



WARMINSTER ACTION GROUP

**REPORT AND ACCOUNTS
FOR THE PERIOD ENDED
31 AUGUST 2022**

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**WARMINSTER ACTION GROUP
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REFERENCE AND ADMINISTRATION DETAILS

Charity Name: Warminster Action Group
(working name WAG)

Registered Charity No: 1195657
The Charitable Incorporated Organisation was registered on
31 August 2021

Charity's address: 5 Wilson & Kennard Yard
Market Place
Warminster
Wiltshire
BA12 9AN

Trustees: Annalisa Young (Chair)
Gemma Boggs
Andrea Cairns (resigned 14 April 2022)
Deborah Jolliffe (appointed 1 July 2022)
Maria Morris (appointed 10 October 2022)
Maria O'Neill

WARMINSTER ACTION GROUP REPORT AND ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2022

TRUSTEES REPORT

The Trustees have pleasure in submitting the Report and Accounts of Warminster Action Group for the period ended 31 August 2022. The accounts have been prepared on a receipts and payments basis with a Statement of Assets and Liabilities.

In March 2020 Warminster Action Group (WAG) was formed, a grassroots community action group, run entirely by volunteers to help those within the local community that were having to shield during lockdown. Covid-19 exposed the fact that there is a real need in Warminster for care, compassion support and action.

As the country came out of lockdown and things started to return to a new 'normal', the trustees felt there was a continuing need in Warminster for support and action and decided to move WAG to the next stage, becoming a registered charity.

The trustees agreed that the total funds of £3,613 from the community group would be carried forward to the newly formed CIO, along with the computer equipment (laptop) of £704. The amount of £3,613 included £312 of restricted funds, raised by a GoFundMe page to go towards a community space in the centre of Warminster.

Becoming a registered charity enabled WAG to secure a lease on premises in Chinns Court, which became known as The WAG House.

Structure, governance and management

The Constitution of the CIO was adopted on 23 August 2021 and effective from 31 August 2021 when the charity was registered.

New trustees are usually recruited from existing volunteers who are already familiar with the charity's aims and objectives. They are chosen based on their skills, experience and suitability for the role. This ensures the Board has experience in the required areas to fulfil its responsibilities.

Trustees are re-appointed as per the Constitution at the Annual General Meeting approving the Accounts.

Objectives and activities

The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage in the town of Warminster and the surrounding area, through the provision of a community hub for the delivery of such services as the trustees see fit, with a particular but not exclusive focus on those impacted by covid-19, poverty and financial hardship.

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TRUSTEES REPORT (CONTINUED)

We work locally to enhance the quality of life for all in the community by:

- providing community support;
- promoting social inclusion;
- promoting voluntary activity;
- encouraging partnership working; and
- advocating for change.

Our main activities are as follows:

- Shopping and prescription delivery service to those with mobility issues, illness or anyone who has come out of hospital and may need a little help. We have regular clients that we shop for on a weekly basis. As well as delivering prescriptions for our regular clients, we deal with requests for urgent same day prescriptions as and when people need it.
- Befriending service – this provides a weekly call/visit to those experiencing isolation or loneliness and sometimes is their only link to the outside world. We have seen a significant demand in the requirement for this service and currently have a waiting list.

The trustees are aware of the Charity Commission's guidance on public benefit and have due regard to this when making decisions.

The charity is run entirely by volunteers and we are very grateful to them for giving up their time to support the local community and be a part of what we have achieved to date.

Achievements and Performance

The WAG House

Shortly after achieving charitable status a lease was secured on 1B Chinns Court which has enabled us to help the local community in a different way. It provides us with a base to operate from and acts as a safe non-judgemental place for the vulnerable or those experiencing loneliness and isolation, to socialise and learn new skills. People can come in and play games, do arts or crafts, or just call in for a cup of tea and slice of cake.

For those who find a group setting a bit daunting, we can arrange for them to come and meet just one or two of the volunteers to begin with. The team of volunteers are happy to listen and help in any way they can. We currently offer this out of hours on a Wednesday afternoon. We work with the social prescriber from the local Doctors Surgery but you do not have to be referred to use this service as it is available to anyone on request.

The WAG House also provides a vital space for training and meetings with third parties. Since we came out of lockdown our befriending service has moved from telephone calls to face to face meetings which has helped with peoples' mental health and well-being and the majority of these meetings are now held in the WAG House.

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TRUSTEES REPORT (CONTINUED)

Financial Review

We do not have a formal reserves policy in place for this accounting period but one is being implemented during the year ending 31 August 2023.

