

Every Month

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31 October 2021

Carter Collins & Myer Limited
Chichester House
2 Chichester Street
Rochdale
Lancashire
OL16 2AX

Every Month

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for the Year Ended 31 October 2021**

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The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the financial statements of the charity, Every Month (the charity) for the year ended 31 October 2021. The trustees have adopted the provisions of 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 Ireland (FRS 102) (effective 1 January 2019).

Structure, Governance and Management

The charity is constituted as a CIO and became a registered charity (number 1184223) on 3 July 2019. The object and powers of the CIO are established in its governing document.

The charity is run by a board of Trustees. Day to day management is by two directors who draw on the support and expertise of the board of trustees as needed. There are no paid members of staff.

The Trustees confirm that they have complied with section 17(5) of the Charities Act 2011 in having paid due regard to the Charities Commission guidance on public benefit.

Trustee selection method

Trustees are elected under the terms of the governing document. Regular reviews are held to identify any gaps in the expertise of the board of trustees and appointments are made subject to all trustees' approval.

When it is necessary to appoint new trustees due to a trustee stepping down or where a gap in board expertise is identified, recruitment begins initially through the networks of the board and director team. Applicants are reviewed and interviewed. All trustees must approve the appointment.

Only the trustees may appoint a new trustee. No other person or external body is entitled to appoint any of the trustees of the charity.

Objectives and Activities

The objects of the charity are: (1) the relief of poverty, in particular but not exclusively, of people living in Greater Manchester and the surrounding area through providing period packs containing menstrual hygiene products to food banks, shelters and other services used by people experiencing poverty and (2) by raising awareness about period poverty and the wider social impact of the same. Menstrual hygiene products refers to both disposable and non disposable products. We fulfil this purpose by creating and providing period packs (containing tampons, sanitary towels and a chocolate bar) to food banks, shelters, medical centres, drop in clinics and advice centres.

Significant developments

During the accounting period we:

- Continued working with Manchester United Women's' network through director connections to provide free pads and tampons in all available toilets at the Old Trafford stadium. Free vend machines were installed as a result.
- Strengthened our partnership with Manchester United girls and RTC. The team collected chocolate for us all season long to put in our packs.
- Awarded £1,000 community project forward award by the Daily Mirror Pride of Britain Fund.
- Held our first in person packing party since the pandemic, making over 700 packs.
- Held an in person film screening event to help raise funds and re-energise our fundraising efforts once it was safe to hold in-person events
- Updated our template 'write to your MP' campaign letter to highlight current economic and social conditions following the Covid-19 pandemic.

Strategic approach

We are a volunteer-led organisation and this remained in place during this accounting period following the fallout from the Covid-19 pandemic. Our normal volunteer community model rests on our packing parties which are an integral part of how we bring volunteers together and help in a practical way to produce the packs that we ultimately distribute. Our volunteers also host fundraising events including in their individual workplaces (by asking others to bring in products to go into our packs), by hosting quizzes either in-person or online, participating in sponsored sporting events on our behalf (including the Manchester Marathon) and through raising awareness about the work we do through engagement on our social media platforms. We also work with various community groups including Manchester United Girls RTC who provide us with chocolate bars and products to put into our packs. Our work has also taken us to local schools where we have spoken about the work we do and the students have collected products for us.

We have also strengthened our partnerships with commercial groups such as Hey Girls UK and Lil-lets UK and we are grateful for their continued support in providing us with products. Similarly, our relationship with Lush UK goes from strength to strength as they continue to support our work and provide us with products to use in our raffles and other fundraising prizes. We have also received support from Never Fully Dressed, Missguided, Co-op UK, Greggs and local pubs and restaurants.

During the accounting period, we continued to receive support from local businesses and have been able to hold more in person events following lockdown, including local pub quizzes and packing parties.

Achievements and performance

2020 was a time to help consolidate and hone our organisation as a still newly registered charity.

Our robust operations systems were refined to enable us to track supplies and meet increasing demand for our services. We worked to understand our users' needs and are in the process of increasing our offering of pad only packs to ensure we cater to everyone in our community.

We have strengthened our social media presence with the onboarding of a new social media volunteer and we are in the process of expanding our trustee board with high-skilled trustees who are passionate about meeting our charitable aims.

Financial review

Our accounting process is based on an accruals basis. At this stage, and given that the charity is in its infancy, we will be seeking appropriate advice on the level of reserve to maintain going forward in order to adequately meet our statutory obligations. This will be regularly reviewed by the trustees as part of assessing our strategic needs going forward.

During the period ended 31 October 2021, the charity received a total income of £9,680 (2019: £24,856). Expenditure totaled £7,309 (2019: £13,126).

Holding reserves

There is currently no reserves policy in place. At this stage, and given that the charity is in its infancy, we will be seeking appropriate advice on the level of reserve to maintain going forward in order to adequately meet our statutory obligations. This will be regularly reviewed by the trustees as part of assessing our strategic needs going forward.

