust                                                 | R                        | To cover core costs - rent salaries and                                                                                                                                                          | -                                           | 4,000          | - 3,730          | -              | -                        | 270                                         |
| Garfield Weston Trust                                                   | R                        | To cover core costs - rent salaries and volunteer expenses                                                                                                                                       | -                                           | 10,000         | - 5,665          | -              | -                        | 4,335                                       |
| Kirklees Council Household Support Fund - round 4                       | R                        | 80% to be used to purchase school uniform, underwear & shoes where we don't have a secondhand alternative plus winter coats and accessories.<br><del>20% to be used to deliver the service</del> | -                                           | 143,130        | - 133,556        | -              | -                        | 9,574                                       |
| Kirklees Council - Cllr Fund                                            | R                        | Specific all for a Laptop and accessories                                                                                                                                                        | -                                           | 248            | - 248            | -              | -                        | -                                           |
| West Yorkshire Masons                                                   | R                        | To cover laundry costs                                                                                                                                                                           | -                                           | 2,675          | - 580            | -              | -                        | 2,095                                       |
| One Community Foundation                                                | R                        | To cover volunteer expenses                                                                                                                                                                      | -                                           | 1,000          | - 974            | -              | -                        | 26                                          |
| One Community Foundation - Household Support Fund                       | R                        | To cover the core costs of delivering our service                                                                                                                                                | -                                           | 2,000          | - 1,915          | -              | -                        | 85                                          |
| One Community Foundation - WYCA                                         | R                        | To cover the core costs of delivering our service                                                                                                                                                | -                                           | 2,000          | - 478            | -              | -                        | 1,522                                       |
| Prince of Wales Trust                                                   | R                        | To cover seasonal workers                                                                                                                                                                        | -                                           | 2,500          | - 2,500          | -              | -                        | -                                           |
| National Lottery Awards 4 All                                           | R                        | To cover seasonal workers and van costs                                                                                                                                                          | -                                           | 10,000         | - 10,000         | -              | -                        | -                                           |
| Third Sector Leaders Kirklees                                           | R                        | Volunteer Thank you Week Event                                                                                                                                                                   | -                                           | 100            | - 100            | -              | -                        | -                                           |
| The Wharfedale Foundation                                               | R                        | To cover volunteer expenses                                                                                                                                                                      | -                                           | 1,250          | - 188            | -              | -                        | 1,062                                       |
| <b>Other funds</b>                                                      | <b>N/a</b>               | <b>N/a</b>                                                                                                                                                                                       | -                                           | -              | -                | -              | -                        | -                                           |
| <b>Total Funds</b>                                                      |                          |                                                                                                                                                                                                  | <b>100,503</b>                              | <b>308,133</b> | <b>- 297,641</b> | <b>-</b>       | <b>-</b>                 | <b>110,995</b>                              |

|                  |                              |               |
|------------------|------------------------------|---------------|
| <b>Section C</b> | <b>Notes to the accounts</b> | <b>(cont)</b> |
|------------------|------------------------------|---------------|

**Note 27**                      **Charity funds (cont)**

**27.3 Transfers between funds**

**This year**

|                                           | Reason for transfer and where endowment is converted to income, legal power for its conversion                                                                                                                                                                                                                                                                                                                      | Amount                          |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Between unrestricted and restricted funds | During the year three restricted funds had costs allocated to them which exceeded the funds provided, and these were covered by allocating available unrestricted funds. Another restricted fund was used to buy tangible fixed assets during the year and as the assets are to be for general purposes of the charity, a transfer was made from the restricted fund to unrestricted funds at the date of spending. | £2,343 and £2,609 respectively. |
| Between endowment and restricted funds    |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |
| Between endowment and unrestricted funds  |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |
|                                           |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |

**Last year**

|                                           | Reason for transfer and where endowment is converted to income, legal power for its conversion                                                                           | Amount |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| Between unrestricted and restricted funds | During the year three restricted funds had costs allocated to them which exceeded the funds provided, and these were covered by allocating available unrestricted funds. | £1,691 |
| Between endowment and restricted funds    |                                                                                                                                                                          |        |
| Between endowment and unrestricted funds  |                                                                                                                                                                          |        |
|                                           |                                                                                                                                                                          |        |

**27.4 Designated funds**

**This year**

| Planned use | Purpose of the designation | Amount |
|-------------|----------------------------|--------|
|             |                            |        |
|             |                            |        |

**Last year**

| Planned use | Purpose of the designation | Amount |
|-------------|----------------------------|--------|
|             |                            |        |
|             |                            |        |

|                  |                              |               |
|------------------|------------------------------|---------------|
| <b>Section C</b> | <b>Notes to the accounts</b> | <b>(cont)</b> |
|------------------|------------------------------|---------------|

**Note 28 Transactions with trustees and related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.*

**28.1 Trustee remuneration and benefits**

**This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

|             |
|-------------|
| <b>TRUE</b> |
|-------------|

*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

| Name of trustee | Legal authority (eg order, governing document) | Amounts paid or benefit value |                      |                                                 |       |       |
|-----------------|------------------------------------------------|-------------------------------|----------------------|-------------------------------------------------|-------|-------|
|                 |                                                | Remuneration                  | Pension contribution | Redundancy (including loss of office)/ex gratia | Other | TOTAL |
|                 |                                                | £                             | £                    | £                                               | £     | £     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |

*Please give details of why remuneration or other employment benefits were paid.*

|  |
|--|
|  |
|--|

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

|  |
|--|
|  |
|--|

**Last year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

|             |
|-------------|
| <b>TRUE</b> |
|-------------|

*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

| Name of trustee | Legal authority (eg order, governing document) | Amounts paid or benefit value |                      |                                                 |       |       |
|-----------------|------------------------------------------------|-------------------------------|----------------------|-------------------------------------------------|-------|-------|
|                 |                                                | Remuneration                  | Pension contribution | Redundancy (including loss of office)/ex gratia | Other | TOTAL |
|                 |                                                | £                             | £                    |                                                 | £     | £     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |
|                 |                                                | -                             | -                    | -                                               | -     | -     |

*Please give details of why remuneration or other employment benefits were paid.*

|  |
|--|
|  |
|--|

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

|  |
|--|
|  |
|--|

## 28.2 Trustees' expenses

*If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".*

No trustee expenses have been incurred (True or False)

FALSE

| Type of expenses reimbursed | This year    | Last year    |
|-----------------------------|--------------|--------------|
|                             | £            | £            |
| Travel                      | 1,200        | 1,200        |
| Subsistence                 | -            | -            |
| Accommodation               | -            | -            |
| Other (please specify):     | -            | -            |
| Train ticket to London      | -            | 76           |
| <b>TOTAL</b>                | <b>1,200</b> | <b>1,276</b> |

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

|   |   |
|---|---|
| 1 | 1 |
|---|---|

### 28.3 Transaction(s) with related parties

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.*

**This year**

There have been no related party transactions in the reporting period (True or False)

**TRUE**

| Name of the trustee or related party | Relationship to charity | Description of the transaction(s) | Amount | Balance at period end | Provision for bad debts at period end | Amounts written off during reporting period |
|--------------------------------------|-------------------------|-----------------------------------|--------|-----------------------|---------------------------------------|---------------------------------------------|
|                                      |                         |                                   | £      | £                     | £                                     | £                                           |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*

**Last year**

There have been no related party transactions in the reporting period (True or False)

**TRUE**

| Name of the trustee or related party | Relationship to charity | Description of the transaction(s) | Amount | Balance at period end | Provision for bad debts at period end | Amounts written off during reporting period |
|--------------------------------------|-------------------------|-----------------------------------|--------|-----------------------|---------------------------------------|---------------------------------------------|
|                                      |                         |                                   | £      | £                     | £                                     | £                                           |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |
|                                      |                         |                                   |        |                       |                                       |                                             |

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*

| Section C | Notes to the accounts | (cont) |
|-----------|-----------------------|--------|
|-----------|-----------------------|--------|

|         |                        |
|---------|------------------------|
| Note 29 | Additional Disclosures |
|---------|------------------------|

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

**UNIFORM EXCHANGE**

England & Wales - Charity number 1177750

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# Accounts

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2023

# ANNUAL REPORT

For the Charity Commission



# Introduction

The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 December 2023.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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)

## Reference and Administrative Details of the Charity, its Trustees and Advisors

As of 31st December 2023

**Charity name:** Uniform Exchange

**Charity number:** 1177750

**Principal address:**

Railway Sawmills - Unit 18  
Burbeary Road  
Lockwood  
Huddersfield  
HD1 3UN

**Trustees:**

Mrs Karen Hobson  
Mrs Kate France  
Ms Leathea Donaldson  
Mr Alasdair Brown  
Mrs Margaret Cameron

**Bankers:**

HSBC, 2 Cloth Hall Street  
Huddersfield  
HD1 2ES

**Bookkeeper:**

Amanda Eaton, Fidem Business Services

**Independent Reviewer:**

Ian A Richards, Financial Consultant  
Beech House, Church Hill  
Thorner, Leeds  
LS14 3EG

# Message from our Founder

**2023 has been a momentous year for Uniform Exchange. Thanks to a combination of grant funding, donations, and the time and energy of our wonderful volunteers, Uniform Exchange has grown its impact exponentially.**

In 2023, we were able to support 10,188 children, which is over ten times more than we supported in 2018. In doing so, we saved families in Kirklees almost £1 million.

This is a HUGE ACHIEVEMENT which would not have been possible without all the support we have received over the past year.

Looking to the future, we know that there will continue to be significant need for this service, especially as the cost-of-living crisis continues to pinch families' budgets. Our priority is therefore to ensure that we identify sustainable income streams that will facilitate our continued impact over the coming years.

This service has made a difference for thousands of children in the Kirklees area. We are so grateful for everything we have been able to do to date, and we are excited to see what further impact we can make in the future.

Thank you for supporting our charity. Please continue to spread the word so that we can carry on our charitable activities and meet the needs of our community.

*Thank you,  
Kate France  
Founder, Uniform Exchange*



# Message from our Chair of Trustees

It is with great pride that I present our 2023 Annual Report, marking a year of incredible achievements for Uniform Exchange. During 2023, we supported over 10,000 children - this has grown exponentially from five years ago and in doing so we have assisted Kirklees families to save nearly £1 million in school uniform costs.

Our mission to alleviate financial pressures through providing free, sustainable school uniforms has had a profound impact on our community and I am so proud of what we have been able to achieve though it has been a very difficult season for many.

None of this would have been possible without the tireless work of our volunteers and staff, whose dedication has powered our success. From managing the charity shop to coordinating the Sustainable Exchange programme, the teams' contributions have been invaluable. I would also like to extend my heartfelt thanks to Kate France our founder, and our funders, including Kirklees Council, One Community Foundation, Kirklees, The National Lottery and the many other grant giving organisations, whose generous support has allowed us to grow and reach even more families.

As we look to the future, we know that the cost-of-living crisis will continue to challenge many. But we remain hopeful and committed to expanding our services, exploring new funding streams, and deepening our community ties. Together, we can continue to meet the needs of families across Kirklees and make an even greater difference in the years to come.

*Thank you for your unwavering support*  
*Karen Hobson*  
*Chair of Trustees*



# Our Vision

Our vision is for second-hand school uniform to be the first choice for parents.

# Our Mission

Our mission is to provide second-hand school uniforms to local children, free of charge, supporting our community

# Our Key Aims

- Social Impact:** Identify and help those in greatest need
- Sustainability:** Actively promote the reuse of school uniform to every child
- Stability:** Generate a sustainable income to support the charity

# Our Objectives

Our Charity's strategic objectives are designed to guide and structure our future activities. By focusing on these five key objectives, we'll be able to develop and execute our strategy with clarity and purpose.



# 2023 Highlights

**2023 was a year of exciting milestones for the charity! This year, Uniform Exchange gained traction thanks to growing media attention, including...**

- Our Founder, Kate France, was recognised as a 'Coronation Champion'.
- We spoke on the BBC Breakfast red sofa and to BBC Radio Leeds to share our message and ask for volunteers.
- We also had the opportunity to speak at the 'Zero Waste: Enabling the Circular Economy' conference in February at the University of Huddersfield.
- Kate France was invited by The Schoolwear Association, to attend a Parliamentary Reception, which was held to celebrate the successful implementation of the Education (Guidance about Costs of School Uniforms) Act 2021. This event was to highlight the positive impact the Government's legislation has had on families across the country.
- In this year, our charity shop moved to a larger premises.
- We became affiliates to the Giants Cash Bonanza Lottery, which launched in November 2023.
- We supported the Pennine Domestic Abuse Partnership and Hope Foodbank in Newsome with gifts collected during our Christmas Gift Tree event, which collects for local children who need a gift for Christmas.
- Uniform Exchange had a Social Fabric event in February where local menders came to the Thread Republic hub to help with the backlog of school uniform items needing mending prior to reuse. 102 repairs were completed, including sewing buttons back on, sewing seams closed, and sewing hems up. If you would like to support Uniform Exchange with your sewing skills by becoming a regular repair volunteer, please email [office@uniform-exchange.org](mailto:office@uniform-exchange.org)
- Uniform Exchange reached 4,000 followers on Facebook in 2023.

# 2023

# Development

Uniform Exchange is a child focused, community driven charity which provides second-hand school uniforms to local children in Kirklees free of charge. We provide a service that meets the needs of the community by using a circular economy approach to alleviate the financial burden of purchasing school uniforms.

By operating in line with an environmentally sustainable and impact-led ethos, we help a greater number of families in the community. Facilitating this work through engagement with schools and families creates greater engagement than we have ever had before, whilst also reducing stigma.

We are delivering a service to our community which is aligned with many of the values of the Sustainable Development Goals set by the United Nations, and we fundamentally believe that alleviating poverty and prioritising sustainability are interlinked.

This is why Uniform Exchange is committed to work towards operating a zero waste, circular economy model to deliver its social impact.

## Sustainable development goals we have supported



# How it Works

Uniform Exchange operates based on the REUSE ethos, as most school uniform items still have life left even after children grow out of them. High-quality, second-hand alternatives save money for families and are better for the environment.

Our charity utilises a zero-waste model, sorting donated items into three categories: reused, recycled, or repurposed. We rely on the generosity of Kirklees families passing on outgrown uniform items and Kirklees schools and others passing on lost property to facilitate a circular economy approach.



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# How it works

We work with **95%** of the **182 schools** in Kirklees, as well as key support workers, social workers, family workers, charities, community centres, and school hubs, to help deliver this service to local families in need.

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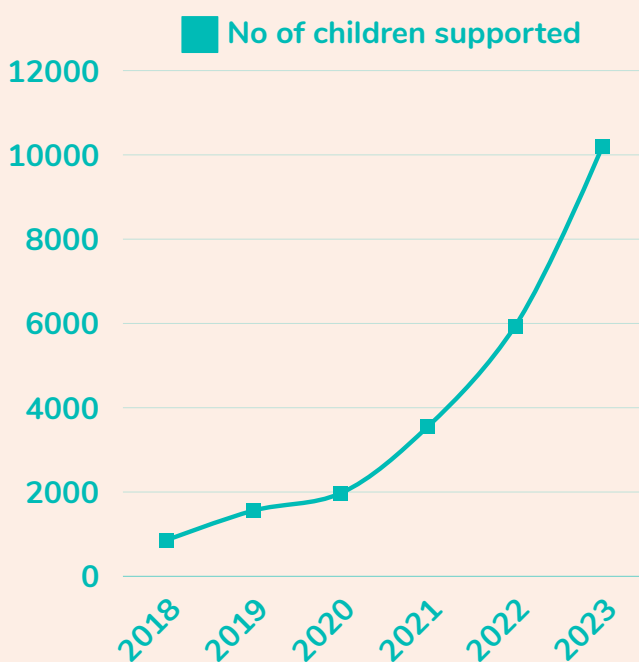


# Our Journey

Uniform Exchange was founded following the end of Kirklees Council's school uniform grant in 2010. The primary focus of Uniform Exchange has always been to alleviate the financial pressure of purchasing school uniforms for vulnerable families.

Over the past six years since Uniform Exchange became a Charitable Incorporated Organisation (CIO), with our impact growing exponentially. The pandemic and cost-of-living crisis have put significant pressures on local families, and our volunteers have worked hard to keep up with the growing demand.

## Growth of Impact



Not having to worry to clothe my child for school has been a huge relief

Family Member

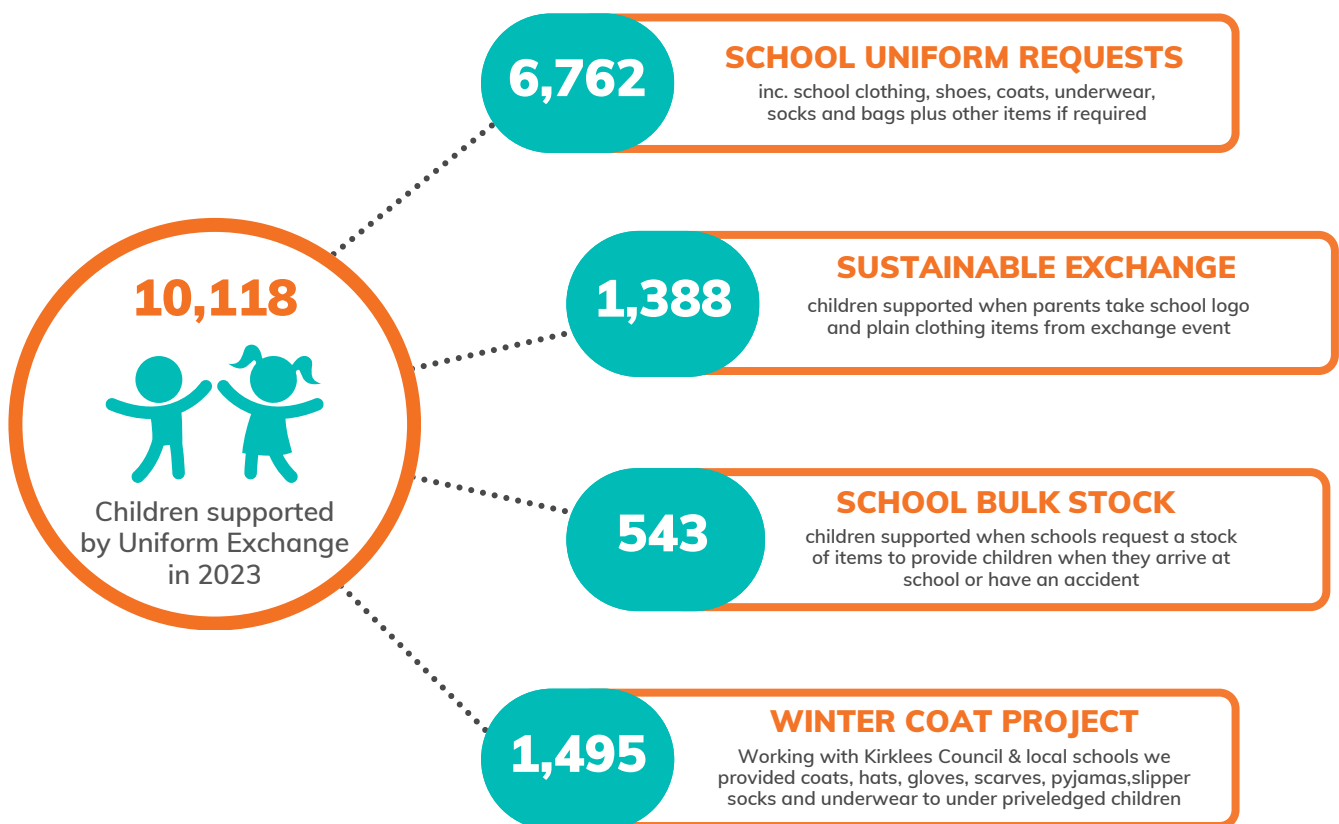
In recent years, Uniform Exchange has shifted its focus to also support environmental sustainability and encourage all families to consider the environmental impact of purchasing new uniforms.

