



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	6	January	2023		5th	January	2024

Section A

Reference and administration details

Charity name

The Just Love Project

Other names charity is known by

Registered charity number (if any) 1197367

Charity's principal address

45, St. Ive's Road, Leadgate,

Consett.

Co. Durham

Postcode

DH87PZ

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	Mrs. Jean Huntley	Chair	31 st December 2022	
2	Ms. Heather Thompson		21 st July 2022 – resigned 8 th November 2023	
3	Ms. Joanna Hopper	Treasurer	31 st December 2022	
4	Mrs. Elizabeth Pratt		31 st December 2022	
5	Mrs Fiona Nichol		31 st December 2022	
6	Mr Michael Twiss	Secretary	4 th October 2023	
7	Mrs Judith Twiss	Funding officer	4 th October 2023	
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9				
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16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	lloyds	

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by board of existing trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system

The policies and procedures we follow include our :- Guidelines for conducting Meetings; Trustees Code of Conduct; Guidelines on roles and responsibilities) Chair, Secretary, Treasurer); Financial policy and Financial rules and guidelines; Data protection Policy and Procedure; Safeguarding Policy, Equalities and Opportunities Policy and our overarching governing Constitution.

- We have adopted a rigorous checks and measures system of accounting for all monies, packs of hygiene and sanitary items and products donated.

To clearly demonstrate our commitment to the Code of Fundraising Practice, from the start of the new year we registered with the Funding Regulator.

- **Organisational Structures:-** Though we have adopted the traditional structures and key roles and responsibilities for the conduct of our meetings, we embrace a collegiate approach together with a shared set of values, where each of us has the

and procedures to manage them.

necessary training and materials available to enable each to fulfil another's role. We have a strong team of volunteers to support our endeavours.

Networking:-

- We deliver our packs via local foodbanks, schools, churches and voluntary organisations and have worked closely with our local Area Partnership team, whose guidance and expertise have proven invaluable. We have also enlisted the support of the County Cabinet Member for Social Inclusion and he has ensured that the issue of hygiene poverty is being closely considered. Close working relationship with Foodbanks, other charities, schools and college, churches and community groups.

Major Risks:-

- our major risk would be the project having to close through lack of funding
- Reputational damage
- Operational premises (access difficulties)
- Injury risk to volunteers (packed products weight) -packing and delivery

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To relieve people living in Durham and the surrounding area who are in need by reason of their age, ill health, financial hardship or social circumstances in such ways as the trustees shall think fit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

From the outset we decided that our focus should be centred around the provision of personal, family and household hygiene and sanitary products to people in need.

Aims |:-

- To distribute our 8 categories of sanitary care and hygiene packs targeting people in need across all age groups:- through food banks, schools, churches and voluntary sector organisations in order to:-
- To make changes to enable people to start to access their life chances
- To improve the sense of isolation in people emerging from lockdowns due to a major epidemic;
- To alleviate poverty amongst those most in need;
- To improve physical and mental ill health though improving the sense of well-being, self-esteem;
- Reduction of demands on social, welfare and psychological healthcare services;
- To improve the purchasing power of individuals and families in receipt of our packs enabling choice in food purchases etc;

In the planning and compilation of our packs we have kept in mind the Charity Commission's guidance on public benefit.

In the first year of operation of our Charity we received funding to enhance our visibility and to conduct two pilot projects which provided valuable learning experiences. Feedback indicated that users found our packs highly beneficial, particularly during the ongoing cost-of-living crisis.

Savings we made from efficient purchases were all reinvested into the projects / community, enhancing our impact across multiple food banks, a college and schools. We ended the year on a high note, having been successful in achieving funding from our A.A.P to provide our hygiene packs for local food banks and community groups.

Throughout the first year of operation we had been storing our products and operating from a range of venues, hiring a hall for the major packs. Given the extent of the work involved in delivering even one major project it was clear that we needed a more permanent base. Having approached countless property holders in the area with little success we were delighted when our local CIU committee offered us the use of one of their rooms, free until we had "found our feet"

Having the space enabled us to have groups of college students and staff engaged in packing our bags to give to their college for distribution.

Having this facility enabled us to apply for more funding and widen our area of operation as well as hold events like our "Elvis Night" to raise funding ourselves. Our successful application to Durham Community Foundation meant that we could supply household, family, male and female packs to schools as well as foodbanks in a wider area. A further project in Durham Dales through Believe Housing allowed us to supply different foodbanks from those we supplied in our earlier project there.

Feedback has attested to a great need for our packs across our communities. Continuous consultation and paying attention to feedback and reports on the

underlying issues underpins the progress and developments we have made to our processes and procedures to date

As knowledge of our work has spread, we have received more individual donations.

We hit a major problem with our operating premises in August. The CIU club was closed due to circumstances entirely beyond our control. We managed, through working with another local charity, to develop a project with our secondary academy to move all our stock to premises on a local business park, where staff from the school and two year 11 classes packed 440 bags allowing us to fulfil commitments to funders.

Across the range of projects, we have undertaken this year we have been able to support 1209 households and 5805 individuals through giving out 463 Female, 506 male, 512 Family and 697 household packs.

Significantly, our savings made, through our ability to access products from a charity outlet, has allowed us to make and distribute 699 extra packs, since we plough back all savings and benefits into the project. This in turn has brought more benefit to our local economy through increasing the spending capacity of individuals and families,

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All trustees give their time voluntarily and receive no remuneration or other benefits.

We are extremely grateful to our team of volunteers for their hours of dedicated work: packing, transferring stock, stock keeping, delivering across our area, helping with fund raising and more.

