



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees Annual Report and Financial report for the period

01/09/2020 To 31st March 2021

Charity name: The Port Men in Sheds

Charity number: 1191097

Objectives and Activities.

(A summary of the purposes of the charity as set out in its governing document).

‘The Port Men in Sheds’ provides an opportunity for social interaction, it offers a wide range of practical activities including woodwork, IT, games room and Gym, all under one roof. Much of our time is spent supporting community projects for schools, hospitals and care homes etc. But if people just want a coffee and a chat, we are open five days a week and will always be ready to listen.

(A summary of the main activities in relation to those purposes for the public benefit).

For the public benefit, to promote social inclusion and relieve the needs of those affected by social isolation or loneliness which includes people impacted by retirement, unemployment, bereavement, old age, disability or ill health (mental or physical).

This is achieved by encouraging people over 18 and particularly older men, to talk about their concerns and experiences around their health issues and by providing facilities where they can meet and undertake such activities as woodwork, metalwork, craft, creative and recreational activities, and learning and sharing new skills in support of others in the group and in the

community. This includes involvement with and supporting community projects and working with other charities and voluntary organizations.

'The Port Men in Sheds' facility (a large industrial unit) is in Ellesmere Port and is open to people in all surrounding areas.

The Trustees are focused on delivering public benefit through the services they offer and have full regard to the guidance issued by the Charity Commission in this respect. The various resources of the charity are directed purely at supporting these public benefit objectives. The principal resources allocated are primarily costs associated with operating our large industrial unit with all the associated lease, utilities and consumable material costs.

There are no staff so do not have staff costs. Trustees and Volunteers receive no payments with the exception of reasonable modest expenses reimbursement which is fully documented.

Trustees and volunteers receive no other benefits as a result of their role.

This is the first annual report to the charity commission and only covers a 6-month period. As a result, the activities covered in this reporting period are focused on building the governance and other administration activities required to establish the services. The target opening date of the service is 1st September 2021 so many of the more practical tasks such as securing premises, securing finance and building a client base are outside the date range of this report.

The activities completed in scope of the reporting dates are:

- Establishment of the Charity as a CIO. Number 1191097.

- Development and building a board of Trustees.

- Securing a property to base our services from in Ellesmere Port.

- Opening a High Street bank current account.

- Securing sufficient working capital(see financial sector).

Development of a series of relevant policies including Health & Safety.

Building a client database.

Creation of a comprehensive website.

The charity cannot claim to have delivered significant benefits to its clients or wider society in this initial 6 months but all the building blocks have been established to begin delivering these benefits by the planned launch date of 1st September 2021.

Achievements and Performance summary.

Achievements against objectives set	SORP Ref Para 1.41	The objectives for this reporting period were primarily around establishing the charity and this was completed successfully by 1st September 2020 with a board of trustees and full governance documentation.
Performance of fundraising activities against objectives set	Para 1.41	Very modest funding target were set and these were achieved. See financial report.
Investment performance against objectives	Para 1.41	No investments were processed.

Additional optional information.

Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	The charity has not engaged in any form of investment.

Contribution made by volunteers	Para 1.38	The charity is dependent on volunteers to operate the service on a day to day basis. A recruitment drive has identified such a group.
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position is as expected. A small balance of working capital is held in a new Current Account (Co-Operative Bank).
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserve is held and no reserve policy has as yet been developed.
Amount of reserve held	Para 1.22	Nil.
Reasons for holding zero reserves	Para 1.22	The charity does not yet have the capability to build reserves. The impact of the Pandemic has blocked any such fundraising activity.
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	Future sustainability will be dependent on the charity obtaining support from a variety of funders. This will begin in September 2021.
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	No investments have been made and no plan exists to do so in the future.
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Risk profile.

A description of the principal risks facing the charity	Para 1.46	The trustees are in the process of developing a risk register but current risks are <ol style="list-style-type: none"> 1. A H&S issue. 2. Lack of funds.
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Structure, Governance and Management.

The charity is a Foundation CIO and uses a to frame its governance.

A board of Trustees has been created via a formal interview and election process.

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees and volunteers are selected via interview by other trustees. No specific training has been identified for trustees but volunteers are First Aid Trained.
The charity's organizational structure and any wider network with which the charity works	Para 1.51	A board of trustees has overall responsibility with a chairperson, deputy chair and treasurer roles voted in each year.

Relationship with any related parties	Para 1.51	We have a financial relationship with AgeUk Cheshire a local Cheshire charity. Age UK Cheshire are the master tenant of our premises. We plan to be their sub tenant.
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Reference and Administrative details

Charity name	The Port Men in Sheds
Other name the charity uses	n/a
Registered charity number	1191097
Charity's principal address	Unit 25, Junction 8 Business Park Roscliffe Road, Ellesmere Port CH65 3AS

Names of the charity trustees who manage the charity

	Trustee name	Office	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mike Doherty	Chair		Board of Trustees
2	Chris Bacon	Deputy Chair		Board of Trustees
3	David Watson	Treasurer		Board of Trustees
4	Frank Hayes		02/03/2021	Board of Trustees
5	Steve Morris		19/03/2021	Board of Trustees
6	Peter Stanford			Board of Trustees
7	George White		01/03/2021	Board of Trustees
8	Stuart Clubbe		01/03/2021	Board of Trustees

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	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Date	Credit	Debit	Intermediate Balance	Comments
14-Sep-20	£1,241.45		£1,241.45	First payment from FoMIS to The Port Men in Sheds
23-Sep-20		£10.98	£1,230.47	Bank Charges - Sept 20
29-Oct-20	£200.00		£1,430.47	Donation from Alan Darlington.
9-Nov-20	£120.00		£1,550.47	Donation from Jim Rowe
4-Dec-20		£10.90	£1,539.57	Bank Charges - Dec 20
Transfer to Community Directplus Account				
15-Feb-21	£1,534.57		£1,534.57	Transfer from Standard Tariff account less £5 deposited by Co-op to open new account.

19-Feb-21	£287.89		£1,822.46	Miscellaneous donations.
31-Mar-21			£1,822.46	Closing Balance.

Appendix 1. Financial Report. Banance Sheet.

The Port Men in Sheds - Financial Summary

1st September 2020 - 31 March 2021

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	M Doherty	
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Full name(s)	Mike Doherty	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	9 th December 2021
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