By also focusing on the environmental benefits of the programme, Uniform Exchange is further reducing the stigma around wearing pre-loved clothing.

# Our Journey

**In 2023, Uniform Exchange supported 10,188 students - nearly double the number of children compared with 2022. Support provided includes items of clothing, shoes, underwear, and socks, as well as bags and coats.**

Uniform Exchange provided 6,762 children with school uniforms and 1,495 children with winter coat packs. An additional 1,388 children were supported via Sustainable Exchange, and some 543 children were supported through School Bulk Orders. In 2023, Uniform Exchange provided £961,017 in social value to the families of Kirklees through the various offerings.



“ I can breathe a bit easier knowing that my child doesn't go without a meal or heating. Uniform Exchange is just like getting a Uniform from your best friend. ”

**Parent**

“ Having 4 children it's taken off the financial strain due to rising costs. They have been so supportive and taken the stress out of providing uniform for my children. ”

**Parent**

“ I have used Uniform Exchange to get a sustainable option for private school clothing. It's enabled me to look after the planet (which is so important to me) ”

**Family Member**

# Key Projects

Our team at Uniform Exchange, recognises the significance of removing obstacles to education. We believe that appropriate school uniforms can eliminate these barriers, so the child is ready to learn. In addition, we provide undergarments and warm coats to promote dignity and warmth in the learning environment.

## Summer Holiday

We strive to meet the needs of our community, and with the support of donations and funding, our aim is to provide as many fully stocked request bags as possible over the summer holiday. During the summer July-Sept we supported 3929 children with a bag of uniform, this was an increase of 77% on the year before.

During the summer we top-up our inventory from Government funding with items such as shirts and shoes and supplement more expensive items like Blazers, PE tops, and ties. Our aim is to assist families in their purchases, so they can obtain any additional missing items they may need. We also ensure that we have an adequate supply of underwear items available, which can be a costly expense, amounting up to £25 per child for the most essential items.

Uniform Exchange works closely with the schools and children's support services to identify the most vulnerable children and families across Kirklees. With their help we supported 10% of children in education in Kirklees in 2023.

## Winter Coat Campaign

In the winter months 23/24 we delivered 1,811 coats plus extras to the 74 Schools who participated in requesting help for families, who found themselves in financial hardship. We also had foodbanks to help distribute extra coats to families not accessing via the schools.

Each year we look to expand the coat project to include other items that will benefit children during this colder season. As well as the normal coats, hat, gloves, scarves, sock, tights, vests and underwear. This year we will added in the PJ's to the order form.

Additional funding means that we can offer our services across the area buying in some stock and extras to make sure each child gets access to a full winter pack. The pack can include a coat, a hat gloves & scarf set, underwear and a snoodie.

To ensure the winter coat exchange project meets the needs of the most vulnerable children we work closely with the local schools to identify recipients. The request forms go directly to the schools and only the schools can place an order. We work closely with the headship teams and the designated safeguarding leads to identify those children that are in most need.



# Key Projects



The **Sustainable Exchange**, which was first launched in late 2022, marking its first full year of operating in 2023.

This programme educates children, schools, and parents on the need to reuse school uniforms by passing on items of clothing to others. By promoting a “make second-hand first choice” ethos in a school, it reduces the stigma for families who are unable to otherwise afford a uniform.

22 schools participated in the programme and 50 events were held. At these events, 46 children volunteered their time to support the project. By making pre-loved uniform the norm, we encourage everyone to reuse and recycle, which makes financial and environmental sense for all.

1,388 children were supported by this programme, with £26,812 worth of school uniforms given to families



**22**

Schools involved in the project



**2950**

Items of school clothing taken



**11,904**

Equivalent plastic bottles saved  
from landfill



**£26,812**

saved by parents by using the  
Sustainable Exchange



# At a Glance



Worked with 95%  
of Kirklees Schools



£961,017 social  
value delivered



92,273 items of  
clothing given  
away, supporting  
10,188 children



286 individual  
volunteers



10,227 volunteer  
hours



14 companies  
volunteered their  
staff to support  
Uniform Exchange



4,157 coats  
provided



6,122 pairs of  
shoes provided



75% of all our  
charity's work was  
completed by  
volunteers

“

“Volunteering gets me out of the house and gives me the chance to meet people. I found out about Uniform Exchange by accident. I was knitting scarves and was asked to drop off at the charity, once I realised the great work they are doing, asked if they needed any help. That was a couple of years ago and I’ve been here ever since.” **Margaret, Volunteer**

”

# Feedback

"It's a great charity that not only helps children and families, but helps to re-use perfectly good uniform, avoiding the need for buying new and to stop it going to landfill"

Parent

"Don't be embarrassed about using second hand uniform. It's in great condition, no one has to know. Staff are lovely"

Family Member

"The best initiative in Huddersfield I think. Saves me a fortune and is fantastic for the environment. Gives kids a starting understanding of reusing and recycling"

Parent

"Financially it's saved me a lot of money and has greatly helped me emotionally"

Family Member

"Massive positive impact"

Parent

"If you ever need anything this is a place to visit an staff are all friendly"

Parent

"It's an excellent and helpful service with no judgement"

Parent



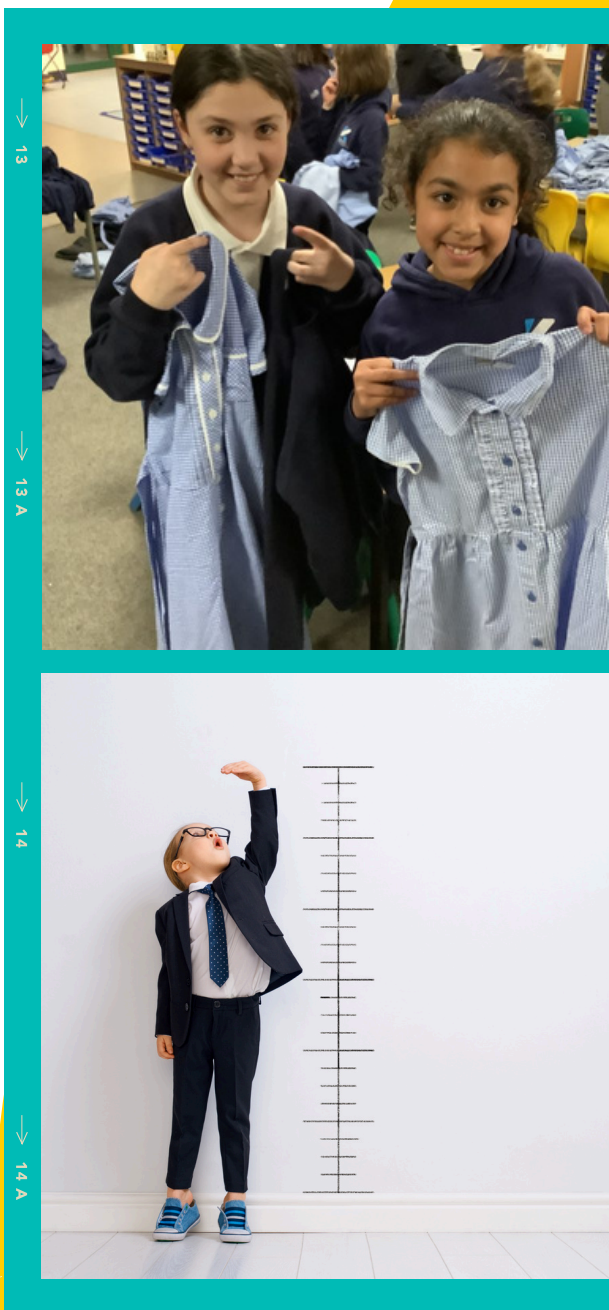
# The Future

Looking to the future, our plan is to support over 25,000 children and prevent over 50 tonnes of uniform waste going to landfill in the next three years.

We estimate that our social value over the next three years will equate to over **£3 million!**

Uniform Exchange has been fortunate to receive funding from a combination of grants and donations, however this funding is not guaranteed to continue. To ensure the project's continued **growth** and **development**, we recognise the importance of diversifying our funding sources.

Our focus moving forward is on stability and identifying diverse sources for income generation to ensure that **Uniform Exchange** can continue helping even more families in the future.



# Volunteers & Staffing

Our dedicated volunteers contributed an astounding 10,227 hours in 2023, which equates to 1,278 workdays. They assist Uniform Exchange through various activities, including sorting clothing, sewing, driving, managing our Charity Shop, and supporting the Sustainable Exchange program.

The charity's operations would not be possible without the commitment of our individual and corporate volunteers.

We have a team of 35 part-time volunteers who support the charity weekly, with their hours ranging from 3 hours to 3 days each week. We are immensely grateful for their contributions and are constantly seeking new volunteers, as we recognise that our community offerings would not be as robust without their involvement. Additionally, specific projects have benefited from the support of business partner volunteers, without whom many of our accomplishments would not have been possible.

Having paid staff in 3 key roles ensures that our capacity and skill levels remain high, allowing us to continue serving our community effectively. Currently, these positions are part-time, and we believe that investing in this structure will help the charity progress and strengthen vital relationships to achieve our goals.

We have also engaged three part-time contractors to assist in crucial areas of the charity: one for finances and bookkeeping, another for funding and PR, and an ex-teacher to lead the Sustainable Exchange project, all providing valuable monthly support.



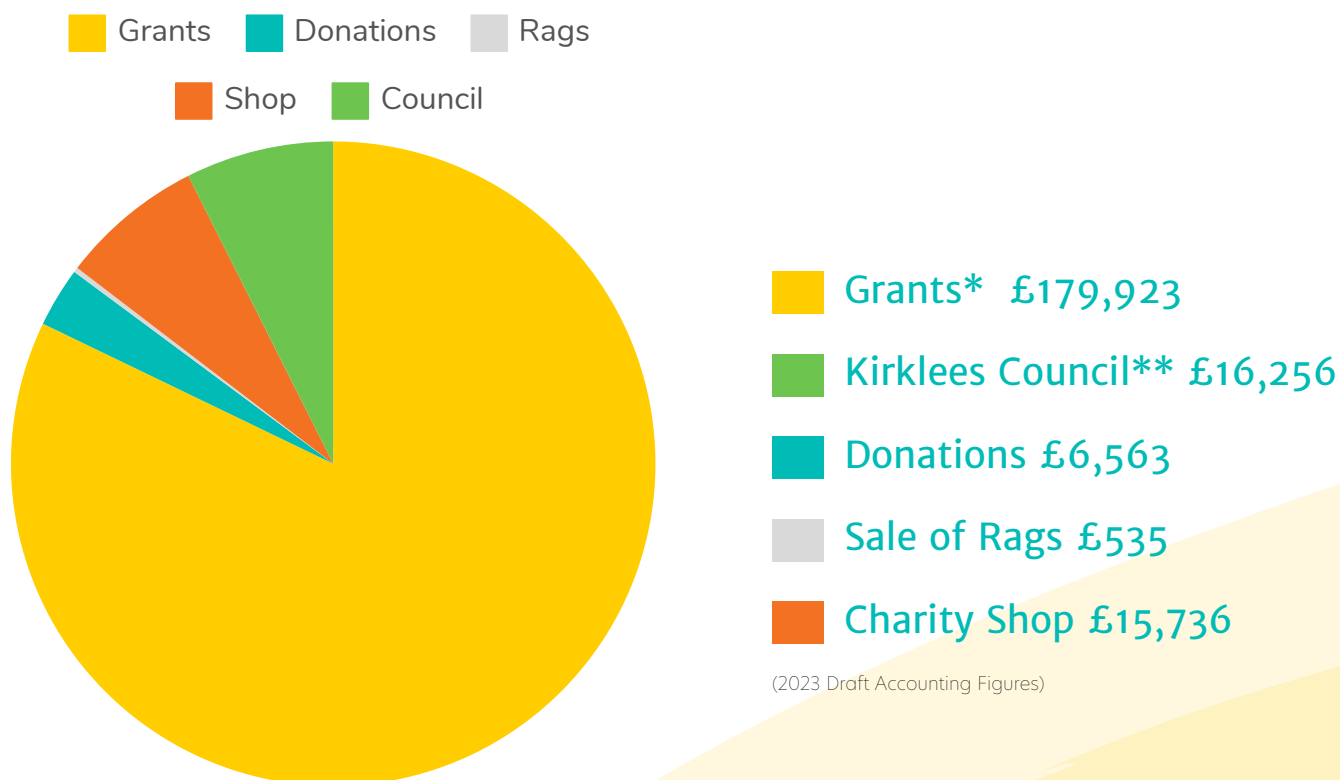
# Income Streams

This year, we engaged the services of a grant writer to help us increase our income from grant funding. Their contribution has been crucial in not only identifying new grant opportunities but also in helping us realize the trading potential of our work, which is something we definitely need to pursue.

At the close of 2023, we acknowledged that, given the ongoing cost of living crisis, it was essential to reassess our financial model.

As in previous years, our income has primarily come from funding provided by Kirklees Council. We are thankful to Kirklees Council for their support during 2023, which has offered us a degree of stability amid the cost of living challenges.

Looking ahead, we intend to diversify our income streams to ensure continuity of service and to maintain our positive impact on families and communities.



\*Kirklees Council - Government Household Support Fund, Kirklees Council Cllr Fund, King Charles III Fund, 52 Lives Grant, TSL Volunteer Grant, Key Fund, Sir George Martin Trust, The National Lottery Community Fund, West Riding Freemasons, Garfield Weston Foundation, Wharfedale Foundation, One Community Foundation - Community Grants, One Community Foundation - West Yorkshire Mayoral, One Community Foundation - Household Support Fund.

\*\*Kirklees Council - Local Welfare Provision have been providing support for the past 8 years

# Our Supporters

Uniform Exchange would like to say a massive thank you to all our volunteers, donors, and grant funders who have made this important work possible.

**A big shout of thanks goes to all the families and schools across Kirklees.**

## Corporate Volunteers

- Kirklees Council
- Kirklees Libraries
- Kirklees College Students
- Vodafone
- Mormon Church
- Cummins Technologies
- TSL Community
- Kirklees Council
- BAM Construction
- Utilita
- Locala
- NHS
- Lubrizol
- Maximus
- Gas Safe
- Able & Ward Ltd
- Kimtrain Ltd

## Grants Recieved

- Kirklees Council
  - Local Welfare Provision
- Kirklees Council
  - Household Support Fund
- Kirklees Council Cllr Fund
- King Charles III Fund
- 52 Lives Grant
- TSL Volunteer Grant
- Key Fund
- Sir George Martin Trust
- The National Lottery Community Fund
- West Riding Freemasons
- Garfield Weston Foundation
- Wharfedale Foundation
- One CommunityFoundation
  - Community Grants
- One Community Foundation
  - West Yorkshire Mayoral
- One Community Foundation
  - Household Support Fund

## Donations Recieved

- Towngate PLC
- Wynsors Shoes
- DYB3 Foundation
- Individual Donations

THANK YOU

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# Communications

To boost requests for the summer, we promote the charity through schools, social media, and press releases, just as we have in previous years. This year, we prioritised emailing all parents who placed an order last year, encouraging them to order early to prevent disappointment. This approach effectively helps distribute the workload for the summer.

Each year, we strive to enhance the visibility of our winter coat project by promoting it in local media and collaborating with local businesses for collections. To ensure that as many children as possible can benefit from this service, we adopt a two-pronged strategy. We will send communications to all schools in Kirklees and utilise food banks to identify families with children in need of coats. Last year, using the food bank service allowed us to reach families already recognised as needing additional support.

We send emails based on the deprivation index surrounding the schools, prioritising those in the lowest 30% for first choice. By early November, all schools will be informed about the project and granted access to the order form. This process helps us manage incoming orders while meeting the expectations of the schools.

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# Marketing

Our marketing efforts in 2023 were aimed at raising awareness and elevating our profile within the community. We targeted key stakeholders such as parents, children, local businesses, other charities, schools and Kirklees Council.

The overarching goal was to support our charity's mission by promoting our services, increasing donations, and engaging the local community.

## Key Channels

### Digital Media:

- Facebook remained our primary platform, where we promoted services and shared our e-form for donations and requests. Our Facebook presence significantly boosted community engagement.
- We also utilised local online newspapers for digital press coverage to expand our reach.

### Email Outreach:

- Direct communication with schools and key partners, including Kirklees Council, proved to be an efficient method to inform families in need and increase access to our services.
- Continued collaboration with local community anchor groups helped ensure information reached more vulnerable populations.

## Press & Media Highlights

- We featured on the BBC Breakfast Sofa in July. This appearance provided high-profile exposure, raising awareness of the impact of the cost-of-living crisis on local families.
- Local Media Coverage: Positive articles in in-print and online local newspapers helped amplify our message and attract support from the community.

## Community Engagement

- We participated in several community and school-based table-top events, although these were not always well-attended.
- These events gave us valuable opportunities for direct engagement, but we identified room for improvement in increasing attendance and participation.

## Impact

- Raised significant awareness of Uniform Exchange's work, especially through television appearances and positive press.
- Facebook and email outreach were our most effective tools for directly communicating with families and driving engagement in 2023.

This approach successfully aligned with our strategic objectives, reinforcing our presence within the Kirklees community and increasing support for our mission to provide school uniforms and winter essentials to children in need.

# Future Plans

Amid the ongoing cost-of-living crisis, we have observed a significant year-on-year increase in demand, necessitating additional funding and space for our activities and growth. Our future plans center on expanding our initiatives and ensuring access to regular supplementary income. Key priorities will include:

## Kirklees Hubs

We recognise the urgent need to increase our visibility, particularly beyond the school environment, to ensure Uniform Exchange becomes the first choice for donating and redistributing old uniforms. We are committed to expanding our community-based efforts by increasing the number of local hubs, giving parents easier access to our services. At the same time, we will continue to strengthen our collaboration with schools through the Sustainable Exchange project, empowering them to take a more active role in collecting and distributing uniforms. By expanding our partnerships with more schools, we aim to reduce pressure on our resources while helping even more families. In 2023/24, we plan to establish two new hubs in Dewsbury and Batley to further extend our reach.

## Sustainable Income

This year, we continued to develop income models to support the charity's long-term sustainability. Since launching an online shop on eBay in 2021 to resell quality non-uniform items, we have expanded into a physical charity shop at our current location, which has quickly gained traction. Our vision is to further develop this shop as part of a broader commitment to the circular economy. To diversify our funding base in 2023, we will explore additional revenue streams, including individual donations and fundraising events, to boost unrestricted funds. We also introduced the Giant Cash Bonanza Lottery, which we aim to grow as a key income source, though further promotion is essential to build awareness. Additionally, we are focused on maintaining our contractual relationship with Kirklees Council, with whom we've established a strong partnership. We recognise, however, the financial constraints many local authorities currently face across the UK.

## Social Franchising

Uniform Exchange aims to expand as a social franchise to drive community transformation. Our goal is to replicate our model across council areas, supported by shared values, training, and resources. This initiative, led by our founder's vision, was paused but will resume in 2024.

