



## Receipts and payments accounts

CC16a

For the period  
from

1st July 2024

To

30th June 2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
donations -1	14,809		-	14,809	17,387
bonus ball-2	8,561		-	8,561	11,618
transport				-	975
misc				-	184
food				-	793
events/fundraisers				-	171
C4C - 3	3,485			3,485	3,147
raffles - 4				-	185
grants - 5		9,274		9,274	24,814
accommodation				-	45
insurance				-	512
CAF income donations				-	-
lottery grant 1 - (6)		26,175		26,175	-
lottery grant 2 - (7)		7,500		7,500	-
pink pantry refunds (food) - 8	302			302	-
pink pantry rent				-	400
excursions - 10	6,655			6,655	1,120
storage - xmas scheme - rent				-	
pink boutique & car boot - 11	11,946			11,946	8,749
banking error (see expenses) - 12	267			267	
art club refund - 13	240			240	
libanus lifestyle refund - 14	175	-	-	175	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>46,438</b>	<b>42,949</b>	<b>-</b>	<b>89,387</b>	<b>70,100</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,438</b>	<b>42,949</b>	<b>-</b>	<b>89,387</b>	<b>70,100</b>

### A3 Payments

donations			-	-	-
bonus ball -1	3,064		-	3,064	2,999
equipment & cleaning supplies - 31	385			385	-
stationary				-	289
fuel - 3	1,033	1,764		2,797	1,824
van running costs (garage)-4	7,726	4,944		12,670	2,095
misc - 5	828			828	2,203
food - 6	14,686			14,686	20,943
events/fundraisers				-	1,331
staff uniform - 8	1,609			1,609	2,131
raffles				-	-
grants				-	-
accommodation - 9	2,119			2,119	3,040
security/building repair costs - 29	1,454			1,454	-
storage				-	-
insurance/licences - 10	306	497		804	2,623
household/electrical - 11	249			249	290
mobile phone - 12	658			658	506
marketing - 26		589		589	-
pink community projects (SS)		1		-	4,446

23/03/2026

pink pantry sundries - 13	640			640	1,075
computer equipment/software - 14	275			275	282
pink pantry rent - 15		4,800		4,800	5,200
pink pantry utilities -16	728	3,066		3,794	2,841
pink boutique rent - 17		4,200		4,200	3,900
pink boutique utilities - 18	286	113		399	168
outreach expenses -27	929			929	-
lunch club (warm space) - 25		6,145		6,145	-
youth club - 19		5,280		5,280	4,271
courses - 28		5,195		5,195	2,016
excursions - 20	10,646			10,646	-
storage - xmas scheme - rent - 21	300			300	3,660
xmas scheme kids - 22	992		-	992	600
xmas scheme outreach - 30	380		-	380	478
NEW VAN	5,000		-	5,000	130
banking error (see income)	267	-	-	267	-
cash		-	-	-	50
		-	-	-	-
		-	-	-	-
<b>Sub total</b>	<b>54,560</b>	<b>36,593</b>	<b>-</b>	<b>91,152</b>	<b>69,391</b>

<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>54,560</b>	<b>36,593</b>	<b>-</b>	<b>91,152</b>	<b>69,391</b>
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<b>Net of receipts/(payments)</b>	<b>- 8,121</b>	<b>6,356</b>	<b>-</b>	<b>- 1,765</b>	<b>709</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 8,121</b>	<b>6,356</b>	<b>-</b>	<b>- 1,765</b>	<b>709</b>

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

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>			
	- 8,121	6,356	-
	-	-	-
	-	-	-
<b>Total cash funds</b>	<b>- 8,121</b>	<b>6,356</b>	<b>-</b>

(agree balances with receipts and payments account(s))

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			
		-	-
		-	-
		-	-
CCXX R2 accounts (SS)	2		23/03/2026

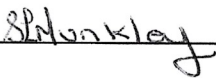
**B4 Assets retained for the charity's own use**

		-	-
		-	-
	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>
	Suzanne Munkley	10/3/26.



**B4 Assets retained for the charity's own use**

		-	-
		-	-
	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

		-	
		-	
		-	
		-	
		-	
		-	
	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>S. Munkley</i>	Suzanne Munkley	10/3/26.





**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Helping Caring Team

**On accounts for the year  
ended**

30<sup>th</sup> June 2025

**Charity no  
(if any)**

1189021

**Set out on pages**

1 of 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2025.

**Responsibilities and  
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below \*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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

**Signed:**

**Date:**

24.3.26.

