



## Trustees' Annual Report for the period

From 9/8/2022 To 8/8/2023

Charity name: Wakefield Street Kitchen

Charity registration number: 1184844

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit, for the relief of poverty in Wakefield (and the surrounding area) by providing food, clothing and other essential items to the homeless or those in poverty.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a weekly street kitchen service to our service users, food parcels and assistance to clients who have recently been housed.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have given their full attention to the guidance given by the Charity Commission to ensure our activities provide public benefit.

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>As referenced in last year's report, WSK is now one of only 3 organisations in the city that don't charge for services (as those following a 'pantry' model do). As such, requests for our services continue to be on the rise.</p> <p>Our street kitchen continues to serve approximately 150 people per week, as does our meals on wheels service.</p> <p>There has been no significant change to how our charity operates.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our financial position is sound but we have several grant applications in the pipeline and an external organisation has agreed to help us secure grants to ease the pressure on trustees.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our aim was to hold reserves of 3 months' essential expenditure in easy to access cash reserves. This has been amended to aim to hold £15,000 which equates to a year's rental of the premises we use. We continue to seek grant funding and other fundraising opportunities to meet our reserves policy. Although the reserves target has not been met at year end, we're hopeful this will be a temporary situation given the grant applications already submitted.
Amount of reserves held	Para 1.22	£7944
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	We've continued to rely on grants and donations. Grants accounted for approximately 50% of our income in the last year.
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated Association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected from the membership and this is put to a vote once a new trustee has been put forward by one of the existing trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's organisational structure and any wider		Our structure comprises a board of Trustees, plus a group of regular volunteers. We also have a large presence on local social media,
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network with which the charity works	Para 1.51	and work with many other organisations such as the NHS, other charities, food banks, the Mayor, and our local rugby team. We have an excellent relationship with many local supermarkets and food providers, and receive regular donations of both goods and services. These donations of food and some clothes have meant that we've spent far less on food than would otherwise have been the case. However, we have spent more on food than last year due to having to source food suitable for those in temporary accommodation. We regularly share and swap goods with other local charities. We pride ourselves on being non-judgemental and are an inclusive and diverse group of people from all walks of life and a variety of cultural backgrounds.
Relationship with any related parties	Para 1.51	No trustees are paid for their role as trustees or in any other capacity.

## Reference and Administrative details

Charity name	Wakefield Street Kitchen
Other name the charity uses	
Registered charity number	1184844
Charity's principal address	4 Charlotte Yard, Wakefield WF1 1UB

## 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	Anna Howard	Chair		
2	Andrew Howard	Treasurer		
3	Sam Steele	Secretary		
5	Simon Keighley			
6	Diana Holden		09/07/2022 – 29/01/2023	
7	Christine Stephenson			

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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## Declarations

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

**Signed on behalf of the charity's trustees**

Signature(s)	<i>A Howard</i>	
Full name(s)	<i>ANDREW HOWARD</i>	
Position (eg Secretary, Chair, etc)	<i>TREASURER</i>	
Date	<i>29-5-24</i>	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Receipts and payments accounts

CC16a

For the period  
from

To

### 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 £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	18,521	7,719	-	26,240	8,799
Grants	7,720	23,075	-	30,795	43,877
Fundraisers	3,251	-	-	3,251	8,965
Sundries	175	-	-	175	144
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>29,667</b>	<b>30,794</b>	<b>-</b>	<b>60,461</b>	<b>61,785</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>29,667</b>	<b>30,794</b>	<b>-</b>	<b>60,461</b>	<b>61,785</b>
<b>A3 Payments</b>					
Food preparation & Distribution	20,340	17,000	-	37,340	26,792
Equipment	1,815	-	-	1,815	20,434
Overheads	2,644	-	-	2,644	2,333
Governance	440	-	-	440	330
Repairs & Renewals	4,407	2,000	-	6,407	4,449
Staffing	-	9,500	-	9,500	7,178
Other Charitable Purchases	33	7,719	-	7,752	91
Sundries	945	-	-	945	1,855
<b>Sub total</b>	<b>30,624</b>	<b>36,219</b>	<b>-</b>	<b>66,843</b>	<b>63,462</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>30,624</b>	<b>36,219</b>	<b>-</b>	<b>66,843</b>	<b>63,462</b>
<b>Net of receipts/(payments)</b>	<b>- 957</b>	<b>- 5,425</b>	<b>-</b>	<b>- 6,382</b>	<b>- 1,677</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>8,655</b>	<b>5,671</b>	<b>-</b>	<b>14,326</b>	<b>16,003</b>
	<b>7,698</b>	<b>246</b>	<b>-</b>	<b>7,944</b>	<b>14,326</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account	7,698	246	-
	Paypal	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>7,698</b>	<b>246</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

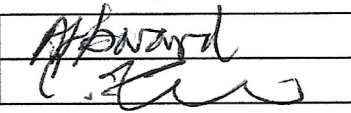
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Van with tail-lift		-	-
	Refrigeration Van		-	-
	Fridges x 2		-	-
	Freezer		-	-
	Storage containers x 2		-	-
	Oven		-	-
	Potato Oven		-	-
	Small van			
	Bain Marie x 4		-	-
	Full asset register available on request for details of small value items.		-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Andrew Howard	19-5-24
	Christine Stephenson	19-5-24

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Wakefield Street Kitchen

**On accounts for the year  
ended**

8<sup>th</sup> August 2023

**Charity no  
(if any)**

1184844

**Set out on pages**

1-2 (the CC16a form)

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 08/08/2023.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:**

28/05/2024

**Name:**

Jennifer Copley

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

N/A to this IE

**Contact:**

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