# Governance

Our organisation is overseen by a Board of Trustees. While our governing document stipulates a minimum of three trustees, we have opted for six members to ensure comprehensive coverage across all areas.

To facilitate effective governance as Uniform Exchange aims to expand and enhance its activities, we have assigned specific roles to each Trustee. This structure not only ensures proper oversight and support for the Charity but also provides clarity among the Trustees. One of these roles includes the Operations and Strategy Lead, who is currently serving as the CEO in an unpaid capacity.

The roles encompass, but are not limited to:

- People and Wellbeing Lead
- Business Planning and Development Lead
- Fundraising Lead
- Business Contracts and Premises Lead
- Safeguarding Lead
- Strategy and Operations Lead
- Finance and Strategy Lead.



# Financial Review

In 2023, the charity successfully raised a total of £306,971. Our income increased substantially compared to the previous year, largely due to funding made available in response to the cost-of-living crisis. These funds were specifically used to support those families facing economic vulnerability during the school summer holidays and colder winter months. This included providing school uniforms, shoes, warm coats, and essential items such as underwear.

A significant portion of this income £206,00, was received from Kirklees Council through the Household Support Fund, a resource established to assist vulnerable individuals and families with rising living expenses. We received over £75,000 in other grants from a range of trusts and foundations. Unrestricted income continued to grow steadily, with our charity shop sales and charitable donations exceeding £22,000.

Total expenditure for the period amounted to £297,795, driven by expanded activities aimed at meeting the increased needs arising from the cost-of-living crisis. Staffing costs also rose significantly as demand for our services grew, reflecting the considerable increase in families facing financial hardship, across the locality.

## Reserves Policy

As of December 31, 2023, the charity unrestricted reserves fell to £15,875 equivalent to two months of unrestricted expenditure on charitable activities. However, restricted funds are at £59,717 and does enable us to continue to deliver core activities for up to six months. Restricted funds are held only as long as necessary to facilitate the associated activities, with the expectation that these funds are typically spent within twelve months of receipt. The charity seeks to hold at least six months running costs, however with the cost of living crisis the ability to maintain six month reserves is becoming more of a challenge. Nevertheless, The trustees impetus to raise additional unrestricted funds will be a priority over the next 6-12 months.

## Post-Balance Sheet Events

No significant matters or circumstances have arisen since the end of the financial period that would materially affect the charity's operations, the results of these operations, or its financial position in the year following the period ending December 31, 2023.

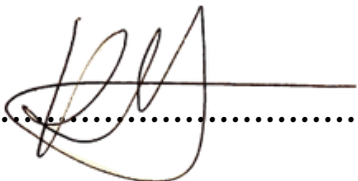
## Statement of Trustees' Responsibilities

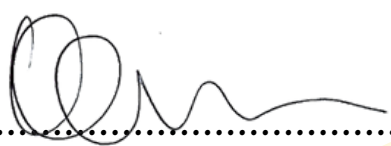
The charity's trustees are responsible for preparing an annual report and financial statements in accordance with applicable laws and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice). They are tasked with ensuring that the financial statements for each year provide a true and fair view of the charitable company's affairs, as well as the inflow and outflow of resources. In preparing these financial statements, the trustees must:

- Select suitable accounting policies and apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable 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 operation.

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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Signed on behalf of Trustees

Mrs Karen Hobson, Trustee.......... Date 20 Oct 2024

Mrs Kate France, Trustee .......... Date 20 Oct 2024

## Payments & Receipts

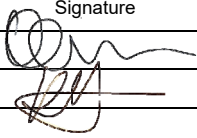
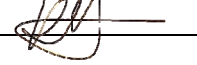
See the CC16a below

|                                |            |            |                      |       |
|--------------------------------|------------|------------|----------------------|-------|
| UNIFORM EXCHANGE               |            |            | 1177750              | CC16a |
| Receipts and payments accounts |            |            |                      |       |
| For the period from            | 01/01/2023 | 31/12/2023 | Period end date 2023 |       |
|                                |            |            |                      |       |

## 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 £ |
|-------------------------------------------------------|-------------------------------------|-----------------------------------|----------------------------------|------------------------------|----------------------------|
| <b>A1 Receipts</b>                                    |                                     |                                   |                                  |                              |                            |
| Kirklees                                              | 39,545                              | 206,921                           |                                  | 246,466                      | 32,756                     |
| Kirklees Councillor                                   |                                     | 268                               |                                  | 268                          |                            |
| One Community Grants                                  | 400                                 | 4,600                             |                                  | 5,000                        | 4,500                      |
| Prince of Wales                                       |                                     | 2,500                             |                                  | 2,500                        | -                          |
| Third Sector Leaders                                  |                                     | 100                               |                                  | 100                          | 100                        |
| Key Fund                                              |                                     |                                   |                                  | -                            | 48,000                     |
| Sir George Martin Trust                               | 4,000                               |                                   |                                  | 4,000                        |                            |
| TNL                                                   | 10,000                              |                                   |                                  | 10,000                       |                            |
| WY Masons                                             |                                     | 2,675                             |                                  | 2,675                        |                            |
| Garfield Weston                                       | 10,000                              |                                   |                                  | 10,000                       |                            |
| Wharfedale Foundation                                 |                                     | 1,250                             |                                  | 1,250                        |                            |
| 52 Lives                                              |                                     | 1,000                             |                                  | 1,000                        |                            |
| Cash Bonanza                                          | 5                                   |                                   |                                  | 5                            | -                          |
| Cash Sales                                            | 4,550                               |                                   |                                  | 4,550                        | -                          |
| Charitable Donations                                  | 6,634                               |                                   |                                  | 6,634                        | 3,731                      |
| Charity Shop Sales                                    | 10,744                              |                                   |                                  | 10,744                       | 5,047                      |
| Fundraising                                           | 175                                 |                                   |                                  | 175                          | 200                        |
| Gift Aid                                              |                                     |                                   |                                  | -                            |                            |
| Refunds                                               | 1,605                               |                                   |                                  | 1,605                        | 545                        |
| Other                                                 |                                     |                                   |                                  | -                            |                            |
| <b>Sub total (Gross income for AR)</b>                | <b>87,657</b>                       | <b>219,314</b>                    | <b>-</b>                         | <b>306,971</b>               | <b>94,878</b>              |
| <b>A2 Asset and investment sales, (see table).</b>    |                                     |                                   |                                  |                              |                            |
|                                                       | -                                   | -                                 | -                                | -                            |                            |
| <b>Sub total</b>                                      | <b>-</b>                            | <b>-</b>                          | <b>-</b>                         | <b>-</b>                     | <b>-</b>                   |
| <b>Total receipts</b>                                 | <b>87,657</b>                       | <b>219,314</b>                    | <b>-</b>                         | <b>306,971</b>               | <b>94,878</b>              |
| <b>A3 Payments</b>                                    |                                     |                                   |                                  |                              |                            |
| Accountancy                                           | 2,601                               |                                   |                                  | 2,601                        |                            |
| Amazon                                                | 5,385                               |                                   |                                  | 5,385                        | -                          |
| Bank Fees                                             | 88                                  |                                   |                                  | 88                           |                            |
| Charitable Donations                                  |                                     |                                   |                                  | -                            |                            |
| Charity Shop Expenses                                 |                                     |                                   |                                  | -                            | 567                        |
| Cleaning                                              | 71                                  |                                   |                                  | 71                           | 91                         |
| Clothes & Shoes                                       |                                     | 171,738                           |                                  | 171,738                      | 67,119                     |
| Computer Equipment                                    |                                     | 268                               |                                  | 268                          | 1,584                      |
| General Expenses                                      |                                     |                                   |                                  | -                            |                            |
| Insurance                                             | 912                                 |                                   |                                  | 912                          | 890                        |
| Laundry                                               | 1,744                               | 2,675                             |                                  | 4,419                        | 4,103                      |
| Miscellaneous                                         | 1,603                               |                                   |                                  | 1,603                        | 102                        |
| Motor Vehicle Expenses                                | 1,418                               |                                   |                                  | 1,418                        | 1,934                      |
| Office & General Admin                                |                                     |                                   |                                  | -                            | 2,165                      |
| Packaging                                             |                                     |                                   |                                  | -                            |                            |
| Payroll & Pension                                     | 39,024                              |                                   |                                  | 39,024                       | 16,037                     |
| Postage & Delivery                                    |                                     |                                   |                                  | -                            |                            |
| PR Advertising & Marketing                            | 7,879                               |                                   |                                  | 7,879                        | 4,140                      |
| Printing & Stationery                                 | 1,599                               |                                   |                                  | 1,599                        | 1,884                      |
| Professional Fees                                     |                                     |                                   |                                  | -                            | 1,191                      |
| Property                                              | 38,604                              |                                   |                                  | 38,604                       | 26,541                     |
| Refreshments                                          |                                     |                                   |                                  | -                            |                            |
| Repairs & Maintenance                                 | 1,175                               |                                   |                                  | 1,175                        |                            |
| Seasonal Staff                                        | 10,619                              | 2,500                             |                                  | 13,119                       | 13,453                     |
| Staff Training                                        | 294                                 |                                   |                                  | 294                          |                            |
| Stationery & Postage                                  |                                     |                                   |                                  | -                            | 376                        |
| Storage Equipment                                     | 417                                 |                                   |                                  | 417                          | 1,555                      |
| Subscriptions                                         | 2,147                               |                                   |                                  | 2,147                        | 294                        |
| Telephone & Internet                                  | 942                                 |                                   |                                  | 942                          | 670                        |
| Travel - National                                     | 76                                  |                                   |                                  | 76                           |                            |
| Utilities                                             |                                     |                                   |                                  | -                            |                            |
| Volunteer Expenses                                    | 1,767                               | 2,250                             |                                  | 4,017                        | 4,321                      |
|                                                       |                                     |                                   |                                  | -                            |                            |
| <b>Sub total</b>                                      | <b>118,363</b>                      | <b>179,431</b>                    | <b>-</b>                         | <b>297,795</b>               | <b>149,019</b>             |
| <b>A4 Asset and investment purchases. (see table)</b> |                                     |                                   |                                  |                              |                            |
|                                                       | -                                   | -                                 | -                                | -                            |                            |
| <b>Sub total</b>                                      | <b>-</b>                            | <b>-</b>                          | <b>-</b>                         | <b>-</b>                     | <b>-</b>                   |
| <b>Total payments</b>                                 | <b>118,363</b>                      | <b>179,431</b>                    | <b>-</b>                         | <b>297,795</b>               | <b>149,019</b>             |
| <b>Net of receipts/(payments)</b>                     | <b>- 30,706</b>                     | <b>39,883</b>                     | <b>-</b>                         | <b>9,176</b>                 | <b>- 54,140</b>            |
| <b>A5 Transfers between funds</b>                     |                                     |                                   | -                                | -                            | -                          |
| <b>A6 Cash funds last year end</b>                    | <b>46,582</b>                       | <b>19,834</b>                     |                                  | <b>66,416</b>                | <b>66,623</b>              |
| <b>Cash funds this year end</b>                       | <b>15,875</b>                       | <b>59,717</b>                     | <b>-</b>                         | <b>75,592</b>                | <b>12,483</b>              |

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

| Categories                                                  | Details                                                                             | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | HSBC Bank Account                                                                   | 15,562                             | 59,717                           | -                               |
|                                                             | Petty Cash                                                                          | 313                                |                                  | -                               |
|                                                             |                                                                                     |                                    |                                  | -                               |
|                                                             | <b>Total cash funds</b>                                                             | <b>15,875</b>                      | <b>59,717</b>                    | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s))                              | OK                                 | OK                               | OK                              |
|                                                             |                                                                                     | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details                                                                             |                                    |                                  |                                 |
|                                                             |                                                                                     | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details                                                                             |                                    |                                  |                                 |
|                                                             |                                                                                     |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details                                                                             |                                    |                                  |                                 |
|                                                             |                                                                                     |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details                                                                             |                                    |                                  |                                 |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
| Signed by one or two trustees on behalf of all the trustees | Signature                                                                           | Print Name                         | Date of approval                 |                                 |
|                                                             |  | KATE FRANCE                        | 23/10/2024                       |                                 |
|                                                             |  | KAREN HOBSON                       | 23/10/2024                       |                                 |



# 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

UNIFORM EXCHANGE

On accounts for the year  
ended

31-DEC-2023

Charity no  
(if any)

1177750

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2023**

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent  
examiner's statement

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*I. A. Richards*

Date:

28/10/24

Name:

IAN RICHARDS

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

F.C.C.A.

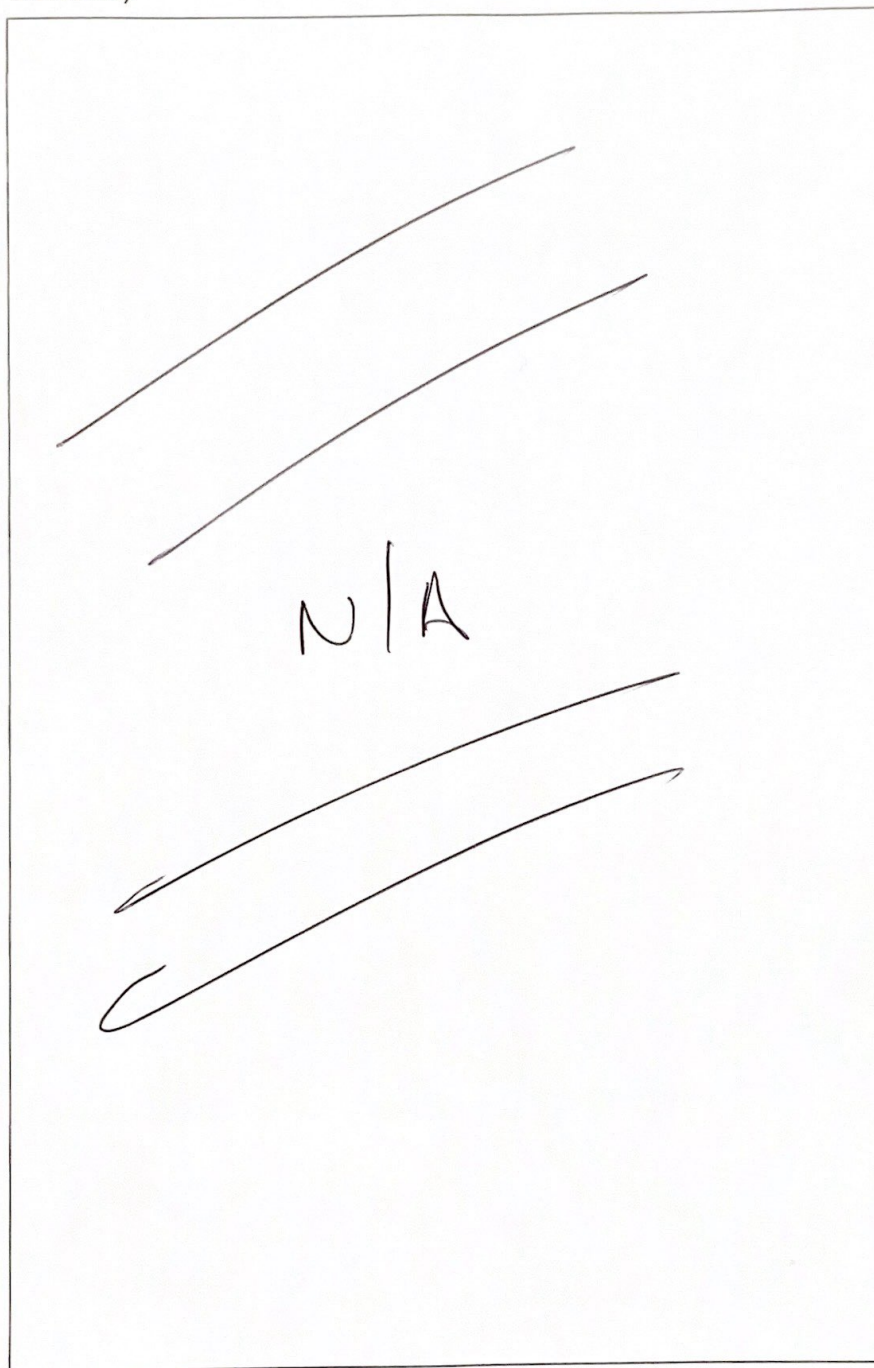
Address:

BEECH HOUSE, CHURCH HILL,  
THORNER, LEEDS LS14 3EG

**Section B****Disclosure**

Only complete if the examiner needs to highlight 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.



The disclosure box contains the handwritten text "N/A" in the center. Surrounding this text are four long, parallel diagonal lines, two above and two below, which serve as a visual indicator that there is no information to disclose.

**UNIFORM EXCHANGE**

England & Wales - Charity number 1177750

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# Accounts

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# Uniform Exchange Annual Report 2022

For the Charity Commission

## Introduction

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The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 December 2022.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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)

## Reference and Administrative Details of the Charity, its Trustees and Advisors

### As of 31st December 2021

|                              |                                                                                                                                                  |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Charity name:</b>         | Uniform Exchange                                                                                                                                 |
| <b>Charity number:</b>       | 1177750                                                                                                                                          |
| <b>Principal address:</b>    | Railway Sawmills - Unit 18<br>Burbeary Road<br>Lockwood<br>Huddersfield<br>HD1 3UN                                                               |
| <b>Trustees:</b>             | Mrs Helen Haddon<br>Mrs Karen Hobson<br>Mrs Kate France<br>Mrs Clodagh Page<br>Ms Leathea Donaldson<br>Mr Alasdair Brown<br>Mrs Margaret Cameron |
| <b>Bankers:</b>              | HSBC<br>2 Cloth Hall Street<br>Huddersfield<br>HD1 2ES                                                                                           |
| <b>Bookkeeper:</b>           | Amanda Eaton<br>Fidem Business Services                                                                                                          |
| <b>Independent Reviewer:</b> | Ian A Richards<br>Financial Consultant<br>Beech House, Church Hill<br>Thorner, Leeds<br>LS14 3EG                                                 |

## Message from the Chair of Trustees

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**Uniform Exchange (UE)** exists so that every child in Kirklees, West Yorkshire, regardless of background can access a school uniform so they can progress into becoming confident young people and adults.

More than 20,840 (1 in 5) children live in poverty in Kirklees. Almost two thirds of these children live in lone parent households. More than 41,000 Adults (1 in 6) of the working age population in Kirklees claim one or more of the benefits linked to poverty.

In the UK, an estimated 14.5 million people are living in poverty, which represents 22% of the population. Of these, 4.3 million are children. According to the Joseph Rowntree Foundation (2022), for the last 25 years, children have been the demographic most affected by poverty.

A recent study published by The Children's Society, involving 2,000 parents and carers found that on average primary school uniforms averaged £287 per year and secondary school uniforms were costing families £422 per-student, per-year. It also highlighted that uniform policies are demanding an average of three branded items. However, 29% of the respondents in the research said they are expected to buy four or five branded items – while 13% report having to pay-out as many as for six or seven.

Statutory guidance introduced in September 2021 ordered schools to keep branded uniform items "to a minimum", limiting their use to "low-cost or long-lasting items" (DfE, 2021). They noted that Second-hand uniform items must also be made available and high street items must be allowed, while schools should avoid single supplier contracts.

This is where UE comes in. Uniform Exchange understands that for families in Kirklees, paying £422 per student per, pear year is almost impossible, further compounded by the cost-of-Living crisis.

