

## Annual Trustees Report

### & Financial Statements for the year ending August 31st 2022

25<sup>th</sup> April 2023

Signed by : Christopher Carr (chair of Trustees)

Date : 18/5/2023

## Raise Kids Work Trustees' Report and Financial Statements

The Trustees are pleased to present their report and accounts for the period ending 31<sup>st</sup> August 2021, which have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (March 2005).

### Public Benefit

The Trustees have had due regard to the Charity Commission guidance on public benefit reporting. This report illustrates activities carried out in support of the public benefit requirement.

### Reference and Administrative Information

#### Charity

Raise Kids Work

#### Charity Number

1179356

#### Trustees

Christopher Cate (Chair)

Vivien Aldred

Heather McLeen

Nick Mitchell

#### Director of Operations

Andrew Jones

#### Registered Address

35 Greenland Avenue, Wymondham

#### Administration and Finance

Felicity Jones

Banker HSBC

Independent Examiner Mr John Payne

## Structure and Organisation

### Organisation

The constitution of Raise Kids Work is to serve children of the East Anglia area and beyond. To reach them with the gospel in a relevant way.

### Trustee Appointments

Heather McLeen

Nick Mitchell

### Training

All Trustees, workers and volunteers are made aware of the policies and procedures put in place by Raise Kids Work. Training is provided as appropriate to ensure all are equipped to carry out their duties.

### Related Organisations

RAISE KIDS WORK seeks to work with churches and schools in order to maximise opportunities for primary aged pupils, and to serve Christian organisations who look to deliver quality children's work. It works with these bodies in different capacities agreed upon with each of them. RAISE KIDS WORK uses various facilities provided by these churches, schools and organisations and is very grateful for their support and co-operation.

### Risk Management

The Trustees work with the Director of Operations to monitor the risks facing the charity.

They are responsible for keeping accounting records which show at any time with reasonable accuracy the financial position of the charity. They ensure that the reporting of financial matters is in line with the Charities Act 1993. They are responsible for the safeguarding of the assets and procedures that protect against fraud and other irregularities.



## Objectives and Activities

The objects of the CIO are: To advance the Christian faith in accordance with the statement of faith in East Anglia and its environs and throughout the world for the benefit of Young People, in particular children by;

- a. *proclaiming Christian messages of an evangelistic and teaching nature;*
- b. *demonstrating, promoting and encouraging Christian values, including Dignity, Empowerment and Partnership;*
- c. *teaching children and young people through events, lessons and activities within schools and churches and their environs; and*
- d. *demonstrating the Christian faith by promoting overseas service, education, practical action and working with those affected by poverty and sickness, either directly or through relevant relief agencies.*

## Achievements and Progress

This was a year which saw a gradual return to normality after COVID lockdowns and some exciting new developments, particularly the Director of Operation's acceptance for training with the Lions and significant progress on the Escape Room/Puzzle Pod – which has huge potential for the development of RAISE (Escape Rooms typically take three years to develop).

The Trustees were greatly encouraged that the Director of Operations was accepted onto the **Lions Experience** for training. The Lions bring together a number of people working at the top of their field, individuals who understand the need to share experience with people worth investing drawn from every sphere of influence including church, commerce and community - Christian men and women passing on their expertise to others.

The Trustees reaffirmed that a **strategic overview** was needed to ensure that RAISE was moving forward and priorities were identified, to ensure that the Director of Operations was not overburdened and was able to share some of the workload, for example, the CAP courses. Consequently a part time year outer, Ashleigh Bates (shared with HOPE church) joined to assist him.

**Part-time assistant:** the Trustees were supportive of a part-time assistant for the Director of Operations, if funds permitted. The additional help would give programme delivery a boost and should support fundraising.

From the autumn schools work was starting to pick up slowly, with some schools opening up and inviting the Director to take assemblies. There were no 'big events' to start with.

**Walk through the Bible and Christmas in a Box** were offered in some schools including Robert Kett, Morley, Stibbard, North Elmham, Hockering and Great Witchingham and Swanton Morley.

Christmas in a Box was run at Browick, Morley, Tacolneston, Wicklewood and Hethersett, with four more to be done. 517 children would share in the Christmas story.

Walk through the Bible was presented in Hethersett. Rudham, Weasenham and Brisley.



Three schools had asked for a school vision day, prayer space, big story and possible assemblies.

In June the Director returned to five schools to run assemblies and was organising Walk through the Bible sessions. There were two school assemblies in June, reaching c. 300 children and one Assembly in July (Barnham Broom) – the last attended by RAISE's Intern, Ashleigh – followed by five in October and November ( Morley, Tacolneston, Swanton Morley, Stibbard and North Elmham).

**Holiday Clubs:** a three day “Space Invaders” holiday club was run for Oak Grove in Norwich at the end of July with c.30 children, which went well.

**CAP courses:** the Director of Operations was providing CAP (Christians Against Poverty) Money Courses as he was now a trained Money Course Coach for Adults and Children. CAP Money courses had been run at Hethersett and Wicklewood.

**Wymondham Methodist church:** the minister was keen to develop the relationship with Raise and had asked Raise to consider planning and leading a kids club once a month in Morley (c. 6.5 hours a month, possibly 2 hours for the event, 1.5 hours prep with volunteers and 3 hours personal time) . Raise’s office at Besthorpe was moved to an Upper Room at the Methodist Church. The Morley **Kids Club** started in March - Raise was working with volunteers for the Morley Kids Club and there were discussions about Hethersett.

