

HELP CLOSE BY

England & Wales · Charity number 1190642

Details

Status Registered

Legal form CIO

Registered 2020-07-30

Register [View on the Charity Commission register](#)

Contact

Address 20 Tennyson Road
Birmingham
B32 2JE

Phone 07710415993

Email duncan@helpcloseby.org

Website <http://www.helpcloseby.org>

Activities

Objects: 1. THE PREVENTION OR RELIEF OF POVERTY IN THE UK BY PROVIDING TECHNOLOGICAL SOLUTIONS AND TECHNOLOGY SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES; WORKING IN PARTNERSHIP WITH STATUTORY AND OTHER RELEVANT ORGANISATIONS AS APPROPRIATE. 2. THE RELIEF OF FINANCIAL HARDSHIP AMONG PEOPLE LIVING OR WORKING IN THE UK BY PROVIDING TECHNOLOGICAL APPLICATIONS FREE OF CHARGE TO SUCH PERSONS AS WOULD BENEFIT FROM BEING CONNECTED WITH LOCAL CHARITABLE SERVICE PROVIDERS TO OBTAIN HELP WHICH THEY COULD NOT OTHERWISE AFFORD THROUGH LACK OF MEANS.

Activities: Provider of software and technological solutions for the relief of poverty.

Classification

- **How:** Provides Services
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£1,765	£16,852	-	-
2023-12-31	£22,129	£6,830	-	-
2022-12-31	£863	£1,625	-	-
2021-12-31	£147	£847	-	-

Trustees

Name	Role	Appointed
Duncan Catterall-Mason		2020-07-30
Fiona Jane Forman-Kenrick		2026-01-12
Nnamdi Obigwe		2026-04-13
Rashida Gandhi		2024-04-14

HELP CLOSE BY

England & Wales - Charity number 1190642

Accounts

Trustees' Annual Report 1/1/24 to 31/12/24

Charity name: Help Close By

Charity registration number: 1190642

Objective and Activities

Charitable objects

- 1. THE PREVENTION OR RELIEF OF POVERTY IN THE UK BY PROVIDING TECHNOLOGICAL SOLUTIONS AND TECHNOLOGY SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES; WORKING IN PARTNERSHIP WITH STATUTORY AND OTHER RELEVANT ORGANISATIONS AS APPROPRIATE.***
- 2. THE RELIEF OF FINANCIAL HARDSHIP AMONG PEOPLE LIVING OR WORKING IN THE UK BY PROVIDING TECHNOLOGICAL APPLICATIONS FREE OF CHARGE TO SUCH PERSONS AS WOULD BENEFIT FROM BEING CONNECTED WITH LOCAL CHARITABLE SERVICE PROVIDERS TO OBTAIN HELP WHICH THEY COULD NOT OTHERWISE AFFORD THROUGH LACK OF MEANS.***

Summary of main activities / Achievements and Performance.

Overview

2024 was a really important year in the history of our organisation. The year had a mixture of successes and hard lessons, but the latter is now propelling us towards our long held national aims.

We started the year well funded on local projects as well as having in-kind funding on our food bank storage (Swan House) and a range of aspects of technology. We had received funding at the end of 2023 for the Winter Food Grant from Birmingham city council, meaning that into March we had a very well stocked food supply, geared towards long shelf life items, which would prove a sound decision. We also received our first national lottery grant at the end of 2023 which was aimed at supporting our local volunteer group and our wider links to other areas, both in growing this and by having a freelance community engagement office one day a week for 9 months of the year.

As a result of the National Lottery funding our local group greatly increased, going from a hardcore of 6 volunteers on deliveries to a peak of 30, allowing us to expand to other areas in Birmingham, notably Bordesley Green which is currently the area with the highest level of need we operate in.

At the end of 2023 a large number of organisations had signed up to use our app from across Birmingham, and we were hopeful to see some impact as we linked up a wide range of services, making specific changes to the system to accommodate so of the needs of these organisations. Unfortunately even with support from our community engagement officer and training run by trustees with launch films created, many of these services failed to show up. In the main this appears to be due to a lack of funding, a lack of volunteers at other organisations and in one isolated case, failure of leadership with one organisation that had promised services that could not be delivered by its staff. While some other organisations continued to use the app, it wasn't the highly connected network we wanted to see for our service users. As difficult as this experience was, this would be the situation that lead to a major positive change to how we could grow as an organisation.