In 2022, we acknowledged that as a charity our work was needed more than ever, but no longer at the grassroots level but also at policy level to ensure that the whole of the UK can benefit from initiatives like ours. Uniform Exchange has begun to raise its profile, and this was certainly by Uniform Exchange being featured on Channel 4's Steph's packed Lunch and BBC Breakfast.

This year, we saw change amongst our Trusteeship with Mrs Clodagh (Chloe) Page one of our founding Trustees, stepping down due to ill health and the gain of two new trustees Alasdair Brown, CEO of Kirklees Active Leisure and Margaret Cameron a HR specialist. Chloe has been a staunch supporter of Uniform Exchange since its inception, and she will be greatly missed. Alasdair and Margaret have also been supportive of the charity for a long time, and we are so pleased to have their expertise on board, to help us steer the charity into the next segment of its journey.

As we seek to improve the lives of families across Kirklees through one school uniform at a time, we hope that we can continue to be a beacon of hope to other organisations and groups offering similar initiatives to UE.

An immense amount of gratitude goes to all our magnificent volunteers, who outdid themselves this year, as we recycled and re-distributed a record number of school uniform items. You all responded to the cost-of-living crisis head on, and I am so proud of your efforts. Without your contribution, our organisation would not exist.



A huge thank you to Kate France our Founder, my fellow trustee and friend, who is the anchor that holds everything together. Despite the numerous personal challenges, she faced during 2022. She maintained her resolve and continued to be the beautiful face of our charity, alongside being its backbone.

We are so grateful to our funders during 2022, that enabled to reach so many more children and families.

The academic year of 2023/24 will be testing, but our work as trusteeship over 2022 and early 2023; to help bolster the charity, will certainly enable us to keep fighting the fight, concerning equity surrounding school uniform.

Chair

*Karen Hobson*

## Background

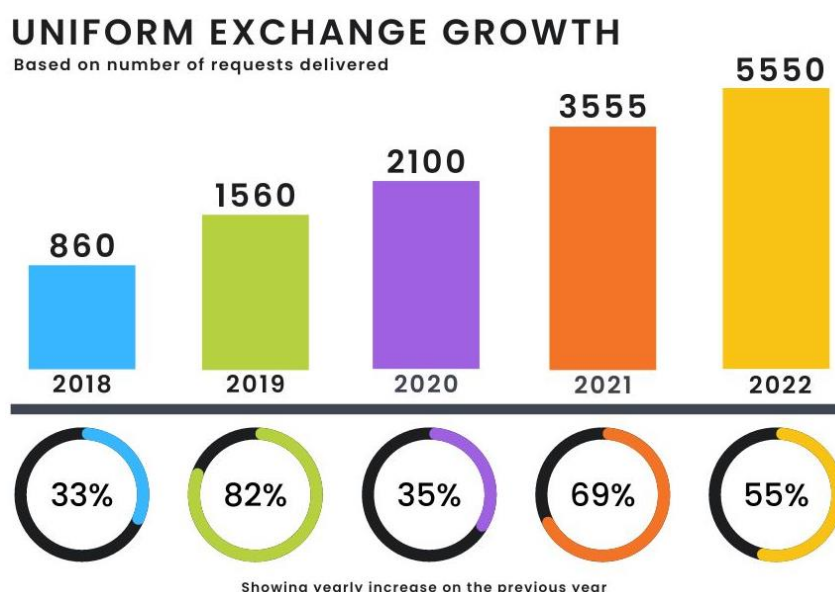
Uniform Exchange has been providing school uniform support to families in Kirklees, West Yorkshire for eleven years. The idea for the charity was born after founder Kate France watched a BBC documentary called "Poor Kids," which featured a young boy wearing his sister's hand-me-down uniform to school. Kate realised then there was a need for assistance in her community and sought to make a difference.

Uniform Exchange now works with 95% of the 182 schools across the locality and is dedicated to helping families and communities in need. The charity has developed connections with community groups, local agencies, and schools in deprived areas throughout Kirklees, which has made it a valuable resource for social workers, teachers, key support workers, family workers, charities, school hubs, and community centres.

When the charity first established itself, there were significant barriers to overcome, with stigma and parents being reluctant to ask for help. However, as Uniform Exchange built stronger relationships in deprived and marginalised communities, more families began reaching out for support directly.

The charity has evolved over the years, and its approach has changed as a result of working with parents and schools. Uniform Exchange is committed to providing a service that meets the changing needs of the community and continually seeks new ideas and feedback. For example, in response to a suggestion from a parent, the charity launched an online form to make it easier for parents to access their services via their phones.

Uniform Exchange is also committed to sustainability and operates as a zero waste, circular economy charity. All donations are reused, recycled, or repurposed, with nothing going to landfill. The charity received 50 tonnes of donations in 2022 and continues to grow year on year.



To increase their impact Uniform Exchange has expanded their service, over 6,700 children were supported in the 2022/23 school year. The charity has developed several schemes to improve parent engagement and an up-lift in reuse over buying new, such as community exchange events, local Uniform Exchange hubs, and pop-up shops offering sustainable school uniforms.

Expanding their network has allowed Uniform Exchange to provide even more support to local schools and families, promoting equality of access to education and improving educational opportunities for children in need and those who want to positively impact the environment.

## The Uniform Exchange Priorities

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### Our Vision: Making Second-hand First Choice

Every child in Kirklees can access affordable school uniform, displacing uniform poverty and promoting a culture of reuse and sustainability, fostering confident young people and adults.

### Our Mission: Providing School Uniforms - Supporting Our Community

At Uniform Exchange, we strongly believe in the power of community support and environmental responsibility. That's why we offer free school uniforms to any child who needs them, whilst encouraging families to donate their old uniforms, instead of throwing them away.

Our dedicated team works hard to repair, reuse and recycle these donations to make good quality school uniforms accessible to all Kirklees children, particularly those facing financial hardship.

By providing free school uniforms, we both

- Strive to reduce social isolation and poverty-related bullying in local schools, ensuring that every child can focus on learning; and
- Demonstrate our commitment to minimising the environmental impact of school uniform and preserving the planet for future generations.

### Our Key Aims

1. **Social Impact** - Identify and help those in greatest need
2. **Sustainability** - Actively promote the reuse of school uniform to every child
3. **Stability** - Generate a sustainable income to support the charity

### Our Objectives

Our Charity's strategic objectives are designed to guide and structure our future activities. By focusing on these five key objectives, we'll be able to develop and execute our strategy with clarity and purpose.

- **Raising Awareness and Promoting Access for All** (Related Aims: SOCIAL IMPACT/ SUSTAINABILITY)
- **Environmental Change and Waste Reduction** (Related aim: SUSTAINABILITY)
- **Uniform Requests and Donations** (Related Aims: SOCIAL IMPACT/ SUSTAINABILITY)
- **Stability and Financial Growth** (Related Aim: STABILITY)
- **Educate School Children to Make Second Hand First Choice** (Related Aim: SUSTAINABILITY)

## Our Values

Our strong values drive every step of our journey, when it comes to our work, we make sure that our values are at the forefront of everything we do. We asked our stakeholders on multiple occasions what they valued about Uniform Exchange and what they believed our core values are. The feedback was clear and consistent:

“We are child focused, **community** driven, and act with **compassion, integrity**, with an **environmentally sustainable** ethos at the core.”

## How we delivered on our values and priorities in 2022

- provided free school uniform to anyone who found themselves in financial hardship.
- sought out and found children and families who needed help.
- went out into the community and delivered uniform to the families.
- received tonnes of donations from families who took on board our values.
- stopped families putting school uniform into landfill.
- brought in new volunteers to deliver our service.
- forged new partnerships with support networks and businesses.
- established new streams of funding and received continued support from others.

## Achievements 2022

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The cost-of-living crisis has meant our services have been required more than ever before. We have increased our level of support to children and families in our community by 87%. In the previous 12 months (2021) we supported 3,592 children with uniform, coats or shoes. In this last 12 months we have supported 5,663 children. We are very proud to have made such a significant difference.

Our main achievements:

- Provided over 5,500 children in Kirklees with free school uniform inc. school coats and shoes
- Received approx. 40 tonnes of donations from families and schools
- Provided free school uniform with an estimated retail value of £607,000
- Gave out over 2,200 winter coats and 2,500 pairs of shoes
- Reused over 60,000 items of good uniform to families
- Stopped over 15 tonnes of unusable uniform going into landfill
- Washed 2.5 tonnes of good, but dirty, school uniform
- We amassed over 10,000 hours in volunteer time
- Our contribution to the community equates to £7.00 for every £1 invested into Uniform Exchange
- 94% of all schools in Kirklees used our service that's 171 of 182

An increase in the need for our service has meant finding more volunteers, we are pleased to have more than doubled the number of regular volunteers we have on a weekly basis. Our charity was recently given The TSL 'open to all award' for our support to volunteers. We have people from all backgrounds with different stories, one of the stories is outlined in this press release

<https://huddersfieldhub.co.uk/why-mum-helped-by-uniform-exchange-is-now-a-volunteer-for-the-charity-herself/>



We've had two opportunities to go on national TV, promoting the charity and sharing the impact the cost-of-living crisis is having on families. We featured on Channel 4's 'Steph's Packed Lunch' in June, Luke Kemper came to our site and did a live feed to the studio. In September BBC breakfast sent one of their roving reporters and myself and the volunteers had the chance to 'go live' and talk about the charity.

In July 2022 we employed a new operations administrator, and they were able to significantly impact and improve our efficiency immediately. This meant we were able to continue to grow and provide support to our community.

In July 2022, we also launched our on-site charity shop. The shop has become well known locally for being affordable and helpful for those in need. We offer a monthly £5 grab a bag so families can afford clothing and don't fall into clothing poverty. Over the last few months, the Charity Shop has seen its profits grow, so it can significantly contribute to the Charity's sustainability.

This year, we also launched a new Sustainable Uniform Exchange project and seen an overwhelming uptake from local schools. We set out to establish eight schools in the first year to give us a soft start however, word of mouth has driven this number up. Since we launched in September an extra 200 children have been supported who wouldn't have normally accepted help. The press release outlines the work we've been doing <https://huddersfieldhub.co.uk/pupils-save-their-parents-a-fortune-by-holding-school-uniform-giveaway-days/>

Our winter coat campaign, had a bigger and wider impact than ever before in 2022 as we were able to distribute over 2,200 warm coats, hats, gloves, scarves, snoodies and fresh underwear items. We want to make sure the children are warm in the cold months, we will continue to do this year on year. <https://huddersfieldhub.co.uk/uniform-exchange-makes-urgent-plea-for-childrens-coats-as-cost-of-living-crisis-plunges-more-families-into-poverty/>

## Feedback

Testimonies received from our families and other service users helps us to gauge if our charity is fulfilling its purpose. They enable us to shape the service and to continually monitor and improve our provision for those that access the service, either directly or on the behalf of others. In 2022, we received many positive comments, which has reinforced what we do and deliver.



## Uniform Exchange Services

Our main activities include:

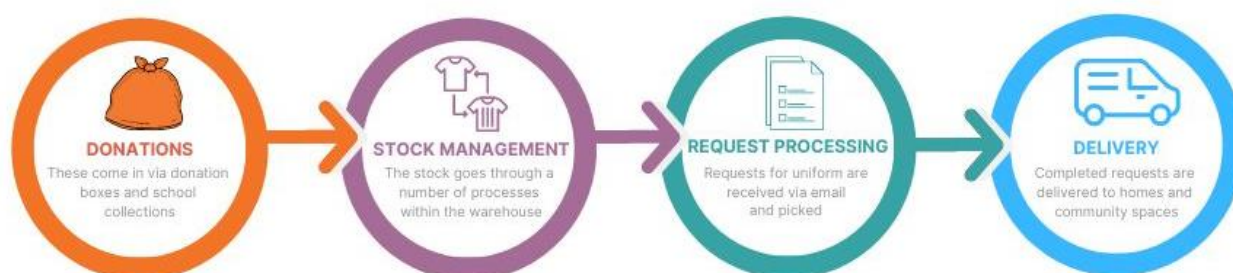
1. Encouraging all families and schools across Kirklees to donate surplus school uniform items
2. Prepare the donated school uniform items ready for reuse
3. Deliver the school uniform items to families and family support teams who require them

We have gained an excellent local reputation for providing good uniform and reusing what we are given, almost all 182 schools are now donating and taking school uniform. In 2022 we saw the need for second-hand uniform rise again significantly as families struggled to find the finances to buy new and the cost-of-living crisis hit.

## Uniform Exchange Processes

Uniform Exchange is built exclusively around a reuse ethos as most school uniform items children grow out of have life left in them. We rely on the generosity of Kirklees families passing on outgrown uniform items and Kirklees schools passing on lost property to make this service work.

## Our 4 Key Processes



### Donations

We promote Uniform Exchange 12 months of the year, mainly through PR, social media, emails and communications through schools, businesses and other charities. We ask the parents to donate items into our many collection boxes across Kirklees.

We collaborated with several businesses to hold donation boxes this includes Kirklees libraries, KAL sports centre, Council offices, Sainsbury's, schools and community hubs. We have extended our partnerships with local businesses these include, Forget Me Not Charity shops, Local Co-op's, packhorse Shopping Centre, Foodbanks, Tesco, Morrison's, Asda, Independent shops, Nursery's, Café's, Pubs, and Churches.

We ask for donations of any item used for school no matter what the condition. This includes polo-shirts, trousers, coats, skirts, shirts, jumpers, tights, cardigans, blazers, shoes, socks, vests, underwear, trainers, pumps, sports kits, dresses, footballs boots, bags and swimwear.

We collect from many sites on a regular basis, asking them to contact us when their box is full. We have a dedicated team of volunteers that collect for us on a weekly basis plus we have our own van, which goes out collecting and delivering.

Our team has been working tirelessly to increase donations through various publicity channels in Kirklees. Our efforts have included articles in local newspapers (print and online), an appeal for help on BBC Radio Leeds, and a feature in the Kirklees residence newsletter. We're pleased to say that these efforts have produced positive results.

### Stock Management

Last year, we collected approximately 50 tonnes of school uniform donations through our collection boxes. Once the items arrive at our warehouse, we meticulously sort and check them to ensure that only good acceptable items are selected for our stock shelves. Any unacceptable items are recycled through Oxfam's sustainable and trackable recycling process. We also mend any items that are still in good condition to prolong their useful life.

Due to the large volume of donations, we expanded our sorting process into a larger space and made modifications to improve efficiency. Any items deemed reusable are washed and folded before being placed on our shelves. In 2022, we washed over 2.5 tonnes of school uniform items.

Our stock control system is efficient and organised, with items sorted by size and type. The stock consists of approximately 40,000 clothing items, including logo items specific to each school.

### Request Processing

Since the introduction of our app-based form in 2021, accessing school uniforms has become simpler for parents, with 99% of referrals now being submitted through the app. Only a few schools still send us request forms via email. This year, parent/guardian referrals were the most prevalent, followed by schools, education safeguarding, and charities.

To reach families in need, we maintain close relationships with local agencies that support and assist children and families, and being part the Poverty Partnership, the Children's & Young People Partnership led by Kirklees Council, and the Families Together Partnership led by the third sector. These connections provide us with access to social workers, teachers, support workers, family workers, charities, school hubs, children's and community centres, school admissions, school nurses, foodbanks and policing teams, among others.

We aim to complete and deliver requests within seven days, which extends to three weeks during the summer holiday peak season. Urgent requests receive priority processing. The number of items provided is determined by the child's age, and we always strive to provide as many items as possible and the best quality items available.

A note is included with each delivery, informing parents that they can directly request more uniform when their child outgrows the current items.

### Delivery

Once the request is completed the bag is stickered with the requesters identification number then dropped off at the requested point. As we have seen a year-on-year growth this has forced us to make alternative arrangements, as the libraries can't take them all. We have a team of delivery drivers who now deliver to a mix of locations, libraries, the requesters home address, community spaces or schools.

## Uniform Exchange Key Projects

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Our team at Uniform Exchange, recognises the significance of removing obstacles to education. We believe that appropriate school uniforms can eliminate these barriers, so the child is ready to learn. In addition, we provide undergarments and warm coats to promote dignity and warmth in the learning environment.

### Summer Holiday

We strive to meet the needs of our community, and with the support of donations and funding, our aim is to provide as many fully stocked request bags as possible over the summer holiday. Last summer July-Sept we supported 1,982 children with a bag of uniform, this was an increase of 40% on the year before. Our stock levels of logo donations are limited, as parents tend to purchase items

larger, to last for multiple years. Despite this, we are committed to providing the right items to those in need.

During the summer we top-up our inventory of key items such as shirts and shoes and supplement the stock of more expensive items like Blazers, PE tops, and ties. Our aim is to assist families in their purchases, so they can obtain any additional missing items they may need. We also ensure that we have an adequate supply of underwear items available, which can be a costly expense, amounting up to £25 per child for the most essential items.

Uniform Exchange works closely with the schools and children's support services to identify the most vulnerable children and families across Kirklees. With their help we supported 8% of children in education in Kirklees in the last school year 22/23.

### Winter Coat Campaign

In the winter months 2022/23 we delivered 2,360 coats (an increase of 48% on the previous year) plus extras to the 72 Schools who participated in requesting help for families, finding themselves in financial hardship. We also had five foodbanks to help distribute extra coats to families not accessing via the schools.

Each year we look to expand the coat project to include other items that will benefit children during this colder season. As well as the normal coats, hat, gloves, scarves, sock, tights, vests and underwear. This year we will add in the fluffy hoodie to the order form, the same as last year.

To ensure the winter coat exchange project meets the needs of the most vulnerable children and families across Kirklees we work closely with the schools to identify recipients. The request forms go directly to the schools and only the schools can place an order. We work closely with the headship teams and the designated safeguarding leads to identify those children that are in most need. Much of the time this will be pupil premium children and those families the schools know are struggling financially.

Additional funding means that we can offer our services across the area buying in some stock and extras to make sure each child gets access to a full winter pack. The pack can include a coat, a hat gloves & scarf set, underwear and a snoodie.

### Sustainable Exchange

The Sustainable Exchange is a pilot project and was new for 2022 and forms part of Uniform Exchange. Over the past decade we've worked with schools to reuse and recycle school uniforms. Last year we provided 40,000 items of uniform to families in Kirklees, saving more than 50 tonnes of clothing from landfill.

Sustainable Exchange expands our recycling offer of reusable uniforms, the idea is to encourage parents to use more second-hand uniforms and meets the Governments 2021 statutory guidance for schools on the 'cost of school uniforms'. This guidance means that schools need to offer alternative means of obtaining school uniform which are both affordable and second-hand. Many schools lack the capacity to provide this support, so Uniform Exchange can help provide the solution.

Our Sustainable Exchange approach to schools and parents is to help remove the stigma of 'second-hand' uniform. We hope to do this by encouraging everyone to reuse and recycle, which makes financial and environmental sense for all.

Our Sustainable Exchange offer is to work with the eco ambassadors in each school and support them in promoting the Sustainable Exchange to their peers and parents. Our dedicated school co-ordinator helps create a sustainable ethos throughout the school. Plus deliver our 'Sustainable Assemblies' these are child led, educating children about recycling and reusing clothing.

We help create and support pop-up uniform shops in school. We deliver the uniform, and the signage and the school eco ambassadors run the shop and promote it to parents. Using this approach, we aim to get eight schools on board during the first year, to see if the concept works and can be rolled out across Kirklees.

