



## **Preston's Promise**

**Trustees report for the year ended 1 April 2023**

**Published November 2023**

## **Preston's Promise**

### **Report of the Trustees for the year ended 1<sup>st</sup> April 2023**

The trustees present their annual report and audited financial statements for the year ended 1<sup>st</sup> April 2023 and confirm they comply with the Charities Act 1993, as amended by the Charities Act 2006, the trust deed and the Charities SORP 2005.

### **Reference and Administrative Information**

Charity Name- Preston's Promise

Charity Registration Number- 1194994

### **Trustees & Volunteers**

Mrs Tasneem Batan

Mrs Sana Kaba (started December 2023)

Miss Shenaz Munshi

Miss Almas Razakazi (started December 2023)

Mrs Asma Kantharia (resigned Nov 2023)

## **Report of the Trustees for the year ended 31 March 2023**

### **Structure, governance and management**

#### **Governing document**

Preston's Promise is constituted a charitable trust registered with the Charity Commission on 29<sup>th</sup> June 2021 under charity number 1194994.

#### **Organisational Structure**

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits. The trustees meet together on a regular basis and are responsible for all decisions taken in relation to running the charity campaigns and projects. The charities projects and campaigns are carried out by volunteers of the community and trustees alike.

#### **Recruitment and appointment of trustees**

The existing trustees are responsible for the recruitment of new trustees. In selecting new trustees, we seek to identify people who show an interest in our charity and apply for the role via our online website where they are asked to submit their personal skills, qualifications, CV and DBS. This process allows us to consider the individuals eligibility, personal competence, specialist knowledge and skills.

#### **Induction and training of trustees**

Following the initial submission of the CV and personal details of the applicant, this is reviewed by the trustees to check if they meet the desired skills. References are sought, validated and considered before recruiting. Thereafter, we contact the individual for a telephone conversation to discuss the role further and answer any questions they may have. A meeting is held and the new trustees are welcomed and introduced to the team. Following an induction and mentoring period of three months the new trustee is registered/added onto Charity Commission.

#### **Risk Management**

The trustees carry out the relevant risk assessments before each campaign by identifying the major risks by area of activity, the nature of those risks and the likelihood of those risks happening and put into place measures to manage them. We ensure that DBS checks are verified for all volunteers and trustees as well as level two food hygiene training for example.

## **Objectives and activities**

Our aims

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate to society.

In particular by;

- Providing a local network group that encourages and enables members of the excluded community to participate more effectively with the wider community.
- Increasing or coordinating opportunities for members of the excluded community to engage with service providers to enable those providers to adapt services to better meet the needs of the communities.
- Providing relevant and appropriate recreational facilities opportunities to promote physical, emotional and mental wellbeing.
- Helping individuals who are vulnerable to meet their basic needs and facilitating this.

### **Objectives**

Our objectives are set to meet our above aims through carrying out various campaigns throughout the year to engage and provide these services. Our long-term ambition is to provide a warm, safe space which is accessible and affordable to the community of Preston by continuing to carry out numerous campaigns and activities.

### **Strategies**

An important part of our strategy is community engagement and identifying needs that need to be met and making them accessible to the vulnerable community of Preston. Our campaigns are supported by donations and grant funding. For example, during the Household Support Fund campaign, to obtain accurate information, Preston's Promise had a set criteria, created an online nomination form which captured information pertaining to the service user to ascertain whether they met the criteria and collated their relevant details. A PP staff member contacted the service users directly to explain the campaign as well as to establish whether they met the qualifying criteria and confirmed relevant details of the campaign.

### **Use of Volunteers**

Volunteers are integral to the success and running of this charity. The volunteers willingly give their time and energy as and when needed. The trustees also give

their time freely. We encourage all our volunteers to share their skills and knowledge with each other. All volunteers and trustees are DBS checked.

## **Activities and Achievements**

The charity carries out various campaigns in pursuance of its charitable aims. The trustees consider that these campaigns summarised below provide benefit to the wider community of Preston.

