

# HELPING HANDS COMMUNITY PROJECT

England & Wales · Charity number 1188613

## Details

---

Other names	HELPING HANDS
Status	Registered
Legal form	CIO
Registered	2020-03-18
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	9A Althorpe Street Leamington Spa Warwickshire CV31 2AU
Phone	01926768500
Email	<a href="mailto:office@helpinghandscharity.org.uk">office@helpinghandscharity.org.uk</a>
Website	<a href="http://www.helpinghandscharity.org.uk">www.helpinghandscharity.org.uk</a>

## Activities

---

**Objects:** THE OBJECT OF THE CIO IS:THE PREVENTION AND RELIEF OF POVERTY IN THE WARWICK DISTRICT COUNCIL AREA FOR THOSE IN NEED, ESPECIALLY THE HOMELESS AND THE VULNERABLE, BY PROVIDING COMPASSIONATE AND PRACTICAL HELP INCLUDING: ADVOCACY, HOUSING ADVICE,ACCESS TO EMPLOYMENT, EDUCATION AND SERVICES TO INDIVIDUALS. SUCH ACTIVITIES TO BECARRIED OUT IN ACCORDANCE WITH CHRISTIAN PRINCIPLES.

**Activities:** Information to add shortly.

## Classification

---

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups

## Geography

- Warwickshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£411,039	£444,628	-	-
2024-03-31	£505,185	£454,437	£222,537	10
2023-03-31	£370,374	£329,083	-	-
2022-03-31	£295,246	£324,106	-	-
2021-03-31	£309,269	£252,655	-	-

## Trustees

Name	Role	Appointed
Julie Day	Chair	2022-07-20
Joanna Deffley		2024-12-11
Laurence Clark		2024-12-11
Lucy Kelly		2022-09-07
Stewart Bell		2024-12-11

**HELPING HANDS COMMUNITY PROJECT**

England & Wales - Charity number 1188613

---

# Accounts

---



## **Helping Hands Community Project**

A registered Charity in England and Wales: 1188613

## **Annual Report and Financial Statements**

For the year ended 31 March 2025

## Contents

<b>Contents</b> .....	<b>2</b>
<b>Annual Report of the Chair of Trustees</b> .....	<b>3</b>
<b>Update from the Trustees &amp; Charity Leadership Team</b> .....	<b>6</b>
<b>Fundraising</b> .....	<b>9</b>
<b>Annual Report and Accounts</b> .....	<b>12</b>
<b>Statement of Disclosure of Information to the Independent Examiner</b> .....	<b>13</b>
<b>Independent Examiner’s report to the Trustees of Helping Hands Community Project (‘the Project’)</b> .....	<b>14</b>
<b>Balance Sheet as at 31 March 2025</b> .....	<b>17</b>
<b>Notes to the Financial Statements for the period ended 31 March 2025 Accounting Policies</b> ..	<b>18</b>

### Annual Report of the Chair of Trustees

#### Our charitable purposes and activities

Helping Hands Community Project provides practical support to vulnerable individuals and families in Leamington Spa and the surrounding areas. The Charity's vision is to empower lives, restore hope and rebuild futures, by offering people a 'hand up' and not just a 'hand out'. These charitable objectives extend to those whose lives are impacted by homelessness, low-income, addiction, mental health issues, domestic abuse, or ex-offending. Often, those we serve are facing complex challenges where two or more of these issues intersect.

Improving someone's life chances, often begins with a nutritious, hot meal. We run a weekday breakfast service and a Monday-Thursday evening soup kitchen, both of which act as pathways to further support and care. This includes our weekly men's and women's support groups, (Daniel's Rise and Akeeva), as well as individual counselling sessions, mentoring and the Helping Hands Champions' programme. These activities are delivered by skilled members of staff and committed volunteers, who enthusiastically engage with our mission and want to make a difference. They recognise that working as a team, they help our clients to build more confidence, resilience and a readiness to meet the world with greater optimism and hope.

Alongside these services, we offer training opportunities in our Leamington Charity Shop and provide support to individuals and families through our House2Home furniture service. Our charity headquarters in Althorpe Street also functions as a vital 'drop in' service during working hours, where our clients can access one-to-one support, GP appointments and nursing care.

#### Report on the year to March 2025

As a charity, we provide not just food and a warm place to gather, but a sense of community. A hot meal and conversation are often the first step towards targeted support and the beginnings of a brighter future, but our impact goes further. Knowing that it's ok to fail, that you won't be judged and will always be treated with dignity and respect makes Helping Hands a place of belonging where friendships can flourish. Here's how one of our clients described his experience:

*"I remember being struck by a sign on the wall - No judgment for yesterday - it said. Over the weeks and months that followed, that was exactly what I felt. It didn't matter what had happened in the past, everyone who came to the support group was equally valued and respected. I could literally feel 'the hand up' helping me to make friends, become more confident and experience something very rare for me – a sense of belonging. That was two years ago, and sometimes I find it hard to believe just how far I've come.*

*Helping Hands is my community, my happy place and a massive part of my weekly routine. At home, I no longer feel so alone. I can see my family, I'm about to become a grandad, and there's no end of friendly banter on the Men's Group WhatsApp chat. Basically, thanks to Helping Hands and the support I've received, I have my life back again."*

Our services are only made possible thanks to a small but dedicated staff team, over 100 active volunteers and the extraordinary grant-makers and donors who come from all corners of our community.

We are also fortunate to enjoy positive, constructive relationships with other agencies, local government and charities who share our vision and are keen to form partnerships that benefit vulnerable individuals living locally. As such, we are a service-driven organisation that sees the value of co-operation and collaboration, both of which underpin our organisational culture and approach to helping those in need.

### **Financial performance**

The Charity ended the financial year to 31 March 2025 with a deficit of £33,589, on a turnover of £411,039. The deficit is due to a fall in grants and other income, along with internal re-structuring costs.

### **Looking Ahead**

The trustees recognise and closely monitor the ongoing financial pressures experienced in the charity and view these against the backdrop of trends in the sector more broadly. The fundraising landscape continues to be challenging, given the increasing competition for grant income and the downward trend in smaller community donations. We are also conscious of rising utility and maintenance costs and have yet to assess the impact of more recent changes to employee National Insurance contributions.

We are grateful for the fact that despite these pressures, support for the charity remains strong and we are looking forward to consolidating and evolving our services in response to evidenced local need.



---

**Julie Day**  
Chair of Trustees

### Update from the Trustees & Charity Leadership Team

The shared experience of trustees is that to be involved with Helping Hands Community Project is a privilege. The charity is held in high regard by the local community, valued for its impact, and respected by many as a vital hub for those experiencing homelessness and its associated challenges. It is always humbling to witness the way staff and volunteers fulfil our mission. There is a wholly compassionate focus on delivering services that make a tangible difference to someone's quality of life, because everyone matters.

This year, the team has adapted to significant staff changes, after the departure of Chief Executive, Lianne Kirkmann. Trustees thank Lianne for her leadership and contribution over the past nine years and wish her all the very best with her new Community Interest Company, The Esther Project.

As a charity, we have sought new ways of working with local partners and agencies. There has been a cultural shift towards a more collaborative style of leadership, excellence in volunteer training and the development of a strategic vision that not only appeals to funders, but importantly, supports the 'hand up' pillar of our charitable mission.

It has been encouraging to see so many new volunteers welcomed into the Helping Hands family, especially at a time when national volunteering figures are, worryingly, on the decline. When people join us, they often have very personal reasons for wanting to get involved and express appreciation for the rigorous safeguarding and trauma training we provide.

As trustees, we are so grateful for every one of our volunteers or 'helping hands'. They represent our lifeblood as an organisation, and without them, it would be impossible to reach as many vulnerable individuals as we do, whether through our meal services, support groups or mentoring sessions. It is thanks to them and our loyal donors: major grant-givers, charitable trusts, local businesses and individuals, that we are here for people when life feels like it's unravelling. We may not always be able to 'fix' someone's situation, but with careful support we can help them to positively move forward and be a vital bridge to better outcomes.

### Meal Services (Breakfast and Evening Soup Kitchen)

Our soup kitchens operate throughout the week, offering two meals a day Monday to Thursday and then breakfast on a Friday. Both services provide a much-needed meal for some and for others, connection and friendship.

They are a critical and core service, particularly as they are often the first point of contact, we have with new clients. Through engaging with them at soup kitchen, we can build trusting relationships to better understand their needs and encourage them to engage with the other support services we have available, including our support groups.

Thanks to an amazing team of committed volunteers and regular food donations from local businesses such as Aubrey Allen, Hintons Nursery, Greggs, Steamhouse, local faith groups including the Hindu and Sikh temples, along with the wider community, we can provide a consistent and regular service offering nourishing meals, five days a week, 51 weeks a year.

This year, we provided around 450 hours of soup kitchen time for our clients with an average of six volunteers attending our evening soup kitchens and two attending our breakfast sessions, which

equates to 3,400 hours of volunteer time across the year. 'Soup kitchen takeovers' remain a popular corporate social responsibility initiative with local businesses and enable them to 'give back' with funding and volunteering. Not only does this form part of our fundraising strategy, generating income for the charity, but it also raises awareness of the challenges faced by our clients. The takeovers are always well received, with many corporate teams either coming back or finding other ways to support the charity, for which we are very grateful, and delighted to see the wider Helping Hands 'family' continue to grow while making such a huge difference to our work.

Across the year, we saw an average of 19 clients at each breakfast session, and a total of 4,306 meals being served. Our evening soup kitchen had an average of 38 clients attend each session, and a total of 7,349 meals being served. That number has increased by over 2,000 on the previous year.

During this year, we also launched Volunteero as a new application to better manage our ever-growing and amazing team of volunteers to ensure we are GDPR compliant. The application allows volunteers to add themselves to shifts across the various projects, report any concerns and has a messaging board to enable the volunteer co-ordinator to pass on information.

### **Akeeva Women's Support Group**

The Akeeva Women's support group is a safe space where women come together. There are a variety of reasons why women may seek support from the group which include but are not limited to experiencing domestic abuse, recovery from addiction, trauma and isolation.

The group meets weekly, outside of that there is an online messaging group which provides support during the rest of the week. The group has lunch and participates in craft activities. The projects are about connection and cultivating a strong sense of belonging so that all who join, are warmly welcomed into the Helping Hands community and feel a valued part of it. It is a safe space for them to talk, share, rest, and build connections in a trusted and confidential environment, with no pressure or expectation. They see it as their safe space to feel vulnerable, share their experiences but also provide support to each other. At the beginning of 2025, after introducing resin craft activities, some of the women expressed an interest in developing the crafts further and we began to explore setting up a social enterprise with them.

Average attendance across the year was 11 per session with total attendance across the year at 463. Volunteers also supported the group, and this year contributed 96 hours to the project.

### **Daniel's Rise Men's Support Group**

Daniel's Rise is our male support group with an ethos very similar to the Women's group. The group continues to be busy with an average attendance of 18 and a total attendance of 683 over the year. We recognise that we have a higher attendance of men across our other services so have worked this year to increase the offer to our male clients with other workshops such as woodworking and mosaic classes.

The woodworking group has allowed some of the clients to learn new skills and create something for themselves. We have a skilled volunteer who helps lead the sessions with the male support

worker. We were able to secure funding to enable us to purchase power tools and woodworking benches to support the growth of these sessions.

The mosaic classes have been another fantastic addition for the men. We had an experienced teacher deliver a training programme which has now given the men confidence to explore their creativity and produce many pieces of work which we will be sold as part of our social enterprise offer. Volunteers contributed to 500 hours across all groups during this year.

### **House to Home Project**

Our House to Home project sources and delivers furniture, homeware and white goods to individuals and families who are trying to build a new life, and a home. Thanks to the generosity of the local community and a committed team of volunteers, we collect and deliver items, all of which continue to be stored in our warehouse at Stoneleigh.

Referrals for this service come in from a range of sources including the council, partner agencies such as P3, Citizens Advice Bureau, the adult social care team and the family information service. We also accept and receive self-referrals or those from friends/family of someone in need.

Due to the ongoing cost-of-living crisis, we have found that donations that we would normally receive from the local community have declined, most notably in terms of white goods. In response, we have been able to refer many people to the local council welfare scheme to support with accessing these items. This year, we received 143 referrals, mainly self-referrals from individuals seeking support with furnishing a new home. All of this was made possible, thanks to our volunteers who gave 246 hours to supporting the project.

### **Lighthouse Charity Shop**

During the year, the charity shop continued to play an important role in generating unrestricted income while also increasing the charity's visibility within the local community. It provides a sustainable income stream through the sale of donated goods and supports the charity's wider mission around training and employment for clients ready to take the step back into the world of work.

The shop, run by three paid members of staff and supported by a team of volunteers, some of which are clients, is a popular hub within the community where people can drop off donations, buy items for sale and find out more about Helping Hands' mission to support vulnerable members of our community.

### **Counselling Services**

Counselling services are an integral part of the 'hand up' we provide to clients. Given that people often come to us with challenges related to the experience of trauma, we recognise how important it is to offer appropriate therapy as part of someone's pathway to recovery.

We have been fortunate to secure funding which makes it possible for us to offer free counselling support to some of our clients. Over the period of April 2024 – March 2025, we provided 186 sessions of counselling.

### Mentoring support

We introduced the LIFT mentoring training programme in February and trained 8 existing volunteers on our newly developed mentoring scheme. The programme introduces the concept of mentoring, evidences the potential for personal growth amongst mentees and explains the benefits of working in a trauma informed way. Out of the 8 trainees, 7 had the time to immediately take on mentees.

We are excited to track how this programme delivers impact in terms of building confidence, self-esteem and pathways back into training and employment.

### Champions Programme

We introduced the Champions Programme in September 2024 to some of our clients who were very well engaged and looking for the next steps. The programme consisted of subjects such as communication, safeguarding and trauma.

The programme lasted for 8 weeks and was followed up by another group. On completion of the course, the clients were recognised as 'Helping Hands Champions'. These sessions have given clients the confidence to move into various volunteering roles both within and outside of the charity. The first group had 7 members, and the second group had 6.