#### Mirfield Hub

The Uniform Exchange Hub run by the Salvation Army Community Church in Mirfield has grown from 10 children supported in 2021 to 109 in 2022. With minimal financial support this year they have grown the project across their six schools. They increased the awareness of the project through pastoral work in the schools and doing assemblies. We hope to replicate this hub model across Kirklees to increase the impact of Uniform Exchange.

## Communications

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To increase requests for the summer we promote the charity through schools, social media and press releases as we have done in previous years. This year we have also been able to email all parents who placed an order last year to remind them to place an order early this year to avoid disappointment. This was a very successful way to spread the workload for the summer.

We try to raise the profile of winter coat project every year, we promote it in the local media and ask local businesses to do collections. To make sure as many children as possible can access the service we have a two-fold approach. We will be sending out communications to all Kirklees schools plus we will also use the foodbanks to help us recognise families with children who need coats. Using the foodbank service last year meant we were able to target families that have already been identified as needing extra help.

We send emails out based on the deprivation index around the school, those in the less the 30% getting the first choice. By early November all schools will be notified of the project and have access to the form to complete. We do this to manage orders coming in and meeting the expectations of the schools.

## Governance

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Our team is governed by our Board of Trustees. Our governing document provides for a minimum of three trustees but to ensure we have all areas covered we have six serving members.

To ensure that Uniform Exchange is effectively governed as the Charity seeks to grow and develop its activities. We have allocated roles to each of the Trustees to provide effective oversight and support to the Charity, alongside providing clarity to the Trustees. These roles also provide the Operations and Strategy Lead who is currently acting in an unpaid capacity as CEO.

The roles include but is not limited to, People and Wellbeing Lead, Business planning & Business Development Lead, Fundraising Lead, Business Contracts and Premises Lead, Safeguarding Lead, Strategy and Operations Lead, Finance and Strategy Lead.

## Income Streams

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This year we secured the assistant of a fundraiser to enable us to tap into more grant funds. Their involvement has been pivotal in helping us to not only identify new grant funders but also in helping us to recognise that our work has trading potential and as such, this is something that we certainly need to pursue.

Towards the end of 2022, we recognised that with the cost of living crisis in toe, we certainly needed to review our financial model.

As in previous years, our income has predominantly derived from funding provided by Kirklees Council. We are grateful to the Kirklees Council, for their investment in our work over the 2022 period, and that this has provided a level of stability, in light of the cost-of-living crisis.

However, going forward we aim to maximise income through a variety of means in order to ensure continuity of service as well as maintaining our impact upon families and communities.

## Marketing

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Our marketing strategy aims to ensure that our activities help underpin our strategic objectives particularly around raising awareness. Therefore, we target parents, children, businesses, local council, and the general public to elevate our profile.

We focus on digital media as our main source of communication through most of 2022. Facebook has been our most prominent opportunity to offer our services and e-form and to boost our profile.

We have been very fortunate to receive some positive press coverage through our local in-press and online newspapers. We featured on Channel 4's 'Steph Packed Lunch' in June and BBC breakfast in September, we discussed the work of our charity and shared the impact cost-of-living crisis is having on families.

We also did many face to face table top community and school events, however these weren't always well attended. We found emails to schools and key partnerships through Kirklees Council helped pass on information more efficiently to those families in need plus we also continued to use the local community anchor groups.

## Future Plans

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Due to the cost-of-living crisis we have seen a significant year on year increase and continue to need additional funding and space for activity and growth. Our future plans focus around increasing activity and having access to regular addition income.

### **Key priorities will include:**

#### Kirklees Hubs

There is a definite need to increase our visibility, critically outside the school setting so Uniform Exchange becomes the first place you think of when thinking what to do with your old uniform. We are keen to look at more community-based working, expanding our local hubs offer so parents have greater access. We also want to expand our offer directly with schools and give them more of the responsibility to collect and redistribute the uniform. This will reduce the impact on our resources but increase the number of families impacted annually. In 2023/24 we are looking to establish 2 hubs in Dewsbury and Batley.

#### Sustainable Income

We have made some strides in developing income models to support the charity's sustainability going forward. In 2021, we developed an online shop (eBay) reselling good quality unwanted items, that were being donated to UE alongside uniform. As such this has grown, and we have now launched a charity shop at our existing site which has proven to be very popular. We hope to expand this site so we can continue to build our circular economy work. In 2023, we plan to explore other revenue streams to aid our sustainability, including individual giving and fundraising events to provide additional unrestricted funds.

We are hoping that contractual work with the Kirklees Council will continue, having built a strong relationship with the council. Nevertheless, we recognise that there are many financial challenges facing local authorities across the UK.

#### Social franchising

As a charity Uniform Exchanges hopes to operate as a social franchise and be successful in community transformation. We want to replicate UE through a network of outlets in council areas, who will operate under central values, training and resources. Our founder, coming from an entrepreneurial background and with the ambitions to become a social franchiser wants to drive this social action programme forward. This had to be put on hold and will be reviewed and picked up again in 2024.

## Staffing and Volunteering

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Uniform Exchange is run day to day by two members of staff and an enthusiastic and dedicated workforce of 20 part-time volunteers, that support the charity on a weekly basis, this can vary from 3 hours to 4 days during the week. We are very grateful to our team and all the time that they give. We are continually advertising for new volunteers as we realise that without them, we would not have such a formidable offer to our community. Additional volunteer support for specific projects has been

provided by business partner volunteers without whom we would not have been able to achieve much of our work.

During 2022 we took on another part-time paid role to assist in the operations of the charity, we realise that unless we had this support we would struggle to grow. Having paid positions in the key roles ensures our capacity and skill level does not suffer, and we can continue to serve our community, currently the roles are parttime. We believe that investing in these plans will assist the charity in moving forward and strengthen key relationships to achieve our objectives.

We have also taken on three part-time contractors to assist in other key areas of the charity. One covers finances and bookkeeping, another funding and PR and finally we have taken on an ex-teacher to pilot the Sustainable Exchange project. All providing monthly support to the charity.

## Financial Review

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During 2022 the charity raised £94,878. £32,756 of this income was given for specific activity related to poverty proofing families through the school summer holidays and cold winter period, with uniform and warm coats. £48,000 was granted by Key Fund via the Social Enterprise Support Fund to assist with operating costs, prepare a new business plan and launch of the Sustainable Exchange project. Charitable donations and the efforts of the new charity shop have increase unrestricted giving through 2022. Expenditure for the period totalled £149,019 as a result of increased activity in response to the cost of living crisis and the collateral damage caused by the pandemic.

However, this P&L deficit was negated by reserves from the previous year.

We must note that an error was made and in the filing of the 2021 accounts. Not all funds were carried forward into the start of 2022. The balance amount that was not brought forward equated to £14,017. This is now reflected in the 2022 accounts, with all the necessary accounting adjustments made.

### Reserves Policy

The charity's unrestricted reserves as of 31st Dec 2022 were £46,789. This represents four and a half months unrestricted fund expenditure on charitable activities. Restricted funds are held by the charity for only as long as is necessary to organise the relevant activities. Normally, these funds are spent within twelve months of receipt. The charity is seeks to hold at least six months running costs, however with the cost of living crisis the ability to maintain six month reserves is becoming more of a challenge. Nevertheless, The trustees impetus to raise additional unrestricted funds will be a priority over the next 12-18 months.

### Post balance sheet events

No matters or circumstances have arisen since the end of the financial period which significantly affected or may significantly affect the operations of the charity, the results of these operations or the state of affairs of the charity in the financial year subsequent to the financial period ended 31st December 2022.

## Statement of Trustees' responsibilities

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

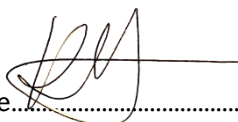
The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:

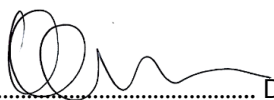
- *Select suitable accounting policies and apply them consistently.*
- *Observe the methods and principles in the Charities SORP.*
- *Make judgements and estimates that are reasonable and prudent.*
- *State whether applicable accounting standards have been followed, subject to any material departures 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 operation.*

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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Signed on behalf of Trustees

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Mrs Karen Hobson, Trustee.......... Date 26 Oct 2023

Mrs Kate France, Trustee.......... Date 26 Oct 2023

## Payments & Receipts

**See the CC16a below**



## Receipts and payments accounts

CC16a

For the period  
from

01/01/2022

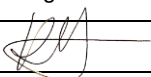
31/12/2022

Period end date  
Dec-22

### Section A Receipts and payments

|                                                       | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|-------------------------------------------|-----------------------------------------|----------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                           |                                         |                                        |                                 |                               |
| Kirklees                                              | 32,756                                    |                                         |                                        | 32,756                          | 135,947                       |
| One Community Grants                                  |                                           | 4,500                                   |                                        | 4,500                           | 8,500                         |
| TNLCF Grants                                          |                                           |                                         |                                        | -                               | 10,000                        |
| Third Sector Leaders                                  |                                           | 100                                     |                                        | 100                             |                               |
| Key Fund                                              |                                           | 48,000                                  |                                        | 48,000                          |                               |
| Charitable Donations                                  | 3,731                                     |                                         |                                        | 3,731                           | 5,581                         |
| General Donations                                     |                                           |                                         |                                        | -                               | 2,484                         |
| Fundraising                                           | 200                                       |                                         |                                        | 200                             | 2,079                         |
| Sale of Goods                                         | 5,047                                     |                                         |                                        | 5,047                           | 2,070                         |
| Gift Aid                                              |                                           |                                         |                                        | -                               | 500                           |
| Refunds                                               |                                           |                                         |                                        | -                               | 239                           |
| Other                                                 | 545                                       |                                         |                                        | 545                             | 745                           |
| <b>Sub total (Gross income for AR)</b>                | <b>42,278</b>                             | <b>52,600</b>                           | <b>-</b>                               | <b>94,878</b>                   | <b>168,145</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |                                           |                                         |                                        |                                 |                               |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>42,278</b>                             | <b>52,600</b>                           | <b>-</b>                               | <b>94,878</b>                   | <b>168,145</b>                |
| <b>A3 Payments</b>                                    |                                           |                                         |                                        |                                 |                               |
| Agency Staff                                          |                                           | 13,453                                  |                                        | 13,453                          | -                             |
| Charity Shop                                          | 567                                       |                                         |                                        | 567                             | -                             |
| Cleaning                                              |                                           | 91                                      |                                        | 91                              | -                             |
| Clothes & Shoes                                       | 13,840                                    | 53,279                                  |                                        | 67,119                          | 24,123                        |
| Computer Equipment                                    | 1,584                                     |                                         |                                        | 1,584                           | 318                           |
| Fundraising                                           |                                           |                                         |                                        | -                               | 40                            |
| Insurance                                             | 890                                       |                                         |                                        | 890                             | 917                           |
| Laundry                                               |                                           | 4,103                                   |                                        | 4,103                           | 4,813                         |
| Marketing                                             |                                           | 4,140                                   |                                        | 4,140                           | 515                           |
| Miscellaneous                                         | 42                                        | 60                                      |                                        | 102                             | 146                           |
| Office & General Admin                                | 2,165                                     |                                         |                                        | 2,165                           | 580                           |
| Payroll & Pension                                     |                                           | 16,037                                  |                                        | 16,037                          | 4,982                         |
| Printing                                              | 1,854                                     | 30                                      |                                        | 1,884                           | 21                            |
| Professional Services                                 | 827                                       | 364                                     |                                        | 1,191                           | 244                           |
| Property                                              | 17,049                                    | 9,492                                   |                                        | 26,541                          | 17,539                        |
| Stationery & Postage                                  |                                           | 376                                     |                                        | 376                             | 350                           |
| Storage Equipment                                     |                                           | 1,555                                   |                                        | 1,555                           | -                             |
| Subscriptions                                         | 294                                       |                                         |                                        | 294                             | -                             |
| Telephone                                             | 552                                       | 118                                     |                                        | 670                             | 261                           |
| Van & Transport                                       | 1,934                                     |                                         |                                        | 1,934                           | 2,821                         |
| Volunteer Expenses                                    |                                           | 4,321                                   |                                        | 4,321                           | 4,855                         |
| <b>Sub total</b>                                      | <b>41,600</b>                             | <b>107,419</b>                          | <b>-</b>                               | <b>149,019</b>                  | <b>62,525</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |                                           |                                         |                                        |                                 |                               |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>41,600</b>                             | <b>107,419</b>                          | <b>-</b>                               | <b>149,019</b>                  | <b>62,525</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>679</b>                                | <b>- 54,819</b>                         | <b>-</b>                               | <b>- 54,140</b>                 | <b>105,620</b>                |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>46,110</b>                             | <b>74,653</b>                           | <b>-</b>                               | <b>120,763</b>                  | <b>15,143</b>                 |
| <b>Cash funds this year end</b>                       | <b>46,789</b>                             | <b>19,834</b>                           | <b>-</b>                               | <b>66,623</b>                   | <b>120,763</b>                |

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

| Categories                                                  | Details                                                                             | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | HSBC Bank Account                                                                   | 46,269                             | 19,834                           | -                               |
|                                                             | Petty Cash                                                                          | 520                                |                                  | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             | <b>Total cash funds</b>                                                             | <b>46,789</b>                      | <b>19,834</b>                    | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s))                              | OK                                 | OK                               | OK                              |
|                                                             |                                                                                     | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details                                                                             | -                                  | -                                | -                               |
|                                                             |                                                                                     | -                                  | -                                | -                               |
|                                                             |                                                                                     | -                                  | -                                | -                               |
|                                                             |                                                                                     | -                                  | -                                | -                               |
|                                                             |                                                                                     | -                                  | -                                | -                               |
|                                                             |                                                                                     | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details                                                                             | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details                                                                             | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
|                                                             |                                                                                     |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details                                                                             | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|                                                             |                                                                                     |                                    | -                                |                                 |
|                                                             |                                                                                     |                                    | -                                |                                 |
|                                                             |                                                                                     |                                    | -                                |                                 |
|                                                             |                                                                                     |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature                                                                           | Print Name                         | Date of approval                 |                                 |
|                                                             |  | KAREN HOSBSON                      | 26/10/2023                       |                                 |
|                                                             |  | KATE FRANCE                        | 26/10/2023                       |                                 |



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

|                                       |                                                                                   |                        |         |
|---------------------------------------|-----------------------------------------------------------------------------------|------------------------|---------|
| Report to the trustees/<br>members of | UNIFORM EXCHANGE                                                                  |                        |         |
| On accounts for the year<br>ended     | 31-DEC-2022                                                                       | Charity no<br>(if any) | 1177750 |
| Set out on pages                      | 1-2<br><small>(remember to include the page numbers of additional sheets)</small> |                        |         |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2022**

**Responsibilities and basis of report** As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

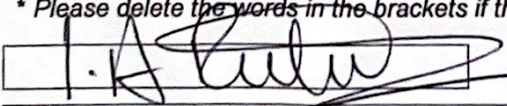
**Independent  
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:  Date: 30/10/23

Name: IAN A. RICHARDS

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

F.C.C.A.

Address:

BEECH HOUSE, CHURCH HILL  
THORNLEY, LEEDS  
LS14 3EQ.

**UNIFORM EXCHANGE**

England & Wales - Charity number 1177750

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# Accounts

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*Celebrating 10 years  
of service to the community*



# *UNIFORM EXCHANGE ANNUAL REPORT 2021*

*Completed by Kate France and Karen Hobson*

## Introduction

The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 December 2021.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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)

## Reference and Administrative Details of the Charity, its Trustees and Advisors

### As of 31st December 2021

**Charity name:** *Uniform Exchange*

**Charity number:** *1177750*

**Principal address:** *Railway Sawmills  
Unit 18  
Burbeary Road  
Lockwood  
Huddersfield  
HD1 3UN*

**Trustees:** *Mrs Helen Haddon  
Mrs Karen Hobson  
Mrs Kate France  
Mrs Clodagh Page  
Ms Leathea Donaldson*

**Bankers:** *HSBC  
2 Cloth Hall Street  
Huddersfield  
HD1 2ES*

**Independent Reviewer:** *Amanda Eaton  
Fidem Business Services  
3 Mill Race Fold  
Thongsbridge  
Holmfirth  
HD9 7HN*

**Uniform Exchange** exists so that every child in Kirklees, West Yorkshire, regardless of background can access a school uniform so they can progress into confident young people and adults.

In the UK 4.3 million children are living in poverty that's 29 per cent of children, around 10 in a classroom of 30. Following the collateral damage from the pandemic and the cost-of-living crisis, this will certainly grow. The wellbeing of these children is a priority of our charity and though we are unable to reach every child in the UK. We will continue to reach those in the locality that we serve.

At the end of 2021 the Government released new statutory guidance for schools in England on uniform, which we were thrilled to see. Our experience tells us that having access to school uniform is an effective way to inhibit children in low-income families experiencing additional pressure at school to fit in with their peers. However, in too many instances, schools have still maintained their costly and wide-ranging uniform lists, which has only added to the burden faced by low-income families.

Though the new guidance a greater emphasis is placed on affordability. Schools need to communicate to families that unnecessary branded uniform items will not be expected. Schools will also have to give families the option to purchase from a range of suppliers and ensure that second-hand uniform is available. These positive changes will strengthen much of the work already being undertaken by schools particularly in Kirklees to ensure that families do not struggle or find themselves in debt to provide uniform for their children.

This year we acknowledge the tremendous support from Kirklees Council, who commissioned our provision so we could provide essential items such as coats for children thus lessening the burden on families. This in turn has facilitated a new approach to support UE's financial sustainability.

Uniform Exchange is at the tip of the spear in terms of our work and the impact we have delivered over the last 12 months. We know there are many organisations like ours across the UK, nevertheless, this year has seen our profile significantly increase and as such the number of children and families we have supported.

As always, our overwhelming goes to gratitude to Kate France our Founder and fellow trustee, who continues to be a shining light in raising this issue, not only locally but now nationally. During the last year she has found new ways of flying the flag to increase the importance of utilising a circular economy and has been pivotal in supporting our amazing team of volunteers. Her efforts are second to none and her passion to support children and their families has deepened as the charity continues to grow.

A gigantic thank you to all our wonderful volunteers. They tirelessly give their time and energy to support this cause, without your hard work, tenacity, and kindness, we would not have achieved all we have in 2021.