We needed to find a way to become less dependent on a model of signing up other organisations. Our model had always been one where other organisations could sign up for our app, and we'd intended to grow out from Birmingham. Given the high maintenance of process of getting organisations onboarded, with so many that ran out of funds or just burned out, this approach wasn't proving scalable. We had resisted a directory based approach as we didn't feel maps with lots of pins or large listing websites were easy to navigate and didn't take time to understand the needs of people facing poverty. These sites and apps put the onus on the service users to know what a solution for a given need was, and in some senses parts of our app also had that expectation. Services like advocacy were under used as it was framed as a solution without being specifically matched to a need.

The solution was clear - a version of the app that matched up needs. Service users know their needs when asked, and at this point having a directory approach would become more viable. Not only would this allow us to have far more services in the app, but not onboarding every organisation then open us up to go national once we had data on a sufficient number of services, obviously backed up with appropriate funding and outreach. The concept of these listed services ran parallel to existing services, requiring us to refer to in-direct and direct services (our food delivery service being one). We had always envisioned a situation where we could become a national organisation and in doing so have real-time oversight on poverty as it is being felt in the UK.

A four phase plan came together where we would 1. Build the new app & directory, 2. Rollout around the UK to areas of most need, 3. Start using our data as means to support grant funding of services performing well in the app based on user feedback rather than self-reported data and 4. Embed our organisation as an anchor or institution with a sustainable and extremely long term funding base.

The board approved the four phase plan for the national roadmap in early summer, with volunteers recruited to start working on national projects in late August and September, across tech, marketing (to be focused on outreach using marketing methods) and data analysis. Over 100 people signed up to take part, and to start with the data teams had to be divided into four teams just to make them more manageable. Volunteer team leads emerged from within these groups, making our sudden increase in scale more manageable. By the end of the year projects

were well underway to serve the national plans, with an aim to build towards something that could be put in front of grant funders. Notably the UX on the new service user interface was complete by December and moving into a documentation phase.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

All Trustees have read the Charity Commission guidance on public benefit and have confirmed that they have done so

Financial Review

Review of charity's financial position at end of the period

Financial

Early 2024 spending on food purchases, with a huge amount of long shelf life food proving to be vital. The was funded mainly from Birmingham City Council's Winter Food Fund up to the end of March.

Most of the year project spending was covered by the National Lottery Community Fund grant of £10,000, with a grant for core costs coming in from the Heart of England managed Harry Payne fund in April for £1000 - slightly less than a £1300 requested. Donations were extremely small but regular. Unlike 2023 there hasn't been as big a push on fundraising, although with a volunteer marketing team this picture is likely to shift in the longer term.

As mentioned above, many of the grants are no longer funding food and this is a problem for our local food bank, especially with the disappearance of grants specifically for food. We did apply to a number of grants for food funding, with it taking until 2025 for just one of these to come through. It does put us in a position where food provision cannot by a focus and generally most grants want to fund long term solutions. Whilst we want to look at long term support for people that need our help as well, this doesn't get away from the fact that many people are struggling with food poverty whilst awaiting any longer term solutions.

Reserves

At present we do not hold reserves as we are not in a position to do so. All funds are committed to costs of delivering our services, running our various volunteer teams and our core costs and activities committed to are funded for the period within which they are expected to run.