## Fundraising

### Grant Funding

The grant-funding landscape remains a very competitive income stream for charities, and we are grateful to all the trusts, foundations and other grant-givers that have supported us this year.

We are especially appreciative of the major funding receive from the National Lottery Community Fund which enables us to invest in core services, key staff and critically, our volunteer activity. Alongside this major funding, we are also thankful for smaller grants which often help us to run specific projects or services.

This year we have received vital support from the following grant providers:

1. 29th May 1961 Charitable Trust
2. Albert Hunt Trust
3. Archer Trust
4. Arnold Clark
5. Centre for Social Justice Donor Advised Fund
6. Edith and Jack Griffiths Charitable Trust
7. Edward Cadbury
8. Fine and Country
9. Heart of England Community Foundation
10. Make a Difference Locally
11. Marsh Charitable Trust
12. Misses Barrie Charitable Trust
13. Rank Foundation
14. Souter Trust

15. The National Lottery Community Fund
16. Warwick District Council arts grants
17. Warwick District Council cost of living fund
18. Warwickshire County Council HSF
19. Warwickshire Police Crime Commissioner

### Corporate Giving

Support from the business sector continues to be a lifeline for the charity. This year we have strengthened relationships with existing corporate givers and built important relationships with new ones. Our charitable services lend themselves to transformational Corporate Social Responsibility (CSR) opportunities where businesses can both give back and get directly involved. Whether pledging support to our Christmas matched-giving campaign or Shoebox Appeal, signing up to a series of Soup Kitchen Takeovers or joining us for a deep clean and refresh of our premises, our corporate donors and partners have brought energy, momentum and inspiration to this year's fundraising ambitions.

We would also like to highlight the on-going support of Greggs and local butchers and food retailer, Aubrey Allen, who generously supply us with regular donations of fresh meat for our meal services. This year, the team at Aubrey Allen also catered and served up a very special Christmas dinner to our client community with the support of other local businesses and Leamington All Saints Parish Church.

We are incredibly grateful for the depth and breadth of corporate contributions, including 14 meal service takeovers and over 900 shoeboxes filled and delivered. We look forward to nurturing and building these relationships in the coming year.

### Community Giving

Gifts from local community organisations such as schools, churches and other interest groups remain an important source of income for the charity. They help to keep our core services thriving and often include gifts in kind such as essential pantry staples.

We recognise that, as with other funding streams, healthy levels of community giving rest on the quality of the relationships we build. As we develop our fundraising team, this will continue to be a key objective of our future fundraising strategy.

### Individual and Regular Giving

The number of individual and regular gifts we received, has remained reasonably stable, although we anticipate a more challenging year ahead. Some sector research suggests that smaller donations are particularly under pressure given the continuing cost-of-living crisis.

Increasing the number of regular givers to the charity remains a key fundraising goal. Our objective is to bring more once-off givers into the Helping Hands family and demonstrate the difference that committed, regular giving can make. Not only does this help us to plan and budget for core services, but it also gives us the flexibility to direct funds to where they are needed most.

### Campaigns

Our annual Shoebox Appeal broke all records this year. Its success was due to excellent organisation from our Events team and, critically, the extraordinary generosity of local people. With the help of community groups, local businesses, schools and churches, we packed, parcelled and delivered over 900 shoebox gifts to vulnerable individuals and families. We are grateful to everyone who made this endeavour a success and would like to highlight special thanks to the wonderful team at Jaguar Land Rover for their support.

This year, we launched our first ever Big Give Christmas Challenge Campaign with an external matched funder. Our £5,000 pledge pot was matched by Sharegift, which gave us a £10,000 match-funded total for the campaign. We are so grateful to the local businesses and individuals who made this possible – and whose generosity enabled us to raise over £29,000 (inc. Gift Aid) towards our core services. For a small charity, this was an incredible result, and one that we could never have achieved without such a groundswell of local support.



## Serious Incidents Reporting

There were no serious incidents reported that might result in significant loss of funds or a significant risk to the charity's property, work, beneficiaries or Reputation. All safeguarding concerns were investigated in accordance with the Charity's Safeguarding Policy.

## Statement of Disclosure of Information to the Independent Examiner

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each Trustee has confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the independent examiner.

Approved by the Board of Trustees and signed on its behalf by



---

**Julie Day**

Chair of Trustees

29 January 2025

## Independent Examiner's report to the Trustees of Helping Hands Community Project ('the Project')

I report to the Charity Trustees on my examination of the accounts of the Project for the year ended 31 March 2025.

### Responsibilities and basis of report

As the charity's trustees of the Project 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 your charity's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) Of the 2011 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:

- to keep accounting records in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

### Stuart Grosvenor FCCA

HB&O Limited  
Chartered Accountants

Highdown House  
11 Highdown Road  
Leamington Spa  
Warwickshire  
CV31 1XT

29 January 2025

## Helping Hands Community Project

### Statement of Financial Activities

	Unrestricted funds	Restricted funds	2025 Total funds	2024 Total funds
	£	£	£	£

#### Incoming resources

#### Income and endowments from:

Gifts	1	-	1	-
Donations and legacies	124,464	-	124,464	126,239
Grants	32,500	68,662	101,162	130,218
National Lottery Main Grant	-	73,360	73,360	72,544
Gift Aid	11,926	-	11,926	9,647
Fundraising activities	5,410	-	5,410	45,072
Other trading activities - Shop sales	55,935	-	55,935	58,929
Other	38,781	-	38,781	62,536
<b>Total</b>	<b>269,017</b>	<b>142,022</b>	<b>411,039</b>	<b>505,185</b>

#### Resources expended

#### Expenditure on:

Salaries, employers' NI and pensions	136,717	77,107	213,824	229,057
Staff training / wellbeing	2,865	-	2,865	6,065
Consulting / fundraising	39,377	-	39,377	29,175
Insurance	2,439	-	2,439	2,921
Client Support	-	31,774	31,774	35,707
Rent and Rates	35,386	5,266	40,652	51,949
Light, heat and power	13,308	3,100	16,408	29,130
Repairs and renewals	11,517	-	11,517	22,141
Motor costs	5,048	-	5,048	6,297
Depreciation	1,491	5,286	6,777	9,018
Advertising	5,249	1,000	6,249	2,067
IT	11,503	1,720	13,223	14,757
Other	4,616	49,859	54,475	16,153
<b>Total</b>	<b>269,516</b>	<b>175,112</b>	<b>444,628</b>	<b>454,437</b>

## Helping Hands Community Project

<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>(499)</b>	<b>(33,090)</b>	<b>(33,589)</b>	<b>50,748</b>
Net gains/(losses) on investments	-	-	-	-
<b>Net income/(expenditure)</b>	<b>(499)</b>	<b>(33,090)</b>	<b>(33,589)</b>	<b>50,748</b>
<b>Extraordinary items</b>	-	-	-	-
<b>Transfers between funds</b>	<b>(29,231)</b>	<b>29,231</b>	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
<b>Net movement in funds</b>	<b>(29,730)</b>	<b>(3,859)</b>	<b>(33,589)</b>	<b>50,748</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward	218,678	3,859	<b>222,537</b>	171,789
<b>Total funds carried forward</b>	<b>188,948</b>	-	<b>188,948</b>	<b>222,537</b>

## Balance Sheet as at 31 March 2025

	2025 Unrestricted funds £	2025 Restricted funds £	Total 2025 £	Total 2024 £
<b>Fixed assets</b>				
Intangible assets	-	-	-	-
Tangible assets	-	-	-	6,777
<b>Total fixed assets</b>	-	-	-	<b>6,777</b>
<b>Current assets</b>				
Debtors	4,882	-	4,882	7,876
Cash at bank and in hand	222,964	-	222,964	252,427
Prepayments	6,112	-	6,112	3,015
<b>Total current assets</b>	<b>233,958</b>	-	<b>233,958</b>	<b>263,318</b>
<b>Creditors: amounts falling due within one year</b>	45,010	-	45,010	47,558
<b>Net current assets/(liabilities)</b>	<b>188,948</b>	-	<b>188,948</b>	<b>215,760</b>
<b>Total assets less current liabilities</b>	<b>188,948</b>	-	<b>188,948</b>	<b>222,537</b>
<b>Creditors: amounts falling due after one year</b>	-	-	-	-
<b>Provisions for liabilities</b>	-	-	-	-
<b>Total net assets or liabilities</b>	188,948	-	188,948	222,537
<b>Funds of the Charity</b>				
Unrestricted funds	188,948	-	188,948	218,678
Restricted Funds	-	-	-	3,859
<b>Total funds</b>	<b>188,948</b>	-	<b>188,948</b>	<b>222,537</b>

Approved by the board on 29 January 2025 and signed on its behalf by



**Julie Day**  
Chair of Trustees

## Notes to the Financial Statements for the period ended 31 March 2025

### Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding year.

#### Basis of accounting

The finance statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard available in the UK and Republic of Ireland' and the Companies act 2006. The financial statements have been prepared under the historical cost convention.

#### Fund Accounting

Where funds held are unrestricted, they are available for use at the discretion of the trustees in furtherance of the objectives of the Charity.

#### Incoming Resources

Recognition of incoming resources- these are included in the Statement of Income and Expenditure when the charity becomes entitled to the resources and the trustees are certain they will receive the resources and the amount can be quantified with certainty.

Grants and donations - Voluntary income is received by way of grants and donations and gifts and is included in the statement of income and expenditure when they are received. Grants are only included in the statements when the charity has unconditional entitlement to the resources.

#### Expenditure

Liabilities are recognized as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Wages and Salaries

No Charity Trustee was paid or received any other benefits from the Charity in 2025 or 2024. Total Employment benefits including pension contributions for staff were £213,824 (2024 - £229,057).

No employee received benefits in excess of £60,000.

The average number of employees during the year was 11 measured as Full Time Equivalent (11 - 2024)

**Fixed Assets.**

Assets under £500 are not capitalized. Fixed assets above that value are capitalized and stated at cost less accumulated depreciation. Depreciation is charged on a yearly basis from the point of operation.

### Cash at Bank

	2025	2024
	£	£
Bank Accounts	222,964	252,427
Petty Cash & Other	-	-
<b>Total</b>	<b>222,964</b>	<b>255,427</b>

### Taxation

The Charity is exempt from tax on its income under the relevant provisions of the Corporation Tax Act 2010 to the extent that its income is applied for its charitable purposes. No taxation charge has arisen in the Charity.

### Tangible Fixed Assets

	Motor Vehicles	Catering Equipment	Computer Equipment	Total
			£	£
<b>Cost</b>				
<b>As at 1 April 2024</b>	29,850	9,976	6,594	46,420
<b>Additions</b>	-	-	-	-
<b>Disposals</b>	-	-	-	-
<b>Cost at 31 March 2025</b>	<b>29,850</b>	<b>9,976</b>	<b>6,594</b>	<b>46,420</b>
<b>Depreciation</b>				
<b>As at 1 April 2024</b>	26,600	7,898	5,145	39,643
<b>Charge for the year</b>	3,250	2,078	1,449	6,777
<b>Disposals</b>	-	-	-	-
<b>Depreciation at 31 March 2025</b>	<b>29,850</b>	<b>9,976</b>	<b>6,594</b>	<b>46,420</b>
<b>Net Book Value at 31 March 2024</b>	<b>3,250</b>	<b>2,078</b>	<b>1,449</b>	<b>6,777</b>
<b>Net Book Value at 31 March 2025</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Creditors amounts falling due within one year

	2025	2024
	£	£
Trade creditors	4,385	6,033
Other Creditors	2,518	2,895
Grant income received in advance	32,071	33,740
PAYE / NI	6,036	4,890
<b>Total</b>	<b>45,010</b>	<b>47,558</b>

### Discontinued Operations

During the year, the charity ceased all operations relation to Esther House. In the year there was total income of £28,735 (2024: £53,550) and expenditure of £17,374 (2024: £44,348) relating to Esther House.

### Movement Of Funds

	At 1.4.2024	Net movement in funds	At 31.3.2025
<b>Unrestricted funds</b>			
General fund	218,678	(29,730)	188,948
<b>Restricted Funds</b>			
Endowment fund	3,859	(3,859)	-
<b>Total funds</b>	<b>222,537</b>	<b>(33,589)</b>	<b>188,948</b>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Transfer between funds	Movement in funds
<b>Unrestricted funds</b>				
General fund	269,017	(269,516)	(29,231)	(29,730)
<b>Restricted Funds</b>				
Endowment fund	142,022	(175,112)	29,231	(3,859)
<b>Total funds</b>	<b>411,039</b>	<b>(444,628)</b>	<b>-</b>	<b>(33,589)</b>

**Comparatives for movement in funds**

	<b>At 1.4.2023</b>	<b>Net movement in funds</b>	<b>At 31.3.2024</b>
<b>Unrestricted funds</b>			
General fund	130,975	87,703	218,678
<b>Restricted Funds</b>			
Endowment fund	40,814	(36,955)	3,859
<b>Total funds</b>	<b>171,789</b>	<b>50,748</b>	<b>222,537</b>

Comparative net movement in funds, included in the above are as follows:

	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfer between funds</b>	<b>Movement in funds</b>
<b>Unrestricted funds</b>				
General fund	295,535	(207,832)	-	87,703
<b>Restricted Funds</b>				
Endowment fund	209,650	(246,605)	-	(36,955)
<b>Total funds</b>	<b>505,185</b>	<b>(454,437)</b>	<b>-</b>	<b>50,748</b>

A current year 12 months and prior year 12 months combined position is as follows:

	<b>At 1.4.2023</b>	<b>Net movement in funds</b>	<b>At 31.3.2025</b>
<b>Unrestricted funds</b>			
General fund	130,975	57,973	188,948
<b>Restricted Funds</b>			
Endowment fund	40,814	(40,815)	-
<b>Total funds</b>	<b>171,789</b>	<b>17,179</b>	<b>188,948</b>

## Helping Hands Community Project

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfer between funds</b>	<b>Movement in funds</b>
<b>Unrestricted funds</b>				
General fund	564,552	(477,348)	(29,231)	57,973
<b>Restricted Funds</b>				
Endowment fund	351,672	(421,717)	29,231	(40,814)
<b>Total funds</b>	<b>916,224</b>	<b>(899,065)</b>	<b>-</b>	<b>17,159</b>

### Related Party Disclosures

There were no related party transactions for the year ended 31 March 2025.

