

Registered Charity Number 1178136

Giving Back Crawley

**Trustees Report and Financial Statements for the
Year Ended 30th April 2023**



**GIVING BACK
CRAWLEY**

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Reference and Administrative Details for the Year Ended 30th April 2023

Trustees

J Dines

Donald Mackay
Natalie Mackay
Laura Knox (Resigned 21 June 2022)

Registered Office

Northgate Place
Crawley
West Sussex
RH108BB

Registered Charity Number

1178136

Independent Examiner

David Sharrock
Redbook Accounting Ltd
Chartered Accountants
123 Furtherwick Road
Canvey Island
SS8 7AT

TRUSTEES REPORT

for the Year Ended 30th April 2023

The Trustees present their report and the financial statements of Giving Back Crawley for the year ended 30th April 2023.

OBJECTIVES AND ACTIVITIES

Objects

The objects of the charity are: For the public benefit, to relieve the effects of poverty in the Crawley area, in particular, but not exclusively, amongst those who are homeless, by supplying them with food, goods and services.

Public Benefit

The Trustees have referred to the Charity Commission's guidance on public benefit and are entirely confident that the charity meets the criteria for public benefit.

Charitable Activities

Our primary service is providing food to homeless people, this includes both street homeless and temporarily housed/hidden homeless.

We have continued to restrict our service to providing a hot meal, snacks and drinks to everyone temporarily accommodated within Crawley and the surrounding areas. There have been a number of reasons for this, but it is mostly because of an ongoing shortage of manpower.

The provision of food for people in temporary accommodation has continued to run and adapt to the changing needs of the guests throughout the year. We continued to seek guidance and direction from other services as to the best way to support people towards independent, more permanent housing.

We made and delivered 2 meals a day to between 80-130 individuals in 10-15 temporary accommodation locations in Crawley and Horley, 7 days a week. This consisted of a sandwich/wrap/salad pot, packet of crisps, a snack, a piece of fruit and a drink for lunch, and a packed hot evening meal. From the 1st May 2022 to the 30th April 2023, we prepared, packed, and delivered around 40,000 meals and delivered numerous food parcels to some of our more settled temporarily accommodated service users. We have also provided toiletries as and when needed and even furniture and other household items for those moving into more permanent accommodation.

We provided the direct support of a delivered hot evening meal and a lunch bag, to those in temporary accommodation who do not have access to adequate cooking facilities. Guests with adequate cooking facilities were provided with a weekly food parcel to support them for 3 weeks, cooking equipment where needed, a basic affordable meal guide and advice regarding other avenues of support for each guest.

Our main plan for the year 2022/23 was to continue these services whilst we worked on the renovations on our building in Northgate Place, We maintained a 5* rating from environmental health and have been cooking, packing and delivering from the premises every day. There is still a small section of the building to complete but this can be done more gradually as the manpower and resources for the project have seriously reduced.

Our proposed model from completion of all renovations to Northgate Place is:

To provide food and other essentials to those suffering the effects of homelessness and to use this engagement to offer support and signpost guests to other relevant services in the area.

Fundraising Activities

The Trustees are strongly opposed to any expenditure on fundraising. Whilst expenditure might reduce the effort required, it has been deemed unfavourable by the Trustees. We do not believe that donors expect or want their donation used for further fundraising.

Our fundraising activities have been heavily focused on face to face, social media and website story telling about the charity to gain support and build long-term relationships with donors. We have received donations from both individuals and businesses.

During the period there were one specific fundraising activities lead by our volunteers, raising over £900 in donations, this raised significant awareness of GBC and their work in the community.

During the period several support grants were received. This are outlined below;

RBW Consulting	£1,220
Neighbourly Foundation	£555
Lloyds Foundation (match funding for spin event)	£500
Asda Foundation	£500

The Trustee's remain fully engaged with each of the organisations that provided funding and report progress on capital projects for which funds were donated.

Money

During the year we had a monetary income of £11,322 and monetary expenditure of £20,966 leaving net loss of £9,644. The large expenditure during the period was due to the running costs of the Northgate Building and further renovations, it should be noted that the Trustee's anticipated this spending and held reserves in excess of £10,000 from previous years accounts for this purpose.

Goods & Services

Goods and services represent a very significant part of our income and expenditure, approximately 80 % of income and approximately 60% of expenditure. We have therefore provided very detailed information in our Statement of Financial Activities and notes to the accounts. Donated catering items account for approximately 30% of all income and 22% of all expenditure. Volunteer time accounts for approximately 48% of all income and approximately 61% of all expenditure. During the year we had a goods and services income of £67,157 and goods and services expenditure of £52,884.