We are unaware of the challenges ahead, however, if we continue in a similar vein, we believe we will be able to overcome any challenges that present themselves and continue to deliver significant social impact

**Chair**

*Helen Haddon*

### Background

*Child poverty in Kirklees now affects almost a third (30 per cent) of neighbourhoods, putting them in the 'most deprived' category, these families are living in poverty and parents are struggling to provide basic necessities. It is now more than ever we need to become a society that actively seeks to support social action and be proactive in helping the environment.*

*Our founder Kate France challenged by a BBC documentary on 'Poor Kids' set up Uniform Exchange.*

*In 2010, the Councils school uniform grant was cut in Kirklees and no provisions were put in place to help struggling families. In June 2011, the Uniform Exchange initiative was born; providing FREE recycled school uniform to families across Kirklees.*

*We delivered activity for seven years as an unincorporated association. In 2018, it was decided by the volunteer team that trustees be appointed and to become a Charitable Incorporated Association (CIO) which took place on 28<sup>th</sup> March 2018.*

*As we celebrated our 10-year anniversary in June, it's very clear that the charitable work we do is still very much needed in our community. Even though it's the vulnerable families we are supporting we have started to shift our focus to supporting the environment and sustainable outcomes in order to engage with the working families who struggle to ask for help or who think they are not poor enough to get help.*

### Our Key Values

1. To relieve poverty by supplying good second-hand school uniform to local families free of charge
2. To protect the environment by encouraging families to pass on outgrown school uniform for it to be reused by other children

*We have gained an excellent local reputation for providing good uniform and reusing what we are given, almost all 181 schools are now donating school uniform to us. In 2021 we saw the need for second-hand uniform rise again significantly as families struggled to find the finances to buy new. Providing free school uniform is important to us to reduce social isolation and poverty led bullying in our local schools allowing children to be ready for learning.*

*To access the in need families we continue to build and maintain relationships with the local agencies that support and help families and children. We are part of the Poverty Partnership, the Children's & Young People Partnership lead by Kirklees Council and the families together partnership lead by the third sector. This provides us with key connections including social workers, teachers, key support workers, family workers, charities, school hubs, children's and community centres, school admissions, school nurses, policing teams, this list keeps growing.*

### Our Priorities

*For 2021 we set out to prioritise:*

1. Communications with families and support networks to improve our coverage
2. Refining our new app to improve access to ordering for parents
3. Exploring new opportunities for sustainable funding

*Our mission is to provide free school uniform to any child who needs it and to encourage children and families to think of others and the environment. Instead of throwing away old school uniform and filling the landfill sites, we are asking families to donate their uniform to us. We want to continue to make school uniform accessible to all children across our area of Kirklees, especially those who find themselves in poverty.*

### How we delivered on our values and achieved our priorities in 2021

- provided free school uniform to anyone who found themselves in financial hardship
- sought out and found children and families who needed help
- went out into the community and delivered uniform to the families
- received tonnes of donations from families who took on board our values
- stopped families putting school uniform into landfill
- brought in new volunteers to deliver our service
- forged new partnerships with support networks and businesses
- established new streams of funding and received continued support from others

### Our Strategic Objectives

All our values and priorities are built on our five strategic objectives, these were set out by the Trustees when the CIO was created in 2016.



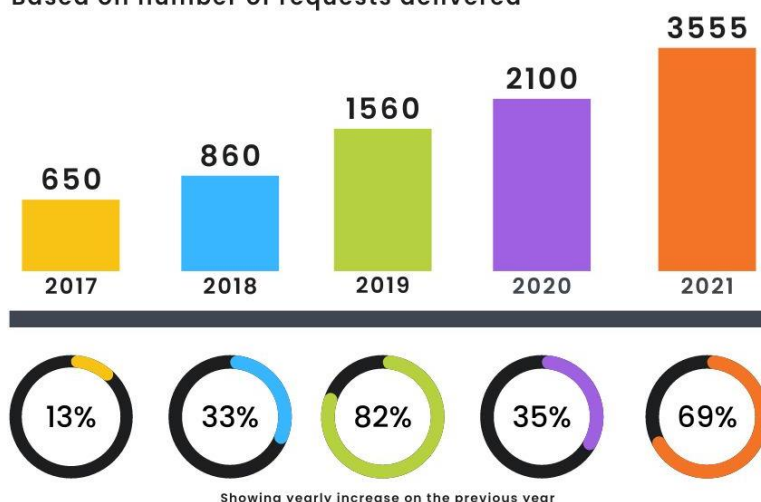
Over the next three years, 2019-2022 we aim to focus on 3 objectives to underpin and improve our charity and the service it delivers to the community.

1. Generating a sustainable income
2. Strengthening relationships with schools, parents and partners across Kirklees
3. Identifying and helping those in greatest need

### Our Annual Growth

#### UNIFORM EXCHANGE GROWTH

Based on number of requests delivered



## **Our Achievements in 2021**

*The effects of Covid-19 and now a return to austerity has meant we've seen more significant growth in 2021. We helped 69% more children than 2020 and 110% more than 2019. It also saw a huge uptake of our e-form helping us to streamline the service, plus the end of the Covid-19 measures.*

*We supported over 3,500 children with school uniform, coats and shoes this year. This was mainly achieved via an increased uptake of our e-form as parents found it easier to ask directly. 65% of all requests came from parents or guardians asking for direct support, 25% came via the schools, predominantly the pastoral team and 10% were requested via other family support networks.*

*Again, we have experienced a huge increase in donations from families as they realise how valuable these items are and how they can help others. We saw a 5% overall uplift of parental requests, this was largely due to the ever-growing strong partnerships we have across the community, parents feeling more comfortable to ask for help, easier access via the eform and the continued communication with local schools and children's services.*

- *Provided over 3,500 children in Kirklees with free school uniform inc. school coats and shoes*
- *Received approx. 40 tonnes of donations from families and schools*
- *Provided free school uniform with an estimated retail value of £414,000*
- *Gave out over 1,600 winter coats*
- *Recycled over 45,000 items of good uniform to families*
- *Stopped over 15 tonnes of unusable uniform going into landfill by recycling through Oxfam*
- *Washed 2 tonnes of good, but dirty, school uniform*
- *We gave 9,000 volunteer hours*
- *Our contribution to the community equates to £7.00 for every £1 invested into Uniform Exchange*
- *Our social impact value this year was £1MILLION*

*In January we smashed our Match It target and raised £12,000 via local donors and the One Community Foundation. It was the beginning of an exciting year.*

*In March we launched our online charity shop to help raise much needed funds. We are given many beautiful items of clothing not suitable for school, a team of new volunteers offered to help us turn them into money. Exploring sustainable incomes is one of our key priorities, in the first year we raised over £2,000. This was all done through Facebook. In June we attended our first car boot sale run by the same volunteer and another way to add to our income revenue.*

*A few more firsts, we took on our first employee, we appointed an administrator to ensure all the requests were processed as we had seen a 100% increase in demand over the previous years. We were also keynote speakers at the inaugural 'Kirklees Youth Climate Festival' due to covid restrictions it was held online.*

*In June we opened our first Uniform Exchange Hub in Mirfield, at the Salvation Army. We have seen an increased up take in the area with donations, awareness and requests. We hope to replicate this throughout Kirklees to increase our impact and service across the area.*

*In July we celebrated a decade of helping our community, we have seen our project grow from 50 requests for school uniform in the first year to 3,500 in the 10<sup>th</sup>. We continue to grow, every year we receive more donations and can therefore help more families. We marked our 10<sup>th</sup> birthday by holding a community event on August 1<sup>st</sup>, there were stalls, games, cakes and a huge jumble sale, we raised £3,500.*

**During 2021 we reached our 10,000 requests milestone since we started!**

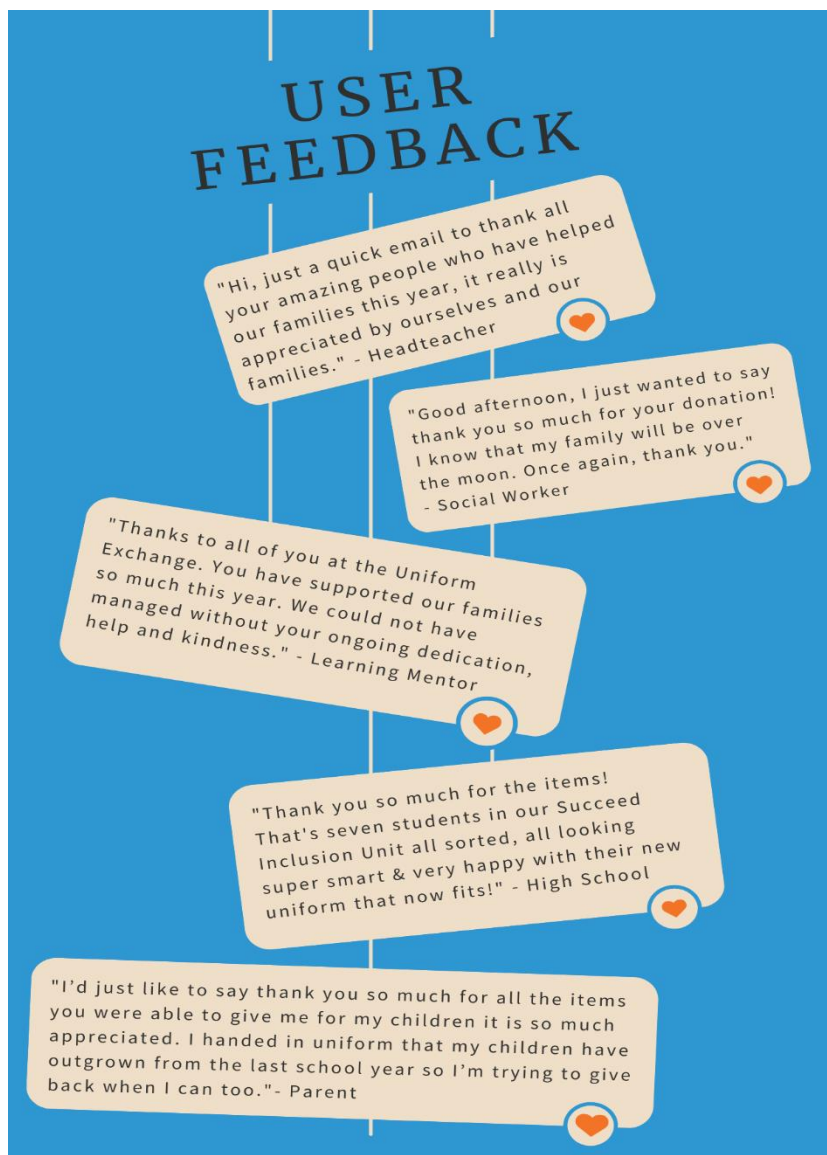
*In November we launched our annual 'Winter Coat Campaign', gained local media attention across social and print media. This year we were commissioned by Kirklees Council to ensure every child who asked was given a coat, this year the offer extended to include wellies, welly socks and Pj's. We gave away 1,550 coats plus hats gloves, scarves and extras. We worked directly with the schools to make sure every child had the opportunity to access our offer. This was through the winter months of 2021/2022.*

*Throughout 2021 we had many opportunities to tell our story to a variety of media outlets which gave us amazing coverage locally and nationally. In September we were on GB News as a 'Best of British' good news story and in November our coat campaign was hi-lighted in the Telegraph's good news newsletter, extending our reach far and wide. In November we also featured in the Kirklees Top 100 Companies brochure, naming us as a local charity that goes above and beyond whilst making a huge impact in the community. This further confirmed that the work we are doing is something of great significance, particularly for those facing financial hardship, not only in Kirklees but across the country.*

*We ended our 10<sup>th</sup> year with a Christmas fair, another opportunity for us to raise much needed funds and for the volunteers to have some fun. We raised £2,000 which went towards buying new items of underwear for the children of Kirklees.*

## Feedback

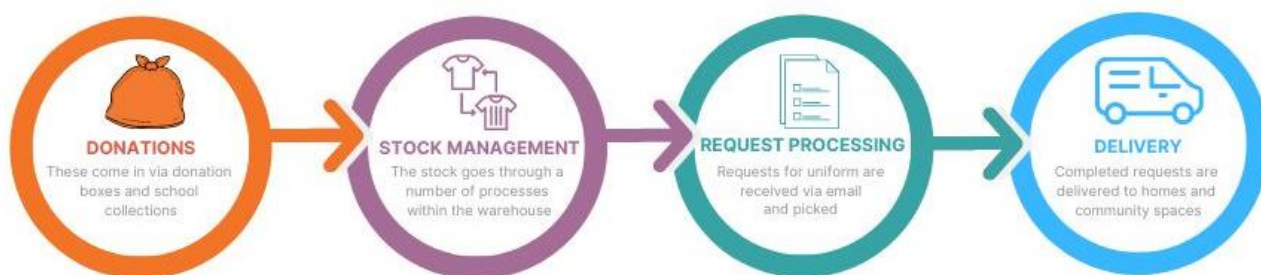
*Testimonies received from our families and other service users helps us to gauge if our charity is fulfilling its purpose. They enable us to shape the service and to continually monitor and improve our provision for those that access the service, either directly or on the behalf of others. In 2021, we received many positive comments, which has reinforced what we do and deliver.*



## Uniform Exchange Processes

Uniform Exchange is built exclusively around a reuse ethos and assuming most items donated have life left in them. We rely wholly on the generosity of Kirklees families passing on their outgrown uniform items and Kirklees schools passing on their lost property to make this service work.

# Our 4 Key Processes



## Donations

We promote Uniform Exchange mainly through PR, social media, emails and communications through schools. We ask the parents to donate items into our many collection boxes across Kirklees.

Over the years we have collaborated with several businesses to hold donation boxes this includes Kirklees libraries and KAL sports centre, Council offices, Sainsbury's, schools and community hubs. Covid extended our partnerships with local businesses who would have a collection box and thankfully there were many that continued after covid too. This included, Forget Me Not Charity shop, Local Co-op's, packhorse Shopping Centre, Foodbanks, Tesco, Morrison's, Asda, Independent shops, Nursery, Café's, Pubs, and Churches.

We ask for donations of any item used for school no matter what the condition. This includes polo-shirts, trousers, coats, skirts, shirts, jumpers, tights, cardigans, blazers, shoes, socks, vests, underwear, trainers, pumps, sports kits, dresses, footballs boots, bags and swimwear.

We collect from many sites on a regular basis, asking them to contact us when the bin is full. We have a van with our name on, which goes out on a regular basis collecting and delivering.

## Stock Management

In 2020 we collected approx. 40 tonnes of school uniform donations from our collection bins.

Once items enter the warehouse they are checked and sorted to make sure only the acceptable items are put onto our stock shelves. We mend items that are in good condition and we rag all the unacceptable items through Oxfam as they have a sustainable and trackable recycling process. In October of this year we modified our sorting process and moved it into a larger space due to the sheer volume of donations coming in.

The items that have been identified as good for reuse will then either go for washing or straight onto the shelves. In 2021 we sent over 2 tonnes of school uniform items to be washed.

We have an efficient stock control system where items are sorted into size and type, are folded and put neatly onto the shelves. Our stock consists of approx. 30,000 items of clothing, this includes plain items such as trousers and shirts plus logo items specific to each school.

## Request Processing

2021 saw our new app based form take off, it has made accessing school uniform so much easier for parents. 99% of parent referrals now come in via the app. It's only the schools that email in the forms now. The referrals this year come predominantly through parents/guardians, Schools, Education Safeguarding and charities.

Once requests are received, we aim to complete and deliver them within 7 days, this goes up to 3 weeks during the summer holiday peak season, if the request is urgent then we respond to that accordingly. We have set parameters for how many items are given dependant on age. We aim to give the best of what we have at the time of each referral and are always strict on checking that only high-quality items are sent out.

A note is put into the bag to advise parents that they can request more uniform directly from us once the child outgrows what they have been given.

## Delivery

Once the request is completed the bag is stickered with the requesters identification number then dropped off at the requested point. Since Covid we have seen a year-on-year growth which has forced us to make alternative arrangements, as the libraries can't take them all.

We now deliver to a mix of locations, libraries, the requesters home address, community spaces or school. We took on a new delivery driver for our van, who volunteered 3 days a week, and another driver who volunteered 2 days a week. These new arrangements allowed us to continue the expected level of service we had always given.

## The Team

Uniform Exchange is run day to day by an enthusiastic and dedicated team of 20 part time volunteers, 8 regular volunteers who give 2-4 days a week and 12 ad-hoc volunteers, we now employ 1 person in an administrator role. We are very grateful to our team and all the time that they give. Additional support for specific projects has been provided by business partner volunteers without whom we would not have been able to achieve much of our work.

**In 2021 our volunteers gave 9,000 hours of their time to support the community**

## Governance

Our team is governed by our Board of Trustees. Our constitution provides for a minimum of three trustees but to ensure we have all areas covered we have 5 serving members.

Their role includes, but is not limited to, overseeing the financial management of the charity, all policies including our safeguarding practice, managing and mitigating risk and setting our strategic direction.

## Fundraising

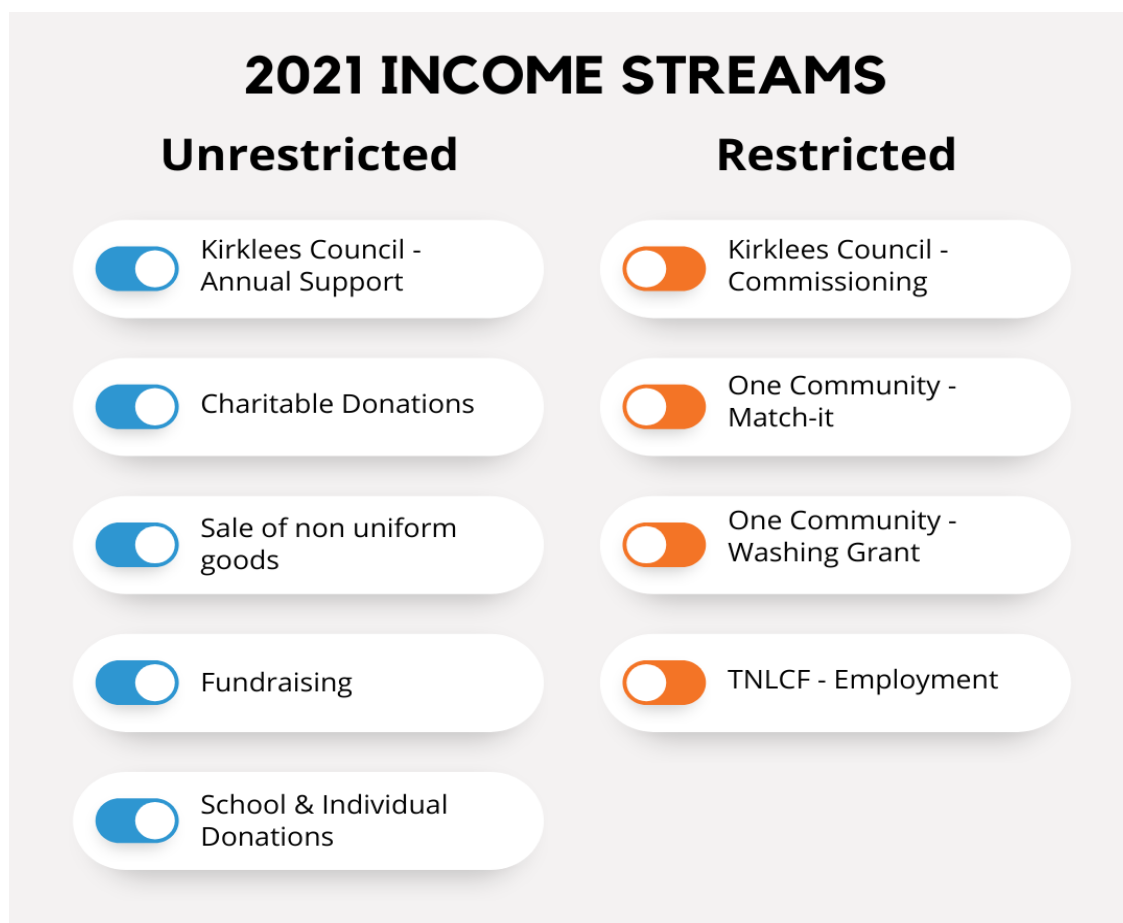
This year we had sort to engage more corporate partners, new grant funders and to start building on our sustainable income generation projects. Our income has predominantly been funded by Kirklees Council and this year was no exception.