CHARITY COMMISSION FOR ENGLAND AND WALES

Receipts and Payments accounts Help Close By

From 01/01/24

To 31/12/24

Charity No. 1190642

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
--	--	---	---------------------------------	-------------------------------

Receipts

Donations	465		465	2346
Deposit refunds	300		300	
Grants		1000	1000	19800
Total receipts	765	1000	1765	22146

Payments

Support Costs				
Finance	2		2	0
Insurance	33	132	165	158
			0	
Charitable Activities			0	
Food purchases	76	4984	5060	4816
Operations costs	848	244	1092	1307
Promotion and engagement	1919	8614	10533	545
			0	
			0	
			0	
			0	
			0	
			0	
			0	
			0	
			0	
Total payments	2878	13974	16852	6826
Net of receipts/(payments)	-2113	-12974	-15087	15320
Cash funds last year end	2563	12974	15537	
Cash funds this year end	450	0	450	

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Total to nearest £
B1 Cash funds	Current	450	0	450
	Savings			0
	Cash			0
	Total cash funds	450	0	450

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	
B2 Other monetary assets		0	0	0
		0	0	0

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			0	0
			0	0

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			0	0
			0	0

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
			0	

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

Signature	Print Name	Date of approval

2024 Movements in Funds					
	Opening Balance	In	Transfers	Out	Closing Balance
Unrestricted Funds	2563	765	0	2878	450
Restricted funds					
BCC Winter Food Fund	4984	0	0	4984	0
Nat Lot Ladywood Connect	7990	0	0	7990	0
Heart of England	0	1000	0	1000	0
					0
Total Restricted Funds	12974	1000	0	13974	0
Total Funds	15537	1765	0	16852	450

The charity accounts have been prepared using the Receipts and Payments system, consequently donated goods and services are not included in the accounts Due regard to Charity SORP section 6 fair value – basis of the value of the gift to the charity (6.13 to 6.19).

HELP CLOSE BY

England & Wales - Charity number 1190642

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
------------------------	-------------------	----	-----------------

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 £
A1 Receipts					
	2,330	19,800	-	22,130	863
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,330	19,800	-	22,130	863
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,330	19,800	-	22,130	863
A3 Payments					
	2,286	4,540	-	6,826	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,286	4,540	-	6,826	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,286	4,540	-	6,826	-
Net of receipts/(payments)	44	15,260	-	15,304	863
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	44	15,260	-	15,304	863

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Duncan Catterall-Mason	DUNCAN CATTERALL-MASON (previously Catterall)	09/09/2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2023
To 31st December 2023

Period start date
Period end date

Charity name: Help Close By

Charity registration number: 1190642

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: 1. The prevention or relief of poverty in the UK by providing, technological solutions and technology services to individuals in need and/or charities, working in partnership with statutory and other relevant organisations as appropriate. 2. The relief of financial hardship among people living or working in the UK by providing technological applications free of charge to such persons as would benefit from being connected with local charitable service providers to obtain help which they could not otherwise afford through lack of means.
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	The turnover of Help Close By has transformed more than 10 fold since year end 2022 in response to the challenges faced in 2023. At the start of 2023 the Microsoft non-profit grant of Azure meant our biggest cost from the previous two years had external funding, freeing up cash. A review of our insurance massively reduced our second largest cost of the previous two years. Our largest cost in 2023 was food. Due to the end of our surplus food supply for our food deliveries we had to establish our own delivery only food bank. Our first two non-technology grants were from Birmingham city council just for food. There have therefore been a lot of extra costs for us in setting up shelving and other storage to keep food ourselves with costs related to logistics like van hire. It took us a few months of the first grant to establish a process for bulk purchases. The winter food grant will to spent by end of March 2024, not

