



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	02	03	2022		31	03	2023

Section A

Reference and administration details

Charity name

Witney Baby Bank

Other names charity is known by

Registered charity number (if any) 1198115

Charity's principal address

55 New Bridge Street

Witney

Oxfordshire

Postcode

OX28 1YA

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	Rosalind Bolger	Chair		
2	Faye Carrick	Trustee		
3	Elizabeth Jones	Trustee	28/01/2023	
4	Richard Stocking	Treasurer		
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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

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 adopted 2 nd March 2022
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	First trustees are as per the constitution, and are re-appointed every three years at the AGM. New trustees are appointed by the current trustees with regard to their skills, knowledge and experience, and are also re-appointed every three years.

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 and procedures to manage them.

All new trustees are given a copy of the constitution and are briefed on all aspects of how the charity is run and administered.

Annual financial budgets are prepared.

Section C Objectives and activities

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

The prevention or relief of poverty in the Witney and West Oxfordshire area, in particular, but not exclusively, by providing essential items of nappies, formula, baby food and menstrual products to parents and families in need.

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)

All trustees have read the guidance given in the Charity Commission’s document “The Prevention or Relief of Poverty for the Public Benefit”, and understand the statutory requirement to report what has been achieved for the “public benefit”.

During our first year we made contact with schools, nurseries, social services, health visitors, midwives, food banks and GP’s to determine who the beneficiaries would be. Some beneficiaries also self-referred. Beneficiaries needs are assessed, with support given once a month for a maximum of 12 months. This ensures support and signposting with other agencies takes place.

During our first year we also sourced and stored the necessary items (many given freely) to be able to fulfil our objectives. These items came from individuals, local businesses and purchases from Witney Baby Banks own cash funds.

The work of Witney Baby Bank is carried out by the trustees; the items delivered to beneficiaries are made either by trustees or volunteers on a as an when needed basis, all done voluntarily.

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.

Summary of the main achievements of the charity during the year

During our first year we, Witney Baby Bank (WBB), made over 250 deliveries, via volunteers, to disadvantaged families in the Witney and West Oxfordshire area. This comprised 14,000+ nappies, 100+ packets of tampons and towels, 300+ packets of baby wipes and enough formula to fill over 6,000 bottles for hungry babies.

Additionally, in 2022, WBB organised a Christmas Gift Appeal. Our army of volunteers collected, wrapped and delivered presents (all donated) to children, from newly born up to 18 years of age. The deliveries were made to 22 schools and nurseries. More than 600 children and young people received a present at Christmas, who may not have otherwise received anything.

Section E

Financial review

Brief statement of the charity's policy on reserves

As at the financial year end, our cash and bank reserves stood at £3,152, all unrestricted funds.
As Witney Baby Bank (WBB) has no contractual obligations (rent, leases, wages and salaries) all our reserves are used on current, unrestricted, charitable activities.
WBB has no future financial obligations.

Details of any funds materially in deficit

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.

Writing this report a few months after the financial year end, we now know that WBB will shortly receive two generous grants to help support our charitable activities.
One is from Oxfordshire Community Foundation (OCF), the other from West Oxfordshire District Council (WODC).
As these grants are restricted funds we will be reviewing our reserves policy at the next trustees meeting.
Thank you OCF and WODC.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Rosa Bolger	
Full name(s)	Rosa Bolger	
Position (eg Secretary, Chair, etc)	Chair	
Date	28/11/2023	

Witney Baby Bank CIO - Charity Registration Number 1198115

Accounts

Income & Expenditure A/c From The Date Of Registration, 02/03/2022, To 31/03/2023

	£	
<u>Income</u>	<u>2023</u>	
WODC	2,250	
Parish Councils	375	
PayPal Charity	548	
The Cumber Family	3,000	
Rotary Club	300	
CTC Toys	500	
Cottsway Housing	100	
Witney Benefice	250	
Other Donations	1,457	
	0	
Total Income	£ 8,780	A
<u>Expenditure</u>	<u>£</u>	
Direct Costs	4,592	
Christmas Appeal - 2022	804	
Insurance	232	
	0	
	0	
	0	
	0	
Total Expenditure	£ 5,628	B
Income Less Expenditure - Net	£ 3,152	A-B
Balance Brought Forward - 2nd March 2022	0	
Total Net Funds As At - 31st March 2023	£ 3,152	

Witney Baby Bank CIO - Charity Registration Number 1198115

Accounts

Balance Sheet As At 31/03/2023

	£	
<u>Current Assets</u>	<u>2023</u>	
Bank Current Account	3,152	
Bank Deposit Account	0	
	3,152	
<u>Current Liabilities</u>		
Other 1	0	
Other 2	0	
Net Current Assets	3,152	
Total Net Assets	£ 3,152	
<u>Represented By: -</u>	<u>£</u>	
<u>Non-Designated Funds</u>	<u>2023</u>	
General Fund	3,152	
<u>Designated Funds: -</u>		
Designated Fund -	0	
	£ 3,152	