Ramadhan Campaign - Preston's Promise in partnership with Frenchwood Community Primary School, provided halal cooked meals to the residents of Preston.

Warm a Heart Campaign- This is our annual campaign to support mainly the homeless community of Preston as well as beyond. This involved getting donations from the general public such as socks, hats, scarves, gloves, feminine hygiene products, non-perishable food items, pocket sized toiletries etc. The volunteers then sorted the items and allocated into strong reusable bags. Our friends from Street Kitchens collected the bags to distribute to the homeless over the following weeks throughout the months of December and January.

Bags of Hope Campaign - The community donated generously even though they are feeling the pinch, to provide essential items including food to the most vulnerable in our community. Through this campaign we were able to support a local community group to remain open by donating 50% of our items to keep them running to support their area within Preston and supported the local school and its vulnerable family.

Gardening Club - Although none of the Trustees are green fingered, we tentatively started our gardening club which was attended by the local community who were interested and some experienced enough to grow exciting plants.

Household Support Fund - This campaign was run several times this year in partnership with Preston City Council to help residents of Preston with essential food items.

Pantry - We started this in Autumn 2022 to address the continuing cost of living. Items are either donated by the local supermarkets via work through Neighbourly or bought from Fare Share.

## **Partnership working and performance review**

In successfully carrying out our campaigns, we are pleased to work in partnership with Preston City Council, Lancashire County Council, local caterers, food banks and hubs, Neighbourly, youth organisations, masjids, local primary and high schools, supermarkets, and Fare Share. The trustees review the

progress and outcomes of the work at each meeting to assess and identify where improvements can be made.

## **Financial review**

Preston's Promise has no main source of income from the time period of 2021 and 2022 apart from the generous donations made whilst running the campaigns. We received restricted income from Preston City Council and Lancashire County Council to support our ongoing and new campaigns. This was specifically used to support households with children, elderly, single parents and low-income families who were unable to meet basic food requirements.

## **Plans for future periods**

We aim to continue to recruit volunteers/trustees and to continue our annual campaigns such as 'Warm A Heart.' We intend to provide a warm, safe accessible space for the community alongside holding a range of community activities. This will help us review and assess in order to understand the community needs and plug any identified gaps. Preston's Promise intends to continue working in partnership with existing networks, create further new links and also liaise with external stakeholders to strengthen relationships.

## **Statement of Trustees Responsibilities**

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law. The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any given time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purpose of charity law who served during the year and up to the date of this report, are set out on page 2.

Approved by the trustees and signed on its behalf by:

Miss Shenaz Munshi (Chair)

S Munshi

30<sup>th</sup> November 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Preston's Promise

1194994

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
3/31/2022

To

Period end date  
4/1/2023

### 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 £
<b>A1 Receipts</b>					
Grant Income (PCC)		6,420	-	6,420	3,458
Donation	7,205	-	-	7,205	4,140
			-	-	-
			-	-	-
			-	-	-
			-	-	-
		-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	7,205	6,420	-	13,625	7,598
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	7,205	6,420	-	13,625	7,598
<b>A3 Payments</b>					
Insurance	157	-	-	157	226
Website Maintenance	165	-	-	165	164
Stationary	20	-	-	20	5
Campaign costs (HSF)	100	3,960	-	4,060	4,298
Adams Rasoi	185	2,460	-	2,645	56
Zakaat	1,004			1,004	-
		-	-	-	-
			-	-	-
			-	-	-
			-	-	-
		-	-	-	-
<b>Sub total</b>	1,631	6,420	-	8,051	4,749
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	1,631	6,420	-	8,051	4,749
<b>Net of receipts/(payments)</b>	5,574	-	-	5,574	2,849
A5 Transfers between funds	488	- 488	-	-	-
A6 Cash funds last year end	2,361	488	-	2,849	-
<b>Cash funds this year end</b>	8,423	-	-	8,423	2,849



## 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 £
<b>B1 Cash funds</b>	Current Account	-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	8,423	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	