		spent by the end of the year due to volunteer availability towards the end of 2023. In addition to the Microsoft non-profit grants – covering Azure, 365 software and heavily discounted additional licence – we have also gained grants in kind or in credit for many other areas of our technology use. £400 a year credit from Twilio for our SMS system, which is used to contact our service user base on a range of matters to their benefit (delivery information, sign posting, etc). Apple have waived their developer fee. We have also had free access to the space used in 2023 for our delivery only food bank. Late in 2023 we received a grant from the National Lottery Community Fund, with the spend allocated to run from the start of 2024. This means we have had nearly £20k in cash grants. Fundraising efforts by trustees and volunteers totalled over £2000 and helped us cover our unallocated costs, like our general core costs for anything not funded and fundamentally helped us pay for food bank setup costs and logistical costs. We continue to spend on technology not covered by grants in order to progress the development of our app as well as to automate volunteer and partner organisation sign ups, allowing aspect of our administration to be automated and therefore allow us to be more productive whilst we are run by trustees and volunteers who are time poor due to work commitments. 2023 saw the introduction of the first advice service from Karis Neighbour Scheme for advocacy as well as an expansion into the Lozells area of Birmingham, which we had covered but had not directly targeted with leafleting. Leafleting activities in combination with CSR day volunteers became a deliberate strategy for reaching service users.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have read the Charity Commission guidance on public benefit and have confirmed that they have done so.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Our technology, given to other non-profits should be considered equivalent to an in-kind grant in the same way technology companies have given non-profit access to their technology. It is free at point of use but is not without costs to us. App use is subject to vetting of organisations requesting the app. We do not make cash grants.
Policy on social investment including program related investment	Para 1.38	Although staffing is not covered by such grants, the BCC grants received commit us to pay a "Real Living Wage", which we are happy to commit to when funding to employ staff becomes possible.
Contribution made by volunteers	Para 1.38	Help Close By has been entirely run by volunteers with only a slight bit of freelance support due in 2024. Everything achieved by the charity in 2023 has been as a result of the work by voluntary trustees or other volunteers. Several major updates to the app have been made by our co-founder Penny who had chosen well to put her efforts into vital work on our app rather than joining the board of trustees. We are immensely grateful for her work which has a huge public benefit. Many of the local group volunteers have become trustees and their efforts have been vital in setting up and running our delivery based food bank.
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	We have three main objectives: identify, support and change, This year we identified Lozells ward as an area to focus on finding people who needed support and have been able to get deliveries of food to people in need in that area. We continue to support in Winson Green as well, as well as more adhoc emergency food requests.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Expanded to other areas
Performance of fundraising activities against objectives set	Para 1.41	Increased both grant and donation based funding, to 10x turnover.
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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	n/a
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/approved by quorum of trustees.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Charity has a working relationship with Birmingham's Food Justice Network and occasionally has operated with members of Birmingham's various neighbourhood networks.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Help Close By
Other name the charity uses	
Registered charity number	1190642
Charity's principal address	20 Tennyal Road Harborne Birmingham B32 2JE

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	Duncan Catterall	Treasurer		
2	Oliver Armstrong	Chair	Ended January 2024	
3	Leah Harvey	Secretary		
4	Naomi Robson			
5	Indijit Sidhu			
6	Anjali Parshotum			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
Duncan Catterall	Treasurer	
Leah Harvey	Secretary	
Naomi Robson	Chair	
Indijit Sidhu		
Anjali Parshotum		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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
n/a		

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

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Duncan Catterall	
Full name(s)	Duncan Catterall	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	07.02.2024	

HELP CLOSE BY

England & Wales - Charity number 1190642

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2022 To 31st December 2022

Charity name: Help Close By

Charity registration number: 1190642

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: <i>The prevention or relief of poverty in the UK by providing, technological solutions and technology services to individuals in need and/or charities, working in partnership with statutory and other relevant organisations as appropriate.</i> <i>The relief of financial hardship among people living or working in the UK by providing technological applications free of charge to such persons as would benefit from being connected with local charitable service providers to obtain help which they could not otherwise afford through lack of means.</i>
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	During 2022 Help Close By continued it's work in Birmingham's Ladywood area, particularly our local volunteer delivery group. The delivery group was necessary due to a drop of in equivalent services and charities able to deliver, and it became apparent we were becoming one of the few and possibly only groups still intentionally delivering food parcels outside of the city centre in Birmingham. Costs covered to date by our app developer volunteer and co-founder Penny started to be taken over by Help Close By in the case of server costs (Azure), but a grant from Microsoft to cover this was obtained at the end of the year that would become effective from January 2023. Food costs covered by partner Incredible Surplus throughout the year, with an average value of £20 per parcel, making them a significant sponsor of our work throughout 2022, although surplus supply began to dry up towards the end of the year but remained available to us.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have read the Charit Commission guidance on public benefit and have confirmed that they have done so.
--	-----------	--

