



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	17	January	2022		17	January	2023

## Section A Reference and administration details

**Charity name** Chloe's Community Cupboard

**Other names charity is known by**

**Registered charity number (if any)** 1184875

**Charity's principal address** 107 Commercial Street

Tredegar, Blaenau Gwent

**Postcode**

NP22 4DW

### 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	Kevin Phillips	Director		
2	Alan Terrell	Director		
3	Lindsay Comer	Director		
4	Ralph Rockman	Director		
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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)	We have a constitution.
How the charity is constituted (eg. trust, association, company)	Managed by a committee of trustees who are appointed at the Annual General Meeting (AGM) of the charity.
Trustee selection methods (eg. appointed by, elected by)	We based our selection of trustees on past experience of roles on other charities, the expert knowledge that they have brought to the organisation.

### 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.

We have a Policies & Procedures handbook

## Section C Objectives and activities

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

- To support the community with direct help, we will help low income families by collecting and distributing living products which will help relieve austerity to families in Blaenau Gwent.
- Families will fill in a very short questionnaire, asking children's ages, what type of products are needed to support their families, or relieve the pressures of living in a deprived area. Examples are packages for birthdays, Christmas, essential clothes, food and toiletries.

- Chloe's Community Cupboard will supply much needed social relief packages to the needy families and any members of the community that are financially struggling.

Our objectives and activities are: We continue to raise funds to keep the shop front in operation.

- We provide and donate essential items for families who are financially struggling or/and are in great need. These essential items are items such as clothes, bedding, toiletries, and toys at Christmas along with any item that would be of benefit.
- The loan of our suits for job interviews, along with prom dresses. We understand suitable clothing for people unemployed can be difficult to obtain, therefore we loan out clothing that would aid someone going to a job interview. We loan out prom dresses so children can join in school activities regardless of financial burdens. We donate school uniform to struggling families who find the cost of clothing a burden. We collect uniforms suitable for all schools across Blaenau Gwent.
- We promote and donate educational items like books and school supplies at low or no cost to those in need of items.
- We are constantly working with, and supporting, other charities. This could be in the form of referrals by food banks from known families, or from the women's refuge which urgently needs clothing.

**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)**

**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.

## Section D

## Achievements and performance

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

Chloes Cupboard continues to serve the community. Yes, it's a charity shop, but also supports the most vulnerable families of our community by providing them with free clothes and everyday items to ensure a better quality of life.

The dedication and commitment by volunteer staff has been remarkable, not only in dealing with the continual high volume of donations, but with the added pressure of ensuring donated items are stored in a safe area and then sorted through.

A skip is usually required every month to dispose of unsellable items, I applaud the volunteers dedication while sorting through the sellable items, this is always a mammoth task for our team.

We have naturally seen a sharp rise in the number of individuals and families asking for support. School uniforms (as high-priced items deemed a necessity) still proving to be in high demand as young people return to school. Each time a family has asked for direct help, there has been no charge for the service provided.

This year Chloes Cupboard has allocated part of our building to form a low-cost book shop (most books are for sale at 10p) . This has been one of the successes stories of the year, with people of all ages coming to the bookstore and finding low cost books, many helping with young people school work

During the Christmas period again, we saw a high volume of families in need who were struggling to provide Christmas presents for their children. As we had predicted this increase, we were able to assist by providing good quality toys, games, puzzles and books that had been donated to us throughout the year.

We have also managed to offer assistance to those struggling with food poverty by providing direct contact to local food banks, who we closely work with, who were able to offer immediate support.

We feel that Chloe's Cupboard is needed now more than ever to support the community, and we are now recognized as the go-to organization in our community for assistance and support, by what the charity has managed to do this year.

## Section E Financial review

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

As trustees we have not agreed a limit of reserves.

**Details of any funds materially in deficit**

We do identify the fact grants received for specific purposes are ring fenced in accounts, which are fully expended.

### 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.

Grants are the first principle source of fund, along with sales of donated items which are used to cover operating costs, so the charity can continue to offer free services to the community.

Our expenditure has supported key objectives by allowing us to have a facility and shop to provide our services to the public.



