



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From: 19th February 2020

To: 31st March 2021

Charity name: The Witham Hub

Charity registration number: 1188048

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To further or benefit the residents of Witham and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents. In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.</p> <p>The Charity aims to reduce food poverty and food waste and offer social inclusion to all.</p>
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	<p>Our charity status was granted just over a month before the first Covid pandemic lockdown was announced. With the help of the volunteers we very quickly set up to offer a support service which included delivering free food weekly to over 550 homes, particularly to those who were vulnerable or elderly.</p> <p>We run a community fridge that offers both free and discounted food to those in need and reduces food waste going to landfill.</p> <p>The fridge is very well supported by the</p>

		<p>local supermarkets both directly and via the Fareshare and the Neighbourly schemes. Our team of amazing volunteers are dedicated to collecting 6 nights and 5 days per week. In the first year of collecting we saved over 30 tonnes of food going to landfill.</p> <p>We have developed a food support scheme to help those who are struggling financially, this initially started with two local schools but has since been extended to all local schools, nurseries and other partners such as the NHS, Provide, CVS groups and other similar partners.</p> <p>In addition to our community fridge we have set up a number of groups and workshops to suit those who find it difficult to connect with others, have disabilities or are lonely.</p> <p>We also run a small area where people can sit and chat with refreshments available at reduced prices.</p> <p>During this financial year we have carried out over 30,000 interventions. This includes direct support and signposting.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.
Contribution made by volunteers	Para 1.38	The facility is run completely by volunteers making them the heartbeat of the charity. The volunteers have given over 130,000 man hours of time to support the charity during one of the hardest times our country has faced since the war. They are a remarkable group of individuals who make a huge difference to the local community.

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>Our community fridge has saved over 30 tonnes of food from landfill, helping many families in the process.</p> <p>Volunteers have completed over 135,000 man hours.</p> <p>We have completed over 30,000 interventions since the charity formed.</p> <p>During the first lockdown we were delivering 550 food parcels to the elderly and vulnerable in the area.</p> <p>We completed a collection with the help of the haulage companies to assist a group making scrubs by setting up a 'daisy chain' to get the materials overnight from Herefordshire to Essex.</p> <p>We supported a new mum to get her breast milk to her baby in the neo natal ward when her family had symptoms, testing had not been developed and visits were not permitted. One of our fabulous volunteers did multiple daily collections and deliveries under strict Covid restrictions.</p> <p>We located, delivered and moved furniture within properties, from house to house, from county to county to help those who had services suspended due to covid.</p>
Achievements against objectives set	Para 1.41	<p>We were a new charity and covid threw us, like every other charity, a huge curve ball. We had intended to develop a little slower but we literally had to hit the ground running.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Our fundraising activities have been severely hampered by the pandemic but we are now finding new ways to keep the limited supply of money coming in. We forecast a drop in funding moving into the next financial year due to limited funding pots being available.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity has had a good first year, generating income of £91,942.</p> <p>We have received grants amounting to £59,658 during the year, the majority coming from Braintree District Council, Essex County Council and Essex Association of local councils.</p> <p>During the financial year and the next year, we have not had to pay any rental costs, as the building has been provided to us free of charge. As we grow, we are looking to move into a larger premises, which will incur rental costs. We have managed to obtain funding for this future expense of £22,050 which is currently in restricted funds.</p> <p>We have also spent money this year on adapting the premises we are currently in, including purchasing tills, furniture, alarm systems, air conditioning and various other items. This expenditure will continue into the next financial year as we continue to grow as a Charity.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity aims to hold £10,000 in available reserves in order to continue for the next financial year. We do not need to hold a large amount of reserves, as we are donated a large amount of goods for the Community Hub, and we currently do not have any staff or lease costs.
Amount of reserves held	Para 1.22	The total reserves of the Charity is £47,294. The total unrestricted reserves are £16,943 however £2,000 has been designated by the trustees to purchase a defibrillator for the community, therefore making available reserves £14,943.
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	No uncertainties.