FINANCIAL RESERVES POLICY

Scope

Charity law requires that all income received by a charity is spent within a reasonable period of time and that the Trustees can justify the level of reserves held. This policy ensures that the Trustees make adequate provision for the charity to maintain its operating goals without holding unnecessarily large reserves.

Policy Statement

Reserves are defined as all unrestricted funds that are freely available to spend.

Reason for Reserves

It is essential that the services can be maintained without interruption. We are now operating from a permanent building at Northgate Crawley, renovation works are continuing alongside our regular service, financial reserves are required to ensure running costs are adequately covered and small capital projects/renovations are ongoing.

Financial Information

Our current total annual expenditure is approximately £67,157 (£12,983 Cash & £54,174 Goods/Services). The period a large proportion of cost was spent on running costs for the Northgate building, predominantly due to gas and electricity price surges.

Level of Reserves

The Trustees have determined that it is appropriate to hold reserves of approximately 6 months running costs excluding volunteer time, this figure being £5,000. Furthermore, we will aim to raise and hold an additional £5,000 to compensate for Northgate building running costs.

Establishing the Reserves

To establish and maintain the correct level of reserves, the charity will adjust its fundraising activities accordingly.

Monitoring and Reviewing

The current reserves level will be reported to the Trustees on a monthly basis by the treasurer. This policy will be reviewed annually by the board of Trustees or sooner in the event of any significant change in circumstances.

FUTURE PLANS

Northgate Place

We will continue to renovate and repair the building in Northgate Place to a standard which will enable us to provide a comprehensive service to all our guests, both temporary accommodated and rough sleeping. This will include office and training space, plus storage space for donations and equipment. The food and other essentials will continue to be prepared, cooked and packed here, and then transported and distributed to the guests, both temporarily accommodated and rough sleeping, by a team of trained volunteers.

Mobile Services for the Rough Sleeping Community

Upon completion of the conversion and fitting of the Minibus we intend to restart a street service, providing support to the rough sleeping community in Crawley. The locations where the food and essentials will be delivered to, will be based on current advice regarding local need, and identifying suitable locations that will maximise reach and minimise any negative local impact. This will be agreed upon by working in partnership with the other services and the local authority. We will also ensure that we compliment other local services, avoiding any overlap and encouraging positive progression from the guests. We aim to offer this mobile service 7 nights a week from 7-8:30pm.

Other Organisations

We hope to continue building stronger relationships with other organisations during the coming year. This will enable us to better understand the other services available locally and enable us to effectively signpost service users, share information better and work more collaboratively, especially when we are ready to take mobile services to the rough sleeper community.

Statement of Trustees Responsibilities

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a charitable incorporated organisation and is controlled by its governing document, the constitution, dated 25th September 2018.

Trustees

Trustees who served during the year:

J Dines

D Mackay

N Mackay

L Knox (Resigned 21 June 2022)

Induction and Training of New Trustees

New trustees are given a document pack including the constitution of the charity, all policies of the charity and the guide from the Charity Commission CC3 The Essential Trustee. A meeting is then held with all other trustees' present. The meeting covers the overall aims and operation of the charity, the roles of the other trustees', detailed explanation of the new trustees' role within the charity.

Human Resources

The charity operates entirely with volunteers and does not have any paid staff. Furthermore, there is no provision for any Trustees or volunteers to claim any expenses whatsoever.

Risk Management

The Trustees have a duty to consider, identify and review any risks that the charity may be exposed to. They have a duty to ensure that adequate controls are in place to eliminate the risk of fraud and errors. The Trustees have assessed the risks the charity is exposed to and are satisfied that the procedures in place offer adequate protection to those risks.

This report was approved by the Board of Trustees on 14th October 2024 and is signed on its behalf by:

Joanne Dines - Trustee



Joanne Dines

14/10/2024
Date

Natalie Mackay - Trustee



Natalie Mackay

14/10/2024
Date

Donald Mackay - Trustee



Donald Mackay

13/10/2024
Date

INDEPENDENT EXAMINER'S REPORT

Independent examiner's report to the trustees of Giving Back Crawley

I report to the charity trustees on my examination of the accounts of the Giving Back Crawley (the charity) for the year ended 30 April 2023.