None

## 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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Kevin Phillips	Alan Terrell
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Director

**Date** 22/02/24



Chloe's Community Cupboard  
107 Commercial Street, Tredegar, Gwent NP22 3DW  
Charity Number: 1184875

Financial Year ended 1st April 2023

Balance Sheet

Notes

Assets

**Fixed Assets:**

Stock	741.80	2
Equipment	1313.88	
Shop fittings	<u>2213.81</u>	
	4269.49	

**Current Assets:**

Bank Account	68493.19	
Till Float	50.00	
Petty Cash account	26.07	
Debtors/prepayments	<u>0.00</u>	
	68569.26	
<b>Total Assets</b>	<u><u>72838.75</u></u>	

Liabilities

**Current Liabilities:**

Creditors	0.00	
Taxation	<u>0.00</u>	
	0.00	

**Long Term Liabilities**

	<u>0.00</u>	
	0.00	
<b>Total Liabilities</b>	<u><u>0.00</u></u>	

**Total Assets less Liabilities**

72838.75

Equity

Unrestricted Reserves 41011.70

Restricted Reserves:

Gavo	2656.70	
Community fund	0.00	
NL Main Grants	0.00	
Comic Relief	1391.00	
Postcode	21388.35	
BGPF	6391.00	
	31827.05	
	<u><u>72838.75</u></u>	

**Notes to the Financial Statements:**

1 **Restricted Revenue Funds:**

Grant	B'fwd at 01.04.22	Incoming	Outgoing	C'fwd at 01.04.23
Gavo	1500.00	3500.00	2343.30	2656.70
Community Fund	5200.00	0.00	5200.00	0.00
NL Main	4000.00	0.00	4000.00	0.00
Comic Relief	0.00	5000.00	3609.00	1391.00
Postcode	0.00	25000.00	3611.65	21388.35
BGPF	0.00	10000.00	3609.00	6391.00

2 **Stock: items held for loan only i.e. suits/prom dresses.**

Signed (by one or two trustees) on behalf of all the trustees:

Signature:

E.R. Terrell

Print Name:

ALAN ROBERT TERRELL

Date of Approval:

19/2/24



Chloe's Community Cupboard  
107 Commercial Street, Tredegar, Gwent NP22 3DW  
Charity Number: 1184875

**Financial Year ended 1st April 2023**

**Receipts and Payments**

Bank Balance B/fwd 52543.04

**Income**

**Income Resources:**

Grants - restricted below	
Grants	200.00
Donations	175.00
Shop takings	24354.35
Rag Money/Petty Cash	0.00
Misc	
	<u>24729.35</u>

**Restricted income Resources:**

Gavo	3500.00	1
Community fund	0.00	2
NL Main Grants	0.00	3
Gavo - Comic Relief	5000.00	
BGCBC Participatory Budget	10000.00	
Postcode Community	25000.00	3
<b>Total Income for year</b>	<b>68229.35</b>	

**Expenditure**

Rent	14875.00
Utilities	4315.50
Stock	0.00
Equipment	0.00
General Administration	28478.13
Shop fittings	0.00
Adjustment - 2022 delayed bankings	4534.50

**Total Expenditure for year** 52203.13

Net Profit/(Loss) for the Year 16026.22

**Total Income** **120772.39**

Bank/cash account at 1st April 2023 **68569.26**

**Notes to the Financial Statements:**

- 1 Gavo: restricted salary costs, £2656.70 remains at 31.3.2023
- 2 Community Fund Wales: grant fully utilised.
- 3 NL Main: grant fully utilised.
- 4 Comic Relief: restricted salary costs, £1391.00 remains at 31.3.2023
- 5 Postcode: restricted salary costs, £21388.35 remains at 31.3.2023
- 6 BGPF: restricted salary costs, £6391.00 remains at 31.3.2023

Signed (by one or two trustees) on behalf of all the trustees:

Signature:

A.R. Terrell

Print Name:

ALAN ROBERT TERRELL

Date of Approval:

19/2/24





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Chloe's Community Cupboard

**On accounts for the year  
ended**

01/04/2023

**Charity no  
(if any)**

1184875

**Set out on pages**

(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 **01/ 04/2023**.

**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:**

15.02.2024

**Name:**

Annette Edwards

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

ACCA student/part qualified

**Address:**

34 Stockton Way

Tredegar

Gwent NP22 3EN

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**