



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/10/2021 To 31/12/2022

Charity name: Help4Nam

Charity registration number: 1192740

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity achieves its aims and objectives, in particular but not exclusively by: The relief of financial hardship among people living or working in Namibia, by providing such persons with goods/services 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	Through generous financial donations we were able to continue to provide needy families in Namibia with food parcels over the last 12 months. Donations were used to purchase food and toiletries which was distributed to underprivileged homes in the 3 locations where the charity focuses its work, namely Khomasdal, Windhoek and Okahandja. As well as individuals referred to us by social workers, the beneficiaries also included a primary school and nurseries. Our dedicated team of volunteers in Namibia are a huge support to what we do. They arrange quotations for food supplies from supermarkets, delivery and packing of the parcels as well as distributing to the identified beneficiaries. Our volunteers are unemployed and have no means of transportation therefore they were paid for their travel and other expenses related to their work for the charity. Help4Nam were extremely fortunate to again receive funding of £5082 from Charities Aid Foundation (CAF). This funding contributed to 70% of our income and is the second consecutive year of funding from their Corporate Social Responsibility Programme.
Statement confirming whether the trustees have had regard to the guidance	Para 1.18	The Trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to

issued by the Charity Commission on public benefit		have due regard to the public benefit guidance published by the Charities Commission for England and Wales.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Everyone working for our food bank are volunteers-we have no paid employees. We do reimburse volunteers for their expenses related to work for the charity such as travel expenses.
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	During the past year, we distributed 436 food parcels in Namibia which fed over 2600 people including young children. The approximate value of food issued was just over £4,650. Our beneficiaries are extremely grateful for the food parcels which provide much needed sustenance in times when they have nowhere else to turn. The current unemployment rate in Namibia is a staggering 42% and most of our beneficiaries are unemployed. As well as general hygiene products such as body soap, toothpaste and toilet paper, the parcels we provide consist of non-perishable, nutritionally balanced food-essential for those beneficiaries on medication for treatment such as AntiRetroviral Treatment (ART) for HIV/AIDS and other medical conditions such as Cancer and Diabetes. Women empowerment – We have facilitated Training & Development Courses for women from low income households which included gardening and skills training

		Other activities include feeding scheme/soup kitchens, meals at kindergartens, Xmas party at Hospital Children's ward.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		We are proud to be registered as a charity in Namibia with BIPA

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	The trustees have no defined policy in terms of the levels of reserves held. However, the trustees regularly review reserves to ensure that they are adequate to fulfil the Food Bank's continuing operational costs (such as yearly website subscription and domain fee)
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
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	Our principle source of funds are financial donations given by individual members of the public. In our first year of operation we also received funding from the Charities Aid Fund in the sum of £5082.
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	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
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 by the current Trustees having 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 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	Help4Nam Foodbank
Other name the charity uses	
Registered charity number	1192740
Charity's principal address	5 Goring Road Staines Middlesex TW18 3EH

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	Stephanie Collins	Chair		
2	Marliese Williams-Gill			
3	Catherine Paisley	Treasurer		
4				
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7				
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17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	C Paisley	
Full name(s)	Catherine Paisley	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	25 th October 2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Help4Nam

1192740

Receipts and payments accounts

CC16a

For the period
from

01/10/2021

To

31/12/2022

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					
Donations	1,904	-	-	1,904	-
CAF Ambassadors for Good Funding	5,082	-	-	5,082	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	6,986	-	-	6,986	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,986	-	-	6,986	-
A3 Payments					
Cost of food parcels	4,689	-	-	4,689	-
Website/subscriptions	535	-	-	535	-
Memberships	398	-	-	398	-
Bank charges	216	-	-	216	-
Volunteer petty cash	303	-	-	303	-
Marketing	121	-	-	121	-
Postage	7	-	-	7	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,269	-	-	6,269	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,269	-	-	6,269	-
Net of receipts/(payments)	717	-	-	717	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	717	-	-	717	-

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	Donations	717	-	-
		-	-	-
		-	-	-
	Total cash funds	717	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	C Paisley	Catherine Paisley	25/10/2023	