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Policy at end of the year adopted to find sponsorship for as much of the technology we use as is possible.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The combined effort of volunteers across the charities work has allowed us to maintain a supply of food to people in need during an increasingly apparent cost of living crisis. A hardcore of volunteers for deliveries has remained steady throughout the year.
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	Help Close By has managed to maintain a stable supply of food to people in need during a year where a cost of living crisis emerged. Unlike traditional food banks, our local deliveries have allowed us to reach people who may not otherwise gain access to food. Plans in place to expand our app to include advice services are under development and will go live in 2023, in partnership with Karis Neighbour Scheme.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Partnership formed ahead of an app release due to cover advice services to address long term needs with Karis Neighbour Schedule. App release pending for 2023. Retention of core volunteers based on theory of making volunteering actions short but meaningful proving to be a successful model.
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		n/a

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£215 year end balance, however Microsoft sponsorship and reduced insurance costs into the 2023 set to massively reduce our current cost base into 2023.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	n/a
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	Currently a low set of operating costs with most services carried out by volunteers.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

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	Private donations and sponsorship
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	App development continues to be a risk area for developing features some partners may wish to have, slowly aspects of this are being addressed by our volunteer developer and other systems and technology is used in a manner that the app isn't a single point of failure. Other technology is used outside of our main app that identifies people in need and shows this can give us an edge in using technology and big data outside of a single system. Charity in need of a greater volunteer base and permanent staff in order to further reach of work.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	n/a
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/approved by quorum of trustees.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Charity has a working relationship with Birmingham's Food Justice Network and has worked closely with Incredible Surplus to supply food to people in need.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Help Close By
Other name the charity uses	
Registered charity number	1190642
Charity's principal address	20 Tennal Road Harborne Birmingham B32 2JE

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	John McCombs	Chair	Until August 2022.	
2	Duncan Catterall	Treasurer		
3	Wendy Sale	Secretary	Ended in Dec 2022.	
4	Leah Harvey	Secretary		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
Oliver Armstrong	Chair	
Duncan Catterall	Treasurer	
Wendy Sale	Secretary	Ended in Dec 2022.
Leah Harvey	Secretary	
Naomi Robson		January 2023
Indijit Sidhu		June 2023
Anjali Parshotum		June 2023

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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
n/a		

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

Duncan Catterall	
------------------	--

Position (eg Secretary,
Chair, etc)

Treasurer	
-----------	--

Date

20.10.2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Help Close By

No (if any)
1190642

Receipts and payments accounts

CC16a

For the period
from

Period start date
1/1/2022

To

Period end date
12/31/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Private Donation	500	-	-	500	-
PAYPAL Private donations	363	-	-	363	86
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	863	-	-	863	86
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	863	-	-	863	86
A3 Payments					
Microsoft Azure	96.07	-	-	96	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	97	-	-	97	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	97	-	-	97	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	96	-	-	96	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	90	-	-	90	-
Microsoft Azure	99	-	-	99	-
Microsoft Azure	95	-	-	95	-
ACCESSUNDERWR insurance Food d	416	-	-	416	451
ACCESSUNDERWR insurance PL	46	-	-	46	236
Sub total	1,625	-	-	1,625	687
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,625	-	-	1,625	687
Net of receipts/(payments)	- 763	-	-	- 763	- 601

A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	700	-	-	700	-
Cash funds this year end	- 63	-	-	- 63	- 601

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

Categories	Details		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds			£216.95	-	-
			-	-	-
			-	-	-
	Total cash funds		217	-	-
	receipts and payments account(s))		Agreement Error	OK	OK
			Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
B3 Investment assets				-	-
				-	-
				-	-
				-	-
				-	-
B4 Assets retained for the benefit of the charity				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
B5 Liabilities				-	
				-	
				-	
				-	
				-	

