

Hartlepool Baby Bank
Unaudited Financial Statements
29 February 2024

TREMAINE

Chartered accountants
19 Tremaine Close
Hartlepool
TS27 3LE

Hartlepool Baby Bank

Financial Statements

Year ended 29 February 2024

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Hartlepool Baby Bank

Trustees' Annual Report

Year ended 29 February 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 29 February 2024.

Reference and administrative details

Registered charity name Hartlepool Baby Bank

Charity registration number 1191460

Principal office 29 Sedgewick Close
Hartlepool
TS24 9EU

The trustees

Emilie de Bruijn
Sarah Louise Lavender
Sarah Louise Hart
Sophie Gregson
Guadalupe del Carmen Lainez (Appointed 10 July 2023)
Alvarez

Independent examiner Julie Todd Tremaine Chartered Certified Accountant
19 Tremaine Close
Hartlepool
TS27 3LE

Structure, governance and management

The Charity Commission of England and Wales approved registration of Hartlepool Baby Bank on 24 September 2020, based upon its constitution adopted 19 July 2019 as amended on 18 September 2020.

The charity was previously an unregistered organisation operating under its adopted constitution dated 19 July 2019.

Hartlepool Baby Bank

Trustees' Annual Report *(continued)*

Year ended 29 February 2024

Objectives and activities

Hartlepool Baby Bank was established to provide:

The prevention and relief of poverty among socially and/or economically disadvantaged individuals and families in Hartlepool who are pregnant or have children aged, in particular but not exclusively, under 2 years and are unable to provide basic equipment, consumables, clothing and toys for babies and children by supplying them with:

- new and recycled items free of charge
- offering a loan service for childcare equipment
- providing a safe space and signposting service where they may access peer to peer support and support from external organisations who may be able to assist them with needs arising from their social and economic disadvantage.

Achievements and performance

Hartlepool Baby Bank provides good quality new and used equipment to families with young children or pregnant women across Hartlepool and the surrounding area. We aim to provide maternity items, clothing, safe sleeping spaces and hygiene products whilst offering support, advice and signposting.

Financial review

The total reserves of the charity as at 29 February 2024 amounts to £93,488, unrestricted funds of the charity amount to £55,538 of which free reserves (i.e. those not tied up in fixed assets and designated funds) amount to £55,538.

Reserves Policy and Risk Management

It is the policy of the charity to maintain unrestricted funds which are the free reserves of the charity, at a level which equates to approximately six to twelve months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergencies.

The trustees actively review the major risks which the charity face on a regular basis. The trustees are mindful of the requirement to build up sufficient reserves to meet day to day running costs which will provide sufficient resources in the event of adverse conditions.

The trustees' annual report was approved on 10 October 2024 and signed on behalf of the board of trustees by:

Emilie de Bruijn
Trustee

Hartlepool Baby Bank

Independent Examiner's Report to the Trustees of Hartlepool Baby Bank

Year ended 29 February 2024

I report to the trustees on my examination of the financial statements of Hartlepool Baby Bank ('the charity') for the year ended 29 February 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.

Julie Todd
Tremaine Chartered Certified Accountant
Independent Examiner

19 Tremaine Close
Hartlepool
TS27 3LE

11 October 2024

Hartlepool Baby Bank

Statement of Financial Activities

Year ended 29 February 2024

		Unrestricted funds	2024 Restricted funds	Total funds	2023 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	4	17,978	68,804	86,782	26,929
Charitable activities	5	3,987	—	3,987	2,279
Total income		<u>21,965</u>	<u>68,804</u>	<u>90,769</u>	<u>29,208</u>
Expenditure					
Expenditure on charitable activities	6	14,242	32,530	46,772	19,957
Total expenditure		<u>14,242</u>	<u>32,530</u>	<u>46,772</u>	<u>19,957</u>
Net income and net movement in funds		<u>7,723</u>	<u>36,274</u>	<u>43,997</u>	<u>9,251</u>
Reconciliation of funds					
Total funds brought forward		47,815	1,676	49,491	40,240
Total funds carried forward		<u>55,538</u>	<u>37,950</u>	<u>93,488</u>	<u>49,491</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 6 to 12 form part of these financial statements.

