



# **The Homeless Period – Wolverhampton (Periods Matter.)**

**Report and Financial Statements  
For the Year Ended 31st July 2023**

**Charity number 1183408**

**Report from the Board of Trustees**

**PERIODS  
MATTER.**

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# Legal and Administrative Information

The Board of Trustees are pleased to present their annual report along with the consolidated financial statements for the charity for the year ending 31<sup>st</sup> July 2023. The financial statements comply with the Charities Act 1993, the Constitution and Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005).

## **Reference and Administrative Information**

Charity Name: The Homeless Period - Wolverhampton

Working Name: Periods Matter.

Charity registration number: 1183408

## **Registered Office and operational address:**

Office 1, The Workspace

All Saints Action Network

All Saints Road

Wolverhampton

WV2 1EL

## **Board of Trustees:**

Mrs C Roberts-Molloy Chair

Mrs Helen Kenny Treasurer

Miss Jessica Labhart Secretary

Mrs Khadijah Roberts-Molloy

Mrs Dawn Wilkes (Appointed June 2024)

# The Chair's Report

We have continued to support our communities through the ongoing challenges of the Cost of Living Crisis, with the demand for our services continuing to grow.

Our commitment to existing partners and beneficiaries across Wolverhampton remains strong, and this year we have further expanded our reach across the Black Country. This expansion has included supporting new organisations and building on our collaborations with key agencies across Dudley and Wolverhampton.

We have sustained our work with Citizens Advice Dudley and Wolverhampton, supplying period products into their Cost-of-Living Hubs. The impact of this project has been significant, and we continue to deliver products on a regular basis.

Other key events and activities this year included:

## **August 2023**

- Our Secretary Jessica Labhart went on maternity leave and arrangements were made amongst the members of the board to disseminate the tasks of the secretary to ensure these were still covered and governance maintained

## **September 2023**

- Lush Merry Hill Charity Pot Event

## **November 2023**

- Engagement with the Pick-Up My Period App
- Wolverhampton Council Cost of Living Event, Mander Centre (November)
- Launch of the Reverse Advent Calendar

## **March 2024**

- International Women's Day talk at the Women's Network, University of Wolverhampton

## **April 2024**

- Together in Pennfields networking brunch

## **May 2024**

- Below the Belt film screening and discussion

## **June 2024**

- Volunteers Week celebration at the Civic Centre (June)
- Partnership events with Wolves at Work and Black Country NHS Trust

## **July 2024**

- Celebration of our 6th birthday
- Recruitment of a new trustee, welcoming Dawn to the board

On addition, we delivered the following projects throughout the year:

- Schools Out Drop In – Low Hill Community Centre
- Community Drop In – Low Hill Community Centre and ACCI
- Primary Schools - see donations provided list.
- Citizens Advice – Cost of Living Hubs
- Dudley MBC – Library & Family Centres Project

As Chair, I've had the privilege of representing the charity at a variety of events and supporting several students working on dissertations related to period poverty.

We are continually humbled by the generosity of our donors and the passion of our volunteers. As always, we remain a small charity with big ambitions and look forward to continuing the fight against period poverty in the year ahead.

Clare Roberts-Molloy - Chair

# Our Aims and Objectives

## Purposes and Aims

Our charity's purposes as set out in the objects contained in the organisation's constitution. The aims of our charity are to reduce the levels of period poverty within Wolverhampton and to educate young people and the wider public around period poverty and menstruation.

Our aims fully reflect the purposes that the charity was set up to further.

## Ensuring our work delivers our aims:

We review our aims, objectives, and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## The focus of our work

Our main objectives for the year continued to be the reduction of period poverty in Wolverhampton and the Black Country, and menstrual education and awareness to young people and the wider public. The strategies we used to meet these objectives included:

- Raising funds and receiving donations of menstrual products from the public and supporters
- Delivery and provision of menstrual products, toiletries and underwear to individuals and charitable organisations for dissemination to their beneficiaries
- Delivery of educational workshops to schools and groups of young people
- Convening period packing sessions for the community
- Raise awareness around menstrual activity in partnership with period poverty organisations and charities regionally and nationally to combat ongoing menstrual stigma and inequality.

## How our activities deliver public benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the relief of period poverty and delivery of menstrual education workshops and are undertaken to further our charitable purposes for the public benefit.