## Financial Matters

The Trustees receive a financial report from the administrator/treasurer and the Director of Operations at each Trustee’s Meeting. Considerable fundraising success has been had through the efforts of the Director of Operations.

The Trustees are extremely thankful to all the organisations and individuals who have support the work of RAISE KIDS WORK through 2021-2022.

Salaries and working hours have been set and reviewed by the Trustees. This will be revisited again in the coming year.

## Finance Report

See attached IER summary

## Reporting and Policies

The following Policies have been approved by Trustees

Raise Kids Work Policy for Safeguarding Children and Young People (Updated Annually)

Raise Kids Work Volunteers Policy

Raise Kids Work Child Protection Policy Statement (Updated annually)

Raise Kids Work Code of Conduct

Raise Kids Work Counter Bullying Policy

Raise Kids Work Data Protection Policy

Raise Kids Work Disciplinary Policy

Raise Kids Work Equal Opportunities Policy

Raise Kids Work Health and Safety Policy



## Project Management

The project is managed on a daily basis by the Director of Operations, Andrew Jones. He manages the project and has overseen the work and a growing number of volunteers. The Director of Operations meets with the Trustees on a bimonthly basis to give written or verbal report of the work, submitting proposals for new initiatives. He also discusses the financial status of the project.

The Trustees are committed to supporting the Director of Operations, and taking action as required ensuring the effective and safe operation of the project.

## Summary

The Trustees are committed to the Christian ethos of the project and its charitable objects. They hold the project in prayer and manage the project by overseeing the legal and financial obligations.

The following table shows the projects current activities and the approximate number of children involved.

<b>Raise Kids Work Activities</b>	children	Volunteers	Frequency
Walk through the Bible – Old Testament and New Testament lessons.	210	1	weekly (for 5 weeks)
Assemblies – regularly going into schools presenting Collective Worship	400	1	monthly
Christmas in a Box	517	3	annually
Easter in a Box / Easter Experience	421	6	annually
Volunteer training - to equip volunteers for events and experiences (adults)	4	0	Bi annually
Training delivered to other church kids ministry leaders (adults)	40	0	three times
Encounter Rooms – this has mainly been for adults	60	10	bi-annually
Church Holiday Club	30	20	annually
Church Kids Club	16	5	monthly
	<b>1698</b>	<b>45</b>	<b>Totals</b>

## Summary

In a year which saw a gradual return to normality there were some exciting new developments, particularly the Director of Operation's training with the Lions and the Escape Room/Puzzle Pod, with huge potential for the development of Raise's aims and objectives.

We have seen growing support from individuals and we continue to work towards expanding our supporters' base further. We are thankful for all the support and encouragement we receive and the way volunteers our continue to be a very important part of the project.

Raise Kids Work has met its Aims and objectives.





Raise Kids Work	1179356	CC16a	
Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	01/09/2021		31/08/2022

## 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>					
Bids					2,000
Gift Aid	4,021			4,021	3,336
Church Work Donations	2,947			2,947	635
Donations	16,079			16,079	12,724
Schools Work Donations	3,326			3,326	1,483
Training	0			-	0
Investment interest	0			-	0
MISC	64			64	0
Fundraising	4,580			4,580	4,599
Grant (JRS)	0			-	4,587
	31,017	-		31,017	29,364

## A2 Asset and investment sales, (see table).

<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	31,017	-	-	31,017	29,364

## A3 Payments

Net Salaries	15,794			15,794	15,818
Tax & NI	2,357			2,357	2,333
Pension	1,323			1,323	1,323
Payroll	360			360	360
Events	82			82	
Church Work Expenses	391			391	
School Work Expenses	1,028			1,028	925
Mission	0			-	
Travel	1,479			1,479	198
Training	1,017			1,017	
Resources & Equipment	274	369		643	2,990
Expenses	99			99	12
Office Supplies	428			428	381
Rent	2,850			2,850	3,900
Insurance	640			640	621
misc includes CCPAS & bank charges	292			292	235
<b>Sub total</b>	28,414	369	-	28,783	29,096

## A4 Asset and investment purchases. (see table)

<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	28,414	369	-	28,783	29,096

## Net of receipts/(payments)

A5 Transfers between funds	2,603	369	-	2,234	268
A6 Cash funds last year end	2,419	3,407	-	5,826	5,558
<b>Cash funds this year end</b>	5,022	3,038	-	8,060	5,826



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

### Categories

### Details

#### B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
HSBC Current	5,022	3,038	-
HSBC Saver Account	0		-
<b>Total cash funds</b>	<b>5,022</b>	<b>3,038</b>	<b>-</b>
(agree balances with receipts and payments account(s))			

#### B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

#### B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

#### B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

#### B5 Liabilities

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
<i>Cheryl Cate</i>	CHERYL CATE	18/5/23
<i>Nivien Hottel</i>	NIVIEN HOTTEL	18/5/23



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Raise Kids Work

On accounts for the year  
ended

31<sup>st</sup> August 2022

Charity no  
(if any)

1179356

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention .

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:

**John Payne**

Date:

14<sup>th</sup> May 2023

Name:

John Payne



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

ACMA

**Address:**

35 Henby Way

Norwich

NR7 0LD

## **Section B**

### **Disclosure**

Only complete if the examiner needs to highlight material problems.