The charity's principal sources of funds (including any fundraising)	Para 1.47	We have received funding from a number of sources including local government, businesses, other groups and societies and individuals
A description of the principal risks facing the charity	Para 1.46	Like all charities we are looking for funding all the time, our biggest concern is these funding streams being harder to access but we are optimistic we can find a way to support those who need us

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	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	<p>Apart from the first charity trustees, every trustee must be appointed for a term of two years by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>In selecting individuals for appointment as charity trustees, the charity must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p>

Reference and Administrative details

Charity name	The Witham Hub
Other name the charity uses	Locally known as 'The Hub' or 'Witham Community Hub'
Registered charity number	1188048
Charity's principal address	Unit 17, The Newland Shopping Centre, Witham, Essex, CM8 2AP

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	Tina Townsend	Chair		
2	Carolyn Hobbs	Vice Chair		
3	Karen Bailey		08/02/2021	
4	Ian Cass	Independent Trustee	08/02/2021	
5	Tracey MacDonald		28/07/2020	
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	Tenancy at Will on Property
Tina Townsend		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Exemptions from disclosure

Reason for non-disclosure of key personnel details


N/A

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	TINA PATRICIA TOWNSEND	
Position (eg Secretary, Chair, etc)	CHAIR OF TRUSTEES	
Date	21. JAN 2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Witham Hub

1188048

Receipts and payments accounts

CC16a

For the period
from

19/02/2020

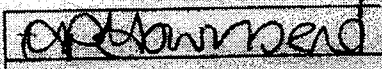
To

31/03/2021

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Legacies	2,000	-	-	2,000	-
Appeals and donations	28,469	720	-	29,189	-
Grants	10,000	49,658	-	59,658	-
Fundraising	1,094	-	-	1,094	-
Interest income	1	-	-	1	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	41,564	50,378	-	91,942	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,564	50,378	-	91,942	-
A3 Payments					
Food support	-	19,307	-	19,307	-
Water	267	-	-	267	-
Light, Heat & Power	209	-	-	209	-
Repairs and Maintenance	5,052	-	-	5,052	-
Telephone & Fax	116	-	-	116	-
Computer costs	147	-	-	147	-
Printing, postage and stationery	287	-	-	287	-
Subscriptions	126	-	-	126	-
Sundry expenses	521	-	-	521	-
COVID-19 costs	235	-	-	235	-
Legal and professional fees	228	-	-	228	-
DBS	500	-	-	500	-
	-	-	-	-	-
Sub total	7,688	19,307	-	26,995	-
A4 Asset and investment purchases, (see table)					
Fixtures and fittings	17,653	-	-	17,653	-
	-	-	-	-	-
Sub total	17,653	-	-	17,653	-
Total payments	25,341	19,307	-	44,648	-
Net of receipts/(payments)	16,223	31,071	-	47,294	-
A5 Transfers between funds	720	720	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	16,943	30,351	-	47,294	-

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 £
B1 Cash funds	Bank accounts	16,731	30,351	-
	Petty Cash	212	-	-
		-	-	-
	Total cash funds	16,943	30,351	
(agree balances with receipts and payments account(s))		OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures and fittings	Unrestricted	17,653	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lambert Chapman	Unrestricted	1,020	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Tina Townsend	21/1/22

THE WITHAM HUB

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICY

These financial statements have been drawn up on the receipts and payments basis.

2. NON-MONETARY RESOURCES

During the year, the Charity has received donations of goods from the general public and various supermarkets in respect of food to distribute to its beneficiaries.

The Charity has used these donations to provide food support to the community during the COVID-19 pandemic and children in schools where necessary.

The value of the donated goods and services to the community during the first lockdown was estimated to have been in the region of £10,000.

The value of the donated goods and services to school children during the period was estimated to have been in the region of £35,000.

Both of the amounts have not been reported in the receipts and payments accounts prepared.

The food donated has also been used for inclusion in the Community Fridge, however the items have not been valued as it would be impractical to do so given the volume of the donations in the first year.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
The Witham Hub

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

1188048

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 31 /03 / 2021.

**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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

24 / 1 / 2022

Name:

NICHOLAS FORSYTH

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

CHARTERED ACCOUNTANT

Address:

3 WARNERS MILL

SILKS WAY

BRAINTREE ESSEX CM7 3AB.