Responsibilities and basis of report

As the charity trustees of the Charity 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Bethan Sharrock

Redbook Accounting Ltd
Chartered Accountants
123 Furtherwick Road
Canvey Island
SS8 7AT

Signed:



Date: 12/10/2024

STATEMENT OF FINANCIAL ACTIVITIES

1st May 2022 to 30th April 2023

Income

Income and Endowments	Unrestricted £	Restricted £	Total £
Income from Donations and Legacies			
Money Donations	7,350	-	7,350
Refunds	694		694
Gift Aid Claimed	0	-	0
PayPal	2,211		2,211
Charity Grants		2,729	2,729
Income from Other Trading Activities			
Donated Goods Sold	198	-	198
Goods Facilities & Services Donated			
Bedding Donated	150	-	150
Catering Donated	20,424	-	20,424
Services Donated	1,200		1,200
Volunteer Time Given	32,400		32,400
Total Income (Cash)	12,983	-	12,983
Total Income (Goods)	54,174	-	54,174
Grand Total Income (Cash & Goods)	67,157	-	67,157

Expenses

Expenditure	Unrestricted £	Restricted £	Total £
Charitable Activities			
Support Costs	0	-	0
Memberships	0	-	0
Bank Charges	-	-	-
Running Costs			
Computer Software	186	-	186
Garage Rental	0	-	0
Training Costs	0	-	0
Building Running Costs	9,851	-	9,851
Vechicle Running Costs	1,473		
Voluteer Time Given	32,400	-	32,400
Projects			
Northgate Buidling Conversion	3,634	-	3,634
Street Bus	0	-	0
Purchases			
Catering Purchased	4,862	-	4,862
Equipment Purchahsed	359	-	359
Donated Goods Distributed			
Bedding Distributed	80	-	80
Catering Distributed	11,497	-	11,497
Total Expenses (Cash)	20,364	-	20,364
Total Expenses (Goods)	32,480	-	32,480
Grand Total Expenses (Cash & Goods)	52,844	-	52,844

	£	£	£
Net Income/(Expenditure)	14,313	-	14,313
Total Funds Brought Forward		-	
Total Funds Carried Forward	14,313	-	14,313

BALANCE SHEET

1st May 2022 to 30th April 2023

Current Assets

	Unrestricted £	Restricted £	Total £
Debtors			
Gift Aid Pending	859	-	859
Cash at Bank and In Hand			
Barclays Community Account	1,860	-	1,860
Natwest Community Account	-	-	-
Services, Goods and Facilities			
Bedding Stock	716	-	716
Catering Stock	1,091	-	1,091
Total Assets (Cash)	2,719	-	2,719
Total Assets (Goods)	1,807	-	1,807
Grand Total Assets (Cash & Goods)	4,526	-	4,526

Current Liabilities

	Notes	Unrestricted £	Restricted £	Total £
Creditors: Amounts Falling Due Within One Year		0	-	0
Total Liabilities		0	-	0
Total Net Assets (Cash & Goods)		14,313	-	14,313

The Funds of the Charity

	Unrestricted £	Restricted £	Total £
Unrestricted Funds	2,719	-	2,719
Stock	1,807	-	1,807
Total Funds (Cash & Goods)	4,526	-	4,526

The financial statements were approved by the Board of Trustees on 14 October 2024 and were signed on its behalf by:



Donald Mackay - Trustee

NOTES TO THE FINANCIAL STATEMENTS

Accounting Policies

Basis of Preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

Cash Flow Statement

In accordance with FRS 102, the charity claims exemption from the requirement to present a cashflow statement as its income is significantly below the mandatory limit.

Income

All income of the charity is recognised in the Statement of Financial Activities except insofar as they are incapable of reliable financial measurement. Income is recognised upon receipt or entitlement, whichever occurs first.

Expenditure

Expenditure is accounted for on an accruals basis and recorded in the Statement of Financial Activities as soon as an obligation occurs.

Charitable Activities

Charitable activities represents the costs directly attributable to carry out the charitable objects, including support costs and costs relating to the governance of the charity.

Tangible Fixed Assets

The trustees have decided that items with a value of less than £1,000 will not be capitalised. The charity does not currently have any tangible fixed assets.

Taxation

The charity is exempt from tax on income and gains to the extent that these are used entirely to fulfil its charitable objectives.

Fund Accounting

Currently all funds held by the charity are unrestricted and these funds are available for use to fulfil the charitable objects at the discretion of the Trustees

Donated Goods

The charity has received donations of goods that are not included in the Statement of Financial Activities or Balance Sheet, because they do not meet the income recognition criteria of FRS 102 due to measurement. The fair value of these goods cannot be measured reliably. These goods are predominantly short dated food products which may or may not be of use to the charity. They also include items of second hand clothing to be given away. All donated goods that we would purchase when donations are scarce or the fair value can be measured reliably, are included in the Statement of Financial Activities.

Stock

Donated stock is valued at fair value.

NOTES TO THE FINANCIAL STATEMENTS

Financial Instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualifies as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Debtors

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

Cash

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

Key Judgements and Accounting Estimates

The main judgement and accounting estimates included in the accounts are:

Donated Stock - donated items such as food and bedding are recognised in income and expenditure based on their fair value.

Volunteer time - time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

Going Concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.