We would also like to thank our local community for supporting us through drop boxes, and all of those venues who have given and those who offered us spaces to work from – freeing up our dining tables and garages!

Many thanks to all individuals who have given us donations to further our work.

A special thanks to Leadgate CIU and their committee for giving us storage and packing space free, a place to gather all of our stock and resources together and make packing more viable and a more pleasant experience than having to cart materials from venue to venue across the town.

Summary of the main achievements of the charity during the year**Volunteers/ team building**

The key changes this year brought for us was having an operational base. This has enabled us to develop a wider group of volunteers with a stable meeting place; to maintain a healthy stock rotation, as well as allowing the facility to pack and store a good number of packs at a time thus ensuring a rational feedthrough of packs to the users across the projects taken on board

As a small charity, even having an area to take a break for five minutes has been a bonus as well as having space to display the on-going project requirements and achievements has been most beneficial in being able to keep all the volunteers abreast with the work in progress and developing a team spirit. This in turn has seen the development of friendships and meet ups to develop other events to benefit the charity as well as the wider community further.

Broadening Reach

We have been able to broaden the area of reach of the charity supplying to a wider range of food-banks, schools and community groups than in our previous year.

Increasing Number of Successful Bids

Enhancing the Team of trustees to include a Funding Officer has increased the number of successful projects achieving funding

The additional number of projects has substantially increased the number of individuals and households we have been able to help as well as bringing more benefit to the economy of our area.

We have been able to engage more young people in the "delivery" of the charity through engaging them in the packing process.

Section E

Financial review

Brief statement of the charity's policy on reserves

Currently - none

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principal Sources of Funding:-

AAP Derwent Valley Partnership- "We've Got You Project"

Elvis Night (June 23) a funding event CIU club

Durham Community Foundation July '23 Stanley Schools and foodbanks)

Tesco Blue Tokens August '23 :- support for project working with Consett Academy students delivering bags across community

Genesis Oct 23 Bags for young people

£700 donation from a fundraising event from another group

Individual donation:- £20 per month (paying for PLI insurance)

Friends Across Borders :- £184 charity event and

Individual donation:- £300

(paying towards Household ,family , male, and female bags for college students and community group)

Le Café :- Leadgate Arts and Craft Group :- £100 donation from craft fair held in CIU club

Salvation Army and other drop boxes

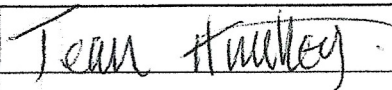
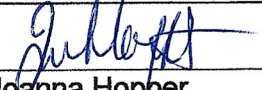
Section F**Other optional information**

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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jean Huntley	Joanna Hopper
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	30/8/2024.	



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Just Love project

1197597

Receipts and payments accounts

CC16a

For the period
from

06/01/2023

To

05/01/2024

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					
DVP AAP 1st INSTALLMENT	-	5,697	-	5,697	-
TESCO COMMUNITY GRANT	-	1,000	-	1,000	-
DVPAAP 2nd INSTALLMENT	-	5,697	-	5,697	-
CDCF	-	5,383	-	5,383	-
BELIEVE HOUSING	-	500	-	500	-
PROJECT GENESIS	-	500	-	500	-
RITA MAWSON CHURCH PROJECT	-	100	-	100	-
DONATIONS PERSONAL	485	-	-	485	-
JLP FUNDRAISERS	1,588	-	-	1,588	-
DONATIONS RAISED	1,043	-	-	1,043	-
Sub total (Gross income for AR)	3,116	18,877	-	21,993	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,116	18,877	-	21,993	-
A3 Payments					
Jan-23	2,775	-	-	2,775	-
Feb-23	977	-	-	977	-
Mar-23	736	-	-	736	-
Apr-23	913	-	-	913	-
May-23	344	-	-	344	-
Jun-23	952	-	-	952	-
Jul-23	1,255	-	-	1,255	-
Aug-23	2,179	-	-	2,179	-
Sep-23	683	-	-	683	-
Oct-23	1,841	-	-	1,841	-
Nov-23	1,440	-	-	1,440	-
Dec-23	477	-	-	477	-
Jan-24	10	-	-	10	-
Sub total	14,582	-	-	14,582	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,582	-	-	14,582	-
Net of receipts/(payments)	- 11,466	18,877	-	7,411	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 11,466	18,877	-	7,411	-

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	PETTY CASH HELD	50	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	50	-	-
	(agree balances with receipts and payments account(s))			


	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	2 LAPTOP COMPUTERS	KARBON HOMES	300	50
	2 PRINTERS	KARBON HOMES	159	50
	2 COLLECTION BUCKETS	JLP	30	20
	2 LARGE DESKS WITH END DESKS	AGE UK	-	-
	6 CONFERENCE CHAIRS	AGE UK	-	-
	2 MAGAZINE RACKS	AGE UK	-	-
	VARIOUS CROCKERY AND CUPS	AGE UK	-	-
	SMALL CUPBOARD	AGE UK	-	-
	SACK BARROW	DVP AAP	80	50
	FOLDING TROLLEY	DVP AAP	60	40
	FIREPROOF FILE BOX	DVP AAP	23	15
	A4 LAMINATOR	DVP AAP	4	-
	CORK NOTICE BOARD	DVP AAP	12	5
	BOX CUTTERS	JLP	16	5
	FOLDING TABLE 6	DVP AAP	287	250
	KETTLE AND PUMP POTS	JLP	55	30
	SELF INK STAMPS	JLP	37	10

	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
	JOANNA HOPPER	30/8/2024