## Who used and benefited from our services?

Our objects and funding limit the services we provide to residents in Wolverhampton as well as the wider Black Country where resources allow. While specific data relating to the extent of period poverty across the city is lacking, the demand for our services and provision of products has continued to increase.

We currently regularly support more than 20 local organisations who support women and girls experiencing period poverty. We estimate that via these organisations we support more than 2000 individuals and families per year. We also provide support and products to individuals and families who contact us directly. On average, we provide 200 packs of menstrual products per month.

We raise awareness of menstrual issues via online campaigns, the delivery of menstrual workshops, community packing sessions and by participating in regional research projects and supporting national and regional campaigns alongside other period poverty charities and organisations.

## **Receipt of Donations**

While we still have a few active collection points across Wolverhampton, the methods and model by which we receive donations has changed. Most donations are now received directly via groups and organisations, or via financial donations, including:

- Hey Girls
- DME Fitness
- Rexall Chemist
- SEDA (Sophie Elizabeth Dance Academy)
- K Teas Cakes
- St Bernadette's Catholic Church
- National Grid
- Inner Wheel Club of Tettenhall
- Finest Beauty, Codsall
- Tesco, Wolverhampton
- Sainsburys, Wombourne
- Individual Donations
- Penn Hall School

### Notable Financial Donations during the Year

- Lush Charity Pot Event - £669
- Dudley MBC - £5250
- Akzo Nobel - £1,000 x 2
- Order of Women Freemasons - £175
- The Morrisons Foundation (restricted spend for community drop ins) - £5,000
- Lottery Community Fund (restricted spend) - £20,000

Financial donations are then used to purchase products in bulk to ensure we have the resources to distribute and make the most of economies of scale. We purchase in bulk, where available from In-kind Direct, Boots.com and local wholesalers. We are also fortunate enough to be a Community Partner with Hey Girls, who continue to support us.

## **Provision of Period Products**

Over the past 12 months we have provided period products to:

- RMC
- ACCI
- Wolverhampton Probation Service
- City of Sanctuary

- Aspiring Futures
- Friendly Faces Disability Support
- Wolverhampton Association of Ukrainians
- St Teresa's school
- St Christopher's school
- ASAN - The Workspace
- Carmelite Nuns
- Gem Centre
- St Martin's school
- St Edmunds Catholic Academy
- Elms Resource Centre
- Good Shepherd
- New Pastures Housing
- Hope Community Project
- Wolverhampton Libraries
- Host (student accommodation)
- Saltbrook Place

Plus lots of individuals on a one off and regular basis.

## **Awareness Raising and Menstrual Equity**

To raise further awareness around the issue of period poverty, which has gained increasing media coverage and several high profile petitions and campaigns to introduce free period products in schools, we have participated in a number of regional and national research projects and events

We have continued to support Birmingham City University with their period poverty research and have been an active member of the Menstrual Activist Network founded by Bloody Good Period.

We have been active in raising the issues of period poverty and period inequity across social media and have participated in several media interviews. We have supported key events celebrating Menstrual Hygiene Day and our founder Clare Roberts-Molloy has been asked to represent the charity and speak about period poverty at a number of online conferences and events.

## **Menstrual Education**

While we are planning further Menstrual Education Workshops in the future, we have been asked to deliver workshops in several settings, including the This Girl Can event and different groups at Wolverhampton University. We remain fully committed to the continued development and delivery of these activities in the near future.



# Financial Review

The accounting period covers 12 months from 27th July 2023 to 26th July 2024 to enable compliance with HM Revenue and Customs requirement to submit a Company Tax Return covering those dates.

Total income for the year to 26th July 2023 was £34,473 which is a substantial increase compared with our last financial year. We were fortunate to receive two major restricted income grants during the year, £20,000 from the National Lottery Community Fund and £5,000 from The Morrisons Foundation. However, as these were both received in June 2024, they give a somewhat distorted view of our overall finances as there was little time to spend the fund within the financial year being reported. In fact, we were in a serious financial position immediately prior to the receipt of this funding having had to use most of our reserve funding to settle our bills. Our financial situation was compounded by the fact that our unrestricted income was down from our last financial year by almost £2,000. Other donations received during the financial year include £5,000 from Dudley Metropolitan Borough Council and two separate £1,000 donations from the AkzoNobel Community Fund. We also received £669 from Lush and £175 from the Order of Women Freemasons. We are extremely grateful for all financial donations received and want to thank all our supporters. As we have no regular source of income, we could not do the work we do without their generosity.