Document electronically signed



[www.fusesign.com](http://www.fusesign.com)

## Document Details

<b>Document ID</b>	27d90000-fc2e-867c-41c1-08de5d952e7c
<b>Document Bundle ID</b>	27d90000-fc2e-867c-8b65-08de5d95307e
<b>Uploaded to FuseSign</b>	2026-01-27 11:15 +00:00
<b>FuseSign subscriber</b>	HB&O
<b>Initiator email</b>	lisa.saiya@hboltd.co.uk
<b>Signed by</b>	Julie Day (julie@helpinghandscharity.org.uk)
<b>System finalisation</b>	2026-01-27 11:23 +00:00
<b>Verify URL</b>	<a href="https://app.fuse.work/fusesign/verify/27d90000-fc2e-867c-41c1-08de5d952e7c">https://app.fuse.work/fusesign/verify/27d90000-fc2e-867c-41c1-08de5d952e7c</a>

## Document Signers

### Signer 1

<b>Name</b>	Julie Day
<b>Email</b>	julie@helpinghandscharity.org.uk
<b>Mobile</b>	N/A
<b>IP Address/es</b>	86.163.128.52
<b>Signed on Pages</b>	4, 12, 16
<b>Verification Mode</b>	Email Code



---

## DOCUMENT AUDIT LOG

DATE TIME	USER	TRANSACTION
2026-01-27 11:15 +00:00	LISA.SAIYA@HBOLTD.CO.UK	DOCUMENT BUNDLE CREATED BY LISA SAIYA (LISA.SAIYA@HBOLTD.CO.UK)
2026-01-27 11:15 +00:00	SYSTEM	ACCESS LINK: SENDING EMAIL TO: JULIE@HELPINGHANDSCHARITY.ORG.UK. (2 DOCUMENTS - 2 SIGNING ACTIONS).
2026-01-27 11:19 +00:00	JULIE DAY	EMAIL VERIFICATION REQUESTED TO EMAIL JULIE@HELPINGHANDSCHARITY.ORG.UK
2026-01-27 11:20 +00:00	JULIE DAY	CODE ENTERED AND VERIFIED
2026-01-27 11:20 +00:00	JULIE DAY	LINK OPENED FROM IP 86.163.128.52
2026-01-27 11:22 +00:00	JULIE DAY	DOCUMENT SIGNED: HELPING HANDS COMMUNITY PROJECT 2025 FINAL ACCOUNTS [FYI-107254534].PDF - ON PAGE 4 (SIGNATUREID: BF110000-7C1B-0EAD-8F90-08DE5D956E42)
2026-01-27 11:22 +00:00	JULIE DAY	DOCUMENT SIGNED: HELPING HANDS COMMUNITY PROJECT 2025 FINAL ACCOUNTS [FYI-107254534].PDF - ON PAGE 12 (SIGNATUREID: BF110000-7C1B-0EAD-8F9E-08DE5D956E42)
2026-01-27 11:22 +00:00	JULIE DAY	DOCUMENT SIGNED: HELPING HANDS COMMUNITY PROJECT 2025 FINAL ACCOUNTS [FYI-107254534].PDF - ON PAGE 16 (SIGNATUREID: BF110000-7C1B-0EAD-8FA1-08DE5D956E42)
2026-01-27 11:22 +00:00	JULIE DAY	DOCUMENT SIGNED: HELPING HANDS COMMUNITY PROJECT 2025 FINAL ACCOUNTS [FYI-107254534].PDF
2026-01-27 11:23 +00:00	SYSTEM	FINALISING DOCUMENT (27D90000-FC2E-867C-41C1-08DE5D952E7C)

## More Information

For more information on electronic signatures and to validate this document was signed by the parties listed above, please visit [www.fusesign.com](http://www.fusesign.com)

**HELPING HANDS COMMUNITY PROJECT**

England & Wales - Charity number 1188613

---

# Accounts

---

---

Helping Hands Community Project

---

March 31, 2024

## **Helping Hands Community Project**

**A Registered Charity in England and Wales No: 1188613**

**Annual Report and Financial Statements**

**For the Year ended 31 March 2024**

---

## Helping Hands Community Project

---

March 31, 2024

<b>Contents</b>	<b>Page</b>
Annual Report of the Chairman	3
Report of the Chief Executive	5
Trustees Annual Report and Accounts	7
Report of the Independent Examiner	10
Statement of Income and Expenditure	11
Balance Sheet	13
Notes Forming part of the Accounts	15

March 31, 2024

## Annual Report of the Chairman

### Our charitable purposes and activities are:

The Charity exists to provide practical support and care to those needing help within the communities of Kenilworth, Leamington Spa and Warwick. Helping Hands supports low-income individuals and families, victims of domestic abuse, local homeless and ex-offenders through our daytime and evening activities.

Helping Hands run a soup kitchen four nights a week, a breakfast club 5 mornings a week, a women's support group called Akiva, a men's support group called Daniels Rise, a charity shop and furniture project. In addition to providing these services to our clients, through the delivery of these services Helping Hands provides volunteering, work experience and qualifications opportunities for those we support as well as a daytime drop in for individuals to access any additional support.

We offer "A Hand up, not just a Hand-out".

### Report on the year to March 2024 (and beyond where stated):

Helping Hands provides a unique service in our area. Clients need time, space and support to rebuild their lives from the challenges that bring them into contact with us. The be-friending and professional support provided with care increases the positive engagement of clients to help them move forward. The team carry the burden of those relationships with dignity and professionalism. The Trustees want to thank all the staff for their steadfast dedication.

Helping Hands wishes to thank the people of Leamington Spa, Warwick and Kenilworth and some beyond who have responded to the needs of the vulnerable by supporting this charity so generously. We are seeking to use your donations to help the most vulnerable take the steps they need to move forward with their lives. As we look forward it is a task that will need more of our joint efforts.

### Financial performance

The Charity ended the year to 31 March 2024 with a surplus of £50,748 on a turnover of £505,185. Turnover increased on 2023 by 36%, with the largest uplift due to National Lottery funds, supported by an increase in other grant income; internally organised fundraising events; a 21% increase in donations from community organisations and a smaller 10% increase in individual giving donations.

---

## Helping Hands Community Project

---

March 31, 2024

### Outlook

The Trustees continually monitor the impact of external factors such as the cost of living crisis on the Charity's future operations both in terms of operations and financial stability and liquidity. The fact that the Charity has no debt and has been able to secure additional forms of income, including the recent National Lottery grant is important. Support for our activities remains strong as the community recognises the importance of the work that is carried out.



---

Charles Wager  
**Chair of Trustees**

March 31, 2024

## Update from The Trustees

Helping Hands Community Project provides a safe space, listening ear and practical support to vulnerable people in the local area, including those experiencing issues with homelessness, domestic abuse, addiction, offending, isolation, poverty and mental health.

Our mission is to empower everyone who comes to us to realise their full potential and prepare for a brighter future by offering a range of support services and opportunities, all designed to offer 'a hand up, not just a hand out'. We believe that everyone has a purpose, and that everyone matters.

As with all our services, our aim is to create a warm, welcoming and non-judgmental space for our clients, so they feel comfortable receiving the right support that meets their needs, which could be mental, emotional, social, environmental, vocational, educational, financial or spiritual.

We often find that new clients initially come to us for support with their physical needs, whether that be a warm and nourishing meal at one of our soup kitchens, or sourcing furniture and white goods through our House to Home project. These services provide a vital gateway into the charity, enabling us to establish a trusted connection with new clients so that we can carry out a needs assessment to further understand what other areas in their life they may be struggling with, and to see what additional wrap around support we can offer.

At Helping Hands, we recognize that everyone is different which is why we are always looking for opportunities to enhance our support offering to suit individuals' needs, while complementing other existing charities and services locally.

## Soup kitchen (evenings and breakfast)

Our soup kitchens operate throughout the week, offering two meals a day Monday to Thursday and then breakfast on a Friday.

Breakfast club was a new addition to our soup kitchen provision last year, which we initially facilitated once a week, but this year, owing to popular demand, we have increased this to five mornings a week. These extra provisions have ensured we have been able to provide a consistent service, but also increased the contact time between our clients and support workers, who have been able to more regularly needs check individuals to see how best we can support them.

Across the year, we saw an average of 19 clients at each breakfast session, with 324 individual clients attending, and a total of 3,865 meals being served.

Our evening soup kitchen had an average of 31 clients attend each session, with 410 individual clients attending over the year, and a total of 5,083 meals being served.

---

## Helping Hands Community Project

---

March 31, 2024

Both soup kitchens remain critical and core services, particularly as they are often the first point of contact we have with new clients. Through engaging with them at soup kitchen, we can build trusting relationships to better understand their needs and encourage them to engage with the other support services we have available, including our support groups.

Thanks to an amazing team of committed volunteers and regular food donations from local businesses such as Aubrey Allen, Hinton's Nursery and Greggs, local faith groups including the Hindu and Sikh temples, along with the wider community, we are able to provide a consistent and regular service offering nourishing meals, five days a week, 51 weeks a year.

This year, we provided around 510 hours of soup kitchen time for our clients with an average of six volunteers attending our evening soup kitchens and two attending our breakfast sessions, which equates to 5,301 hours of volunteer time across the year.

'Soup kitchen takeovers' have become popular corporate social responsibility initiatives with local businesses whereby they will fund and volunteer at one of our soup kitchens. Not only does this form part of our fundraising strategy, generating funds for the charity, but it raises awareness of the challenges faced by our clients, while enabling local people to give something back to their community. The takeovers are always well received, with many corporate teams either coming back or finding other ways to support the charity, for which we are very grateful, and delighted to see the wider Helping Hands 'family' continue to grow while making such a huge difference to our work.

### House to Home Project

Our House to Home project sources and delivers furniture, homeware and white goods to individuals and families who are trying to build a new life, and a home. Thanks to the generosity of the local community and an amazing team of volunteers, we are able to collect and deliver items, all of which continue to be stored in our warehouse up at Stoneleigh.

Referrals for this service come in from a range of sources including the council, partner agencies such as P3, Citizens Advice Bureau, the adult social care team and the family information service. We also accept and receive self-referrals or those from friends/family of someone in need.

Last year we reported that we had to reduce this service owing to funding and resource constraints but were able to get the service back up and running following a generous donation from someone who had previously referred clients into this service, and saw the impact this project has. This service continues to run and we have completed the necessary improvements and repairs to our warehouse to ensure it is fit for purpose, while having a member

March 31, 2024

of the team dedicated to coordinating this project, so that we are able to offer a regular and reliable service.

The number of referrals for this service has continued to increase, with more new referrals received this year compared to 92 the previous year.

### **Akeeva and Daniel's Rise support groups (formerly known as Esther Project and Elijah's Rest)**

Led by qualified and dedicated men's and women's support workers, and supported by volunteers, these separate support groups seek to offer company, comfort and practical help to vulnerable men and women who may be facing issues with homelessness, addiction, mental health, isolation and offending. The women's group also supports those who have experienced domestic abuse.

The projects are about connection and cultivating a strong sense of belonging so that all who join, are warmly welcomed into the Helping Hands community and feel a valued part of it. It is a safe space for them to talk, share, rest, and build connections in a trusted and confidential environment, with no pressure or expectation.

Akeeva women's group had an average of 11 women attend each session, with 68 individual women attending and a total of 419 attendances across the year.

Daniel's Rise men's group had a regular attendance of around 16 clients, with a total of 710 attendances across the year which was made up of 122 individual clients.

With both groups, the male and female support workers also meet with clients one-to-one to further understand and assess an individual's needs, so that they can develop tailored care plans that meet their needs.

We offer a range of services to the men and women who attend each group to help them prepare for brighter futures, including counselling, volunteering opportunities, qualifications, peer support, skills learning, activity workshops and day trips.

Through these groups, we hope to see the men and women not only establish meaningful friendships and connections, but feel supported to prepare for brighter futures, which may include having the confidence to get back into employment, feeling less isolated, seeing an improvement in their mental health, struggling less with addiction or securing stable housing.

### **Lighthouse Charity Shop**

The Lighthouse forms part of our 'hand up' offering and is a place where our clients can build their confidence and self-esteem to get back into employment. Through volunteering, our clients are also able to work towards qualifications

---

## Helping Hands Community Project

---

March 31, 2024

including NVQs in retail and customer service. This year we had four clients volunteering in the shop, and of those, two have been accredited with a qualification in retail.

The shop, which is run by three paid members of staff and supported by a team of volunteers, is also a popular hub within the community where people can drop off donations, buy items for sale and find out more about Helping Hands' plight to support vulnerable members of our community.

### **Esther House**

This year we expanded our support offering by piloting a house for vulnerable women. The house is a safe, trauma informed living space for up to seven women at any one time. It is a home for women who are either homeless, or at risk of being homelessness and need extra support to prepare for a brighter future, before moving on to live independently. This year we had a total of 11 women residing in the house, all receiving dedicated 1:1 support and counselling. The house is now under new management and being run by separate community interest company, The Esther Project.

### **Catering Van/Kitchen**

Our catering van has been used to serve food and drinks at our soup kitchens and also some of our fundraising events, including a Paddle Board event we held for volunteers and donors. It also forms part of our 'hand up' offering, helping clients learn new skills and hospitality. Thanks to support from local business Farmers Fayre, two have this year achieved their Level 1 accreditation in Barista Training. Our vision is to build on this, offering our clients more volunteering opportunities, which sees them get out and about in the community, serving food and hot drinks with our regular volunteers, to help build their confidence and further support them back into employment.