The Council were given funds by Central Government to support local families, we were part of their plan to ensure all families had what they needed for their children going back to school. We were apportioned a sizeable amount which meant we could purchase extra items meaning every family received all that they requested.

There was still a small income from other grant providers or businesses with charitable trusts. Our fundraising efforts at the end of 2021 were finishing strong, we raised £12k through a Match It campaign run by our local

Community Fund and received £10,000 from TNLCF. We have had some success selling non-school uniform items we hope to expand this opportunity into 2022.

The pandemic has impeded our ability to develop a sustainable income stream we are looking at additional opportunities outside of our charitable objectives. For security and to keep us sustainable we need to have a diverse spread of funding sources, but this will be shaped by our future strategic objectives and will be reviewed in 2022/23.



### Marketing

Our marketing strategy aims to ensure that our activities help underpin our strategic objectives particularly around raising awareness. Therefore, we target parents, children, businesses, children's services and the general public to elevate our profile.

We focused on digital media as our main source of communication through most of 2021. Offering our services and eform on social media helped to boost our profile and increase the number of families looking for help.

We found emails to schools and key partnerships through Kirklees Council helped pass on information to those families in need plus we also continued to use the Covid anchor groups set up across Kirklees to catch families or grandparents who hadn't heard of our service.

### Key Projects

**Mirfield Hub:** In May this year we were approached by the Salvation Army Community Church in Mirfield asking for help to set their own Uniform Exchange, to support just their local schools. We invited them to join our project, we supported them financially, helped them set up shop and provided them with stock for their shelves. In 2021 they increased the awareness of the project in their schools and saw a 20% rise in the summer of families using the project. We hope to replicate this model across Kirklees to increase the impact of Uniform Exchange.

**Summer Exchange:** the success of the 'Big Exchange Project' in 2019 couldn't be ignored, so as the covid measures lifted we did a few more these proved to be successful again. We made some of them smaller and more school specific plus we also introduced a 'Community Exchange' where we worked with local residents to put on mini exchanges through the summer, the community ran the project allowing us to focus on the orders coming in. We hope to extend our community exchanges offer next year, as it proved to be very popular, helping us improve contact with families we wouldn't normally meet. We also saw increased awareness with staff, parents and children where schools and communities had been involved.

**Winter Coat Exchange:** We have successfully given away coats throughout the winter months for the last 7 years. This year we continued our offer, Kirklees Council commissioned us to provide 1,000 coats with hats gloves and scarves, plus pyjamas wellies and welly socks. The PR around the coat exchange project really boosted our profile and we have seen a real growth in our followers across the social media platforms.

2022 will be a year of building on the success of this year, as more families accept the need to ask for help the greater impact we can have.

## Future Plans

We presumed that the two years following on from the pandemic would inevitably prove challenging for activity and growth. How wrong we were, we saw an increase in both financial support for the charity to help the increase in need in the community. However, many of our future plans were paused due to our increased activity plus we wanted to see what everyday life would be resemble coming out of the pandemic in case we needed to change direction.

### Key priorities will include:

#### Expanding locally

There is a definite need to increase our visibility, critically outside the school setting so Uniform Exchange becomes the first place you think of when thinking what to do with your old uniform. We are keen to look at more community-based working, expanding our local hubs offer so parents have greater access. We also want to expand our offer directly with schools and give them more of the responsibility to collect and redistribute the uniform. This will reduce the impact on our resources but increase the number of families impacted annually.

#### Small business ideas

We recognise we need to put in place more sustainable income streams and with that in mind we have started to investigate small business ideas and what their potential income would be. Many of our plans have been deferred due to covid, we hope to readdress them in 2022 after the impact of the pandemic has started to defog.

We are planning to open a charity shop in 2022, after the success of the online shop this year, we are always inundated with non-school uniform items. This will provide a sustainable outlet for the many items donated.

#### Social franchising

As a charity Uniform Exchanges hopes to operate as a social franchise and be successful in community transformation. We want to replicate UE through a network of outlets in council areas, who will operate under central values, training and resources. Our founder, coming from an entrepreneurial background and with the ambitions to become a social franchiser wants to drive this social action programme forward. This had to be put on hold and will be reviewed and picked up again in 2022.

## Staffing and Volunteering

Uniform Exchange is predominantly volunteer led, we now have one paid staff member in place. We realise now that unless this increases we will struggle to grow or to fulfil our ultimate aim of franchising the idea of UE across the country.

Having paid positions in the key roles so that our capacity and skill level does not suffer is a key objective, but to be realistic these positions in the first instance would be part-time roles. We believe that investing in these plans will assist the project in moving forward and strengthen key relationships to achieve our objectives.

## Financial Review

During 2021 the charity raised 168,145. £100,000 of this income was commissioned for specific activity related to poverty proofing families through the summer and Christmas, with uniform and warm coats. Charitable donations have increase through 2021, £10,644 compared to 2020, £2,962. Expenditure for the period totalled £62,525 as a result of increased activity in response to the pandemic & poverty. Much of the £100,000 from Kirklees Council was spent in the opening months of 2022 purchasing winter coats.

## Reserves Policy

The charity has unrestricted reserves at 31st Dec 2021 of £31,873. This represents six months unrestricted fund expenditure on charitable activities. Restricted funds are held by the charity for only as long as is necessary to organise the relevant activities. Normally, these funds are spent within twelve months of receipt. The charity is currently looking for larger premises so this alter our unrestricted reserves.

## Post balance sheet events

No matters or circumstances have arisen since the end of the financial period which significantly affected or may significantly affect the operations of the charity, the results of these operations or the state of affairs of the charity in the financial year subsequent to the financial period ended 31st December 2021

## Statement of Trustees' responsibilities

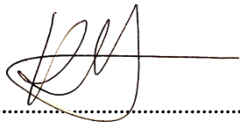
*The charity trustees are responsible for preparing a trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).*

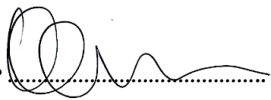
*The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:*

- Select suitable accounting policies and apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable 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 operation.

*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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.*

## Signed on behalf of Trustees

Mrs Karen Hobson, Trustee..........Date 19 Oct 2022

Mrs Kate France, Trustee..........Date 19 Oct 2022

## Payments & Receipts

**See the CC16a below**



## Receipts and payments account

| For the period from | 01/01/2021 | 12/31/2021 |
|---------------------|------------|------------|
|---------------------|------------|------------|

### Section A Receipts and payments

|                                                        | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ |
|--------------------------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------|
| <b>A1 Receipts</b>                                     |                                           |                                      |                                     |
| Kirklees Council                                       | 35,947                                    | 100,000                              | -                                   |
| One Community Foundation                               |                                           | 8,500                                |                                     |
| TNLCF Grants                                           |                                           | 10,000                               |                                     |
| Charitable Donations                                   | 5,581                                     | -                                    | -                                   |
| General Donations                                      | 2,484                                     | -                                    | -                                   |
| Fundraising                                            | 2,079                                     | -                                    | -                                   |
| Sale of Goods                                          | 2,070                                     | -                                    | -                                   |
| Gift Aid                                               | 500                                       | -                                    | -                                   |
| Refunds                                                | 239                                       | -                                    | -                                   |
| Other                                                  | 745                                       | -                                    | -                                   |
| <b>Sub total</b> (Gross income for AR)                 | 49,645                                    | 118,500                              | -                                   |
| <b>A2 Asset and investment sales,<br/>(see table).</b> |                                           |                                      |                                     |
|                                                        | -                                         | -                                    | -                                   |
|                                                        | -                                         | -                                    | -                                   |
| <b>Sub total</b>                                       | -                                         | -                                    | -                                   |
| <b>Total receipts</b>                                  | 49,645                                    | 118,500                              | -                                   |

### A3 Payments

|                        |        |        |   |
|------------------------|--------|--------|---|
| Property               | 11,751 | 5,788  | - |
| Insurance              | 917    | -      | - |
| Printing               | -      | 21     | - |
| Marketing              |        | 515    |   |
| Fundraising            |        | 40     |   |
| Laundry                | 3,613  | 1,200  | - |
| Clothes & Shoes        | -      | 24,123 | - |
| Refreshments           | -      | -      | - |
| Storage Equipment      | -      | -      | - |
| Stationery & Postage   | 350    |        |   |
| Office & General Admin | 402    | 178    |   |
| Internet & Telephone   | 261    |        |   |
| Volunteer Expenses     | -      | 4,855  | - |
| Computer Equipment     |        | 318    |   |
| Van & Transport        | 88     | 2,733  | - |
| Payroll & Pension      |        | 4,982  |   |
| Miscellaneous          | 146    |        |   |
| Professional Services  | 244    |        |   |
| Cleaning & PPE         |        |        |   |
|                        | -      | -      | - |
| <b>Sub total</b>       | 17,772 | 44,753 | - |

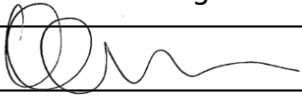
|                                                       |               |               |          |
|-------------------------------------------------------|---------------|---------------|----------|
| <b>A4 Asset and investment purchases, (see table)</b> |               |               |          |
|                                                       | -             | -             | -        |
|                                                       | -             | -             | -        |
| <b><i>Sub total</i></b>                               | -             | -             | -        |
| <b><i>Total payments</i></b>                          | <b>17,772</b> | <b>44,753</b> | <b>-</b> |
| <b><i>Net of receipts/(payments)</i></b>              | <b>31,873</b> | <b>73,747</b> | <b>-</b> |
| <b>A5 Transfers between funds</b>                     | -             | -             | -        |
| <b>A6 Cash funds last year end</b>                    | -             | -             | -        |
| <b><i>Cash funds this year end</i></b>                | <b>31,873</b> | <b>73,747</b> | <b>-</b> |

Section B Statement of assets and liabilities at the end of

| Categories                                   | Details                                                | Unrestricted funds<br>to nearest £ |
|----------------------------------------------|--------------------------------------------------------|------------------------------------|
| B1 Cash funds                                | HSBC Bank Account                                      | 31,442                             |
|                                              | Petty Cash                                             | 431                                |
|                                              |                                                        | -                                  |
|                                              | <b>Total cash funds</b>                                | 31,873                             |
|                                              | (agree balances with receipts and payments account(s)) | OK                                 |
| B2 Other monetary assets                     | Details                                                | Unrestricted funds<br>to nearest £ |
|                                              |                                                        | -                                  |
|                                              |                                                        | -                                  |
|                                              |                                                        | -                                  |
|                                              |                                                        | -                                  |
|                                              |                                                        | -                                  |
|                                              |                                                        | -                                  |
| B3 Investment assets                         | Details                                                | Fund to which asset belongs        |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
| B4 Assets retained for the charity's own use | Details                                                | Fund to which asset belongs        |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
|                                              |                                                        |                                    |
| B5 Liabilities                               | Details                                                | Fund to which liability relates    |
|                                              |                                                        |                                    |

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

|  |  |
|--|--|
|  |  |
|  |  |

| Signature                                                                            | Print Name |
|--------------------------------------------------------------------------------------|------------|
|   | KATE FR    |
|  | KAREN H    |

1177750

**ounts**

Period end date

12/21

**CC16a**

**Total funds**

**Last year**

**to the nearest £**

**to the nearest £**

|         |        |
|---------|--------|
| 135,947 | 46,956 |
| 8,500   | -      |
| 10,000  | -      |
| 5,581   | 2,700  |
| 2,484   | 262    |
| 2,079   | -      |
| 2,070   | 162    |
| 500     | 74     |
| 239     | -      |
| 745     | -      |
| 168,145 | 50,154 |

|   |   |
|---|---|
| - |   |
| - | - |
| - | - |

|         |        |
|---------|--------|
| 168,145 | 50,154 |
|---------|--------|

|        |        |
|--------|--------|
| 17,539 | 17,028 |
| 917    | 416    |
| 21     | 105    |
| 515    | -      |
| 40     | -      |
| 4,813  | 1,908  |
| 24,123 | 20,718 |
| -      | 54     |
| -      | 2,122  |
| 350    | 20     |
| 580    | -      |
| 261    | -      |
| 4,855  | 3,349  |
| 318    | 141    |
| 2,821  | 2,830  |
| 4,982  | -      |
| 146    | -      |
| 244    | -      |
| -      | 337    |
| -      | -      |
| 62,525 | 49,028 |

|         |        |
|---------|--------|
| -       |        |
| -       |        |
| -       | -      |
| 62,525  | 49,028 |
| 105,620 | 1,126  |
| -       | -      |
| -       | 14,017 |
| 105,620 | 15,143 |

**the period**

| Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------------------|---------------------------------|
| 73,747                           | -                               |
| -                                | -                               |
| -                                | -                               |
| 73,747                           | -                               |
| OK                               | OK                              |

| Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------------------|---------------------------------|
| -                                | -                               |
| -                                | -                               |
| -                                | -                               |
| -                                | -                               |
| -                                | -                               |
| -                                | -                               |

| Cost (optional) | Current value (optional) |
|-----------------|--------------------------|
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |

| Cost (optional) | Current value (optional) |
|-----------------|--------------------------|
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |
| -               | -                        |

| Amount due (optional) | When due (optional) |
|-----------------------|---------------------|
| -                     |                     |
| -                     |                     |

|   |  |
|---|--|
| - |  |
| - |  |

| lame  | Date of approval  |
|-------|-------------------|
| ANCE  | <b>10/19/2022</b> |
| OBSON | <b>10/19/2022</b> |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

UNIFORM EXCHANGE

**On accounts for the year  
ended**

31-DEC-2021

**Charity no  
(if any)**

1177750

**Set out on pages**

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2021**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

08/10/2021

**Name:**

AMANDA EATON

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

**Address:**

3 MILL RACE FOLD, THONGSBRIDGE, HD9 7HN

Only complete if the examiner needs to highlight 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.**

**UNIFORM EXCHANGE**

England & Wales - Charity number 1177750

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# Accounts

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**UNIFORM EXCHANGE**

# **ANNUAL TRUSTEE REPORT**

**Ending December 31st 2020**

**Charity Number: 1177750**

Prepared by  
**Kate France & Karen Hobson**

# Introduction

The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 December 2020.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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)

## Reference and Administrative Details of the Charity, its Trustees and Advisors

### As of 31st December 2020

**Charity name:** Uniform Exchange

**Charity number:** 1177750

**Principal address:** Railway Sawmills  
Unit 18  
Burbeary Road  
Lockwood  
Huddersfield  
HD1 3UN

**Trustees:** Mrs Helen Haddon  
Mrs Karen Hobson  
Mrs Kate France  
Mrs Clodagh Page  
Leathea Donaldson

**Treasurer:** Mr David Marsden

**Bankers:** HSBC  
2 Cloth Hall Street  
Huddersfield  
HD1 2ES

**Independent Reviewer:** Amanda Eaton  
Fidem Business Services  
3 Mill Race Fold  
Thongsbridge  
Holmfirth  
HD9 7HN

# Message from the Chair of Trustees

**Uniform Exchange** exists so that every child in Kirklees, West Yorkshire, regardless of background can access a school uniform so they can progress into confident young person and adults.

*In the UK. 41 million children live in poverty, facing an uphill struggle to live healthy happy lives. The wellbeing of these children, a fundamental human right is compromised. These children can fall into a vicious cycle from an early age, Consequences include poor health and low academic attainment along with a depleted sense of purpose, low aspirations and confidence.*

*Children growing up in poverty are three times more likely to suffer mental health issues and the necessity to access a school uniform can contribute to increased mental health.*

*Having the ability to fit in at school is key in helping a child to adjust and learn effectively. School uniforms are a key way of developing a sense of togetherness, reduces the potential of bullying, increases safety and creates cohesion.*

*Our organisation enables families to overcome the financial inequalities facing many families across Kirklees.*

*2020 has not only been an unprecedented year for our charity but also the country and the world. The Lockdowns have meant that many families have lost their livelihoods plus being isolated at home as well as learning from home has been challenging for so many. We recognise that this has resulted in an increase in social isolation, anxiety thus affecting mental health and well-being.*

*Since the pandemic, our service has sought to ensure that once children and young people returned back to school following the lockdown, that they felt able to return to some form of normality. Therefore, we provided additional elements to facilitate a child's return to school went smoothly. As in previous years, we have seen a tremendous growth in the use of our service and are so proud to have supported more families and extended our reach, particularly during this difficult season.*

*Our heartfelt appreciation goes to Kate France our Founder and fellow trustee, who is the driving force behind the charity. During the pandemic she has been instrumental in keeping morale up and supporting our amazing team of volunteers. Her continued dedication is immense and during this period she has been an anchor to so many!*

*An enormous thank you to all our fantastic volunteers, who remain ever faithful to this cause, without your hard work, tenacity and kindness, we would be unable to achieve what we have.*

*As we proceed into a different season, we hope we can easily pivot in response to the ever-changing landscape that the pandemic presents but one thing is certain; we will continue to reach countless families and people in need of our support. Growing capacity will certainly help us to achieve this, in the coming year.*

## Chair

*Helen Haddon*

# Trustees Annual Report

## Background

Child poverty in Kirklees now affects 1 in 4 households in Kirklees, these families are living in poverty and parents are struggling to provide basic necessities. It is now more than ever we need to become a society that actively seeks to support social change and be proactive in helping the environment.

Our founder Kate France challenged by a BBC documentary on 'Poor Kids' set up Uniform Exchange.

In 2010, the Councils school uniform grant was cut in Kirklees and no provisions were put in place to help struggling families. In June 2011, the Uniform Exchange initiative was born; providing FREE recycled school uniform to families across Kirklees.

We delivered activity for seven years as an unincorporated association. In 2018, it was decided by the volunteer team that trustees be appointed and to become a Charitable Incorporated Association (CIO) which took place on 28<sup>th</sup> March 2018.

The pandemic saw a 40% increase in the referrals to foodbanks and we initially saw the same up lift in the number of school uniform requests. The charity closed its doors in March 2020 for approx. 8 weeks and has been open ever since. We have been fortunate not to have an outbreak at our sorting unit, Covid-19 health and safety measures were put in place to keep everyone safe and healthy.

## Our Key Values

- 1. To relieve poverty by suppling good recycled school uniform to local families free of charge*
- 2. To protect the environment by encouraging families to recycle outgrown school uniform for it to be reused by other children*

We have gained an excellent local reputation for recycling with many families and almost all 181 schools donating school uniform items to us. In 2020 we saw this need rise significantly as families struggled to find the finances to buy school uniform.

In order to access the families who, need the free school uniform, we continue to build and maintain relationships with the local agencies that support and help families and children. We are part of the Poverty Partnership and the Children's & Young People Partnership lead by Kirklees Council this provides us with excellent connections across key areas including social workers, teachers, key support workers, family workers, charities, school hubs, children's and community centres, school admissions, school nurses, policing teams, this list keeps growing.

## Our Priorities

For 2020 we set out to prioritise:

- 1. Digital communications with families and support networks to improve our coverage*
- 2. Building a new app to improve access to ordering for parents*
- 3. Actively look for other opportunities to increase the number of referrals*

Our mission is to provide free school uniform to any child who needs it and to encourage children and families to think of others and the environment. Instead of throwing away old school uniform and filling the landfill sites, we are asking families to donate their uniform to us. We want to continue to make school uniform accessible to all children across our area of Kirklees, especially those who find themselves in poverty.

As volunteers, we are driven to support those in need; providing free school uniform is really important to us to reduce social isolation and poverty led bullying in our local schools allowing children to be ready for learning.

