



Trustees' Annual Report for Bare Necessities Toiletry Bank (reg no 1193427)

Principal Address – Unit 3a Watsons Mews, 3 Hawthorn Lane, Wilmslow SK9 1AA

January 1st 2023 – 31st December 2023

Our Vision – Alleviation of hygiene poverty so that no-one has to choose between eating and keeping clean.

Our Mission – To provide hygiene essentials and toiletries to other charities and organisations in the North-West which support people in need.

Our Values – Our work is informed by our belief in and commitment to: fairness, tolerance, integrity and probity, inclusivity and diversity, equality, respect and transparency.

These activities have been conducted by the trustees with due regard to the guidance issued by the Charity Commission on public benefit and informed by our belief in, and commitment to fairness and equality.

Our Objectives

- To continue to provide monthly support by donating hygiene products to 32 charities/organisations in five sectors; women, foodbanks, mother & baby, youth & schools and homeless
- To source these by way of regular donations of donated hygiene products and/or purchased items by us
- To maintain our volunteer pool at a level sufficient to enable collection of and collating donations and making deliveries
- To raise funds from a combination of donations, grants and fundraising
- To continue to communicate about our charity's purpose and who we help through our website, use of social media and PR
- To keep under review the processes and reporting structure to describe and record our activity and monitor our financial performance and ensure compliance
- To maintain and/ or increase the number of donation boxes within the community

Activities

Delivered through the following:

- Supported 38 charities, (276 regular deliveries to 32 charities/ organisations and one-off deliveries to 6 charities/ organisations) in five sectors - women, foodbanks, mother & baby, youth & schools and homeless
- Delivered 1907 of our tote bags each specifically tailored to the needs of the charity's clients
- Delivered 4038 small packs including 761 'five days of dignity' bags for street homeless, 632 women's well-being packs, 290 Mother's Day and 150 Father's Day for children to give their parents (distributed through youth charities). In addition, 2161 dental hygiene packs through our 'Give a Smile' campaign, and over 3600 Xmas gift packs via a cross section of all the charities/ organisations we help
- Delivered full pallets of toiletries to Crewe and Oldham based charities increasing our geographic reach within the NorthWest
- Launched SUDs Give a Wash Day (6 deliveries -30,780 laundry detergent pods)
- Our network of trustees and volunteers collate, pack and distribute the tote bags/small packs
- Launched our Sewing Bees group making hand sewn bags of all sizes, increasing our volunteer network, community engagement and in line with our eco aspirations
- Donated products are sorted by type and records kept of deliveries made to the charities/organisations we support and we maintain regular contact with them to ascertain their needs and carry out due diligence
- Donations are made through our donation boxes which are located throughout the community. These are collected by our volunteers and delivered to our office. In addition, we purchase products using funds obtained through grants/donations and fundraising
- Attending local events and maintaining close relationships with other local charities, organisations, businesses and educational organisations to staying connected within our community

Key Achievements and Performance

- Increasing the products, we distributed with an estimated retail value of £58k in 2023 providing sustained support to the organisations and charities we work with

- We bought 2,896 bottles of shampoo, 2,265 bottles of shower gel, 6,786 tubes of toothpaste, 8,541 toothbrushes, 4,935 deodorants, 30,870 laundry detergent pods
- Developing our regular volunteer group, (Team Tuesday) who support us in our activities
- Conducting regular training for our volunteers and facilitating 360 degree feedback and continual improvements
- Launching SUDs Give a Wash day, our second special initiative
- Expanding our award-winning 'Give a Smile' dental hygiene initiative which ran on two occasions distributing 2,161 dental packs to local families and individuals in need through the charities and organisations we support and benefitting 5,704 people; (980 individuals and 4,724 families of four)
- We have 22 drop off points for donations
- We held three fundraising events, a coffee morning, a golf day and a lunch which raised substantial funds and allowed us to increase our profile
- Developing relationships which connect the community including with other charities including the Freemasons, the Rotary Club, the Co-op and Wilmslow Town Council
- Governance - Continued our board development by reviewing the operation of the trustee board, developing trustee skills, continuing to review our policies and procedures and creating our strategy

Financial

- Opened the year with £34,023 in the bank and ended with £34,464
- We ended the year in a robust financial position with income exceeding forecast
- We raised £40,303, grants (£2,000) and donations (£18,181) and the balance from the two fundraising events netting £19,883 and interest £239
- The majority of our income was raised in the second half of the year – partly due to two of the fundraising events which both fall within Q3 & 4 and the timing of donations
- £36,639 was spent on purchasing products to supplement donated items
- £3,771 was spent on operating costs
- No investments are held beyond placing some of our income into a deposit account with our bank
- We received one grant from Wilmslow Town Council on 26/9/23 for £2,000

