



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**BURTON HOPE  
TRUSTEES' ANNUAL REPORT  
1<sup>ST</sup> APRIL 2022 – 31<sup>ST</sup> MARCH 2023**

**Charity name: BURTON HOPE**

**Charity registration number:1187330**

## **Trustee Reports**

### **John Anderson, Chairman**

This year our Trustees agreed to put together a few words for our TAR. Each is the Trustees own perspective so it is inevitable for there to be some repetition.

My contribution is that Burton HOPE has continued to grow since our inception in 2017 and the growth continued after registering as a CIO in 2020. The growth has been overwhelmingly supported by the public and local organisations who are our main source of income, both financially and for goods donations. We are a community charity with a huge number of volunteers and supporters. We look towards setting up a large food bank and support centre in Burton Town Centre, later in 2023.

With the community behind us we will continue to step up to the mark of helping our people get over short and long term issues that have a profound effect on their lives by supporting their immediate and underlying needs.

I will end by saying an enormous thank you to our army of willing volunteers. Without you, the magic that is Burton HOPE will not happen.

### **Binita Shah, Trustee**

Our main objective of the foodbank is the prevention or relief and support towards ending poverty, most recently increase in cost of living rises in the Burton-on-Trent area. We provide food parcels containing three days' supply of nutritionally balanced foods to everyone who is in food crisis for whatever reason. In addition to food, we provide clothing, toiletries, footwear, bedding, kitchenware, etc. Our key objective during the period has been to: collect donations from the local community, local businesses and public individuals to enable our service users to receive the food parcel as well as any of the additional items requested.

For this operations to be carried out, we have to ensure we have enough volunteers, who are compassionate, caring and non-judgemental to serve our diverse service users. They are provided with training so that they can listen to our service users and signpost them to further appropriate help from other agencies. About 60 volunteers (as per the new volunteers active list) make significant contributions to the foodbank and to all of our



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current operations (Hope2Home, Hope2Street, Hope4Support, Hope4Aid). Our selfless and kind volunteers make significant contribution to the foodbank: support in the storage co-ordination, collection of donations, making up of food parcels, delivery of food parcels, social awareness and promotion of the foodbank, fundraising, and some carry out administrative tasks as well as answering to messages received via our website.

In 2023, Food parcels given out amounted to 89,078 meals, served in total 9,898 food parcel requests. With the demands of our foodbank services rising, we recently took on bigger premises - Crossly House in Burton Market place. Its a very busy foodbank in Burton, totally run by local unpaid volunteers and funded by donations from local community.

### **Madeleine Braithwaite, Trustee**

Burton Hope strength lies in its recruitment and retention of its Workforce being entirely delivered by Volunteers. This year we have had over 100 applicants apply to volunteer. There is a diverse mix of applicants from all backgrounds and stages of life wanting to give their time and skills. We commit to supporting young people who are signed up with the Duke of Edinburgh Award where their volunteering contributes to their award.

The health and safety of our volunteers is always a priority. Having recently expanded our operations, we are currently reviewing our recruitment procedures to ensure a more robust approach into how and when we recruit which links into our governance processes.

Burton HOPE is an exemplar of how using volunteers can make a huge difference to fulfil its function and purpose of a charity. We sincerely thank each and every one of you.

### **Lewis Anderson, Vice Chairman & Assistant Treasurer**

The financial year 2022/23 has been a seismic period for Burton HOPE, with the charity seeing positive growth in its volunteer capacity, and a strengthening of the charity's financial position, including its imminent move to new premises in Crossley House. Whilst positive to see the strengthening of the position of the charity, this unfortunately has been necessary due to Burton HOPE is receiving unprecedented levels of demand in services. This, tied with a drop in the supply of food donations from businesses and the public due to the wide-reaching impacts of the current financial situation, means that a greater than ever magnitude of supplies (food, toiletries, clothes, etc) are having to be purchased by the charity, along with increasing volunteer costs (e.g. travel costs). The demand and associated costs are expected to continue to grow into 2023/24.

Due to this, trustees have endeavoured to safeguard and "weatherproof" the charity to ensure the essential services delivered can continue to be so throughout the periods where the demands on our charity are highest. This has included increasing the charity's reserves in order to ensure that there is a strong financial foundation, should income prove to be



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more difficult to obtain in the coming 12-18 months, as expected. This is reflected in the Reserves Statement below.

## **Burton HOPE Reserves Statement 31/03/2023**

(To nearest £100.00)

**Balance as at 31/03/2023: £146,600**

**Earmarked Reserves: £70,000**

Property: £35,000

Maintenance: £10,000

Service Resilience: £25,000

**Restricted Funds (Ring-Fenced Grants): £12,600**

This leaves General Reserves at £64,000.

Our reserve policy dictates that General Reserves should remain between 50% and 100% of our annual Budget (currently £70,000 for 2023/24), with an aim to maintain between 75% and 100% (£52,500 -£70.000) due to there being no fixed sources of income into the charity.

