



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2023		31	03	2024

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		
4	Richard Stocking	Treasurer		
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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 the 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 the 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 the year Witney Baby Bank (WBB) made over 400 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 November/December 2023, 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 £12,222.
As Witney Baby Bank (WBB) has no contractual obligations (rent, leases, wages and salaries) all our reserves are used on current 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.

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)	Rosalind Bolger	
Full name(s)	Rosalind Bolger	
Position (eg Secretary, Chair, etc)	Chair	
Date	16/08//2024	

Witney Baby Bank CIO - Charity Registration Number 1198115**Accounts****Income & Expenditure Account For The Period - 01/04/2023 To 31/03/2024**

	<u>£</u>		<u>£</u>
<u>Income</u>	<u>2024</u>		<u>2023</u>
WODC	2,500		2,250
Oxfordshire Community Foundation	7,550		0
Parish Councils	100		375
PayPal Charity	432		548
John Lewis PLC - Community Account	3,500		0
The Cumber Family	0		3,000
JA Pye Charitable Settlement	2,000		0
Jemima Adler	2,000		0
Rotary Club	0		300
CTC Toys	0		500
Cottsway Housing	0		100
Witney Benefice	0		250
Other Donations	536		1,457
	0		0
Total Income	£ 18,618	A	8,780
<u>Expenditure</u>	<u>£</u>		<u>£</u>
Direct Costs	5,656		4,592
Christmas Appeal - 2022	1,480		804
Insurance	268		232
Marketing Expenses	2,144		0
	0		0
Total Expenditure	£ 9,548	B	5,628
Income Less Expenditure - Net	£ 9,070	A-B	3,152
Balance Brought Forward - 31st March 2023	3,152		0
Total Net Funds As At - 31st March 2024	£ 12,222		3,152

Witney Baby Bank CIO - Charity Registration Number 1198115**Accounts****Balance Sheet As At 31/03/2024**

	<u>£</u>		<u>£</u>
<u>Current Assets</u>	<u>2024</u>		<u>2023</u>
Bank Current Account	12,222		3152
Bank Deposit Account	0		0
	12,222		3,152
<u>Current Liabilities</u>			
Other 1	0		0
Other 2	0		0
Net Current Assets	12,222		3,152
Total Net Assets	£ 12,222		3,152
<u>Represented By: -</u>	<u>£</u>		<u>£</u>
<u>Non-Designated Funds</u>	<u>2024</u>		<u>2023</u>
General Fund	12,222		3,152
<u>Designated Funds: -</u>			
Designated Fund -	0		0
	£ 12,222		3,152