



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2020	To	31 03 2021

## Section A Reference and administration details

Charity name

Hjälpande Händer Catering

Other names charity is known by

Registered charity number (if any)

1179026

Charity's principal address

17 Bouverie Avenue

Swindon

Wiltshire

Postcode

SN3 1PZ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stuart Firth			
2	Tracey Rodgers			
3	Lucy Daglish			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Resolution by members at meeting

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

*To relieve young adults with disabilities or additional needs in Swindon and the surrounding area by operating a mobile catering operation, enabling them to plan, resource, produce, deliver, market and manage a service to the general public to help them develop essential life skills and self-confidence through learning, living and working.*

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The charity has undertaken numerous events in the past years at which they have provided food and beverages to customers via the employment of young adults with Special Needs. The events at which sales have been made have been diverse and the roles undertaken by the young adults have been tailored to their particular needs.

Throughout all activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All other volunteers (including the trustees) are unpaid and have consisted mainly of parents, siblings, personal assistants or voluntary helpers who have been appropriately vetted.

**Summary of the main achievements of the charity during the year**

The onset of Covid-19 restrictions has meant that events planned for the year (and moving forward) have all been cancelled, thus limiting employment opportunities, and negating a lot of the hard work that was employed to gain additional events. However, because of our financial model, we have not had to utilise the furlough scheme and are still on a solid financial footing.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Charity aims to keep at least £1,000 in reserves to cater for pitch fees required in advance of events and for losses made at events due to poor weather or attendance. This would also cover any longer-term storage costs for the trailer in periods of inactivity.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principal source of income was Grants from Swindon Borough Council's allocation of the Government's Additional Restrictions Grant and Business Grant Property register.

Main expenditures have been on storage of the trailer, insurance, and on-going memberships of NCASS. Also, website maintenance and hosting.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Stuart Firth	Lucy Daglish
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	18/05/2021	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hjälpande Händer Catering

1179026

## Receipts and payments accounts

For the period  
from

4/1/2020

To

3/31/2021

### 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 £
<b>A1 Receipts</b>				
Additional Restrictions Grant	3,000		-	3,000
UnLtd	2,500		-	2,500
Swindon Lottery	209	-	-	209
	-	-	-	-
Other Donations	-	-	-	-
Food & Beverage Sales	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	5,709	-	-	5,709
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	5,709	-	-	5,709
<b>A3 Payments</b>				
Advertising & Promotion	240	-	-	240
Business Licenses and Permits	291	373	-	664
Office Supplies	-	360	-	360
Computer Hardware	-	-	-	-
Purchases (food and beverages)	-	-	-	-
Repairs and Maintenance	70	-	-	70
Trips	-	250	-	250
Wages	-	-	-	-
Storage	250	-	-	250
Other	-	-	-	-
<b>Sub total</b>	851	983	-	1,834
<b>A4 Asset and investment purchases, (see table)</b>				
<b>Catering Trailer</b>	-	-	-	-
Coffee Machine	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	851	983	-	1,834
<b>Net of receipts/(payments)</b>	4,858	- 983	-	3,875
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	177	2,352	-	2,529
<b>Cash funds this year end</b>	5,035	1,369	-	6,404

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Santander Current Account	5,005	1,369
	Cash at hand	30	-
			-
	<b>Total cash funds</b>	<b>5,035</b>	<b>1,369</b>
	(agree balances with receipts and payments account(s))	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>
			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>
	Catering Trailer		4,250
	Coffee Machine		4,554
	Register system (iPad, card readers, till, printers, etc.)		1,200
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>
			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees			
Signature		Print Name	
		Stuart Firth	
		Lucy Daglish	

## CC16a

**Last year**  
**to the nearest £**

-
-
-
61
6,760
7,932
-
-
14,753

-
-

14,753

377
2,205
926
2,523
2,872
1,299
570
1,448
125
-
12,345

-
4,554
4,554

16,899

-	2,146
-	
	4,675
	2,529





**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

3,750
3,188
840
-
-
-
-
-

**When due  
(optional)**


Date of  
approval

5/18/2021
5/18/2021