Total expenditure for the year was £18,643 which includes £10,070 restricted income spent on specific projects. The bulk of the remaining expenditure was rent, office costs and website fees totalling £7,550.

Looking forward and as the charity has no regular source of income, the focus will continue to be on fundraising and applying for various grants that are available.

## Investment Policy

Aside from retaining a prudent amount in reserves each year, the charity's funds are spent in the short term so there are no funds for long term investment. If the financial situation of the charity changes, the Board will reconsider investments in the future.

## Reserves Policy

As the charity relies solely on income from grants and donations, the level of reserves is set at a level equivalent to three months essential running costs including rent, rates and utility costs. This period of time will allow us to apply for grants and to appeal for funding should an unexpected drop in income occur.

As the charity moves forward and if income streams become more assured, the aim is to move to a six months' cost reserves policy.

## Plans for Future Years

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

We will continue to apply for grant funding to support our activities and enable us to expand those we support as well as delivering further projects for the benefits of the individuals and communities we serve.



# Structure, Governance and Management

## Governing Document

The organisation is a Charitable Incorporated Organisation (CIO), registered as a charity on 14<sup>th</sup> May 2019. The organisation was established under a constitution which established the aims and objects of the CIO.

## Recruitment and Appointment of Trustees

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

While the Board currently consists of the first charity trustees, recruitment of additional trustees may take place in the coming years to further support the work of the organisation.

## Trustee Induction and Training

Upon appointment, new trustees will be invited and encouraged to attend a series of short training sessions covering:

- The obligations of Board Trustees
- Safeguarding Vulnerable Adults and Children
- The main documents which set out the operational framework for the charity including the Constitution.
- Resourcing, fundraising and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

A Question & Answer pack is being prepared drawing information from the various Charity Commission publications signposted through the Commission's guide "the Essential Trustee" as a follow up to these sessions. This is distributed to all new trustees along with the Constitution and the latest financial statements. We are also members of NCVO and make their various training and publications available to trustees as appropriate.

Feedback from new trustees will be collected to ensure we continuously improve our processes.

## Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients, and visitors to the centre. These procedures are periodically reviewed to ensure that

they continue to meet the needs of the charity.

## **Organisational Structure**

The Homeless Period – Wolverhampton currently as at 31<sup>st</sup> July 2024 has five Trustees, whom all have voting rights and are responsible for the strategic direction and policy of the charity. At present the Board has four members from a variety of professional backgrounds relevant to the work of the charity.

The members of the CIO are the charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else. Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

The organisation does not currently employ any staff and therefore all decisions are undertaken by the Board of Trustees along with all operational and activities. However, funding allowing, it is the future aim of the organisation to employ a CEO, at least on a part-time basis to purposefully drive the organisation forward, beyond the resources of the current Board.

## **Responsibilities of the Board**

The Charity Commission requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the CIO as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Board should follow best practice and:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the organisation will continue on that basis.

The Board is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985.

The Board is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board on 28<sup>th</sup> May 2024 and signed on its behalf by:

**Mrs C Roberts-Molloy (Chair)**

## **Balance Sheet (Attached Separately)**

# Income and Expenditure for The Homeless Period-Wolverhampton charity for the year ended 26/07/2024

	Unrestricted Income and Expenditure		Restricted Income and Expenditure		Total Income and Expenditure	
	£	£	£	£	£	£
<b>Income</b>						
2019 Big Lottery Fund						
Rotary/James Beattie						
NL Awards For All						
Morrisons Foundation				5,000		5,000
Dudley MBC		250		5,000		5,250
NL Community Fund				20,000		20,000
Donations		4,223				4,223
<b>Total Income</b>		<b>4,473</b>		<b>30,000</b>		<b>34,473</b>
<b>Expenditure</b>						
Internet & Telephone	141		29		170	
Charitable Donations (Stock)	67		6,160		6,227	
Advertising and Promotion			47		47	
Legal and Professional Fees	85				85	
Accountancy Fees	50				50	
Website	488		199		687	
Insurance	192				192	
Rent	6,541		3,499		10,040	
Office Costs	521		55		576	
Subscriptions	216				216	
Sundries	53				53	
Travel					0	
Accommodation and Meals	120				120	
Postage					0	
Office Equipment					0	
Depreciation for year	99		81		180	
<b>Total Expenditure</b>		<b>8,573</b>		<b>10,070</b>		<b>18,643</b>
<b>Surplus/(Deficit)</b>		<b>-4,100</b>		<b>19,930</b>		<b>15,830</b>
<i>Funds brought forward</i>		4,764		2,914		
<i>Funds carried forward</i>		<b>664</b>		<b>22,844</b>		<b>23,508</b>