## How we delivered on our values and achieved our priorities in 2020

- *provided free school uniform to anyone who found themselves in financial hardship*
- *sought out and found children and families who needed help*
- *went out into the community and delivered uniform to the families*
- *received tonnes of donations from families who took on board our values*
- *stopped families putting school uniform into landfill*
- *brought in new volunteers to deliver our service*
- *forged new partnerships with support networks and businesses*
- *established new streams of funding and received continued support from others*
- *maintained a compassionate and dedicated not for profit working environment*

## Our Strategic Objectives

All our values and priorities are built on our five strategic objectives, these were set out by the Trustees when the CIO was created in 2016.

**W**aste Reduction  
**E**nvironmental Stability  
**A**wareness  
**R**eqeasts & Donations  
**S**ustainable

Over the next three years, 2019-2022 we aim to focus on 3 objectives to underpin and improve our charity and the service it delivers to the community.

1. *Generating a sustainable income*
2. *Strengthening relationships with schools, parents and partners across Kirklees*
3. *Identifying and helping those in greatest need*

## Our Achievements in 2020

2020 was an extremely busy year, we helped 35% more children than 2019. It also saw the introduction of the eform, plus the closures due to Covid-19.

We supported over 1,900 children with school uniform, coats and shoes this year. This was mainly achieved via request forms submitted as lockdown didn't allow us to do our normal activities. 60% of all requests came from parents or guardians asking for direct support, 30% came via the schools, predominantly the pastoral team and 10% were requested via other family support networks.

We experienced large increase in donations from families as they clear out their house during lockdown. We also saw an excellent uptake of the eform, this was largely due to the ever growing strong partnerships we have across the community, parents feeling more comfortable to ask for help and the continued communication with local schools and children's services.

- Provided over 1,900 children in Kirklees with free school uniform inc. school coats and shoes
- Received approx. 30 tonnes of donations from families and schools
- Provided free school uniform with an estimated retail value of £250,000
- Gave out over 914 winter coats
- Recycled over 24,000 items of good uniform to families
- Stopped over 12 tonnes of unusable uniform going into landfill by recycling through Oxfam
- Washed 2 tonnes of good, but dirty, school uniform
- We gave 7,000 volunteer hours
- Our contribution to the community equates to £18.81 for every £1 invested into Uniform Exchange

In February we were part of an ITV report hi-lighting the cost of school uniform and the first steps have been made in a bid to force schools to offer more affordable uniforms after a private member's bill was introduced to the House of Commons.

In November, our Founder Kate France received the daily 'Points of Light' award from the Prime Minister recognising outstanding individual volunteers; people who are making a change in their community. In a personal letter to Kate, Prime Minister Boris Johnson said: "By setting up the Uniform Exchange, you have collected an astonishing 100,000 items of school uniform to be saved from landfill. This is an achievement for the environment and also for the families you help with free uniform."

In November we launched our 'Winter Coat Campaign' and 'Match it' funding appeal. Both gained local media attention across social and print media.

Throughout 2020 we had many opportunities to tell our story to a variety of media outlets which gave us amazing coverage locally and nationally. It further confirmed that the work we are doing is something of great significance, particularly for those facing financial hardship, not only in Kirklees but across the country.

**Prior to 2020 we'd provided over 5,000 children with FREE school uniform.**

## Feedback

Testimonies received from our families and other service users helps us to gauge if our charity is fulfilling its purpose. They enable us to shape the service and to continually monitor and improve our provision for those that access the service, either directly or on the behalf of others. In 2020, we received many positive comments, which has reinforced what we do and deliver.

## Testimonials UNIFORM EXCHANGE



"I just wanted to say a big thank you for the uniform I collected for my children yesterday and to let you know how much we really appreciate your help. You do a brilliant job and are so friendly and lovely. Thank you" - Parent

“

"Good afternoon. Thank you so much for sending these shoes this morning. What an amazing service." - School



"Thank you very much for all your support for this family." - Education Safeguarding Team

“

"Just wanted to say how pleased we are to have received uniform items and that you thought ahead and gave us items to grow into. We were very thrilled to have an item with our school badge. You do great work!" - Parent



"I have received all the bags and I can't thank you enough for the clothes. I will be delivering the bags to the families tomorrow." - Family Support Worker

## Uniform Exchange Processes

Uniform Exchange is built exclusively around a recycling ethos. We rely wholly on the generosity of Kirklees families passing on their outgrown uniform items and Kirklees schools passing on their lost property in order to make this service work.



### Donations

We promote recycling to parents and schools mainly through PR, social media, emails and communications through schools. We ask the parents to donate items into our many collection boxes across Kirklees.

We ask for donations of any item used for school no matter what the condition. This includes polo-shirts, trousers, coats, skirts, shirts, jumpers, tights, cardigans, blazers, shoes, socks, vests, underwear, trainers, pumps, sports kits, dresses, footballs boots, bags and swimwear.

Over the years have collaborated with a number of businesses to hold donation boxes this includes Kirklees libraries and KAL sports centre, Council offices, Sainsbury's, schools and community hubs.

However, as covid closed many of our collection box sites it was imperative this year we forged new partnerships with local businesses in order to continue delivery of the donations. Our key new relationships were with the Forget Me Not Charity, who have 9 charity shops across the local area and with the Local Co-op where we have established 6 new boxes. Other sites included Shopping Centres, Foodbanks, Tesco, Morrison's, Asda, Independent shops, Nursery, Café's, Pubs, and Churches.

We collect from many sites on a regular basis, asking them to contact us when the bin is full. We have a van with our name on, which goes out on a regular basis collecting and delivering.

### Stock

In 2020 we collected approx. 25 tonnes of school uniform donations from our collection bins.

Once items enter the warehouse they are checked and sorted to make sure only the acceptable items are put onto our stock shelves. We mend items that are in good condition and we rag all the unacceptable items through Oxfam as they have a sustainable and trackable recycling process.

The items that have been identified as good for reuse will then either go for washing or straight onto the shelves. In 2020 we sent almost 2 tonnes of school uniform items to be washed.

We have an efficient stock control system where items are sorted into size and type, are folded and put neatly onto the shelves. Our stock consists of approx. 30,000 items of clothing, this includes plain items such as trousers and shirts plus logo items specific to each school.

## Requests

2020 saw us launch our new app based form, this was a huge success as it made accessing school uniform so much easier for parents. Covid meant parents didn't have access to libraries, schools and charities to fill the forms in this new development came at the right time. We saw a 70% up take however there were a few teething problems.

The referrals this year come predominantly through parents/guardians, Schools, Education Safeguarding and charities. We also used the network of covid anchor support groups set up by the Kirklees Council to identify more families in need of help.

Once requests are received we aim to complete and deliver them within 7 days, if the request is urgent then we respond to that accordingly. We have set parameters for how many items are given dependant on age. We aim to give the best of what we have at the time of each referral and are always strict on checking that only high quality items are sent out.

A note is put into the bag to advise parents that they can request more uniform directly from us once the child out grows what they have been given.

## Delivery

Once the request is completed the bag is stickered with the requesters identification number then dropped off at the requested point. When Covid hit all our regular drop off locations closed so we were forced to make alternative arrangements. We decided to deliver every bag of uniform to the requesters home address or local foodbank, as they were willing to delivery on our behalf. We took on a new delivery driver for our van, who volunteered 3 days a week, and another driver who volunteered 2 days a week. These new arrangements allowed us to continue the expected level of service we had always given.

## The Team

Uniform Exchange is run day to day by an enthusiastic and dedicated team of 11 part time volunteers, 6 regular volunteers who give 2-4 days a week and 5 ad-hoc volunteers, there are no employees. During Covid we were not able to rely on the extra volunteers from businesses and colleges plus we were also limited to the number of people allowed in the unit at the same time. As ever the team stepped up and gave more time during lockdown, we are very grateful for all the time that they gave.

**Our volunteers gave over 7,000 volunteer hours to Uniform Exchange in 2020.**

## Governance

Our team is governed by our Board of Trustees. Our constitution provides for a minimum of three trustees but to ensure we have all areas covered we have 5 serving members.

Their role includes, but is not limited to, overseeing the financial management of the charity, all policies including our safeguarding practice, managing and mitigating risk and setting our strategic direction.

## Fundraising

This year we had sort to engage more corporate partners, new grant funders and to start building on our sustainable income generation projects. Then Covid and Lockdown hit meaning all our planned fundraising efforts were put to one side. Historically our income has predominantly been funded by Kirklees Council and this year was no exception.

The Council were given funds by Central Government to support local families, we were part of their plan to ensure all families had what they needed for their children going back to school. We were apportioned a sizeable amount which meant we could purchase extra items meaning every family received all that they requested.

There was still a small income from other grant providers or businesses with charitable trusts. Our fundraising efforts at the end of 2020 were finishing strong, we were set to raise £12k through a Match It campaign run by our local Community Fund this will come to fruition in early 2021.

The pandemic has impeded our ability to galvanise more support. For security and to keep us sustainable we need to have a diverse spread of funding sources but this will be shaped by our future strategic objectives and will be reviewed in 2021/22.

| 2020 INCOME STREAMS               |                               |
|-----------------------------------|-------------------------------|
| UNRESTRICTED                      | RESTRICTED                    |
| Kirklees Council - Annual Support | One Community - Covid Grant   |
| Kirklees Council - Covid Support  | One Community - Washing Grant |
| School & Individual Donations     |                               |
| Sales of Non Uniform Clothing     |                               |
| Charitable Donations              |                               |

## Marketing

Our marketing strategy aims to ensure that our activities help underpin our strategic objectives particularly around raising awareness. Therefore, we target parents, children, businesses, children's services and the general public to elevate our profile.

Due to covid we put many of our marketing ideas to one side for future years and we focused on digital media as our main source of communication. We spent more time offering our services and new eform on social media than ever before and the combination of the 2 helped to boost our profile and increase the number of families looking for help. We used emails to the schools and comms through Kirklees Council to help us pass on information to families in need plus we also used the Covid anchor groups set up across Kirklees to catch families or grandparents who hadn't heard of our service.

### Key Projects

**Summer Exchanges**, following on from the success of the 'Big Exchange Project' we hoped to do more of these but on a smaller scale, however we have shifted our plans on a year. We hope to do a number of exchanges next year, as it proved to be very popular, helping us improve contact with families we wouldn't normally meet. We also saw increased awareness with staff, parents and children where schools have been involved.

**Winter Coat Exchange**, we have successfully given away coats throughout the winter months for the last 6 years. This year was more important than ever, we got the backing of local businesses and the Council to provide almost 700 coats with hats gloves and scarves. The PR around the coat exchange really boosted our profile and we have seen a real growth in our followers across the social media platforms.

2021 will be a year of building on the success of this year, as more families accept the need to ask for help the greater impact we can have.

# Financial Review

During 2020 the charity raised £50,154. Of this income, £31,000 was raised for specific activity related to Covid-19. As a result of the pandemic, fundraising activity was limited, and charitable donations dropped, this totalled £2,962. With the impact of Covid-19, the financial statements show a net surplus for the year of £1,126, this is due to receiving increased grant income from Kirklees Council. Expenditure for the period totalled £49,028 as a result of increased activity in response to the pandemic.

## Reserves Policy

The charity has unrestricted reserves at 31st Dec 2020 of £14,237. This represents four months unrestricted fund expenditure on charitable activities. Due to the unprecedented nature of the pandemic and the uncertainty concerning future lockdowns and restrictions. It is difficult to predict how we can grow unrestricted funds but anticipate we can achieve six months' worth of reserves in the future. Restricted funds are held by the charity for only as long as is necessary to organise the relevant activities. Normally, these funds are spent within twelve months of receipt.

## Post balance sheet events

No matters or circumstances have arisen since the end of the financial period which significantly affected or may significantly affect the operations of the charity, the results of these operations or the state of affairs of the charity in the financial year subsequent to the financial period ended 31st December 2020

## Future Plans

Following on from the pandemic the next one to two years of activity and growth will inevitably prove challenging. We will put many of our future plans on hold through 2021 as the impact of the pandemic cannot yet be understood.

***Future key priorities will include:***

### Marketing and branding

There is a definite need to increase our visibility, critically outside the school setting in order for the message to implant itself in the brain. We are keen to look at more community based advertising, by having local hubs that parents can visit and recommend to friends.

### Small business ideas

We recognise that we need to put in place a more sustainable income stream and with that in mind we have started to investigate possible small business ideas and what their potential income would be. Many of our plans have been deferred due to covid, we hope to readdress them in 2022 after the impact of the pandemic has started defog.

We are planning to start an online charity shop in 2021 to sell the items we receive that aren't suitable for school. This will provide us with an sustainable outlet for the many items donated that have life left in them.

### **Working with local businesses**

We are looking to form partnerships with local businesses to become their charity partner. Our key reasons for partnering with businesses is the opportunity to access and generate resources, including funding, and to potentially secure access to people and networks. Although many new connections were made through the pandemic we have not had opportunities to build financial relationships. Most of the planned work was put on hold and will be picked up in 2022.

### **Social Franchising**

As a charity Uniform Exchanges hopes to operate as a social franchise and be successful in community transformation. We want to replicate UE through a network of outlets in council areas, who will operate under central values, training and resources. Our founder, coming from an entrepreneurial background and with the ambitions to become a social franchiser wants to drive this social action programme forward. This had to be put on hold and will be reviewed and picked up again in 2022.

### **Staffing and Volunteering**

Uniform Exchange is currently volunteer led, as income levels do not allow for us to have paid staff in place. We realise now that unless this changes and we have a small number of paid staff we will not be able to grow or to fulfil our ultimate aim of franchising the idea of UE across the country.

Having paid positions in the key roles so that our capacity and skill level does not suffer is a key objective, but to be realistic these positions in the first instance would be part-time roles. We believe that investing in these plans will assist the project in moving forward and strengthen key relationships to achieve our objectives.

## Statement of Trustees' responsibilities

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

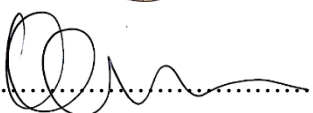
The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:

- *Select suitable accounting policies and apply them consistently;*
- *Observe the methods and principles in the Charities SORP;*
- *Make judgements and estimates that are reasonable and prudent;*
- *State whether applicable 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 operation.*

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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Signed on behalf of Trustees

Mrs Karen Hobson, Trustee..........Date 21 Oct 2021

Mrs Kate France, Trustee .......... Date 21 Oct 2021

## Payments & Receipts

See the CC16a below



CHARITY COMMISSION  
FOR ENGLAND AND WALES

UNIFORM EXCHANGE

1177750

## Receipts and payments accounts

CC16a

For the period  
from

01/01/2020

To

31/12/2020

### Section A Receipts and payments

|                                                       | Unrestricted funds | Restricted funds | Endowment funds  | Total funds      | Last year        |
|-------------------------------------------------------|--------------------|------------------|------------------|------------------|------------------|
|                                                       | to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| <b>A1 Receipts</b>                                    |                    |                  |                  |                  |                  |
| Kirklees                                              | 42,756             | 4,200            | -                | 46,956           | 21,899           |
| Charitable Donations                                  | 2,700              | -                | -                | 2,700            | 4,654            |
| General donations                                     | 262                | -                | -                | 262              | -                |
| Other                                                 | -                  | -                | -                | -                | 3,248            |
| On line sales                                         | 162                | -                | -                | 162              | -                |
| Refunds                                               | 74                 | -                | -                | 74               | -                |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total (Gross income for AR)</b>                | <b>45,954</b>      | <b>4,200</b>     | <b>-</b>         | <b>50,154</b>    | <b>29,801</b>    |
| <b>A2 Asset and investment sales, (see table).</b>    |                    |                  |                  |                  |                  |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                      | <b>-</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total receipts</b>                                 | <b>45,954</b>      | <b>4,200</b>     | <b>-</b>         | <b>50,154</b>    | <b>29,801</b>    |
| <b>A3 Payments</b>                                    |                    |                  |                  |                  |                  |
| Property costs                                        | 17,028             | -                | -                | 17,028           | 15,127           |
| Insurance costs                                       | 416                | -                | -                | 416              | 337              |
| Printing/publicity                                    | 105                | -                | -                | 105              | 2,887            |
| Laundry                                               | 526                | 1,382            | -                | 1,908            | 1,690            |
| Clothes & shoes                                       | 20,629             | 89               | -                | 20,718           | 795              |
| Refreshments                                          | 54                 | -                | -                | 54               | 498              |
| Storage bags/boxes                                    | 338                | 1,784            | -                | 2,122            | 374              |
| Stationery/postage                                    | 20                 | -                | -                | 20               | 160              |
| Cleaning/PPE                                          | 232                | 105              | -                | 337              | 75               |
| Wifi/phone/website                                    | -                  | -                | -                | -                | 468              |
| Volunteer expenses                                    | 1,840              | 1,509            | -                | 3,349            | 2,873            |
| Computer/office equipment                             | 141                | -                | -                | 141              | 233              |
| Van & transport costs                                 | 2,236              | 594              | -                | 2,830            | 2,932            |
| Miscellaneous                                         | -                  | -                | -                | -                | -                |
| Big Exchange costs                                    | -                  | -                | -                | -                | 911              |
| <b>Sub total</b>                                      | <b>43,565</b>      | <b>5,463</b>     | <b>-</b>         | <b>49,028</b>    | <b>29,360</b>    |
| <b>A4 Asset and investment purchases, (see table)</b> |                    |                  |                  |                  |                  |
|                                                       | -                  | -                | -                | -                | -                |
|                                                       | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                      | <b>-</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total payments</b>                                 | <b>43,565</b>      | <b>5,463</b>     | <b>-</b>         | <b>49,028</b>    | <b>29,360</b>    |
| <b>Net of receipts/(payments)</b>                     | <b>2,389</b>       | <b>- 1,263</b>   | <b>-</b>         | <b>1,126</b>     | <b>441</b>       |
| <b>A5 Transfers between funds</b>                     | <b>-</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>A6 Cash funds last year end</b>                    | <b>11,848</b>      | <b>2,169</b>     | <b>-</b>         | <b>14,017</b>    | <b>-</b>         |
| <b>Cash funds this year end</b>                       | <b>14,237</b>      | <b>906</b>       | <b>-</b>         | <b>15,143</b>    | <b>441</b>       |

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

| Categories    | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | HSBC Bank                                              | 13,972                             | 906                              | -                               |
|               | Petty cash held                                        | 265                                | -                                | -                               |
|               |                                                        | -                                  | -                                | -                               |
|               | <b>Total cash funds</b>                                | <b>14,237</b>                      | <b>906</b>                       | <b>-</b>                        |
|               | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

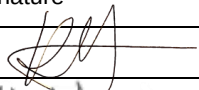
|                          | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other 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 | Citroen Van YP63 received from the former Voluntary Organisation by way of gift. | Unrestricted                | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |
|                                              |                                                                                  |                             | -               | -                        |

|                | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|----------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |

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

| Signature                                                                           | Print Name   | Date of approval |
|-------------------------------------------------------------------------------------|--------------|------------------|
|  | KAREN HOBSON | 14/10/2020       |
|  | HELEN HADDON | 14/10/2020       |



# 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

UNIFORM EXCHANGE

On accounts for the year  
ended

31/12/2020

Charity no  
(if any)

11 77750.

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent  
examiner's statement

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*[Signature]*

Date:

04/11/21.

Name:

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

Address:

3 MILL RACE FOLD

THINGSBRIDGE

HELMFIRTH, HD9 7HW.

Only complete if the examiner needs to highlight 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.**