Hartlepool Baby Bank

Statement of Financial Position

29 February 2024

	Note	2024 £	2023 £
Current assets			
Cash at bank and in hand		93,488	49,491
Net current assets		<u>93,488</u>	<u>49,491</u>
Total assets less current liabilities		<u>93,488</u>	<u>49,491</u>
 Funds of the charity			
Restricted funds		37,950	1,676
Unrestricted funds		55,538	47,815
Total charity funds	10	<u>93,488</u>	<u>49,491</u>

These financial statements were approved by the board of trustees and authorised for issue on 10 October 2024, and are signed on behalf of the board by:

Emilie de Bruijn
Trustee

The notes on pages 6 to 12 form part of these financial statements.

Hartlepool Baby Bank

Notes to the Financial Statements

Year ended 29 February 2024

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 29 Sedgewick Close, Hartlepool, TS24 9EU.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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 (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Donations	2,837	—	2,837
Donations at Baby Bank	1,028	—	1,028
Go Fund Me	2,313	—	2,313
Masons Benevolent Fund	700	—	700
PFC Trust	500	—	500
TK Maxx	500	—	500
Nationwide	1,075	—	1,075
Grants			
National Lottery Community Fund	—	45,404	45,404
Trusthouse Charitable Foundation	—	5,400	5,400
Albert Hunt Trust	2,000	—	2,000
Tesco - Goundwork Uk	1,295	—	1,295
County Durham Community Foundation	4,730	—	4,730
Toy Master	—	2,000	2,000
Save The Children	1,000	—	1,000
Sainsburys	—	500	500
Stage Coach	—	500	500
John Armitage Charitable Trust	—	15,000	15,000
	<u>17,978</u>	<u>68,804</u>	<u>86,782</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations	10,496	—	10,496
Donations at Baby Bank	2,929	—	2,929
Fundraising	2,248	—	2,248
Go Fund Me	4,525	—	4,525
Gift Aid	947	—	947
Grants			
Neighbourly Fund	1,000	500	1,500
Tees Valley Community Foundation	—	2,000	2,000
Asda	1,400	—	1,400
Tesco - Goundwork Uk	884	—	884
	<u>24,429</u>	<u>2,500</u>	<u>26,929</u>

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

5. Charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Sales	3,943	3,943	713	713
Weigh In	—	—	1,539	1,539
Other	44	44	27	27
	<u>3,987</u>	<u>3,987</u>	<u>2,279</u>	<u>2,279</u>

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
General Fund	14,242	—	14,242
Neighbourly Fund - Toiletries	—	405	405
Stairgates	—	3,047	3,047
National Lottery Community Fund - Salaries	—	10,464	10,464
National Lottery Community Fund - Cost of Living	—	13,214	13,214
Trusthouse Charitable Foundation	—	5,400	5,400
	<u>14,242</u>	<u>32,530</u>	<u>46,772</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
General Fund	19,133	—	19,133
Neighbourly Fund - Toiletries	—	95	95
Stairgates	—	729	729
	<u>19,133</u>	<u>824</u>	<u>19,957</u>

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

7. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>250</u>	<u>360</u>

8. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024 £	2023 £
Wages and salaries	<u>10,464</u>	<u>–</u>

The average head count of employees during the year was 2 (2023: Nil). The average number of full-time equivalent employees during the year is analysed as follows:

	2024 No.	2023 No.
Charitable activities	<u>2</u>	<u>–</u>

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

9. Trustee remuneration and expenses

One or more trustees has been paid remuneration or received other benefits from employment with the charity or a related entity.

In return for the day to day management and administration of the Baby Bank Centre, both E de Bruijn and S Hart (trustees) received remuneration in return for their services. In total remuneration of £10,464 was paid during the year ended 29 February 2024. The remuneration is in line with the grant funders specifications.

One or more trustees has claimed expenses or had their expenses met by the charity.

The total amount of expenses reimbursed to trustees amount to £1,127 (2023 - £1,735) and represent travel cost which were reimbursed to one (2022 - one) trustees.

10. Analysis of charitable funds

Unrestricted funds

	At 1 March 2023	Income	Expenditure	At 29 February 2024
	£	£	£	£
General funds	<u>47,815</u>	<u>21,965</u>	<u>(14,242)</u>	<u>55,538</u>

	At 1 March 2022	Income	Expenditure	At 28 February 2 023
	£	£	£	£
General funds	<u>40,240</u>	<u>26,708</u>	<u>(19,133)</u>	<u>47,815</u>