## Statement of Assets and Liabilities for The Homeless Period-Wolverhampton as at 26/07/2024

	£	£
<b>Assets</b>		
Office Equipment	777	
Less Depreciation to date	349	
Net value		428
Office Furniture	1,079	
Less Depreciation to date	402	
Net value		677
Cash in Bank		24,437
<b>Total Assets</b>		<b>25,542</b>
<b>Liabilities</b>		0
<b>Total Net Assets</b>		<b>25,542</b>
<b>Funded by</b>		
Unrestricted Funds		664
Restricted Funds		22,844
<b>Total Funds</b>		<b>23,508</b>

I find the accounts to be a true + accurate record as shown in the Income + Expenditure sheets.

J. Ched

20/5/25

(MRS LOUISE CLIVE)

Independent Financial Reviewer



Income and Expenditure for The Homeless Period-Wolverhampton charity for the year ended 26/07/2024

	Unrestricted Income and Expenditure	2019 Big Lottery Fund Income and Expenditure	Rotary Restricted Income and Expenditure	National Lottery Awards For All	Morrisons Foundation Income and Expenditure	Dudley MBC Income and Expenditure	National Lottery Community Fund	Total Income and Expenditure
<b>Income</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
2019 Big Lottery Fund			0.00					0.00
Rotary/James Beattie								0.00
NL Awards For All		250.00			5,000.00	5,000.00	20,000.00	5,000.00
Morrisons Foundation								5,000.00
Dudley MBC		4,223.26						5,250.00
NL Community Fund								20,000.00
Donations								4,223.26
<b>Total Income</b>		<b>4,473.26</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>20,000.00</b>	<b>34,473.26</b>
<b>Expenditure</b>								
Internet & Telephone	140.68						29.00	169.68
Charitable Donations (Stock)	67.45						26.50	6,227.08
Advertising and Promotion	85.00							47.49
Legal and Professional Fees	50.00							85.00
Website	487.73							50.00
Insurance	192.46							686.73
Rent	6,541.12						199.00	10,040.00
Office Costs	520.90						840.00	575.90
Subscriptions	216.00						55.00	216.00
Sundries	53.00							53.00
Travel								0.00
Accommodation and Meals	120.05							120.05
Postage								0.00
Office Equipment								0.00
Depreciation for year	98.76							179.76
<b>Total Expenditure</b>		<b>8,573.15</b>	<b>27.00</b>	<b>54.00</b>	<b>388.00</b>	<b>5,000.00</b>	<b>1,149.50</b>	<b>18,643.15</b>
<b>Surplus/(Deficit)</b>		<b>-4,099.89</b>	<b>-27.00</b>	<b>-54.00</b>	<b>-3,471.50</b>	<b>0.00</b>	<b>18,850.50</b>	<b>15,830.11</b>
Funds brought forward		4,763.84	-440.41	-117.00	3,471.50	0.00	0.00	
<b>Funds carried forward</b>		<b>663.95</b>	<b>-467.41</b>	<b>-171.00</b>	<b>0.00</b>	<b>4,632.00</b>	<b>18,850.50</b>	<b>23,508.04</b>

Statement of Assets and Liabilities for The Homeless Period-Wolverhampton as at 26/07/2024

	£	£
<b>Assets</b>		
Office Equipment	777.01	
Less Depreciation to date	348.68	
Net value		428.33
Office Furniture	1,079.00	
Less Depreciation to date	402.20	
Net value		676.80
Cash in Bank		24,436.57
<b>Total Assets</b>		<b>25,541.70</b>
<b>Liabilities</b>		
<b>Total Net Assets</b>		<b>0.00</b>
<b>Funded by</b>		
Unrestricted Funds		663.95
Restricted Funds		22,844.09
<b>Total Funds</b>		<b>23,508.04</b>

I have checked bank statements to receipts+invoices and cross-referenced to Transactions report.

98% of receipts etc are available, no large amounts missing.

Bank printouts cross reference to reports+receipts  
I find the accounts to be a bit + accurate  
reconciling shown in the Income + Expenditure  
sheets.

J. Oria (Mrs Louise Clive)  
20/5/25 Independent Financial Review