



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 1 April 2024 **Period start date** **To** 31 March 2025 **Period end date**

**Charity name:** Alton and District Community Relief Foundation

**Charity registration number:** 1204493

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ol style="list-style-type: none"><li>1. The relief of poverty in Alton and surrounding Alton Rural catchment including the villages of Bentley, Beech, Bentworth, Binsted, Blacknest, East Worldham, Holybourne, Kingsley, Chawton, Selborne, Farringdon, Newton Valence, Blackmoor, Oakhanger, Froyle, Four Marks, Medstead, Ropley, Lasham and Shalden.</li><li>2. Where possible, collaborate with other local charities, service organisations and funding sources, to avoid duplication, and to promote joined-up response to maximise impact and good practice to support those in need.</li><li>3. Provide aid and assistance to individuals and households primarily, as well as to groups and organisations whose beneficiaries meet these charitable objects.</li></ol>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The charity's main activities include:</p> <ul style="list-style-type: none"><li>• Awarding grants up to £625 for people in need, via a referrer (usually a social prescriber, school leader, youth worker, etc.) awarded in the form of goods and services with payment directly to the provider of the goods/services.</li><li>• Fundraising: grant writing and applying for grants, seeking donations.</li><li>• Community engagement and signposting to share information about the charity to make people—especially referrers—aware of the charity's purpose and objectives.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>Awarding grants to support people in need is our core activity. Our grant-making policy enables us to achieve this objective.</p> <ul style="list-style-type: none"><li>• £625/year per applicant. This includes all costs and expenses, including VAT.</li></ul>

		<ul style="list-style-type: none"> <li>• To increase each year on 31<sup>st</sup> March to match cost-of-living increases. Per-grant maximum increased accordingly from £600 to £625 during this reporting period.</li> <li>• Referral required. No self-referrals.</li> <li>• Referrer to remain in charge of the referral, including liaising directly with the beneficiary, through to the conclusion of the application process and coordination/receipt of any and all goods/services</li> <li>• Request must be specific with estimated itemised costs.</li> <li>• Financial information required for each person in the household.</li> <li>• In exceptional circumstances, grants in excess of the maximum amount may be awarded. If possible, supplemental funding may come through other/outside sources, but this is not guaranteed.</li> <li>• In the event of any conflict of interest—or the appearance of a conflict—a conflicted trustee shall abstain from voting on the grant application.</li> <li>• Payment for approved goods/services are always made directly to the provider of the goods/services. No funds are given directly to the beneficiary. The only exception to this is in the form of gift cards in an approved amount; for example, Sainsbury's.</li> </ul>
Policy on social investment including program related investment	Para 1.38	Not applicable. Social investment does not form a material part of our charitable activities.
Contribution made by volunteers	Para 1.38	<p>Minimal contribution; the work of the charity is completed by the trustees.</p> <p>Contributions by two nontrustee volunteers during this reporting period involved assistance in the delivery of items purchased for a grant beneficiary.</p>
Other: Community Roles and Impact of Trustees		<p>The involvement of representatives of key community groups and charities, along with a referral-based application process, continues to enhance ADCRF's efficiency and effectiveness with helpful signposting and joined-up thinking and action.</p> <p>ADCRF Trustees are people of influence in the community, involved with or connected to:</p> <ul style="list-style-type: none"> <li>• Alton Lions</li> <li>• Harvest Church</li> <li>• The Parish of the Resurrection</li> <li>• East Hants Citizen's Advice Bureau</li> <li>• Alton Food Bank</li> <li>• Alton Community Cupboard</li> <li>• Alton Community Exchange (community network)</li> <li>• Bushy Leaze Children's and Families' Centre</li> <li>• The King's Arms Youth Project</li> <li>• Resurrection Trading (dba Resurrection Furniture)</li> <li>• Primary/Secondary School Governance</li> <li>• ABF Charitable Trust</li> <li>• Dementia-Friendly Alton</li> <li>• The Thomas Geales Almshouses (Alton United Charities)</li> </ul>