Hartlepool Baby Bank

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

10. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 March 2023 £	Income £	Expenditure £	At 29 February 2024 £
Neighbourly Fund - Toiletries	405	–	(405)	–
Stairgates	1,271	2,000	(3,047)	224
National Lottery Community Fund - Salaries	–	19,146	(10,464)	8,682
National Lottery Community Fund - Cost of Living	–	26,258	(13,214)	13,044
Trusthouse Charitable Foundation	–	5,400	(5,400)	–
John Armitage Trust	–	15,000	–	15,000
Sainsburys	–	500	–	500
Stagecoach	–	500	–	500
	<u>1,676</u>	<u>68,804</u>	<u>(32,530)</u>	<u>37,950</u>

	At 1 March 2022 £	Income £	Expenditure £	At 28 February 2 023 £
Neighbourly Fund - Toiletries	–	500	(95)	405
Stairgates	–	2,000	(729)	1,271
	<u>–</u>	<u>2,500</u>	<u>(824)</u>	<u>1,676</u>

11. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Current assets	<u>63,589</u>	<u>29,899</u>	<u>93,488</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Current assets	<u>47,815</u>	<u>1,676</u>	<u>49,491</u>

Hartlepool Baby Bank

Management Information

Year ended 29 February 2024

The following pages do not form part of the financial statements.

Hartlepool Baby Bank

Detailed Statement of Financial Activities

Year ended 29 February 2024

	2024 £	2023 £
Income		
Donations and legacies		
Donations	2,837	10,496
Donations at Baby Bank	1,028	2,929
Fundraising	–	2,248
Go Fund Me	2,313	4,525
Gift Aid	–	947
Masons Benevolent Fund	700	–
PFC Trust	500	–
TK Maxx	500	–
Nationwide	1,075	–
National Lottery Community Fund	45,404	–
Trusthouse Charitable Foundation	5,400	–
Albert Hunt Trust	2,000	–
Neighbourly Fund	–	1,500
Tees Valley Community Foundation	–	2,000
Asda	–	1,400
Tesco - Goundwork Uk	1,295	884
County Durham Community Foundation	4,730	–
Toy Master	2,000	–
Save The Children	1,000	–
Sainsburys	500	–
Stage Coach	500	–
John Armitage Charitable Trust	15,000	–
	<u>86,782</u>	<u>26,929</u>
Charitable activities		
Sales	3,943	713
Weigh In	–	1,539
Other	44	27
	<u>3,987</u>	<u>2,279</u>
Total income	<u>90,769</u>	<u>29,208</u>

Hartlepool Baby Bank

Detailed Statement of Financial Activities *(continued)*

Year ended 29 February 2024

	2024 £	2023 £
Expenditure on charitable activities		
Wages and salaries	10,464	—
Rent, rates and service charges	18,256	12,720
Insurance	760	626
Travel expenses	1,197	1,735
Fundraising costs	—	100
Accountancy	250	360
Baby consumables	9,491	3,202
Printing, postage & stationery	45	55
Admin	5	21
Baby equipment	6,187	729
Misc	117	334
Equipment	—	75
Total expenditure	<u>46,772</u>	<u>19,957</u>
Net income	<u>43,997</u>	<u>9,251</u>

Hartlepool Baby Bank

Notes to the Detailed Statement of Financial Activities

Year ended 29 February 2024

	2024 £	2023 £
Expenditure on charitable activities		
General Fund		
<i>Activities undertaken directly</i>		
Direct charitable activity 1 - rent	(4,540)	–
Rent, service charges & rates	12,856	12,720
Insurance	760	626
Travel	1,017	1,735
Fundraising	–	100
Accountancy fees	250	360
Baby consumables	4,246	3,107
Printing, postage & stationery	45	55
Admin	5	21
Baby equipment	(514)	–
Misc	117	334
Equipment	–	75
	<u>14,242</u>	<u>19,133</u>
Neighbourly Fund - Toiletries		
<i>Activities undertaken directly</i>		
Baby consumables	<u>405</u>	<u>95</u>
Stairgates		
<i>Activities undertaken directly</i>		
Baby Equipment	<u>3,047</u>	<u>729</u>
National Lottery Community Fund - Salaries		
<i>Activities undertaken directly</i>		
Wages & salaries	<u>10,464</u>	<u>–</u>
National Lottery Community Fund - Cost of Living		
<i>Activities undertaken directly</i>		
Direct charitable activity 5 - rent	4,540	–
Direct charitable activity 5 - other establishment	180	–
Baby consumables	4,840	–
Baby equipment	3,654	–
	<u>13,214</u>	<u>–</u>
Trusthouse Charitable Foundation		
<i>Activities undertaken directly</i>		
Rent	<u>5,400</u>	<u>–</u>
Expenditure on charitable activities	<u>46,772</u>	<u>19,957</u>