



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2021
31st March 2022

Period start date To
Period end date

Charity name: Emmies Kitchen

Charity registration number: 1191029

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The relief of sickness among hospitalised children in the North West of England by the provision of support and facilities to their parents and carers, in particular but not exclusively the provision of hot meals and respite, to enable families and carers to have extended visits. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>During this reporting period the charity has continued to provide hot meals and snack bags on a weekly basis to parents who are staying long term with their children in the Royal Manchester Children's Hospital. The charity has continued to develop its relationship with local food outlets who can offer hot food. The post Covid period allowed better access to parents and enabled more time to talk with parents to offer them support and relief from isolation during the time of their child's treatment.</p> <p>A cohort of volunteers has remained active over this reporting period and provided regular input into the preparation, delivery and distribution of food and snack bags.</p> <p>Partnership building continued over the year, especially with our most long-term partner Ronald Macdonald House, as well as with hospital staff and management, and other external bodies such as the University of Manchester, and local galleries and arts centres.</p> <p>This partnership approach has been guided by the charity's core values of care, kindness and compassion, and</p> |

| | | |
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| | | has enabled the sharing of facilities and expertise to support families at the hospital. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The Trustees understand that the charity exists to further an exclusively charitable purpose for the public benefit. We adhere to the charitable purpose for which we were established, and which is outlined in our objectives. |

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 | <p>Emmies Kitchen is staffed entirely by volunteers. There are no paid staff, and there have been non over the reporting period.</p> <p>Volunteers have been at the core of our service delivery from the inception of our organisation and continued to be the mainstay throughout the period of this report. Although Covid restrictions limited the amount of direct involvement volunteers were able to have with parents and carers, this began to become more flexible towards the latter part of the year.</p> <p>Nevertheless, despite restrictions, the volunteer pool remained consistent and volunteer input ensured that food delivery, or the preparation of snack bags was never missed and was available as scheduled for the whole of the year.</p> |
| Other | | Emmies Kitchen has a robust written safeguarding policy which all volunteers are familiarised with at induction and are expected to be compliant with. |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
|--|----------------|--|

| | | |
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| <p>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.</p> | <p>Para 1.20</p> | <p>Since its creation in 2018 and becoming a charity in 2020 Emmies Kitchen has remained committed to its purpose, and core values. The support to parents and carers staying with a poorly child in the RMCH has been consistent. As we reported last year, Covid brought with it particular challenges, but the foundations that had been built in the early days of the organisation, especially regarding relations with the hospital management, the commitment of volunteers and the success of fundraising, meant that by adjusting to a takeaway rather than a face to face service, we could continue to support families. During the course of the year the charity delivered over 6,240 hot meals and 4,160 snack bags, each bag containing more than a dozen items. In total, over 10,000 snack bags and meals. A well established relationship with the food charity Fareshare, meant that Emmies Kitchen could source the contents for the snack bags relatively smoothly and at a minimum cost. As a charity we already knew that parents were often not feeding themselves properly. Covid exacerbated this situation considerably. Over the period of this report our volunteers identified that parents at the hospital were often struggling to source a hot meal. The Emmies Kitchen Friday night Takeaway became a lifeline for many. Not only was the hot food itself welcome, the feedback we received from the hospital was that the psychological impact of the anticipation and delivery of the food was significant to the point that the mood on the wards was visibly lifted. Parents who have to spend long periods of time looking after their child in hospital, become increasingly isolated. Over this time our volunteers noted an increase in the deterioration of people's mental health, and an increasing number losing their jobs. By building good relationships with a range of partners and supporters, Emmies Kitchen was able to offer other support in addition to the food.</p> |
|--|------------------|--|

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| | | <p>Our ongoing partnership with L'Oréal meant that we were able to provide regular supplies of cosmetics and toiletries. Things that are essential to parents staying in the hospital, but expensive and hard to access.</p> <p>In addition, with support from City in the Community, the charity was able to provide essential items at Christmas, including pyjamas, gifts and toiletries.</p> <p>Over the year the charity continued to build on our good relations with Ronald Macdonald House, The Teenage Cancer Trust, Macmillan, Hospital staff and Management, the Family Support Team.</p> <p>Our intention is to develop even more partnership working, particularly in facilitating mental health support, and extending our peer support through the Emmies Kitchen volunteers.</p> <p>We have maintained our core charitable purpose over the year, and we believe that we have been able to relieve a degree financial hardship, and also to provide relief to those in need, both practically and psychologically.</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 | Over the reporting period, Emmies Kitchen achieved our core objective of providing care, support and hot food to parents and carers of hospitalised children which enabled families in turn to care better for their child whilst they are staying with them in the hospital. |
| Performance of fundraising activities against objectives set | Para 1.41 | The charity had not set specific fundraising objectives other than to be ongoing in our efforts to raise enough money to support the continuation of the provision of food, resources and the development of publicity, information and marketing materials. This was achieved through fundraising, donations, and grants. |
| Investment performance | Para 1.41 | N/A |

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| against objectives | | |
| Other | | |

Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | At the end of this reporting period, the charity finds itself in a good financial position. Income continued to exceed expenditure throughout the year, and the balance at year end is healthy. We are anticipating increasing our income over the next financial year through, donations, grants, and fundraising. As was stated last year, the charity takes the management of its financial affairs extremely seriously and has a dedicated volunteer treasurer/administrator who monitors all income and expenditure. The charity is also supported by a qualified accountant who is responsible for verifying accounts, as required. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | N/A |
| Amount of reserves held | Para 1.22 | Nil |
| Reasons for holding zero reserves | Para 1.22 | The charity is not responsible for any liabilities over/at this time. The charity had no ongoing financial commitments such as overheads, wages or material assets which would incur charges. |
| 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 | There are no uncertainties about the charity continuing as a going concern. |

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 | Individual fundraising (sponsored events activities etc.) Donations (individuals, business) Grant bids |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A |
| | Para 1.46 | None |

| | | |
|---|--|--|
| A description of the principal risks facing the charity | | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Foundation Model Constitution for a Charitable Incorporated Organisation whose only voting members are its charity trustees. |
| 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 | The Membership may appoint all charity Trustees. Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustee must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. |

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 existing charity trustees make available to each new charity trustee, on his or her appointment: a copy of the current version of the constitution; and a copy of the CIO's latest Trustee Annual Report and statement of accounts. |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The members of the CIO are its charity trustees. The only persons eligible to be members of the CIO are its charity trustees. The Volunteer Representative is automatically (ex officio) a charity trustee. Board meetings are scheduled to take place every two months. |
| Relationship with any related parties | Para 1.51 | N/A |
| Other | | |

Reference and Administrative details

| | |
|--------------|----------------|
| Charity name | Emmies Kitchen |
|--------------|----------------|

| | |
|-----------------------------|--|
| Other name the charity uses | |
| Registered charity number | 1191029 |
| Charity's principal address | 14 Gloucester Ave. Levenshulme Manchester M19 3WT UK |
| | |

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 | Eve Naraynsingh | Chair | Whole year | The Membership |
| 2 | Elizabeth Grant | | Whole Year | The Membership |
| 3 | Claire Parkinson | | Whole Year | The Membership |
| 4 | Jacqueline Naraynsingh (ex officio) | Volunteer Representative | Whole Year | The Membership |
| 5 | Rizwan Hussain | | Whole Year | The Membership |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
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| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Director name | | |
|---------------|--|--|
| None | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

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

| | | |
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| | | |

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 | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

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)

| |
|------|
| None |
|------|

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)

evenaraynsingh

Full name(s)

Eve Naraynsingh

**Position (eg
Secretary, Chair, etc)**

Chair

Date

14/11/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Emmie's Kitchen

No (if any)
1191029

Receipts and payments accounts

| | | | |
|------------------------|-------------------------------|----|------------------------------|
| For the period from | Period start date 1-Apr-21 | To | Period end date 31-Mar-22 |
|------------------------|-------------------------------|----|------------------------------|

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 £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| A1 Receipts | | | | |
| Grants | 21,500 | - | - | 21,500 |
| Fundraising | 20,266 | - | - | 20,266 |
| GAYE | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total (Gross income for AR) | 41,766 | - | - | 41,766 |
| A2 Asset and investment sales, (see table). | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total receipts | 41,766 | - | - | 41,766 |
| A3 Payments | | | | |
| Food | 24,569 | - | - | 24,569 |
| Other expenses | 3,021 | - | - | 3,021 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | 27,590 | - | - | 27,590 |
| A4 Asset and investment purchases, (see table) | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total payments | 27,590 | - | - | 27,590 |
| Net of receipts/(payments) | 14,176 | - | - | 14,176 |
| A5 Transfers between funds | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - |
| Cash funds this year end | 14,176 | - | - | 14,176 |

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

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|---|--|------------------------------------|----------------------------------|
| B1 Cash funds | Petty cash | 123 | - |
| | Bank Balance | 47,343 | - |
| | | - | - |
| | Total cash funds | 47,466 | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| Signed by one or two trustees on behalf of all the trustees | | Signature | Print Name |
| | | evenaraynsingh | EVE NARAYNSINGH |
| | | | |

CC16a



Last year

to the nearest £

| |
|---------------|
| 10,400 |
| 5,940 |
| 7,813 |
| - |
| - |
| - |
| - |
| - |
| 24,153 |

| |
|---|
| |
| - |
| - |

| |
|---------------|
| 24,153 |
|---------------|

| |
|---------------|
| 11,553 |
| 1,349 |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| 12,902 |

| |
|---|
| |
| |
| - |

| |
|---------------|
| 12,902 |
|---------------|

| |
|---------------|
| 11,251 |
| - |
| - |
| 11,251 |



**Endowment
funds**

to nearest £

| |
|---|
| |
| |
| - |
| |

OK

**Endowment
funds**

to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

**Current value
(optional)**

| |
|---|
| - |
| - |
| - |
| - |
| - |

**Current value
(optional)**

| |
|---|
| - |
| - |
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| - |
| - |
| - |
| - |
| - |
| - |

**When due
(optional)**

| |
|--|
| |
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| |
| |

Date of
approval

| |
|--------------|
| 18 Nov. 2022 |
| |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
EMMIES KITCHEN

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1191029

Set out on pages

Remember to include the page numbers of additional sheets.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:

R. Akhtar

Date:

18/11/2022

Name:

RIZWAN ALI AKHTAR

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

ACCA - 1434987

Address:

322 SLADE LANE

MANCHESTER

M19 2BY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.