		<ul style="list-style-type: none"> <li>• The East Hampshire Local Children's Partnership</li> <li>• Alton Rotary</li> <li>• Andy's Man Club</li> <li>• Alton Men's Shed</li> <li>• A31 Social Prescribers Network</li> <li>• Alton Santa</li> </ul> <p>Transparency and trustworthiness are inherent in our grant awards because all payments for goods and services are made directly to the provider, not to the beneficiary/recipient.</p> <p>For example, when an applicant needs items of furniture, we contact the manager of Resurrection Furniture (a parish-based charity) to see if they can quality used items that are suitable; the items are then discounted or free.</p>
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During this reporting period, we awarded 57 grants, 52 to individuals and 5 to other local charities. The total of all grants awarded during the reporting period was £22,423.33.</p> <p>All of the charity's beneficiaries requested our help because they had no other source of help. As set forth in the summary immediately below, we help people obtain crucial goods and services.</p> <p>We are able to respond quickly to requests.</p> <p>We work closely with social prescribers; school leaders; agencies/charities that support children, young people and vulnerable families; area churches; and the local food bank. The work of the charity has helped to strengthen community bonds and demonstrate kindness, caring and support for others.</p> <p>On 24<sup>th</sup> June 2024, the Trustees held a Launch Event, attended by Town, District and County Councillors, Clergy, Youth Charities and Organisation, Service Organisation Leaders, Community Charity Leaders, Citizens Advice Staff, Social Prescribers, School Pastoral and Safeguarding Leads. Fifty people, many with several "hats" in the community attended. Some have initiated direct referrals and applications since then. Everyone who attended is in a position to signpost to us and many have done so, as reported anecdotally.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>See above.</p> <p>We are achieving our charitable objectives, but know that many people are in need of assistance. Our efforts are ongoing to make people aware of the charity and its objectives.</p>
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Performance of fundraising activities against objectives set	Para 1.41	Obtaining grants to support our charitable activities has become increasingly difficult.
Investment performance against objectives	Para 1.41	Not applicable.
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a good financial position at the end of the reporting period, with funding sources sufficient to meet the expected demand into the next reporting period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not hold reserves and therefore do not have a reserves policy.  Unspent/unallocated funds await distribution to future beneficiaries.
Amount of reserves held	Para 1.22	None. Balance at the end of the reporting period is not held as reserves; these funds will be awarded in the form of goods and services to future beneficiaries.
Reasons for holding zero reserves	Para 1.22	We have no expenses that require a reserve.
Details of fund materially in deficit	Para 1.24	Not applicable.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity will continue as a going concern as long as we are able to secure funding in the form of grants and donations.  We are the local designated charity into 2027 from the Church of England parish, and we receive donations from local service organisations, charities, and community groups.

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	As noted above, our sources of funds include a grant from Hampshire County Council (for which we applied successfully),
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		and donations from local groups, service organisations, churches and individuals.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable.
A description of the principal risks facing the charity	Para 1.46	The greatest risk facing the charity is a lack of funding.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	Foundation CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Per our Constitution:</p> <p>10. Appointment of charity trustees</p> <p>(1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>(2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Katie Ward joined as a new trustee on 16 <sup>th</sup> September 2024, after serving as minute secretary/support admin from the founding of the charity. Formal induction was not required.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>As a Foundation CIO with six trustees, organisational structure is flat, with decisions made by simple majority with active participation of all trustees.</p> <p>No wider network other than informal engagement with key figures in the community.</p>

Relationship with any related parties	Para 1.51	Not applicable.
Other		

## Reference and Administrative Details

<b>Charity name</b>	Alton and District Community Relief Foundation
<b>Other name the charity uses</b>	ADCRF or "The Relief Foundation"
<b>Registered charity number</b>	1204493
<b>Charity's principal address</b>	Harvest Church, Alton Maltings Maltings Close Alton GU34 1DT