Reserves Policy

- Our Reserves policy is to maintain sufficient funds to cover one year's rent, insurance and IT costs and is set at £5,000

Structure, Governance and Management

- Governing document – Trust Deed dated 26 January 2021
- Constitution – unincorporated Trust
- No employees are employed by the charity
- We have 25 volunteers who have been actively working for the charity during this financial period
- Trustees are recruited with consideration to relevant skills and experience
- We have in place policies which are shared by the trustees and with the volunteers as appropriate
- Trustees are in place until they retire and the Chair and Secretary are re-elected each year, the trustees meet every three months
- None of the trustees have been paid during the financial period of this return, excluding out of pocket expenses

Trustees

Fiona Claire Miller - Secretary

Abigail Louise Gill

Wendy Hobson – Chair

Michael Richard Calderbank

Beverly Carol Heagerty

Diane Susan Smith

Benjamin Lambert

There are no corporate trustees. The charity does not own any property.

The trust does not hold any funds as custodian trustee on behalf of others.

Declarations

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

Signed on behalf of the charity's trustees

Wendy Hobson – Chair

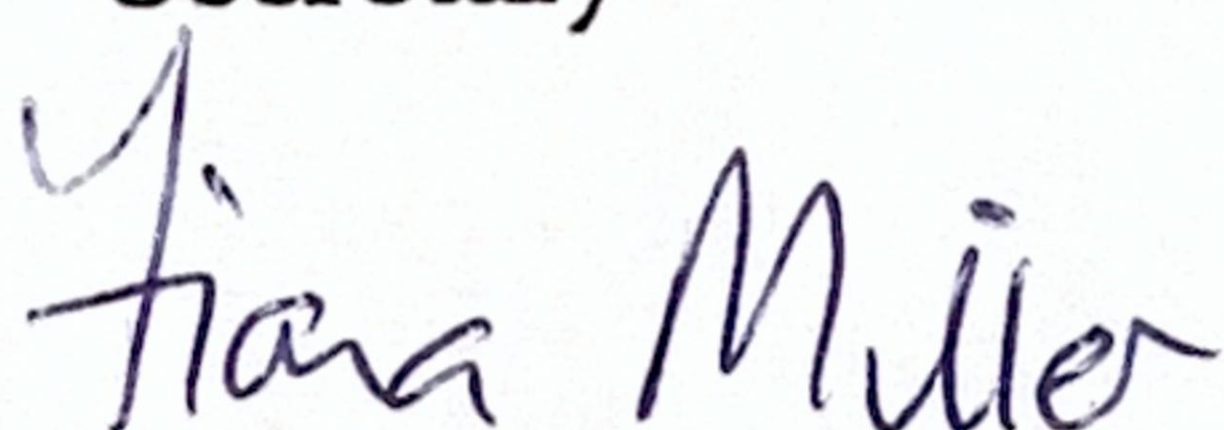
Signature -



Date – 15/05/24.

Fiona Miller – Secretary

Signature -



Date - 15 May 2024

Bare Necessities Toiletry Bank Financial
Statement for the Year ended 31st December
2023

	2023 YTD 31-Dec	2022 YT 31-Dec
Income		
Donation	£ 18,181	£ 16
Grant	£ 2,000	£ 12
Fundraising	£ 19,883	£ 22
Interest	£ 239	£
	<u>£ 40,303</u>	<u>£ 51</u>
Expenditure		
Product	-£ 36,639	-£ 38
Packaging	-£ 1,452	-£ 2
Gen Admin	-£ 355	-£ 1
Rent/Insurance	-£ 3,416	-£ 3
	<u>-£ 41,862</u>	<u>-£ 45</u>
Net Profit / (Loss)	<u>-£ 1,559</u>	<u>£ 5</u>
Cash at Bank	31/12/2023	31/12/
Opening Balance	£ 34,023	£ 28
Movement	<u>-£ 1,559</u>	<u>£ 5</u>
Closing Balance	<u>£ 32,464</u>	<u>£ 34</u>
Ring Fenced		£
Total In Bank	<u>£ 32,464</u>	<u>£ 34</u>

Prepared by

Mike Calderbank

Trustee

Bare Necessities Toiletry Bank



Dated 19/1/24.

**Independent Examiner's Report to the Trustees of Bare Necessities Toiletry Bank Registration
number 1193427**

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 all 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 can 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Robert Staniland

Chartered Accountant (ICAS)

51 Brinkburn road

Hazel Grove

Stockport

SK7 4NR

18th March 2024