Income

Out of the total income of £7,265 for the period, our own fundraising activities accounted for £2,526, made up as follows:

- Stall at Warminster Park Event on 12 September 2021 £409.
- Christmas Raffle 2021 £1,639.
- We organised a Table Top Sale on 9 April 2022 and sold tables to local businesses. We had a raffle, our own cake stall and sold refreshments £478.

In addition, we received £250 for sponsorship of our Bingo and Chilli Night which was held on 1 October 2022.

Income included a donation of £1,000 received from The Fudge Trust and a grant of £916 from Wiltshire Council.

Expenditure

At this was our first period operating as a registered charity there were several one-off costs associated with setting up the premises in Chinns Court, such as seating, crafting tables and office furniture. There were also legal fees in relation to the lease of the property. The opening of premises increased our general monthly ongoing costs due to expenses such as wi-fi and heating.

Included within the phone costs of £353 is £180 reimbursed to Annalisa Young, Chair of Trustees, for a mobile phone contract, which has been agreed by the Trustees.

Volunteer expenses of £125 include £14 reimbursed to Annalisa Young in respect of Driving Licence validation required for the purposes of CAFBank to enable us to receive payment via direct debit. Square App card charges of £17 reimbursed to one of the volunteers represents the card charges for clients who pay for their shopping by card. The remainder is for DBS checks for new volunteers.

Fundraising expenses of £542 for our own fundraising activities were as follows:

- Stall at Warminster Park Event on 12 September 2021 £44.
- Table Top Sale on 9 April 2022 £91.
- Christmas Raffle 2021 £123.
- Donations boxes, buckets and seals £14.
- Hire of Civic Centre for Bingo and Chilli Night on 1 October 2022 £240.
- Table at the Christmas Market on 26 November 2022 £30.

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TRUSTEES REPORT (CONTINUED)

Future Plans

Due to an increase in demand for our services we soon outgrew the premises in Chinns Court and our plan at the end of the last year was to look for suitable premises at a realistic rent. We were lucky enough to find larger premises in Wilson & Kennard Yard and in March 2023 moved to the new premises.

Now we have more space we have been able to have a separate activities room for sewing, knitting and arts and crafts. An office provides a confidential room for meetings with third parties. We have already made some alterations to the space by creating a kitchen in one of the offices.

The new WAG House has the ability to be wheelchair friendly with some modifications. We are looking to obtain grant funding in order to combine the old kitchen and existing toilet to make one large, easily accessible, disabled toilet.

We are offering the space to local support groups so that it can be utilised when we are not open.

Signed
Annalisa Young, Chair of Trustees
On behalf of the Trustees

Date 6/6/23

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RECEIPTS AND PAYMENTS ACCOUNT

	Restricted Funds £	Unrestricted Funds £	Total £
Receipts			
Donations	176	3135	3,311
Donations – School Uniform	-	192	192
Easy Fundraising/Amazon Smile	-	70	70
Sponsorship	-	250	250
Fundraising Activities	-	2,526	2,526
Grant	-	916	916
	<u>176</u>	<u>7,089</u>	<u>7,265</u>
Payments			
Advertising/Promotional	-	362	362
Apps/Software/Web Services	-	1,457	1,457
Card Machines	-	38	38
Computer Costs	-	(465)	(465)
Electricity	-	268	268
Fixtures & Fittings	-	517	517
Fundraising Activities	-	542	542
Insurance	-	245	245
Office/General Expenses	-	182	182
Legal and Professional Fees	-	360	360
Office Equipment Cost	-	445	445
Phone Costs	-	353	353
PPE	-	35	35
Printing, Postage & Stationery	-	256	256
Repairs and Renewals	-	92	92
Rent	488	4,095	4,583
Square App charges on donations	-	1	1
Training	-	75	75
Volunteer/Client Gifts	-	15	15
Volunteer Expenses	-	125	125
WAG House – Refreshments	-	81	81
WAG House – Supplies	-	139	139
	<u>488</u>	<u>9,218</u>	<u>9,706</u>
Net profit/(loss) for the period	<u>(312)</u>	<u>(2,129)</u>	<u>(2,441)</u>
Funds b/f as at 30.08.2021	<u>312</u>	<u>3,301</u>	<u>3,613</u>
Funds c/f as at 31.08.2022	<u>-</u>	<u>1,172</u>	<u>1,172</u>

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STATEMENT OF ASSETS AND LIABILITIES

	£
Current Assets	
Cash in hand and bank	1,172
Fixed Assets	
As at 30 August 2021	704
Less: Disposal during the period	<u>(704)</u>
	-
Additions during the period:	
Fixtures and Fittings	517
Computer	<u>1,149</u>
As at 31 August 2022	1,666
Net Current Assets for the period	<u>2,838</u>

Approved by the Trustees on 6/6/23 and signed on their behalf by:


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Annalisa Young, Chair of Trustees