## 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	Moirs Baker		Full year	N/A
2	Lisa Hillan	Secretary/CC Contact	Full year	
3	Andrew Lawrence	Chair	Full year	
4	David Millard		Full year	
5	Paul Susans	Treasurer	Full year	
6	Katie Ward		From 16 <sup>th</sup> September 2024	

Corporate trustees – names of the directors at the date the report was approved: **not applicable**

Name of trustees holding title to property belonging to the charity: **not applicable**

## Funds held as custodian trustees on behalf of others



Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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N/A		
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**Name of chief executive or names of senior staff members (Optional information):** N/A**Exemptions from disclosure:** N/A**Other optional information:** N/A**Declarations****The trustees declare that they have approved the trustees' report above.****Signed on behalf of the charity's trustees:****Signatures**

	
<b>Full Names</b> ANDREW LAWRENCE	Lisa L. Hillan
<b>Positions</b> CHAIR	Trustee, Return Preparer

**30<sup>th</sup> January 2026**





10-Jul-24	16	B&Q, corner sofa	MW15	495.00						
15-Jul-24		Monthly Account Fee			5.00					
16-Jul-24		Wildly Upbeat Printers--banner				110.00				
30-Jul-24	17	National Tyre Service, tyre	IC16	74.00						
05-Aug-24		ICO Registration				40.00				
08-Aug-24		Alton Town Council, bus shelter poster x2 weeks				60.00				
15-Aug-24		Monthly Account Fee			5.00					
27-Aug-24	18	Autodoc AG, van repairs	RP22a	170.55						
28-Aug-24		GSF, van repairs	RP22b	315.39						
28-Aug-24		Merityre [£652.42 total]	RP22c	166.48						
28-Aug-24	19	Amazon Princi, mattress	JP19	207.99						
02-Sep-24	20	Currys, washer	SC23	454.00						
02-Sep-24	21	Currys, washer	LD39	443.99						
04-Sep-24	22	Dunelm, dbl bed and mattress	AS24a	367.95						
04-Sep-24		Currys, electric cooker	AS24b	344.00						
16-Sep-24		Monthly Account Fee			5.00					
19-Sep-24	23	Dementia-Friendly Alton (reg'd charity), kitchen equipment	KM10	600.00						
26-Sep-24		Interest					7.28			
30-Sep-24		HCC							10000.00	
01-Oct-24	24	Currys, washer	DD27	339.00						
01-Oct-24	25	Gosw, dble mattress + covers	SS26	155.96						
03-Oct-24	26	Currys, washer	SC30	454.00						
04-Oct-24	27	Red Driving School, driving lessons	JT13	477.97						
15-Oct-24		Monthly Account Fee			5.00					
16-Oct-24	28	DVLA Driver Online	BO17a	34.00						
17-Oct-24	29	Currys, washer	CB32	429.00						
29-Oct-24	30	Argos	NH33a	150.00						
29-Oct-24		Sainsbury's	NH33b	150.00						
29-Oct-24	31	Top Floor, flooring	AW28	600.00						
07-Nov-24		DVSA	BO17b	62.00						
07-Nov-24	32	Mattress for child	VS26	204.95						
08-Nov-24	33	Double bed, mattress	JT35	520.24						

