



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 14 May 2021 To 31 March 2022

Charity name: Horncastle Crisis Support Team

Charity registration number: 1194472

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve financial hardship in Horncastle and local small villages by providing food parcels, issuing grants of money for unmet needs, providing information on support services and other activities as agreed by the trustees.
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	We operate a Foodbank, run a small grants scheme and signpost residents to sources of local support, information and advice to get the help they need.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issues by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We provide small grants to relieve financial hardship in Horncastle and surrounding villages. A grant making policy has been developed to guide consistent decision making.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The charity has no employees therefore all activities are carried out by volunteers who have provided excellent additional support to the community, especially throughout the COVID-19 pandemic and as the cost of living

		increases are starting to impact on local residents.
Other		N/A

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	Delivered 331 standard 5 day food parcels during the financial year, supporting 600 adults and 413 children. In addition, supplied 280 Festive Parcels to provide additional support to families over the Christmas period. 13 small grant payments were made during the financial year from our own funds. Work has continued to increase awareness of the Grant Fund with referral agencies and a new website process has been created for applications. 45 referrals were made to ELDC for the Household Support Grant. Working with Horncastle Health & Well-being Fund, we distributed a further 10 grants to residents suffering from hardship as a result of chronic health conditions. A website and Facebook page were launched for Horncastle Support Team to increase community engagement and as part of our signposting services. The Facebook page has 515 followers in addition to the 842 followers for the Community Larder.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Established policies around key areas such as GDPR, safeguarding and grant making as appropriate to the increased size and scope of the organisation. Completed registration process as a CIO in recognition of our increased turnover. Registered with the Information Commissioner's Office. Increased networking with other local groups and charities to increase awareness and cooperation.

Performance of fundraising activities against objectives set	Para 1.41	Income from all sources including grants and donations was in line with costs.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has a stable financial position with funds available to be rolled over into the next financial year in support of general activities and also some specific projects.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves are held against our forecast levels of future activity to ensure that we can continue to support the local community in the next financial year. We have a reserves policy of holding at least £6,000. However, in light of the impact of Covid-19 and the subsequent increases in the cost of living, the Trustees are expecting a sustained increase in demand for our services and we are therefore holding a higher level of reserves at present. This includes some funds allocated against planned projects for Winter 2022 to tackle food and fuel poverty.
Amount of reserves held	Para 1.22	£18,681 (includes Restricted Funds of £1,271)
Reasons for holding zero reserves	Para 1.22	N/A
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	Principle sources of funding for the year included Grants and cash donations from organisations, schools, churches, community groups, companies and private individuals.
		N/A

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	We maintain a Risk Register and have identified 4 principal risk areas; Strategic, Financial, Operational & Stakeholder. We monitor and mitigate risk through our governance processes and specific agenda items at the Trustee meetings. We are comfortable with the current levels of risk in all areas.
Other		N/A

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	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	Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees 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	We have a Code of Conduct and Safeguarding Policy which forms part of volunteer inductions. Additionally policies around GDPR & Safety are shared as appropriate to role.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
	Para 1.51	N/A

Relationship with any related parties		
Other		N/A

Reference and Administrative details

Charity name	Horncastle Crisis Support Team
Other name the charity uses	Horncastle Support Team / Horncastle Community Larder
Registered charity number	1194472
Charity's principal address	c/o Horncastle Community Centre Manor House Street Horncastle LN5 5HF

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	Sarah Buik	Treasurer		Trustee Board
2	Isabel Forrester			Trustee Board
3	Trevor Forrester			Trustee Board
4	Dominic Hinkins	Secretary		Trustee Board
5	Fiona Martin			Trustee Board
6	Paul Scott	Chair		Trustee Board
7	Bob Wayne			Trustee Board

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

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

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

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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)		
Full name(s)	Paul Scott (Jun 25, 2022 17:13 GMT+1) Mr Paul Anthony Scott	Mrs Sarah Elizabeth Bulk (Jun 25, 2022 18:08 GMT+1) Mrs Sarah Elizabeth Bulk
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	25/06/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Horncastle Crisis Support Team

1194472

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Receipts and payments accounts

For the period from	14/05/2021	To	31/03/2022
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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					
Grants	1,000	8,100	-	9,100	-
Donations	3,312	-	-	3,312	-
Other	115	-	-	115	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,427	8,100	-	12,527	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,427	8,100	-	12,527	-
A3 Payments					
Food Larder	1,477	4,862	-	6,339	-
Grant Award	1,212	4,479	-	5,691	-
Misc	560	-	-	560	-
Marketing & Comms	244	72	-	316	-
Home Starter	111	163	-	273	-
Deliveries	99	110	-	209	-
Governance	203	-	-	203	-
Food Storage	180	-	-	180	-
Insurance	168	-	-	168	-
Projects	115	-	-	115	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	4,370	9,685	-	14,055	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,370	9,685	-	14,055	-
Net of receipts/(payments)	57	1,585	-	1,527	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,353	2,856	-	20,209	-
Cash funds this year end	17,410	1,271	-	18,682	-

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	Bank Account	11,463	-	-
		-	-	-
		-	-	-
	Total cash funds	17,410	1,271	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

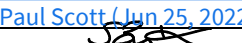
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Paul Scott	25/06/2022
	Sarah Buik	25/06/2022

Paul Scott (Jun 25, 2022 17:13 GMT+1)

Sarah Buik (Jun 25, 2022 17:05 GMT+1)