March 31, 2024

## **Fundraising**

### **Grant funding**

Grant funding continues to be a key income stream for the charity, thanks to the work of our experienced grant fundraiser and the relevance of our services to a wide range of charitable Trusts and Foundations. We have received a mix of awards, covering everything from salaries to core services and designated projects. Our clients continue to benefit hugely from this revenue source and given the increasingly competitive nature of the grants landscape, our staff are committed to improving data systems so that we can report effectively on the programmes we run.

We are very grateful to the following grant providers for their support to Helping Hands this year:

Police Crime Commissioner (ESTHER mentoring project)  
WPH Charity (counselling)  
Rank Foundation  
Tesco - Groundwork UK  
Albert Hunt Trust  
The Batchworth Trust (unsolicited)  
Donor-Advised Fund: Bestclan Recommended by: Mr Graham Best & Mrs Deirdre Bes  
29th May 1961 Charitable Trust  
WCC HSF Fund (breakfasts and soup kitchen)  
Royal Warrant (ESTHER house)  
Sainsbury  
Fine and Country  
WCCouncillor Fund- Chilvers  
WCCouncillor Fund- Roberts  
Archer Trust  
Lord Lieutenants Fund (unsolicited) - Heart of England  
Coventry Building Society, Southam  
Claverdon Fields (unsolicited)

### **Corporate Giving**

We have been tightly focused on increasing our appeal to corporate givers and more widely promoting the benefits of corporate volunteering at our Breakfast and Soup Kitchen services.

The relationships we are building and stewarding are critical to the financial health of the charity, and it was wonderful to see how much these important partnerships contributed to the success of our Sleep Out event in February and our Gala dinner in March. We are also grateful to local businesses who provide us with essential gifts in kind, such as food deliveries, cleaning products and skills support.

March 31, 2024

Our successful Shoebox Appeal which runs from Nov-Dec every year, delivered over 500 shoeboxes to local families in need, thanks to wonderful support from our corporate and community partners.

### **Community giving**

Since our foundation, the support we receive from community organisations, has remained the lifeblood of the charity. Often, the churches, schools and other local interest groups who give their time and money choose not to restrict their support to specific projects, providing us with a regular source of flexible income. We are also grateful for the many donations of gifts in kind we receive to our meal services, especially around harvest time.

### **Individual and Regular Giving**

Gifts from individuals, whether once-off or regular, continue to be an area of income generation for the charity. Our number of regular givers increased, but we recognise there is still much more we can do to bring local supporters into the Helping Hands family.

The most effective way to do this, is to invite prospective regular givers into the charity to hear first hand about the benefits of our services to the vulnerable people we support. Offering more of these face-to-face information events will remain a key part of our donor cultivation strategy going forwards.

We also know that effective stewarding of givers, making sure that they are properly thanked and regularly updated on programme developments and successes, is crucial. Improving the donor journey for givers is also an important part of preparing ourselves to launch a dedicated legacy campaign in the future.

---

## Helping Hands Community Project

---

March 31, 2024

**The Trustees present the annual report and accounts of the Charity for the period ended 31 March 2024.**

### Reference and Administrative Information

Charity Name: Helping Hands Community Project

Charity Registration number: 1188613

Registered Office: 9a Althorpe Street  
Royal Leamington Spa  
Warwickshire  
CV31 2AU

Bankers Unity Trust Bank  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

### Structure, Governance and Management

#### Trustees

The following Trustees held office during the year and up to the date of signing the financial statements:

Julie Day – appointed 20 July 2022

Charles Wager - appointed 7 September 2022

Lucy Kelly – appointed 7 September 2022

John Hutchinson – appointed 7 September 2022

The Board of Trustees meets at least six times per year.

The Governing Document is Helping Hands Community Project Constitution.

### Financial Review

The Statement of Income and Expenditure shows a surplus of £50,487, which has been taken to reserves.

March 31, 2024

### Reserves Policy

The Board of Trustees aim to maintain general reserves in unrestricted funds of six months expenditure based on the previous financial year and the proposed budget for the next financial year. This would include anticipated income, future funding and expenditure to which the charity is committed. The reserves are currently at £222,537 which is above our reserves policy of six months expenditure.

### Serious Incidents Reporting

The Charity Commission requires that a charity should report any serious incidents (Ones that have resulted or could result in significant loss of funds or a significant risk to a charity's property, work, beneficiaries or Reputation).

### Statement of Disclosure of Information to the Independent Examiner

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each Trustee has confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the independent examiner.

Approved by the Board of Trustees and signed on its behalf by



---

Charles Wager  
29 January 2025

---

## Helping Hands Community Project

---

March 31, 2024

### Independent Examiner's report to the Trustees of Helping Hands Community Project ('the Project')

I report to the Charity Trustees on my examination of the accounts of the Project for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the charity's trustees of the Project 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 your charity's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) Of the 2011 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:

- to keep accounting records in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

#### Stuart Grosvenor FCCA

Harrison Beale & Owen Limited  
Chartered Accountants  
Highdown House  
11 Highdown Road  
Leamington Spa  
Warwickshire  
CV31 1XT

29 January 2025

Helping Hands Community Project

March 31, 2024

Statement Of Financial Activities

	Unrestricted funds £	Restricted income funds £	2024 Total funds £	2023 Total funds £
<b>Incoming resources</b>				
<b>Income and endowments from:</b>				
Donations and legacies	101,336	24,903	126,239	146,030
Grants	71,802	58,416	130,218	78,560
National Lottery Main Grant	0	72,544	72,544	36,195
Gift Aid	9,647	0	9,647	11,162
Fundraising activities	44,835	237	45,072	33,409
Other trading activities - Shop sales	58,949	0	58,949	52,222
Other	8,966	53,550	62,516	12,795
<b>Total</b>	<b>295,535</b>	<b>209,650</b>	<b>505,185</b>	<b>370,374</b>
<b>Resources expended</b>				
<b>Expenditure on:</b>				
Salaries, employers' NI and pensions	107,033	122,024	229,057	164,124
Staff training / wellbeing	5,996	69	6,065	6,058
Consulting / fundraising	29,175	0	29,175	15,000
Insurance	2,921	0	2,921	2,164
Client Support	0	35,707	35,707	26,600
Rent and Rates	10,164	41,785	51,949	27,604
Light, heat and power	14,957	14,173	29,130	18,134
Repairs and renewals	5,236	16,905	22,141	15,841
Motor costs	3,000	3,297	6,297	5,799
Depreciation	1,649	7,369	9,018	10,267
Advertising	2,067	0	2,067	2,762
IT	14,568	189	14,757	13,514
Other	11,066	5,087	16,153	21,216
<b>Total</b>	<b>207,832</b>	<b>246,605</b>	<b>454,437</b>	<b>324,083</b>

Helping Hands Community Project

March 31, 2024

<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>87,703</b>	<b>(36,955)</b>	<b>50,748</b>	<b>41,291</b>
Net gains/(losses) on investments	-	-	-	-
<b>Net income/(expenditure) Extraordinary items</b>	<b>87,703</b>	<b>(36,955)</b>	<b>50,748</b>	<b>41,291</b>
<b>Transfers between funds</b>	-	-	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
<b>Net movement in funds</b>	<b>87,703</b>	<b>(36,955)</b>	<b>50,748</b>	<b>41,291</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward	130,975	40,814	<b>171,789</b>	130,498
<b>Total funds carried forward</b>	<b>218,678</b>	<b>3,859</b>	<b>222,537</b>	<b>171,789</b>

Helping Hands Community Project

March 31, 2024

Balance Sheet as at 31 March 2024

	2024 Unrestricted funds £	2024 Restricted funds £	Total 2024 £	Total 2023 £
<b>Fixed assets</b>				
<b>Intangible assets</b>	-	-	-	-
<b>Tangible assets</b>	6,777	-	6,777	15,795
<b>Total fixed assets</b>	<b>6,777</b>	<b>-</b>	<b>6,777</b>	<b>15,795</b>
<b>Current assets</b>				
<b>Debtors</b>	7,876		7,876	6,244
<b>Cash at bank and in hand</b>	248,568	3,859	252,427	255,136
<b>Prepayments</b>	3,015		3,015	-
<b>Total current assets</b>	<b>259,459</b>	<b>3,859</b>	<b>263,318</b>	<b>261,380</b>
<b>Creditors: amounts falling due within one year</b>	47,558	-	47,558	100,544
<b>Net current assets/(liabilities)</b>	<b>211,901</b>	<b>3,859</b>	<b>215,760</b>	<b>160,836</b>
<b>Total assets less current liabilities</b>	<b>218,678</b>	<b>3,859</b>	<b>222,537</b>	<b>176,631</b>
<b>Creditors: amounts falling due after one year</b>	-	-	-	4,842
<b>Provisions for liabilities</b>	-	-	-	-
<b>Total net assets or liabilities</b>	<b>218,678</b>	<b>3,859</b>	<b>222,537</b>	<b>171,789</b>
<b>Funds of the Charity</b>				
<b>Unrestricted funds</b>	218,678		171,789	130,975
<b>Restricted Funds</b>		3,859	50,748	40,814
<b>Total funds</b>	<b>218,678</b>	<b>3,859</b>	<b>222,537</b>	<b>171,789</b>

Approved by the board on 29 January 2025 and signed on its behalf by



Charles Wager

## Notes to the Financial Statements for the period ended 31 March 2024

### Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding year.

### *Basis of accounting*

The financial statements have been prepared under the historical cost convention and in compliance with the Charities Act 2011 and the Charities Statement of Recommended Practice (FRS102).

### *Fund Accounting*

Where funds held are unrestricted, they are available for use at the discretion of the trustees in furtherance of the objectives of the Charity.

### *Incoming Resources*

Recognition of incoming resources- these are included in the Statement of Income and Expenditure when the charity becomes entitled to the resources and the trustees are certain they will receive the resources and the amount can be quantified with certainty.

Grants and donations - Voluntary income is received by way of grants and donations and gifts and is included in the statement of income and expenditure when they are received. Grants are only included in the statements when the charity has unconditional entitlement to the resources.

### *Trading Income*

The charity trades from its charity shop. All income and expenditure from that trade is included in the statements.

---

## Helping Hands Community Project

---

March 31, 2024

### *Wages and Salaries*

No Charity Trustee was paid or received any other benefits from the Charity. Total Employment benefits including pension contributions for staff were £229,057 (2023 - £164,124). No employee received benefits in excess of £60,000.

The average number of employees during the year was 11 measured as Full Time Equivalent (10 - 2023)

### *Fixed Assets.*

Assets under £500 are not capitalized. Fixed assets above that value are capitalized and stated at cost less accumulated depreciation. Depreciation is charged on a yearly basis from the point of operation.

### *Cash at Bank*

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Bank Accounts	252,427	252,662
Petty Cash & Other	-	2,474
<b>Total</b>	<b>252,427</b>	<b>255,136</b>

### *Taxation*

The Charity is exempt from tax on its income under the relevant provisions of the Corporation Tax Act 2010 to the extent that its income is applied for its charitable purposes. No taxation charge has arisen in the Charity.

Helping Hands Community Project

March 31, 2024

*Tangible Fixed Assets*

	<b>Motor Vehicles</b>	<b>Catering Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Cost</b>				
<b>As at 1 April 2023</b>	29,850	9,975	6,594	44,970
<b>Additions</b>	-	-	-	-
<b>Disposals</b>	-	-	-	-
<b>Cost at 31 March 2024</b>	<b>29,850</b>	<b>9,975</b>	<b>6,594</b>	<b>44,970</b>
<b>Depreciation</b>				
<b>As at 1 April 2023</b>	21,725	5,403	3,497	26,935
<b>Charge for the year</b>	4,875	2,494	1,648	9,017
<b>Disposals</b>	-	-	-	-
<b>Depreciation at 31 March 2024</b>	<b>26,600</b>	<b>7,897</b>	<b>5,145</b>	<b>39,642</b>
<b>Net Book Value at 31 March 2023</b>	<b>8,125</b>	<b>4,572</b>	<b>3,097</b>	<b>15,794</b>
<b>Net Book Value at 31 March 2024</b>	<b>3,250</b>	<b>2,078</b>	<b>1,449</b>	<b>6,777</b>

---

Helping Hands Community Project

---

March 31, 2024

*Creditors amounts falling due within one year*

---

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Company credit card	2,895	2,997
Trade creditors	6,033	4,557
Grant income received in advance	33,740	92,990
PAYE / NI	4,890	-
<b>Total</b>	<b>47,558</b>	<b>100,544</b>

---

Included in grant income received in advance is £28,765 which relates to cash received but not yet spent and £4975 unspent grant to be repaid to the funder.

**HELPING HANDS COMMUNITY PROJECT**

England & Wales - Charity number 1188613

---

# Accounts

---

---

Helping Hands Community Project

---

March 31, 2023

## **Helping Hands Community Project**

**A Registered Charity in England and**

**Wales No: 1188613**

**Annual Report and Financial Statements**

**For the Year ended 31 March 2023**

---

Helping Hands Community Project

---

March 31, 2023

<b>Contents</b>	<b>Page</b>
Annual Report of the Chairman	3
Report of the Chief Executive	5
Trustees Annual Report and Accounts	7
Report of the Independent Examiner	10
Statement of Income and Expenditure	11
Balance Sheet	13
Notes Forming part of the Accounts	15

March 31, 2023

## Annual Report of the Chairman

### Our charitable purposes and activities are:

The Charity exists to provide practical support and care to those needing help within the communities of Kenilworth, Leamington Spa and Warwick. Helping Hands supports low-income individuals and families, victims of domestic abuse, local homeless and ex-offenders through our daytime and evening activities.

Helping Hands run a soup kitchen four nights a week, a Tuesday morning breakfast club, a support group for women called Esther, a support group for men called Elijah, a charity shop and furniture project. In addition to providing these services to our clients, through the delivery of these services Helping Hands provides volunteering, work experience and qualifications opportunities for those we support as well as a daytime drop in for individuals to access any additional support.

We offer “A Hand up, not just a Hand out’.

