



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2024		31	March	2025

## Section A Reference and administration details

Charity name	Bicester Baby Bank and Surrounding Villages
Other names charity is known by	
Registered charity number (if any)	1185987
Charity's principal address	Cinch Storage
	Arkwright Road
	Bicester
	Postcode OX26 4SU

### 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	Debbie Clack	Chair		Trustee since launch
2	Sophie Thompson	Fundraiser		Trustee since AGM 2020
3	Claire Garner	Secretary		Trustee since launch
4	Katherine Peterson			Trustee since AGM 2025
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
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)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed

**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.

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## Section C Objectives and activities

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

<p>To relieve poverty among families with young children, principally aged 0 – 5, and pregnant women, in conditions of need, hardship or distress within Bicester and the surrounding areas.</p>
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**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)**

- a) providing essential clothing, equipment and other items for children aged 0 – 12 years and pregnant women
- b) providing information on local agencies, charities or groups who may offer further support

Clothing and equipment is collected via donations and appeals to the local community and then distributed. Sometimes uniforms are purchased new in order to donate.

The 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.

We have a number of volunteers who assist with collection and sorting of donations.

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

Please see report for the year 2024-2025

## Section E

## Financial review

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

The charity needs to hold reserves to ensure that planned commitments, such as rent for storage facilities, can be met on a continuing basis. We aim to hold enough in reserve to cover at least six months' rent so fundraising can be carried out in an adequate time frame.

We apply to grants from local counsellors, national schemes in order to fund rent for core costs for our storage facility.

### Details of any funds materially in deficit

### 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.

During the year, funds have been raised principally through grants from local organisations in order to 1) fund the rental of our storage facility 2) fund the provision of supplies to the families we support such as toiletries and mattresses which cannot be donated due to safety reasons.

Going forward, we intend to seek further grant funding from both national and local organisations and also organise further events such as annual ball, quiz nights etc.

## Section F

## Other optional information

Please see accounts document.

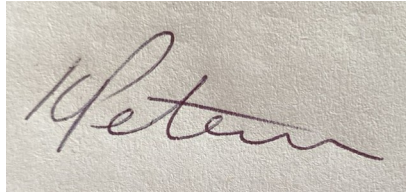
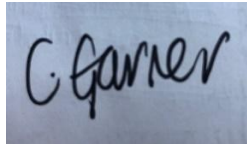
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

**Signature(s)**



**Full name(s)**

Claire Garner  
Deborah Clack  
Sophie Thomson  
Katherine Peterson

**Position (eg Secretary, Chair, etc)**

Secretary  
Chair  
Trustee  
Trustee

**Date**

22/10/2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bicester Baby Bank and Surrounding Villages

1185987

## Receipts and payments accounts

CC16a

For the period  
from

01-Apr-24

To

31-Mar-25

### 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>					
Grants	11,033	20,000	-	31,033	25,734
Fundraising	7,843	-	-	7,843	9,867
Go fund me					2,407
CAF	1,300	-	-	1,300	1,200
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>20,176</b>	<b>20,000</b>	<b>-</b>	<b>40,176</b>	<b>39,208</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>20,176</b>	<b>20,000</b>	<b>-</b>	<b>40,176</b>	<b>39,208</b>
<b>A3 Payments</b>					
Donations	5,742	-	-	5,742	17,217
Comedy night	3,272			3,272	
Rent	-	16,000	-	16,000	18,085
Insurance	313	-	-	313	285
Admin costs	453	-	-	453	274
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>9,780</b>	<b>16,000</b>	<b>-</b>	<b>25,780</b>	<b>35,861</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>9,780</b>	<b>16,000</b>	<b>-</b>	<b>25,780</b>	<b>35,861</b>
<b>Net of receipts/(payments)</b>	<b>10,396</b>	<b>4,000</b>	<b>-</b>	<b>14,396</b>	<b>3,347</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>12,651</b>	<b>-</b>	<b>-</b>	<b>12,651</b>	<b>9,204</b>
<b>Cash funds this year end</b>	<b>23,047</b>	<b>4,000</b>	<b>-</b>	<b>27,047</b>	<b>12,651</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank	27,047	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	27,047	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	Agreement Error
		Unrestricted funds to nearest £	Restricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Cost (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Cost (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	Amount due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

## **Independent examiner's report to the trustees of Bicester Baby Bank and Surrounding VillagesTrust**

I report to the trustees on my examination of the accounts of the Bicester Baby Bank and Surrounding VillagesTrust (the Trust) for the year ended 31st of March 2025.

### **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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed: T Steiner

Name: T A Steiner

Relevant professional qualification or membership of professional bodies (if any):  
A.C.A.

Address: 50 Cowick Street, Exeter. EX4 1AP.