13-Nov-24	<b>34</b>	Kwik Fit	TS31	<b>367.80</b>						
14-Nov-24	<b>35</b>	WF bedframe, mattress	WF34	<b>589.99</b>						
15-Nov-24		Monthly Account Fee				5.00				
15-Nov-24		PK Fridge Purchase for future donation; held in storage					60.00			
19-Nov-24	<b>36</b>	Currys, microwave, toaster	KL38	<b>136.97</b>						
21-Nov-24	<b>37</b>	Bte Automotive 34	EA40	<b>596.15</b>						
22-Nov-24	<b>38</b>	SP Tatti Lashes, voc beauty trg	LD39	<b>184.90</b>						
26-Nov-24	<b>39</b>	DVSA	JT13a	<b>23.00</b>						
26-Nov-24		Alton Lions [reimb for initial pymt to service provider]	Split Costs	<b>214.07</b>						
27-Nov-24	<b>40</b>	Argos, 4x mattresses	FM49	<b>402.95</b>						
29-Nov-24	<b>41</b>	Currys, gas cooker	RW36a	<b>359.00</b>						
04-Dec-24		Currys, washer	RW36b	<b>370.00</b>						
04-Dec-24	<b>42</b>	Currys, fridge/freezer	CS41	<b>274.00</b>						
05-Dec-24	<b>43</b>	Argos, air purifier, vacuum, microwave, oil radiator,	DB47a	<b>250.45</b>						
05-Dec-24		Argos, bathroom scales, toaster, thermometer	DB47b	<b>308.99</b>						
12-Dec-24		Parish of the Resurrection (Alton)							536.77	
16-Dec-24	<b>44</b>	STS Tyre Pros, two tyres	AB50	<b>273.78</b>						
16-Dec-24		Monthly Account Fee				5.00				
17-Dec-24	<b>45</b>	Argos, baby items, rug	SW42a	<b>296.00</b>						
17-Dec-24		Argos Refund	SW42	-84.00						
17-Dec-24		Argos Refund	SW42	-4.95						
17-Dec-24		Argos Refund	SW42	-9.50						
17-Dec-24		Argos Refund	SW42	-22.00						
17-Dec-24		Argos Refund	SW42	-48.00						
17-Dec-24		Argos Refund	SW42	-55.00						
17-Dec-24		Argos Refund	SW42	-27.00						
18-Dec-24	<b>46,47</b>	Eggar's School, 2x Ukrainian students, residential trip	MA44/ MB45	<b>396.00</b>						
23-Dec-24	<b>48</b>	Currys	C3a	<b>199.98</b>						
23-Dec-24		Currys	C3b	<b>345.49</b>						
27-Dec-24		Interest						9.01		
27-Dec-24	<b>49</b>	AO, cooker	MP51	<b>534.00</b>						
30-Dec-24		Alton Lions (RW36 contribution)							129.00	
13-Jan-25		Short Fall The Grain House							7.10	

13-Jan-25		HCC								6000.00
14-Jan-25		Argos rug, bathroom storage unit, roller blinds, chest of drawers	SW42b	299.00						
14-Jan-25	50	Argos, white goods	AC48a	233.40						
14-Jan-25		Argos, household essential	AC48b	46.90						
15-Jan-25		Monthly Account Fee			5.00					
15-Jan-25	51	ACA, room hire Andy's Man Club (reg's charity)	AMC46	600.00						
15-Jan-25	52	Argos, household essential	D4	155.95						
20-Jan-25		HCC								1500.00
22-Jan-25		Red Rose Driving, lessons	BO17c	336.00						
24-Jan-25	53	Eggar's School (YR11 theatre trip)	MB53	30.00		3.00				
05-Feb-25	54	Sainsbury's vouchers for Almshouses	JC54a	100.00						
05-Feb-25		resident previously homeless	JC54b	200.00						
05-Feb-25	55	Argos, household essential	E5	75.95						
07-Feb-25		Red Rose Driving [partial refund]	BO17d	-252.00						
17-Feb-25	56	Monthly Account Fee	EA40		5.00					
21-Feb-25	57	Resurrection Furniture	CA57a	320.00						
03-Mar-25		Currys, washer-dryer (cost split with Lions)	CA57b	209.00						
07-Mar-25		Red Driving School. Lessons	BO17e	383.09						
17-Mar-25		Monthly Account Fee			5.00					
26-Mar-25		Interest						8.93		
		<b>57 Grants</b>		<b>22423.33</b>	<b>60.00</b>	<b>321.99</b>	<b>32.36</b>	<b>6898.31</b>	<b>17500.00</b>	

\*\* Number of grants awarded 1Apr24--1Mar25

**Grants**

**381.99**

**24430.67**

**Expenses**

**Income**

**Other Charities:**

8th Alton Scouts 600

Bushy Leaze 600

Bushy Leaze 600

Dementia-Friendly Alton 600

Andy's Man Club 600

**3000**

All other grant recipients

are individuals