### Report on the year to March 2023 (and beyond where stated):

Helping Hands provides a unique service in our area. Clients need time, space and support to rebuild their lives from the challenges that bring them into contact with us. The be-friending and professional support provided with care increases the positive engagement of clients to help them move forward. The team carry the burden of those relationships with dignity and professionalism. The Trustees want to thank all the staff for their steadfast dedication.

Helping Hands wishes to thank the people of Leamington Spa, Warwick and Kenilworth and some beyond who have responded to the needs of the vulnerable by supporting this charity so generously. We are seeking to use your donations to help the most vulnerable take the steps they need to move forward with their lives. As we look forward it is a task that will need more of our joint efforts.

### Financial performance

Following a challenging time financially last year, the trustees worked closely with our Chief Executive and her team to set budgets and operational targets that would put the charity on track for a solid financial performance.

I am pleased to say that following this close collaboration the Charity ended the year to 31 March 2023 with a surplus of £41,289 which is a remarkable turnaround and we remain committed to maintaining this close collaboration and approach into the future.

---

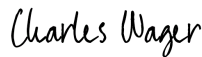
## Helping Hands Community Project

---

March 31, 2023

### Outlook

The Trustees continually monitor the impact of external factors such as the cost of living crisis on the Charity's future operations both in terms of operations and financial stability and liquidity. The fact that the Charity has no debt and continues to work on securing additional forms of income, is important. Support for our activities remains strong as the community recognises the importance of the work that is carried out.

DocuSigned by:  
  
D5B52F0A58BF4B4...

Charles Wager  
**Chair of Trustees**

March 31, 2023

## Report of the Chief Executive

**Helping Hands Community Project** exists to offer “*A hand up, not just a hand out*” to local individuals and families in need. Our clients include those struggling with the causes and effects of homelessness, mental health issues, low-income families, isolation, ex-offenders and victims of domestic abuse.

At Helping Hands, we believe that *EVERYONE MATTERS*, that there is always hope for a better tomorrow and everyone has a unique purpose. Our mission at Helping Hands is to meet individuals at their initial point of referral and journey with them to reach their full potential in every area of their lives.

The initial contact with individuals is often a referral for a physical need to be met, such as for food, furniture, clothing, etc . This support (‘Hand outs’) is given through our evening Soup Kitchen, Lighthouse Shop and House2Home projects. Our aim is never to just stop at this initial contact and instead we try to *build connection, offer a sense of belonging* and help individuals to have *hope and a sense of purpose for a better future*.

Once we have met an initial referral request, we carry out a full needs assessment, using our well-being assessment tool, and we are able to offer a ‘a Hand Up, not just a Hand out’ by meeting individual mental/emotional, social, environmental, vocational, educational, financial and spiritual needs through all our different activities and projects we deliver.

## Evening Soup Kitchen

The soup kitchen operates on Monday, Tuesday, Wednesday and Thursday evenings with between 25 to 50 clients attending each night for 51 weeks of the year.

The soup kitchen is often the first point of contact we have with individuals, where we can begin to develop trusting relationships, and where we can build on that connection and offer a sense of community. Our aim is then to encourage individuals to attend our day time support groups so we can start to offer our Hand Up programme of support

We have a regular group of volunteers on our soup kitchen rota’s and could not do what we do without our volunteers as well as the generosity of local businesses coming on board.

We receive regular food donations from local businesses such as Aubrey Allen, Hintons Nursery, Local supermarkets and help from other organisations such as the MLSS community.

---

## Helping Hands Community Project

---

March 31, 2023

In this year we offered 408 hours of soup kitchen time across the year. On average we have 6 volunteers attending which equates to around 2500 hours of volunteer time.

This year we have focused our attention on building relationships with local businesses to assist with their Corporate Social Responsibility and as part of our own fundraising strategy, we have created sponsorship packages for local business to fund a days volunteering within our charity.

Throughout this year we have developed new relationships with 16 new corporates who all took part in our 'Soup Kitchen Take Over'. We are so grateful for all the on-going corporate relationships we continue to work with, and the difference their help makes to our work.

### House to Home Project

As part of our hand out initial support that we offer, we receive regular referrals from varying sources to our House2Home Project, (such as self referrals, family information service, adult social care team, P3, Citizens Advise Bureau).

We still operate from a facility in Stoneleigh Park where we store household goods, furniture, baby items, clothing, toys, and toiletries.

In Autumn 2021 due to funding and resource constraints we took the decision to reduce our service to operate for emergency cases only. The impact of reducing our services was noted by the local community and an individual, who had previously referred clients into our service, offered a generous financial donation to ensure the future security of the project.

The funding has been used to secure some staff hours for a House2Home co-ordinator and to make necessary repairs to the warehouse at Stoneleigh, to ensure the building met health and safety requirements. This meant our House2Home project has been able to get back up and running which has been a welcome development due to the increase of referrals and enquiries into the project.

We had 92 new referrals in the period from June 22-March 23 with numbers increasing each month.

We are grateful for the support of our regular volunteers who collect donations from the local community. We have 9 committed volunteers who work alongside the House2Home co-ordinator to ensure the project runs smoothly.

**The Esther group** exists for vulnerable women who are homeless, have struggles with addiction, victims of domestic abuse, ex-prison leavers or those

March 31, 2023

struggling with mental health issues, isolation and loneliness. On average we have 20-30 women attending the group and our support worker meets with clients on a one to one basis to assess and progress current needs, such as financial, relationship, social, environmental, housing needs. From the results of the well-being assessment tool, we devise individual care plans to meet those needs. The support on offer to our Esther Group attendees includes Counselling, Horse therapy, Volunteering, qualifications, (employability pathways) peer support, day trips out, skills learning and activity workshops.

**The Elijah group** runs once a week for vulnerable men who are struggling with issues such as mental health, isolation, offending and homelessness. We have 20-25 men who attend, who also have one to one time with our male support worker to assess individual needs based on our well-being assessment wheel. The men have access to the same support as the ladies with counselling/therapy available to all attendees, educational and vocational courses and volunteering.

The impact we are aiming for with both the male and female support groups is to encourage individuals back to employment, to report being less isolated, to see an improvement in individual mental health, as well as encouraging meaningful and positive connections and to have more positive aspirations and for the future.

We were able to provide 271 Counselling hours for 27 clients throughout the year.

Toward the end of this year we have also been able to provide a new form of therapy with Horses, thanks to grant provided by EveryOne Active and The Rank Foundation. We developed a new relationship with H.A.P.P.Y (Horses and peoples project, and you), based in Shrewley and 7 of our clients have attended. This is new project that we hope to develop further in 2023/24.

### **Lighthouse Charity Shop**

The Lighthouse shop remains a popular hub for the Charity. It is also a place where individuals (clients) can volunteer whilst rebuilding their self-esteem and self-confidence. Clients can work with our support workers towards a pathway back to employment which includes volunteering in the shop and working towards their NVQ in Retail and Customer Service. This year we have had 4 of our clients work regularly in the shop and working towards that qualification.

### **Catering Van/Kitchen**

We currently use our kitchen and catering van to serve food and drinks at our soup kitchen. The vision for our kitchen/catering van is to offer a 'hand up, not a hand out' through volunteer opportunities and for clients to learn new skills in hospitality and catering, as well as barista training. This year we have further developed our relationship with Farmers Fayre Shop and Kitchen, who are

---

## Helping Hands Community Project

---

March 31, 2023

providing free barista training for our clients, in preparation for our catering van launch. 12 individuals have achieved Barista Training level 1 through this year.

### **Fundraising**

#### **Grant funding /Community and Business Support**

As mentioned in the Chair's report over the last years we have stepped up our efforts to secure grant funding. This source of funding has been vital to ensure the Charity can carry on providing much needed services to our clients.

We are very grateful to the following grant providers for their support to Helping Hands this year:

Archer Trust  
29th May 1961 Charitable trust  
Arnold Clark Community Fund  
Calor  
Co-op- donation- Elijah's rest (support worker)  
Claverdon Fields  
Comic Relief (Groundwork)  
Comic Relief (Groundwork)  
Edith & Jack Griffiths  
Fine and Country  
Lidl Community Fund  
Marsh Charitable Trust  
Misses Barrie  
National Lottery Awards for All  
National Lottery – Reaching Communities  
Rank Foundation- coffee project  
Souter Trust  
Tesco House 2 Home  
WDC cost of living grant  
WRCC Warm Hub grant  
WCC Councillor fund  
WCC HSF

---

## Helping Hands Community Project

---

March 31, 2023

The Trustees present the annual report and accounts of the Charity for the period ended 31 March 2023.

### Reference and Administrative Information

Charity Name: Helping Hands Community Project

Charity Registration number: 1188613

Registered Office: 9a Althorpe Street  
Royal Leamington Spa  
Warwickshire  
CV31 2AU

Bankers: Unity Trust Bank  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

### Structure, Governance and Management

#### Trustees

The following Trustees held office during the year and up to the date of signing the financial statements:

Jonathan Shipton – Acting Chair, resigned 7 September 2022

Lorraine Cattrell - resigned 7 September 2022

Gurdip Chatha – appointed 25 August 2021, resigned 7 September 2022

Julie Day – appointed 20 July 2022

Charles Wager - appointed 7 September 2022

Lucy Kelly – appointed 7 September 2022

John Hutchinson – appointed 7 September 2022

The Board of Trustees meets at least six times per year.

The Governing Document is Helping Hands Community Project Constitution.

### Financial Review

The Statement of Income and Expenditure shows a surplus of £41,291, which has been taken to reserves. (2022 deficit of £28,860).

### Reserves Policy

The Board of Trustees aim to maintain general reserves in unrestricted funds of six months expenditure based on the previous financial year and the proposed budget for the next financial year. This would include anticipated income, future funding and expenditure to which the charity is committed. The reserves are currently at **£171,789**, which is above our reserves policy of six months expenditure.

### Serious Incidents Reporting

The Charity Commission requires that a charity should report any serious incidents (Ones that have resulted or could result in significant loss of funds or a significant risk to a charity's property, work, beneficiaries or Reputation).

### Statement of Disclosure of Information to the Independent Examiner

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each Trustee have confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the independent examiner.

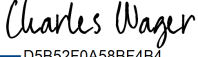
---

Helping Hands Community Project

---

March 31, 2023

Approved by the Board of Trustees [28 January 2024] and signed on its behalf by

DocuSigned by:  
  
D5B52F0A58BF4B4...

Charles Wager  
Date [28<sup>th</sup> January 2024]

---

## Helping Hands Community Project

---

March 31, 2023

### **Independent Examiner's report to the Trustees of Helping Hands Community Project ("the Project")**

I report to the Charity Trustees on my examination of the accounts of the Project for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the charity's trustees of the Project 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 your charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) Of the 2011 Act.

#### **Independent Examiner's Statement.**

I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is listed as one of the bodies in section 145 of the 2011 Act. I have completed my examination.

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mark Ashfield BA FCA  
Harrison Beale & Owen Limited  
Chartered Accountants  
Highdown house  
11 highdown Road  
Leamington Spa  
CV31 1XT

Dated: 31/01/2024

Helping Hands Community Project

March 31, 2023

Statement Of Financial Activities

	Unrestricted funds £	Restricted income funds £	2023 Total funds £	2022 Total funds £
<b>Incoming resources</b>				
<b>Income and endowments from:</b>				
Donations and legacies	128,017	18,013	<b>146,030</b>	88,687
Grants	13,600	64,960	<b>78,560</b>	126,613
National Lottery Main Grant		36,195	<b>36,195</b>	-
Gift Aid	11,162	-	<b>11,162</b>	-
Fundraising activities	33,375	34	<b>33,409</b>	24,401
Other trading activities - Shop sales	52,223	-	<b>52,223</b>	48,432
Other	12,795	-	<b>12,795</b>	7,113
<b>Total</b>	<b>251,172</b>	<b>119,202</b>	<b>370,374</b>	295,246
<b>Resources expended</b>				
<b>Expenditure on:</b>				
Salaries, employers' NI and pensions	101,571	62,553	<b>164,124</b>	169,029
Staff training / wellbeing	5,058	1,000	<b>6,058</b>	7,568
Consulting	15,000	-	<b>15,000</b>	15,000
Insurance	2,164	-	<b>2,164</b>	2,594
Client Support	11,816	14,784	<b>26,600</b>	24,949
Rent and Rates	27,604	-	<b>27,604</b>	22,412
Light, heat and power	13,134	5,000	<b>18,134</b>	10,969
Repairs and renewals	15,841	-	<b>15,841</b>	19,875
Motor costs	5,799	-	<b>5,799</b>	7,171
Depreciation	2,898	7,369	<b>10,267</b>	10,267
Advertising	2,762	-	<b>2,762</b>	5,091
IT	13,014	500	<b>13,514</b>	8,963
Other	21,216	-	<b>21,216</b>	20,218
<b>Total</b>	<b>237,877</b>	91,206	<b>329,083</b>	324,106

Helping Hands Community Project

March 31, 2023

<b>Net income/(expenditure) before investment gains/(losses)</b>	13,295	27,996	<b>41,291</b>	(28,860)
Net gains/(losses) on investments	-	-	-	-
<b>Net income/(expenditure) Extraordinary items</b>	13,295	27,996	<b>41,291</b>	(28,860)
<b>Transfers between funds</b>	-	-	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
<b>Net movement in funds</b>	<b>13,295</b>	27,996	<b>41,291</b>	(28,860)
<b>Reconciliation of funds:</b>				
Total funds brought forward	117,680	12,818	<b>130,498</b>	159,358
<b>Total funds carried forward</b>	<b>130,975</b>	40,814	<b>171,789</b>	130,498

Helping Hands Community Project

March 31, 2023

Balance Sheet as at 31 March 2023

	2023 Unrestricted funds £	2023 Restricted funds £	Total 2023 £	Total 2022 £
<b>Fixed assets</b>				
<b>Intangible assets</b>	-	-	-	-
<b>Tangible assets</b>	15,795	-	15,795	26,062
<b>Total fixed assets</b>	15,794	-	15,794	26,062
<b>Current assets</b>				
<b>Debtors</b>	6,244	-	6,244	6,483
<b>Cash at bank and in hand</b>	214,322	40,814	255,136	163,781
<b>Total current assets</b>	220,566	40,814	261,380	170,264
<b>Creditors: amounts falling due within one year</b>	100,544		100,544	51,304
<b>Net current assets/(liabilities)</b>	120,022	40,814	160,836	118,960
<b>Total assets less current liabilities</b>	135,817	40,814	176,631	145,022
<b>Creditors: amounts falling due after one year</b>	4,842		4,842	14,524
<b>Provisions for liabilities</b>	-	-	-	-
<b>Total net assets or liabilities</b>	130,975	40,814	171,789	130,498
<b>Funds of the Charity</b>				
<b>Unrestricted funds</b>	130,975	-	130,975	117,680
<b>Restricted Funds</b>	-	40,814	40,814	12,818
<b>Total funds</b>	130,975	40,814	171,789	130,498

---

Helping Hands Community Project

---

March 31, 2023

Approved by the board on [ 28th ] [January] 2024 and signed on its behalf by

DocuSigned by:  
*Charles Wager*  
D5B52F0A58BF4B4...