What we want to see going forward

One of our charitable aims is to raise awareness about period poverty. Our social media presence has proven instrumental in achieving this. We also have a template contact your local MP letter on our website so that people have an accessible and easy way to help effect change and raise awareness. In the future, we want to see England adopting the same law as in Scotland, to make period products free for all. We would like greater campaigning to raise awareness about period poverty and to help empower people to overcome poverty through greater access to products and services to support people in need.

Plans going forward

We hope to build upon the experience of our board and have actively recruited new trustees with expertise to ensure we have a diverse board that is fully reflective of the society we live in and of those we serve.

We will continue our campaigning efforts and we hope to see further changes occur in England as they have in Scotland with the introduction of the Period Products (Free Provision) Scotland Bill. We will also continue to work in a Covid-19-safe way and we are mindful of the challenges the pandemic presents and will continue to present in the future both on an operational and demand-level basis.

We are keen to obtain greater funding to look to cement more long-term operations with perhaps the acquisition of tangible assets such as a delivery van. This will help us reach more people and also reduce our reliance on voluntary assistance in this regard which cannot always be guaranteed in this era of Covid-19.

Our core ambition is that the people we serve will no longer require our service or need us to champion the issue of period poverty. Until everyone has access to period products we will not stop. We want to play a role in influencing the tackling of period poverty and ending the period stigma full stop.

We believe everyone should have access to period products. It is not right that a basic healthcare

right is only open to those who can afford to buy period products.

We feel incredibly grateful to those who have supported us before, during and after this accounting period in particularly challenging times. We look forward to building our existing relationships and forging new ones to help the charity go from strength to strength.

ON BEHALF OF THE TRUSTEES

.....
Hannah Aziz
Dated: 10 July 2022

Every Month

**Report of the Trustees
for the Year Ended 31 October 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 October 2021. The trustees have adopted the provisions of 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 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted as a CIO and became a registered charity (number 1184223) on 3 July 2019. The object and powers of the CIO are established in its governing document.

The charity is run by a board of Trustees. There are no paid members of staff.

The Trustees confirm that they have complied with section 17(5) of the Charities Act 2011 in having paid due regard to the Charities Commission guidance on public benefit.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE018075 (England and Wales)

Registered Charity number

1184223

Registered office

7 The Grove
Stockport
Cheshire
SK2 6QU

Trustees

Ms H Aziz
Ms I Southgate
Ms E Hampson
Ms C Atkinson
Ms A Hall

Company Secretary

Approved by order of the board of trustees on 21 July 2022 and signed on its behalf by:

Ms H Aziz - Trustee

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**Statement of Financial Activities
for the Year Ended 31 October 2021**

	Notes	Unrestricted fund £
INCOME AND ENDOWMENTS FROM		
Donations and legacies		9,680
 EXPENDITURE ON		
Raising funds		1,154
Charitable activities		
General		5,681
Other		474
Total		<u>7,309</u>
 NET INCOME		<u>2,371</u>
 RECONCILIATION OF FUNDS		
Total funds brought forward		11,730
 TOTAL FUNDS CARRIED FORWARD		<u><u>14,101</u></u>

The notes form part of these financial statements

Every Month

Balance Sheet
31 October 2021

	Notes	Unrestricted fund £
CURRENT ASSETS		
Cash at bank		14,101
		<hr/>
NET CURRENT ASSETS		14,101
		<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		14,101
		<hr/>
NET ASSETS		14,101
		<hr/>
FUNDS	3	
Unrestricted funds		14,101
		<hr/>
TOTAL FUNDS		14,101
		<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21 July 2022 and were signed on its behalf by:

H Aziz - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 October 2021**

1. ACCOUNTING POLICIES**Basis of preparing the financial statements**

The financial statements of the charitable company, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 October 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 October 2021.

3. MOVEMENT IN FUNDS

	At 1.11.20 £	Net movement in funds £	At 31.10.21 £
Unrestricted funds			
General fund	11,730	2,371	14,101
TOTAL FUNDS	<u>11,730</u>	<u>2,371</u>	<u>14,101</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 October 2021**

3. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	9,680	(7,309)	2,371
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>9,680</u>	<u>(7,309)</u>	<u>2,371</u>

4. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 October 2021.

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Detailed Statement of Financial Activities
for the Year Ended 31 October 2021

£

INCOME AND ENDOWMENTS

Donations and legacies

Donations 9,680

Total incoming resources 9,680

EXPENDITURE

Raising donations and legacies

Computer running costs 1,154

Charitable activities

Rent 2,268

Postage and stationery 15

Purchases 3,398

5,681

Other

Accountancy 420

Subscriptions 54

474

Total resources expended 7,309

Net income 2,371

This page does not form part of the statutory financial statements