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

Signature

Print Name

Date of approval

_____ DUNCAN CATTERALL _____

--	--	--	--

HELP CLOSE BY

England & Wales - Charity number 1190642

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Help Close By

No (if any)
1190842

Receipts and payments accounts

CC16a

For the period
from

Period start date
1st January 2021

To

Period end date
31st December 2021

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 £
A1 Receipts					
Insurance Fee Refund	35	-	-	35	-
PayPal deposit	1	-	-	1	-
PayPal donation	23	-	-	23	-
Private donation	25	-	-	25	-
PayPal Just Giving Fund chq	63	-	-	63	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	147	-	-	147	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	147	-	-	147	-
A3 Payments					
Leaflet Printing	46	-	-	46	-
Leaflet Printing	46	-	-	46	-
Public Liability Insurance	236	-	-	236	-
Additional Insurance Food distribution	451	-	-	451	-
Phone Line rental	56	-	-	56	-
Phone charges	12	-	-	12	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	847	-	-	847	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	847	-	-	847	-
Net of receipts/(payments)	- 700	-	-	- 700	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 700	-	-	- 700	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account Balance	1,487	-	-
		-	-	-
		-	-	-
	Total cash funds	1,487	-	-
	(agree balances with receipts and payments account(s))	Agreement	Error	OK

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

upde

WENDY SALE

15/10/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/1/21 **Period start date To** 31/12/21
Period end date

Charity name: Help Close By

Charity registration number: 1190642

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1. THE PREVENTION OR RELIEF OF POVERTY IN THE UK BY PROVIDING TECHNOLOGICAL SOLUTIONS AND TECHNOLOGY SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES; WORKING IN PARTNERSHIP WITH STATUTORY AND OTHER RELEVANT ORGANISATIONS AS APPROPRIATE. 2. THE RELIEF OF FINANCIAL HARDSHIP AMONG PEOPLE LIVING OR WORKING IN THE UK BY PROVIDING TECHNOLOGICAL APPLICATIONS FREE OF CHARGE TO SUCH PERSONS AS WOULD BENEFIT FROM BEING CONNECTED WITH LOCAL CHARITABLE SERVICE PROVIDERS TO OBTAIN HELP WHICH THEY COULD NOT OTHERWISE AFFORD THROUGH LACK OF MEANS.
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	During the year 2021, Help Close By worked with partners in Birmingham and the Help Close By app was used by two service providers working to alleviate food poverty. A main focus of activity was to spread the use of the Help Close By app to other service providers.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have read the Charity Commission guidance on public benefit and have confirmed that they have done so.
--	-----------	--

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
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	The Help Close By app was used by members of the public during the first half of 2021. However, in June 2021, the partner organisations lost their funding for food support to the population (in Birmingham). The second half of 2021 was dedicated to building up new partnership links and planning to start a Help Close By run weekly food package service in the Ladywood area of Birmingham which started in early 2022.

Additional information (optional)

You may choose to include further statements where relevant about:

	Attempts to increase our partnership
--	---

Achievements against objectives set	Para 1.41	base in Birmingham had very limited success. The Trustees did not feel that it was appropriate to extend to another city/area in the UK.
Performance of fundraising activities against objectives set	Para 1.41	Limited fund raising mainly through PayPal.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has £1,487.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	The charity only needs to continue to fund the hosting of its servers at this time.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	Donations from Trustees, the main app developer and collections made through Facebook and PayPal
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	An over-dependence on the main app developer (voluntary/unpaid) has led to an inability to extend the app to cover services other than food parcel delivery, which has impacted on the formation of partnerships.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	N/A
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed/approved by quorum of Trustees at a Trustee meeting.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Help Close By
Other name the charity uses	
Registered charity number	1190642
Charity's principal address	Flat 3, Teal House, 13 Millward Drive, Bletchley, Milton Keynes, MK2 2BW

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	John McComb	Chair		
2	Duncan Catterall	Treasurer		
3	Wendy Sale	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
Duncan Catterall		
Leah Harvey		
Wendy Sale		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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
N/A		

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

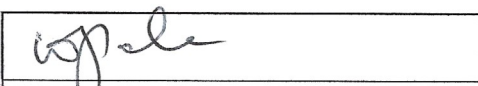
Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Wendy Sale	
Position (eg Secretary, Chair, etc)	Secretary	
Date	23/10/22	