Charlie Wager

DocuSigned by:  
*J. Hutchinson*  
27BAA098B18841D...

John Hutchinson

## Notes to the Financial Statements for the period ended 31 March 2023

### Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding year.

#### *Basis of accounting*

The financial statements have been prepared under the historical cost convention and in compliance with the Charities Act 2011 and the Charities Statement of Recommended Practice (FRS102).

#### *Fund Accounting*

Where funds held are unrestricted, they are available for use at the discretion of the trustees in furtherance of the objectives of the Charity.

#### *Incoming Resources*

Recognition of incoming resources- these are included in the Statement of Income and Expenditure when the charity becomes entitled to the resources and the trustees are certain they will receive the resources and the amount can be quantified with certainty.

Grants and donations - Voluntary income is received by way of grants and donations and gifts and is included in the statement of income and expenditure when they are received. Grants are only included in the statements when the charity has unconditional entitlement to the resources.

#### *Trading Income*

The charity trades from its charity shop. All income and expenditure from that trade is included in the statements.

---

## Helping Hands Community Project

---

March 31, 2023

### *Wages and Salaries*

No Charity Trustee was paid or received any other benefits from the Charity. Total Employment benefits including pension contributions for staff were £164,124 (2022-£169,029). No employee received benefits in excess of £60,000.

The average number of employees during the year was [ 10 ] measured as "Full Time Equivalent (2021-7)

### *Fixed Assets.*

Assets under £500 are not capitalized. Fixed assets above that value are capitalized and stated at cost less accumulated depreciation. Depreciation is charged on a yearly basis from the point of operation.

### *Cash at Bank*

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bank Accounts	252,662	161,668
Petty Cash & Other	2,474	2,113
<b>Total</b>	<b>255,136</b>	<b>163,781</b>

### *Taxation*

The Charity is exempt from tax on its income under the relevant provisions of the Corporation Tax Act 2010 to the extent that its income is applied for its charitable purposes. No taxation charge has arisen in the Charity.

Helping Hands Community Project

March 31, 2023

*Tangible Fixed Assets*

	<b>Motor Vehicles</b>	<b>Catering Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Cost</b>				
<b>As at 1 April 2022</b>	29,850	9,976	6,594	46,420
<b>Additions</b>	-	-	-	-
<b>Disposals</b>	-	-	-	-
<b>Cost at 31 March 2023</b>	<b>29,850</b>	<b>9,976</b>	<b>6,594</b>	<b>46,420</b>
<b>Depreciation</b>				
<b>As at 1 April 2022</b>	15,600	2,910	1,848	20,358
<b>Charge for the year</b>	6,125	2,494	1,648	10,267
<b>Disposals</b>	-	-	-	-
<b>Depreciation at 31 March 2023</b>	<b>21,725</b>	<b>5,404</b>	<b>3,496</b>	<b>30,625</b>
<b>Net Book Value at 31 March 2022</b>	<b>14,250</b>	<b>7,066</b>	<b>4,746</b>	<b>26,062</b>
<b>Net Book Value at 31 March 2023</b>	<b>8,125</b>	<b>4,572</b>	<b>3,098</b>	<b>15,795</b>

---

Helping Hands Community Project

---

March 31, 2023

*Creditors amounts falling due within one year*

---

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Company credit card	2,997	2,328
Trade creditors	4,557	-136
Grant income received in advance	92,990	49,112
<b>Total</b>	<b>100,544</b>	<b>51,304</b>

---

Included in grant income received in advance is £83,308 which relates to cash received but not yet spent. The balance of £9,682 relates to a grant received to fund the catering van and equipment. Whilst the catering van and equipment have been bought, the grant is being released to the profit and loss account over the life of the asset.

*Creditors amounts falling due after one year*

---

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Grant income received in advance	<b>4,842</b>	<b>14,524</b>

---

This relates to the grant used to fund the catering van and equipment.

**HELPING HANDS COMMUNITY PROJECT**

England & Wales - Charity number 1188613

---

# Accounts

---

---

Helping Hands Community Project

---

March 31, 2022

## **Helping Hands Community Project**

**A Registered Charity in England and Wales No: 1188613**

**Annual Report and Financial Statements**

**For the Year ended 31 March 2022**

---

Helping Hands Community Project

---

March 31, 2022

<b>Contents</b>	<b>Page</b>
Annual Report of the Chairman	3
Report of the Chief Executive	5
Trustees Annual Report and Accounts	7
Report of the Independent Examiner	10
Statement of Income and Expenditure	11
Balance Sheet	13
Notes Forming part of the Accounts	15

March 31, 2022

## Annual Report of the Chairman

### Our charitable purposes and activities

The Charity exists to provide practical support and care to those needing help within the communities of Kenilworth, Leamington Spa and Warwick. Helping Hands supports vulnerable and low-income individuals and families, who may be victims of domestic abuse, homeless or ex-offenders, through our daytime and evening activities.

Helping Hands runs several community projects; an evening soup kitchen (four nights a week), a weekly breakfast club, a support group for women (called Esther), a support group for men (called Elijah), a charity shop and a furniture project. In addition to providing these services, we encourage and support our clients to volunteer and gain work experience and qualifications, working alongside us as part of the project teams. We also provide a daytime drop in facility for individuals to access additional support.

We offer “A Hand up, not just a Hand out’.

### Report on the year to March 2022 (and beyond where stated)

Helping Hands provides a unique service in our area. Clients need time, space and support to rebuild their lives from the complex challenges that bring them into contact with us. Our care, be-friending and professional support positively impacts on the engagement of our clients and helps them move forward in their lives with increased self-esteem and purpose. The team of staff and volunteers work tirelessly to provide for and meet the needs of individuals and families who have often experienced trauma and loss. The Trustees want to thank all the staff and volunteers for their steadfast dedication and professionalism

Helping Hands wishes to thank the people of Leamington Spa, Warwick, Kenilworth and some beyond who have responded to the needs of the vulnerable within our community by supporting this charity so generously. We will use your donations to help the most vulnerable take the steps they need to move forward with their lives. As we look forward, it is a task that will continue to need more of our joint efforts.

### Financial performance

As mentioned in the last annual report, since January 2021 the Charity has faced challenges due to the Covid pandemic, temporary shop closure, permanent café closure and much reduced fundraising activity. During 2021, steps were taken to address these challenges. We stepped up our efforts to increase grant incomemand took steps to reduce our cost base through several redundancies,

---

## Helping Hands Community Project

---

March 31, 2022

which occurred in Autumn 2021. The Charity ended the year to 31 March 2022 with a deficit of £28,860.

The Charity has since been delighted to be successful in its application to the National Lottery in 2022-2023 financial year for a three-year grant award which will help fund vital operational costs.

### Outlook

The Trustees continually monitor the impact of external factors such as the Covid pandemic and the cost-of-living crisis on the Charity's future, both in terms of operations and financial stability, and liquidity. The fact that the Charity has no debt and has been able to secure additional forms of income, including the recent National Lottery grant, is significant. Local support for our activities remains strong as the community recognises the importance of the work it carries out.



Charles Wager  
**Chair of Trustees**

March 31, 2022

## Report of the Chief Executive

Helping Hands exists to offer “A hand up, not just a hand out” to local individuals and families in need. Our clients include victims of domestic abuse, ex-offenders, and those struggling with homelessness, mental health issues and low income.

### Daytime Support Activities

The Esther group exists to provide community, friendship and support to vulnerable women. The ladies who attend may be homeless, struggle with addiction, be victims of domestic violence, be ex-offenders or struggling with mental health issues. On average over the year to March 2022, 11 women attended the group each week, but we supported 58 individual ladies through the 45 sessions held throughout the year. Our female support worker meets with clients on a one-to-one basis to assess and progress with current needs. Discussions and actions are based on our well-being needs assessment tool - this includes an assessment of Physical, Emotional, Spiritual, Financial, Environmental, Social, Educational and Vocational needs. Where appropriate, referrals are then made, based on the assessment, for clients to receive further support through the nurses on site (Physical/Psychiatric), Housing advisors, Drugs/alcohol workers, counselling service, volunteering, skills training and educational courses.

In November 2021, we also set up a group for vulnerable men called the Elijah group. On average we have had 6 men attend this group, but we have helped 22 men in total, who attended the 7 sessions held between November 2021 and end of March 2022. The number of men accessing the group was still increasing in March 2022.

At Helping Hands, we encourage our clients to volunteer with us and become supported volunteers. Due to Covid, it took a while for us to rebuild our supported volunteer opportunities, but we have had 16 supported volunteers across the charity in total over the year.

### Counselling Service

We have an in-house (adult) counselling service funded by various grant/trusts for which we are so grateful. This is a much-needed service, and we are delighted to be able to offer it to our clients. External counselling services are averaging a 6-month waiting list. We have been able to offer counselling sessions to our clients within 24 hours of referral. Our counselling sessions cost £40 per session. Our counsellor saw 11 individual clients in the year April 2021 to March 2022. This equates to 168 separate sessions through 2021/22 totaling £6,720 in costs. 18% of the attendees were male and 82% female.

March 31, 2022

We hope to be able to offer a young people/children's counselling service through 2022/2023.

### **Evening Soup Kitchen**

The soup kitchen operates on Monday, Tuesday, Wednesday and Thursday evenings, with an average of 32 clients attending each night over the financial year. We held 204 sessions throughout the year with 6427 attendances (meals served) in total. Almost 400 different individuals attended the evening soup kitchen over the course of the year, in addition to 200 attendances by unknown people (they did not provide a name and were not known to our volunteers). Approximately 45% of total attendances were male, 55% female and 5% not known/given.

We could not do what we do without the generosity of local businesses coming on board to offer food items or to create meals for us to give out. We have local butchers Aubrey Allen providing meat supplies, The White Lion in Radford Semele creating up to 50 individual meals per week, the local Sikh temple and local Hindu temple creating batches of food, as well as local supermarkets and other food suppliers, such as Hinton Nurseries donating vegetables and other foods. Local Business Comtec Translations LTD also give a monthly donation towards extra fresh food supplies that we might need.

We have five to six regular, committed volunteers who run the soup kitchen each evening. We also have corporate soup kitchen volunteers who 'take over' the soup kitchen periodically.

Soup Kitchen take overs are just one of the ways we involve local businesses at Helping Hands.

### **Morning Breakfast Drop in**

Every Tuesday morning, we run a breakfast drop – in, for homeless or vulnerably housed individuals. The local Salvation Army provides a breakfast service every other morning,) so we have filled this gap, for 6 years now. We have had 597 attendees over the last year, with an average of 12 attendees per session. Approximately 70% of total attendances were male, 18% female and 7% not known/given.

### **House2 Home Project**

We operate a facility in Stoneleigh Park where we store household goods, furniture, baby items, clothing, toys, and toiletries. In Autumn 2021 due to funding and resource constraints we took the decision to reduce our service to operate for emergency cases only. Despite this, we enabled 99 households and 3 organisations to receive donated items of furniture last financial year.

---

## Helping Hands Community Project

---

March 31, 2022

We are grateful for the support of our regular House2Home volunteers who arrange, collect and sort donations from the local community. The project couldn't run without the volunteers and the generosity of the local community who gift their unwanted household items and furniture to us, so we can pass on to local people in need.

### Lighthouse Charity Shop

The Lighthouse shop has proved very popular and generates an income stream for the Charity. It is also a place where individual clients can volunteer whilst rebuilding their self-esteem and self-confidence. Clients can work with our support workers towards a pathway back to employment. In the last year, we have supported 8 individual clients through the Lighthouse shop as part of their employability pathway.

### Annual Shoebox Appeal

We provided approximately 450 shoeboxes to vulnerable adults and children for Christmas 2021. 120 were given to Helping Hands clients, and the rest distributed via accommodation providers/service hubs. Approximately 15% of the recipients were children, 34% female and 51% male. Children and young people received aged appropriate gifts. Thank you to all the organisations, schools and individuals who so generously provided shoeboxes last Christmas.

### Corporate Support

We are extremely grateful to local businesses who partner with us throughout the year.

This year we were gifted £12,000 from Calor Gas to refurbish our building, to ensure it became a Trauma informed space for our clients. The renovation included a space for client washing machines and shower facilities, as well as redecorating our drop-in space, counselling room and office space. We are so grateful for this donation which has completely transformed our working and the support space for our clients, making it a more welcoming and safe space.

We have other local businesses who have given to us throughout the year and we would like to make a special mention to :-

Comtec Translations Ltd.

Deeley Construction

Wickes

The Box Factory

Tesco

Fine and Country

March 31, 2022

### Grant funding

As mentioned in the Chair's report, over the last years we have stepped up our efforts to secure grant funding. This source of funding has been vital to ensure the Charity can carry on providing much needed services to our clients.