**Name:**

BETHAN WATERS

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

FCA  
ICAEW

**Address:**

221 HIGH ST, BLACKWOOD  
NP12 1AL



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/07/24      Period start date    To 30/06/25      Period end date

Charity name:      Helping Caring Team

Charity registration number: 1189021

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>For the public benefit for the relief of the suffering of vulnerable and homeless people of Newport and South East Wales. By providing an outreach service and a food bank that supplies food, essential items, funding for emergency accommodation and an advocacy service to help with access to services and agencies that can improve their wellbeing.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Providing humanitarian aid in the form of food, food bank, baby bank, clothes tents and sleeping bags, toiletries and items required when transitioning to accommodation. Providing food parcels by delivery to those in need. Providing advocacy to help to improve lives.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>HCT work with regard to the guidance published by the Charity Commission on public benefit.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
	Para 1.38	<b>All the activities of HCT are carried out by 20 volunteers who commit between 4 to 30 hours per week. These activities</b>



Contribution made by volunteers		include collecting and redistributing food from our food bank and other essential items to vulnerable people across Gwent. Running an outreach service to street homeless and those housed in temporary accommodation in the local area and Newport City Centre. Collaborating with our partners and sponsors. Co-ordinating fundraising activities, including grant applications. Managing the charity's social media and website interests. All governance, compliance and accounting functions.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>HCT has provided 50-80 hot meals to the vulnerable on a weekly basis, 25-50 food parcels weekly, sleeping bags, tents, clothes, shoes and other items.</p> <p>HCT has funded microwaves, kettles, toasters and items of bedding to those moving into more permanent accommodation. HCT has advocated for numerous people to help them secure the medical, housing and benefit help they require, we have an established food, pet and baby bank, that opens day time to meet the needs of working people in poverty. We have delivered food parcels to those to whom a food bank is not accessible. We have a lunch club (warm space) at our food bank and a youth group. We run trips for children and families to places like Folly Farm the pantomime at Christmas. We collaborate with the local council, social services, housing authorities and other charities to advocate and help to improve the lives of our beneficiaries. We have organised a Xmas present scheme and made sure the children of over 100 families in poverty had gifts this Christmas. We now have a community group with access to development for social skills self-confidence and learning to make new friends and combat loneliness. This has proved extremely beneficial for homeless people transitioning into temporary accommodation. Also, for people new to the area who struggle with loneliness.</p>



		<p><b>With funding we have been able to provide various courses for our clients to learn new skills, these have included cookery, woodwork, wreath and floral making classes.</b></p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p><b>Apart from our standard objective of delivering aid to those in need in South East Wales.</b></p> <p><b>We have received funding for courses for our clients and have acquired a minibus to enable HCT to take our clients who do not have access to transport.</b></p>
Performance of fundraising activities against objectives set	Para 1.41	<p><b>Fundraising is stable and ongoing. HCT has continued with clothes recycling and operating a small society lottery. HCT continues to attract private donations and grant funding. HCT has a charity shop, all takings provide food for the HCT pantry. We are fortunate enough to have funding in place for the next year from the National Lottery which funds all our overheads and our Youth Club costs.</b></p>
Investment performance against objectives	Para 1.41	N/A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity is in a financially stable position and I see no reason why this should change.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The only reserves held are those that are restricted and pertain to grant funding received and private donations with a restricted purpose</b>
Amount of reserves held	Para 1.22	<b>£6356</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23n	<b>n/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>HCT has five principal sources of funding. Grant Funding (£42,949), Private donations (£14,809) weekly small society lottery (£8,561) clothes recycling (£3,485) Pink Boutique (£11,946)</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>HCT does not have an investment policy.</b>
A description of the principal risks facing the charity	Para 1.46	<b>Inability to attract funding to fund everyday running costs. Most grant funding bodies fund capital costs not everyday revenue costs. We have one year's funding left in place from the lottery to cover next year's overheads.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		n/a
Type of governing document	Para 1.25	<b>Constitution</b>
How is the charity constituted?	Para 1.25	<b>Unincorporated association</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Election to post annually</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>HCT follow the charity commission guidance (CC3)</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Trustees undertake strategic and key accounting decisions along with personnel decisions. With respect to policies and procedures held by the charity. Day to day operational decisions is undertaken by key volunteers under the guidance of the trustees.</b>
Relationship with any related parties	Para 1.51	<b>HCT has working relationships with local authorities with respect to improving the lives of our beneficiaries. With local businesses such as supermarkets and other food outlets and with other local charities to ensure efficiency in our objectives.</b>
Other		

## Reference and Administrative details

Charity name	Helping Caring Team
Other name the charity uses	HCT
Registered charity number	1189021
Charity's principal address	28 Bridge Street, Blackwood, Caerphilly NP12 1AX



## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Hayley Thomas	Chair		
2	Susan Evans	Treasurer		
3	Suzanne Munkley	Secretary		
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17				
18				
19				
20				

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

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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**Declarations**

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	<i>SL Munkley</i>	
<b>Full name(s)</b>	<i>Buzanne L. Munkley</i>	
<b>Position (e.g. Secretary, Chair, etc)</b>	<i>Secretary</i>	
<b>Date</b>	<i>26/3/26</i>	