

# TRUSTEES ANNUAL REPORT

**Charity No:** 1206682

**Reporting Period:** 23 January 2024 – 18 July 2025

**Basis of Accounts:** Receipts and Payments

## REFERENCE AND ADMINISTRATIVE DETAILS

**Charity Name:** FOUNTAIN COMMUNITY PROJECT

**Charity Number:** 1206682

**Address:** 593 Hitchin Road, Luton, LU3 7UN (recently Changed address: 1st Floor, Clody House, 90-100 Collingdon Street, LUTON, LU1 1RX

### Trustees during the period:

- Zain Yasin (Chair)
- Itsham Khan (Treasurer)
- Gulam Malek (Trustee)

## 1. STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by a board of three trustees responsible for oversight, decision-making, and compliance.

During the period:

- Regular trustee meetings were held (triannual cycle plus AGMs)
- No staff were employed
- All operational activity was managed directly by trustees
- Governance systems were appropriate to the size and complexity of the charity and were progressively strengthened through improved record-keeping and structured trustee meetings.

### 1.1 Charity Objectives

The charity's objectives during the reporting period remained:

- Prevention or relief of poverty in Luton and surrounding areas
- Provision of emergency food support to vulnerable individuals and families
- Support for community welfare and hardship reduction activities

### 1.2 Activities During the Period

Throughout the reporting period, the charity continued its core activity of:

- Weekly emergency food parcel support
- Informal welfare support and signposting within the local community
- Community engagement with vulnerable households experiencing financial hardship

All activities were delivered on a voluntary basis by trustees.

### 1.3 Operational Overview

- The charity did not operate a formal fundraising programme during this period
- No external grant funding was secured
- All operational activity was maintained through voluntary trustee contributions
- No staff were employed
- No volunteers were formally recruited (trustee-led delivery model only)

#### **1.4 Achievements and Outcomes**

- Continuation of weekly food parcel support without interruption
- Consistent community engagement and support to vulnerable households
- Maintenance of charitable operations despite absence of external funding
- Development of governance documentation and bid-writing efforts (ongoing)

#### **1.5 Financial Review Summary**

- No income was received during the reporting period
- No payments were made from charity funds
- Where any incidental costs were incurred by trustees, these were met voluntarily and not subject to reimbursement or repayment agreements.
- The charity held no formal bank transactions during the period

#### **1.6 Going Concern Statement**

The trustees confirm that:

- The charity continues to operate on a voluntary, zero-income basis
- Sustainability remains dependent on securing external funding
- Trustees intend to continue operations while actively seeking grant funding and support

#### **1.7 Risk Management**

Key risks identified during the period:

- Lack of sustainable funding
- Trustee workload and operational capacity pressures
- Absence of formal premises suitable for expansion
- Dependence on informal operational structures

Mitigation actions:

- Continued grant and bid-writing applications
- Review of governance and operational structure
- Exploration of volunteer and partnership development
- Premises review for future expansion planning

#### **1.8 Public Benefit Statement**

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit. The charity's activities during the period were carried out to relieve financial hardship and food poverty within the local community in Luton, and were provided for the benefit of eligible individuals in need.

## 2. RECEIPTS AND PAYMENTS ACCOUNT

For the period 23 January 2024 – 18 July 2025

### Receipts

| Category              | Amount (£) |
|-----------------------|------------|
| Donations             | £50        |
| Grants                | £0         |
| Fundraising income    | £0         |
| Other income          | £0         |
| <b>Total Receipts</b> | <b>£0</b>  |

### Payments

| Category                                 | Amount (£)                                            |
|------------------------------------------|-------------------------------------------------------|
| Food parcels and community support costs | £0 (not reimbursed / no charity expenditure recorded) |
| Administration                           | £0                                                    |
| Governance costs                         | £0                                                    |
| Other payments                           | £0                                                    |
| <b>Total Payments</b>                    | <b>£0</b>                                             |

### Net Receipts / (Payments)

£0

### Funds Carried Forward

£50

## 3. STATEMENT OF ASSETS AND LIABILITIES

As at 31 July 2025

| Item         | Amount        |
|--------------|---------------|
| Bank balance | £50           |
| Cash in hand | £0            |
| Investments  | None          |
| Liabilities  | None recorded |

### Net Assets

£0

## 4. ACCOUNTING POLICIES

- Accounts prepared on **Receipts and Payments basis**

- No accruals or prepayments applied
- No bank account activity recorded during the period
- Trustee personal contributions are treated as voluntary support and not recorded as income or expenditure

#### 4.1 Independent Examination

The charity's gross income for the period was £0 and therefore, in accordance with the Charities Act 2011, the charity was not required to have an independent examination or audit for this reporting period

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## 5. TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees are responsible for:

- Maintaining adequate accounting records
- Safeguarding the assets of the charity
- Ensuring accounts are prepared in accordance with Charity Commission requirements
- Ensuring compliance with charity law in England and Wales

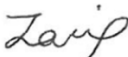
The trustees confirm that, to the best of their knowledge, these accounts give a true and fair view of the charity's financial position for the period stated.

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## 6. APPROVAL BY THE BOARD OF TRUSTEES

### Approved by Trustees

**Chair of Trustees:** Zain Yasin

Signature: 

Date: 4<sup>th</sup> June 2026

**Treasurer:** Itsham Khan

Signature: 

Date: 4<sup>th</sup> June 2026