We are very grateful to the following grant providers for their support to Helping Hands this year:

The Rank Foundation  
WPH Charitable Trust  
The Clothworkers  
The Royal Warrant Holders Association  
The Town Council of Royal Leamington Spa  
Warwick District Council  
The Edith and Jack Griffiths Charitable Fund  
Heart of England  
Souter Charitable Trust  
The Archer Trust  
Marsh Christian Trust  
Albert Hunt  
Think Active CSW  
The Hilden Charitable Trust  
Charities Aid Foundation  
Edward Cadbury

---

## Helping Hands Community Project

---

March 31, 2022

The Trustees present the annual report and accounts of the Charity for the period ended 31 March 2022.

### Reference and Administrative Information

Charity Name: Helping Hands Community Project

Charity Registration number: 1188613

Registered Office: 9a Althorpe Street  
Royal Leamington Spa  
Warwickshire  
CV31 2AU

Bankers Unity Trust Bank  
4 Brindley Place  
Birmingham  
B1 2JB

### Structure, Governance and Management

#### Trustees

The following Trustees held office during the year and up to the date of signing the financial statements:

Jonathan Shipton – Acting Chair, resigned 7 September 2022

Lorraine Cattrell - resigned 7 September 2022

Gurdip Chatha – appointed 25 August 2021, resigned 7<sup>th</sup> September 2022

Sarah Perry – appointed 25 August 2021, resigned 8<sup>th</sup> May 2022

Sarah Windrum – appointed 25 August 2021, resigned 5<sup>th</sup> April 2022

Julie Day – appointed 20 July 2022

Charles Wager - appointed 7 September 2022

Lucy Kelly – appointed 7 September 2022

John Hutchinson – appointed 7 September 2022

The Board of Trustees meets at least six times per year.

The Governing Document is Helping Hands Community Project Constitution.

### Financial Review

The Statement of Income and Expenditure shows a deficit of £28,860, which has been taken from reserves. (2021 surplus of £56,614).

March 31, 2022

### **Reserves Policy**

The Board of Trustees aim to maintain general reserves in unrestricted funds of six months expenditure based on the previous financial year and the proposed budget for the next financial year. This would include anticipated income, future funding and expenditure to which the charity is committed. The reserves are currently at £130,498, which is above our reserves policy of six months expenditure.

### **Serious Incidents Reporting**

The Charity Commission requires that a charity should report any serious incidents (Ones that have resulted or could result in significant loss of funds or a significant risk to a charity's property, work, beneficiaries or Reputation).

### **Statement of Disclosure of Information to the Independent Examiner**

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each Trustee have confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the independent examiner.

---

Helping Hands Community Project

---

March 31, 2022

Approved by the Board of Trustees 15<sup>th</sup> December 2022 and signed on its behalf  
by

A handwritten signature in cursive script that reads "Charles Wager".

Charles Wager  
Date 15<sup>th</sup> December 2022

March 31, 2022

## Independent Examiner's report to the Trustees of Helping Hands Community Project ('the Project')

I report to the Charity Trustees on my examination of the accounts of the Project for the year ended 31 March 2022.

### Responsibilities and basis of report

As the charity's trustees of the project, 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 your charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) Of the 2011 Act.

### Independent Examiner's Statement.

I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is listed as one of the bodies in section 145 of the 2011 Act. I have completed my examination.

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Susan Lane

Institute of Chartered Accountants in England & Wales  
Signed 15<sup>th</sup> December 2022

Helping Hands Community Project

March 31, 2022

Statement Of Financial Activities

	Unrestricted funds £	Restricted income funds £	2022 Total funds £	2021 Total funds £
<b>Incoming resources</b>				
<b>Income and endowments from:</b>				
Donations and legacies	88,687	-	<b>88,687</b>	164,505
Grants	45,630	80,983	<b>126,613</b>	108,692
Gift Aid	-	-	-	9,742
Fundraising activities	24,401	-	<b>24,401</b>	8,722
Other trading activities - Café and Shop sales	48,432	-	<b>48,432</b>	16,382
Other	7,113	-	<b>7,113</b>	1,226
<b>Total</b>	<b>214,263</b>	<b>80,983</b>	<b>295,246</b>	309,269
<b>Resources expended</b>				
<b>Expenditure on:</b>				
Salaries, employers' NI and pensions	133,491	35,538	<b>169,029</b>	145,936
Staff training / wellbeing	5,111	2,457	<b>7,568</b>	4,881
Consulting	15,000	-	<b>15,000</b>	2,000
Insurance	2,594	-	<b>2,594</b>	4,220
Client Support	18,868	6,081	<b>24,949</b>	20,646
Rent and Rates	22,412	-	<b>22,412</b>	20,830
Light, heat and power	10,969	-	<b>10,969</b>	4,065
Repairs and renewals	3,875	16,000	<b>19,875</b>	6,702
Motor costs	7,171	-	<b>7,171</b>	6,927
Depreciation	2,898	7,369	<b>10,267</b>	4,828
Café Expenses	-	-	-	634
Advertising	5,091	-	<b>5,091</b>	7,961
IT	8,243	720	<b>8,963</b>	5,780
Other	20,218	-	<b>20,218</b>	17,245
<b>Total</b>	<b>255,941</b>	68,165	<b>324,106</b>	252,655

Helping Hands Community Project

March 31, 2022

<b>Net income/(expenditure) before investment gains/(losses)</b>	(41,678)	12,818	<b>(28,860)</b>	56,614
Net gains/(losses) on investments	-	-	-	-
<b>Net income/(expenditure) Extraordinary items</b>	<b>(41,678)</b>	<b>12,818</b>	<b>(28,860)</b>	<b>56,614</b>
<b>Transfers between funds</b>	-	-	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
<b><i>Net movement in funds</i></b>	<b>(41,678)</b>	<b>12,818</b>	<b>(28,860)</b>	<b>56,614</b>
<b><i>Reconciliation of funds:</i></b>				
Total funds brought forward	159,358	-	<b>159,358</b>	102,744
<b><i>Total funds carried forward</i></b>	<b>117,680</b>	<b>12,818</b>	<b>130,498</b>	<b>159,358</b>

Helping Hands Community Project

March 31, 2022

Balance Sheet as at 31 March 2022

	2022 Unrestricted funds £	2022 Restricted funds £	Total 2022 £	Total 2021 £
<b>Fixed assets</b>				
<b>Intangible assets</b>	-	-	-	-
<b>Tangible assets</b>	26,062	-	26,062	36,329
<b>Total fixed assets</b>	26,062	-	26,062	36,329
<b>Current assets</b>				
<b>Debtors</b>	6,483	-	6,483	4,833
<b>Cash at bank and in hand</b>	150,963	12,818	163,781	205,006
<b>Total current assets</b>	157,446	12,818	170,264	209,839
<b>Creditors: amounts falling due within one year</b>	51,304	-	51,304	62,604
<b>Net current assets/(liabilities)</b>	106,142	12,818	118,960	147,235
<b>Total assets less current liabilities</b>	132,204	12,818	145,022	183,564
<b>Creditors: amounts falling due after one year</b>	14,524	-	14,524	24,206
<b>Provisions for liabilities</b>	-	-	-	-
<b>Total net assets or liabilities</b>	117,680	12,818	130,498	159,358
<b>Funds of the Charity</b>				
<b>Unrestricted funds</b>	117,680	-	117,680	159,358
<b>Total funds</b>	117,680	12,818	130,498	159,358

---

Helping Hands Community Project

---

March 31, 2022

Approved by the board on 15<sup>th</sup> December 2022 and signed on its behalf by



Charlie Wager



John Hutchinson

## Notes to the Financial Statements for the period ended 31 March 2021

### Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding year.

### *Basis of accounting*

The financial statements have been prepared under the historical cost convention and in compliance with the Charities Act 2011 and the Charities Statement of Recommended Practice (FRS102).

### *Fund Accounting*

Where funds held are unrestricted, they are available for use at the discretion of the trustees in furtherance of the objectives of the Charity.

### *Incoming Resources*

Recognition of incoming resources- these are included in the Statement of Income and Expenditure when the charity becomes entitled to the resources and the trustees are certain they will receive the resources and the amount can be quantified with certainty.

Grants and donations - Voluntary income is received by way of grants and donations and gifts and is included in the statement of income and expenditure when they are received. Grants are only included in the statements when the charity has unconditional entitlement to the resources.

### *Trading Income*

The charity trades from its charity shop. All income and expenditure from that trade is included in the statements.

---

## Helping Hands Community Project

---

March 31, 2022

### *Wages and Salaries*

No Charity Trustee was paid or received any other benefits from the Charity. Total Employment benefits including pension contributions for staff were £169,029 (2021-£145,936). No employee received benefits in excess of £60,000.

The average number of employees during the year was 7 measured as "Full Time Equivalent (2021-7)

### *Fixed Assets.*

Assets under £500 are not capitalized. Fixed assets above that value are capitalized and stated at cost less accumulated depreciation. Depreciation is charged on a yearly basis from the point of operation.

### *Cash at Bank*

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank Accounts	161,668	195,574
Petty Cash & Other	2,113	9,432
<b>Total</b>	<b>163,781</b>	<b>205,006</b>

### *Taxation*

The Charity is exempt from tax on its income under the relevant provisions of the Corporation Tax Act 2010 to the extent that its income is applied for its charitable purposes. No taxation charge has arisen in the Charity.

Helping Hands Community Project

March 31, 2022

*Tangible Fixed Assets*

	<b>Motor Vehicles</b>	<b>Catering Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Cost</b>				
<b>As at 1 April 2021</b>	29,850	9,976	6,594	46,420
<b>Additions</b>	-	-	-	-
<b>Disposals</b>	-	-	-	-
<b>Cost at 31 March 2022</b>	<b>29,850</b>	<b>9,976</b>	<b>6,594</b>	<b>46,420</b>
<b>Depreciation</b>				
<b>As at 1 April 2021</b>	9,475	416	200	10,091
<b>Charge for the year</b>	6,125	2,494	1,648	10,267
<b>Disposals</b>	-	-	-	-
<b>Depreciation at 31 March 2022</b>	<b>15,600</b>	<b>2,910</b>	<b>1,848</b>	<b>20,358</b>
<b>Net Book Value at 31 March 2021</b>	<b>20,375</b>	<b>9,560</b>	<b>6,394</b>	<b>36,329</b>
<b>Net Book Value at 31 March 2022</b>	<b>14,250</b>	<b>7,066</b>	<b>4,746</b>	<b>26,062</b>

---

Helping Hands Community Project

---

March 31, 2022

*Creditors amounts falling due within one year*

---

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Company credit card	2,328	2,555
Trade creditors	-136	4,199
Grant income received in advance	49,112	<b>55,850</b>
<b>Total</b>	<b>51,304</b>	<b>62,604</b>

---

Included in grant income received in advance is £39,430 which relates to cash received but not yet spent. The balance of £9,682 relates to a grant received to fund the catering van and equipment. Whilst the catering van and equipment have been bought, the grant is being released to the profit and loss account over the life of the asset.

*Creditors amounts falling due after one year*

---

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Grant income received in advance	<b>14,524</b>	<b>24,206</b>

---

This relates to the grant used to fund the catering van and equipment.

**HELPING HANDS COMMUNITY PROJECT**

England & Wales - Charity number 1188613

---

# Accounts

---

---

Helping Hands Community Project

---

March 31, 2021

## **Helping Hands Community Project**

**A Registered Charity in England and Wales No: 1188613**

### **Annual Report and Financial Statements**

**For the Year Period 18 March 2020 to 31 March 2021**

---

Helping Hands Community Project

---

March 31, 2021

<b>Contents</b>	<b>Page</b>
Annual Report of the Chairman	3
Trustees Annual Report and Accounts	6
Report of the Independent Examiner	9
Statement of Income and Expenditure	10
Balance Sheet	12
Notes Forming part of the Accounts	14

March 31, 2021

## Annual Report of the Chairman

### Our charitable purposes and activities are:

The Charity exists to provide practical support and care to those needing help within the communities of Kenilworth, Leamington Spa and Warwick. Helping Hands supports low-income individuals and families, victims of domestic abuse, local homeless and ex-offenders through our daytime and evening activities.

Helping Hands run a soup kitchen four nights a week, a Tuesday morning breakfast club, a support group for women called Esther, a support group for men called Elijah (commenced November 2021), a charity shop and furniture project, providing volunteering, work experience and qualifications opportunities for those we support as well as a daytime drop in for individuals to access any additional support.

We offer “A Hand up, not just a Hand out’.

### Report on the year to March 2021 (and beyond where stated):

Helping Hands provides a unique service in our area. Clients need time, space and support to rebuild their lives from the challenges that bring them into contact with us. The be-friending and professional support provided with care increases the positive engagement of clients to help them move forward. The team carry the burden of those relationships with dignity and professionalism. The Trustees want to thank all the staff for their steadfast dedication.

On 18 March 2020 the trustees of the charity completed the incorporation of a new charity organised as a Charitable Incorporated Organisation [CIO]. All the assets and liabilities of the charity [Reg No. 277354] were moved to the CIO [Reg No 1188613] on 1<sup>st</sup> April 2020. There was no income or expenditure recorded in the CIO for the period from 18 March 2020 to 31 March 2020. For comparative purposes, in this report we have provided comparative figures for the year ended 31 March 2020 of the charity [Reg No. 277354].

The benefit of the CIO is in simplifying the constitution and reducing the personal liability that would be carried by a trustee, in a time when finding and keeping good trustees is at a premium this move was vital.

On the 3<sup>rd</sup> April 2020, William Clemmey resigned as a trustee and on 7<sup>th</sup> September 2020, Keir Edmonds resigned as a trustee. We are grateful for the service that both William and Keir gave to the Charity.

After the year end of 31<sup>st</sup> March 2021, on 25<sup>th</sup> August 2021, three new trustees were appointed: Sarah Perry, Sarah Windrum and Gurdip Chatha. On the same date Ian Johannessen resigned as Chair and as a trustee and Jonathan Shipton

---

## Helping Hands Community Project

---

March 31, 2021

became Acting Chair on 25<sup>th</sup> August 2021. Ian gave over four years of service to Helping Hands for the benefit of our community and for which we are very grateful.