The current level of General Reserves is 91.4% of the approved Annual Budget for the next financial year, providing a safeguard to the charity's essential operations over the next financial year.



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Burton HOPE

No. 1187330

## Receipts and payments accounts

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For the period  
from

01/04/2022

To

31/03/2023

### 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>					
1. Corporate Donations	32,701	-	-	32,701	1,997
2. Public Donations	23,250	-	-	23,250	45,075
3. Collections	2,539	-	-	2,539	1,572
4. Unrestricted Grants	2,550	-	-	2,550	-
5. Restricted Income	-	20,018	-	20,018	-
6. Bank Interest	94	-	-	94	-
7. Other	623	-	-	623	700
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>61,757</b>	<b>20,018</b>	<b>-</b>	<b>81,775</b>	<b>49,344</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>61,757</b>	<b>20,018</b>	<b>-</b>	<b>81,775</b>	<b>49,344</b>
<b>A3 Payments</b>					
1. Mileage & Travel	397	-	-	397	3,049
2. Office & Admin	568	-	-	568	265
3. Rent	6,716	-	-	6,716	7,131
4. Utilities	139	-	-	139	481
5. Food Top Up	1,760	-	-	1,760	563
6. Training	212	-	-	212	-
7. Other Service	259	-	-	259	-
8. Support	150	-	-	150	433
9. Other Property	7,720	-	-	7,720	-
10. Misc. Volunteer	169	-	-	169	380
11. Misc. Service Cost	257	-	-	257	2,803
12. Grant Spending	-	14,386	-	14,386	-
	-	-	-	-	-
<b>Sub total</b>	<b>18,347</b>	<b>14,386</b>	<b>-</b>	<b>32,733</b>	<b>15,105</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>18,347</b>	<b>14,386</b>	<b>-</b>	<b>32,733</b>	<b>15,105</b>
<b>Net of receipts/(payments)</b>	<b>43,410</b>	<b>5,632</b>	<b>-</b>	<b>49,042</b>	<b>34,239</b>
<b>A5 Transfers between funds</b>	<b>4,320</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>47,730</b>	<b>1,312</b>	<b>-</b>	<b>49,042</b>	<b>34,239</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>	Lloyds Treasurer Account	18,279	12,555	-
	Lloyds BB Online Instant Account	50,097	-	-
	Cooperative Account	75,000	-	-
	<b>Total cash funds</b>	<b>143,376</b>	<b>12,555</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	Unpresented Receipts (Included above in Receipts)	25	-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	Fixtures and Fittings	Unrestricted	348	78
	Defibrillator	Unrestricted	1,170	936
	Technology (phones)	Unrestricted	-	550
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	Unpresented Payments (included above in expenditure)	Unrestricted	9,371	01 April 2023
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		<div> <div>Signature</div> <div>Print Name</div> </div> <div> <div>John Anderson</div> <div>Lewis Anderson</div> </div>		<div>Date of approval</div> <div>12/01/2024</div> <div>12/01/2024</div>

**Independent review of the accounting statements of Burton Hope for the period  
01/04/2022 to 31/03/2023**

**Report for the trustees of Burton Hope.**

As the Trustees for a Charity, 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 of the Accounts for Burton Hope for the Period noted above, I confirm that no material matters or issues were found during my inspection.

My examination confirms that 100% of items of Income and Expenditure sampled (20% sample) were present, correctly retained and accounted for.

The notes to the accounts accurately reflect the amounts in the statement.

Bank Reconciliations are completed and supported by Bank statements.

As such I can confirm that no material issues were found and no concerns have been raised, I agree that the Accounts presented by Burton Hope to me look to be a true reflection of the activities of Burton Hope.

Laura Parsons 29/01/2023

**LAPARSONS**

Full member of Chartered Institute of Public Finance and Accountancy (CIPFA).

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		essential-trustee-what-you-need-to-know-what-you-need-to-do
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All of our Members (The trustees) and Associate Members are volunteers therefore all of our operations are a contribution made by volunteers.. We currently have 89 regularly active volunteers and over 40 volunteers that contribute casually when they have time. These include Work Placements from College and Duke of Edinburgh candidates.
Other		N/A

### Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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 democratically appointed by our current Trustees. These will be almost certainly be from our pool of Associate Members that coordinate areas of our operation or have relevant skills that are required. We will need to appoint trustees on their professional skills more as we grow.



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**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Date acted if not for the full period	Name of person (or body) entitled to appoint trustee (if any)
1	Stuart John Anderson	Chairman		Trustees
2	Rachael Anderson	Treasurer		Trustees
3	Lewis John Anderson	Vice Chair/ Assistant Treasurer		Trustees
4	Binita Mital Shah	Treasurer		Trustees
5	Donna O'Toole			Trustees
6	Angela Barlaba		To 13/06/22	Trustees
7	Lauren McCabe			Trustees
8	Bela Farkas		To 25/06/22	Trustees
9	Lee Greaterex		To 09/05/22	Trustees
10	Madeleine Braithwaite		From 11/12/2022	Trustees