Helping Hands wishes to thank the people of Leamington Spa, Warwick and Kenilworth and some beyond who have responded to the needs of the vulnerable by supporting this charity so generously. We are seeking to use your donations to help the most vulnerable take the steps they need to move forward with their lives. As we look forward it is a task that will need more of our joint efforts.

### Daytime Support Activities

The Esther group exists for vulnerable women who are homeless, have struggles with addiction, victims of domestic violence, ex-offenders or those struggling with mental health issues. On average we now have 50 women attending the group and our support worker meets with clients on a one to one basis to assess and progress current needs, such as financial needs, relationship needs, housing needs. After the year end in November 2021, we set up a group for vulnerable men called the Elijah group. On average we have 12 men who attend this group.

### Evening Soup Kitchen

The soup kitchen normally operates on Mondays, Tuesdays and Thursday evenings with between 25 to 50 clients attending each night. However, in March 2020 we quickly had to adapt and change how the soup kitchen was run in line with Government guidelines. We stopped our evening soup kitchen and instead ran a delivery service to our vulnerable clients (which included rough sleepers recently accommodated in hotels, women's refuge hostels, homeless hostels and vulnerable families). We served over 25,000 meals to the local community with the amazing support of local business and community groups. Our volunteer teams also increased through this period.

On 17 June 2021, we were able to re-open our soup kitchen as normal and since then we have operated a Wednesday night soup kitchen to help the Leamington Night Shelter that had to close during the pandemic.

We have a regular group of volunteers on our soup kitchen rotas and could not do what we do without our volunteers as well as the generosity of local businesses coming on board.

### House to Home Project

We operate from a facility in Stoneleigh Park where we store household goods, furniture, baby items, clothing, toys, and toiletries. During the pandemic, we

---

## Helping Hands Community Project

---

March 31, 2021

worked as part of the government's "Everyone In" campaign to help furnish 56 properties to help get homeless people off the streets and provided meals and wellbeing packs. In Autumn 2021 due to funding and resource constraints we took the decision to reduce our service to operate for emergency cases only.

We are grateful for the support of our regular storage volunteers who collect donations from the local community using volunteer drivers and driver supports.

### Lighthouse Charity Shop

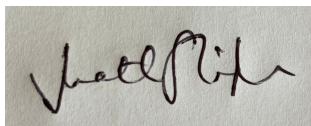
The Lighthouse Charity shop celebrated its 4<sup>th</sup> birthday on October 20<sup>th</sup> 2020. The Lighthouse shop has proved very popular and generates an income stream for the Charity. It is also a place where individuals (clients) can volunteer whilst rebuilding their self-esteem and self-confidence. Clients can work with our support workers towards a pathway back to employment.

During the pandemic, given the restrictions on non-essential retail, the shop was closed, but the shop space was repurposed in March 2020 to support the meal distribution activities mentioned above in the "Evening Soup Kitchen" section.

### Outlook

Whilst the Charity reported a surplus for the year ended 31 March 2021 of £56,614, since January 2021 the Charity has faced challenges due to the ongoing consequences of the pandemic, temporary shop close, permanent café closure and much reduced fundraising activity. Steps have been taken to address these challenges. We have significantly increased grant income and unfortunately have taken steps to reduce our base through several redundancies which occurred in Autumn 2021.

The Trustees have considered the impact of the pandemic on the Charity's future operations both in terms of operations and financial stability and liquidity. The fact that the Charity has no debt and has been able to secure additional forms of revenue during the pandemic is important. Support for our activities remains strong as the community recognises the importance of the work that is carried out.



Jonathan Shipton  
**Acting Chair of Trustees**

---

## Helping Hands Community Project

---

March 31, 2021

The Trustees present the annual report and accounts of the Charity for the period ended 31 March 2021.

### Reference and Administrative Information

Charity Name: Helping Hands Community Project

Charity Registration number: 1188613

Registered Office: 9a Althorpe Street  
Royal Leamington Spa  
Warwickshire  
CV31 2AU

Bankers: Unity Trust Bank  
4 Brindleyplace  
Birmingham  
B1 2JB

### Structure, Governance and Management

#### Trustees

The following Trustees held office during the year and up to the date of signing the financial statements:

Ian Johannessen – Chair, resigned 25 August 2021

William Clemmey - resigned 3 April 2020

Lorraine Cattrell – resigned as treasurer and moved to Secretary on 3 April 2020

Keir Edmonds – resigned 7 September 2020

Jonathan Shipton – appointed as treasurer on 3 April 2020

The Board of Trustees meets at least six times per year.

The Governing Document is Helping Hands Community Project Constitution.

#### Financial Review

The Statement of Income and Expenditure shows a surplus of £56,614, which has been taken to reserves. (2020 surplus of £20,184).

#### Reserves Policy

The Board of Trustees aim to maintain general reserves in unrestricted funds of six months expenditure based on the previous financial year and the proposed

March 31, 2021

budget for the next financial year. This would include anticipated income, future funding and expenditure to which the charity is committed. The reserves are currently at £159,358, which is above our reserves policy of six months expenditure.

### **Serious Incidents Reporting**

The Charity Commission requires that a charity should report any serious incidents (Ones that have resulted or could result in significant loss of funds or a significant risk to a charity's property, work, beneficiaries or Reputation).

As stated in the last annual report, the Charity can confirm that there was a serious incident that was reported to the Charity Commission during the period of this report. The matter was closed to the satisfaction of the Charity Commission also during the period of this report.

### **Statement of Disclosure of Information to the Independent Examiner**

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each Trustee have confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the independent examiner.

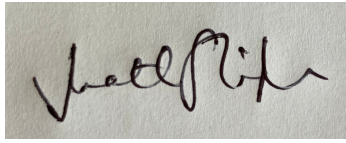
---

Helping Hands Community Project

---

March 31, 2021

Approved by the Board of Trustees 28 January 2022 and signed on its behalf by

A handwritten signature in black ink on a light-colored background. The signature is cursive and appears to read 'Jonathan Shipton'.

Jonathan Shipton  
Date 28 January 2022

---

Helping Hands Community Project

---

March 31, 2021

**Independent Examiner's report to the Trustees of Helping Hands Community Project ('the Project')**

I report to the Charity Trustees on my examination of the accounts of the Project for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity's trustees of the Project 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 your charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) Of the 2011 Act.

**Independent Examiner's Statement.**

I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is listed as one of the bodies in section 145 of the 2011 Act. I have completed my examination.

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Susan Lane

Institute of Chartered Accountants in England & Wales  
Signed 28 January 2022

Helping Hands Community Project

March 31, 2021

Statement Of Financial Activities

	Unrestricted funds £	Restricted income funds £	2021 Total funds £	2020 Total funds £
<b>Incoming resources</b>				
<b>Income and endowments from:</b>				
Donations and legacies	164,505	-	164,505	96,473
Grants	32,900	75,792	108,692	18,805
Gift Aid	9,742	-	9,742	-
Fundraising activities	8,722	-	8,722	41,932
Other trading activities - Café and Shop sales	16,382	-	16,382	69,974
Other	1,226	-	1,226	4,881
<b>Total</b>	<b>233,477</b>	<b>75,792</b>	<b>309,269</b>	<b>232,065</b>
<b>Resources expended</b>				
<b>Expenditure on:</b>				
Salaries, NI and Pensions	102,239	43,697	145,936	126,017
Insurance	4,220	-	4,220	1,998
Client Support	1,726	18,920	20,646	4,384
Rent and Rates	20,830	-	20,830	25,139
Repairs and renewals	6,702	-	6,702	907
Motor costs	6,927	-	6,927	6,101
Depreciation	2,787	2,041	4,828	2,587
Café Expenses	-	634	634	3,302
IT	5,780	-	5,780	4,594
Other	25,652	10,500	36,152	36,852
<b>Total</b>	<b>176,863</b>	<b>75,792</b>	<b>252,655</b>	<b>211,881</b>

Helping Hands Community Project

March 31, 2021

<b>Net income/(expenditure) before investment gains/(losses)</b>	56,614	-	<b>56,614</b>	20,184
Net gains/(losses) on investments	-	-	-	-
<b>Net income/(expenditure) Extraordinary items</b>	56,614	-	<b>56,614</b>	20,184
<b>Transfers between funds</b>	-	-	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
<b><i>Net movement in funds</i></b>	<b>56,614</b>	-	<b>56,614</b>	20,184
<b><i>Reconciliation of funds:</i></b>				
Total funds brought forward	102,744	-	<b>102,744</b>	82,560
<b><i>Total funds carried forward</i></b>	<b>159,358</b>	-	<b>159,358</b>	102,744

Helping Hands Community Project

March 31, 2021

Balance Sheet as at 31 March 2021

	2021 Unrestricted funds £	2021 Restricted funds £	Total 2021 £	Total 2020 £
<b>Fixed assets</b>				
<b>Intangible assets</b>	-	-	-	-
<b>Tangible assets</b>	36,329	-	36,329	5,088
<b>Total fixed assets</b>	36,329	-	36,329	5,088
<b>Current assets</b>				
<b>Debtors</b>	4,833	-	4,833	8,400
<b>Cash at bank and in hand</b>	158,838	46,168	205,006	94,646
<b>Total current assets</b>	163,671	46,168	209,839	103,046
<b>Creditors: amounts falling due within one year</b>	16,436	46,168	62,604	5,390
<b>Net current assets/(liabilities)</b>	147,235	-	147,235	97,656
<b>Total assets less current liabilities</b>	183,564	-	183,564	102,744
<b>Creditors: amounts falling due after one year</b>	24,206	-	24,206	-
<b>Provisions for liabilities</b>	-	-	-	-
<b>Total net assets or liabilities</b>	159,358	-	159,358	102,744
<b>Funds of the Charity</b>				
<b>Unrestricted funds</b>	159,358	-	159,358	102,744
<b>Total funds</b>	159,358	-	159,358	102,744

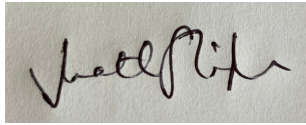
---

Helping Hands Community Project

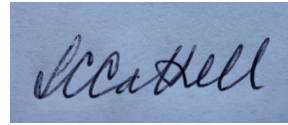
---

March 31, 2021

Approved by the board on 28 January 2022 and signed on its behalf by

A handwritten signature in black ink on a light-colored background, appearing to read 'Jonathan Shipton'.

Jonathan Shipton

A handwritten signature in black ink on a blue background, appearing to read 'Lorraine Cattrell'.

Lorraine Cattrell

## Notes to the Financial Statements for the period ended 31 March 2021

### Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding year.

### *Basis of accounting*

The financial statements have been prepared under the historical cost convention and in compliance with the Charities Act 2011 and the Charities Statement of Recommended Practice (FRS102).

### *Fund Accounting*

Where funds held are unrestricted, they are available for use at the discretion of the trustees in furtherance of the objectives of the Charity.

### *Incoming Resources*

Recognition of incoming resources- these are included in the Statement of Income and Expenditure when the charity becomes entitled to the resources and the trustees are certain they will receive the resources and the amount can be quantified with certainty.

Grants and donations - Voluntary income is received by way of grants and donations and gifts and is included in the statement of income and expenditure when they are received. Grants are only included in the statements when the charity has unconditional entitlement to the resources.

### *Trading Income*

The charity trades from its charity shop and café. All income and expenditure from that trade is included in the statements.

---

## Helping Hands Community Project

---

March 31, 2021

### *Wages and Salaries*

No Charity Trustee was paid or received any other benefits from the Charity. Total Employment benefits including pension contributions for staff were £145,936 (2020-£126,071). No employee received benefits in excess of £60,000.

The average number of employees during the year was 7 measured as "Full Time Equivalent (2020-6)

### *Fixed Assets.*

Assets under £500 are not capitalized. Fixed assets above that value are capitalized and stated at cost less accumulated depreciation. Depreciation is charged on a yearly basis from the point of operation.

### *Cash at Bank*

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Bank Accounts	195,574	92,187
Petty Cash & Other	9,432	2,459
<b>Total</b>	<b>205,006</b>	<b>94,646</b>

### *Taxation*

The Charity is exempt from tax on its income under the relevant provisions of the Corporation Tax Act 2010 to the extent that its income is applied for its charitable purposes. No taxation charge has arisen in the Charity.

Helping Hands Community Project

March 31, 2021

*Tangible Fixed Assets*

	<b>Motor Vehicles</b>	<b>Catering Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Cost</b>				
<b>As at 1 April 2020</b>	10,350	-	-	10,350
<b>Additions</b>	19,500	9,976	6,594	36,070
<b>Disposals</b>	-	-	-	-
<b>Cost at 31 March 2021</b>	<b>29,850</b>	<b>9,976</b>	<b>6,594</b>	<b>46,420</b>
<b>Depreciation</b>				
<b>As at 1 April 2020</b>	5,262	-	-	5,262
<b>Charge for the year</b>	4,213	416	200	4,829
<b>Disposals</b>	-	-	-	-
<b>Depreciation at 31 March 2021</b>	<b>9,475</b>	<b>416</b>	<b>200</b>	<b>10,091</b>
<b>Net Book Value at 31 March 2020</b>	<b>5,088</b>	<b>-</b>	<b>-</b>	<b>5,088</b>
<b>Net Book Value at 31 March 2021</b>	<b>20,375</b>	<b>9,560</b>	<b>6,394</b>	<b>36,329</b>

---

Helping Hands Community Project

---

March 31, 2021

*Creditors amounts falling due within one year*

---

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Company credit card	2,555	2,583
Trade creditors	4,199	2,807
Grant income received in advance	55,850	-
<b>Total</b>	<b>62,604</b>	<b>5,390</b>

---

Included in grant income received in advance is £46,168 which relates to cash received but not yet spent. The balance of £9,682 relates to a grant received to fund the catering van and equipment. Whilst the catering van and equipment have been bought, the grant is being released to the profit and loss account over the life of the asset.

*Creditors amounts falling due after one year*

---

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Grant income received in advance	<b>24,206</b>	-

---

This relates to the grant used to fund the catering van and equipment.