



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 4th March 2024 To 31st January 2025 (10 months from the date of registration)

Charity name: Productive

Charity registration number: 1207299

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit, the relief of poverty in the Thames Valley Region by collecting and distributing toiletries and hygiene essentials to individuals in need either directly or via other charities or organisations.
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	Productive aims to launch by March 2025. As it has not yet launched -meaning no financial or distribution activities have commenced- our key activities over the past 10 months have been set-up activities. These activities have included the development of key documents, holding regular board of trustee meetings, developing a website, developing risk assessments and understanding legal and compliance obligations, undertaking trustee training, and developing financial management systems.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	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	N/A
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	At present it is only our trustees engaged in our work, we have no additional volunteers. The trustees do, however, operate on a voluntary basis have made contributions by attending meetings on a quarterly basis. Nancy Auld and Katherine Weight also started to develop a campaigns and communications strategic plan for the launch of the charity.
Other		N/A

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	As it has not yet launched our key activities over the past 10 months have been set-up activities. No financial activities such as fundraising, receiving or spending donations have taken place. These set-up activities have included the development of key documents such as the following policies: Code of Conduct, Volunteer Recruitment and Selection, Supporting Guides for Trustees, Safeguarding Reporting Process, Safeguarding Policy, Incident Report Form, Anti-Fraud and Corruption Policy, Conflict of Interest, Complaints, Bullying and Harassment, Disclosure of Malpractice in the Workplace. The Reserves policy, Data Protection and Privacy Notice are being developed. Three quarterly trustee board meetings have been held on the following dates: 27th March 2024, 17th July 2024, 25th November. A trustee training led by an external and recognised company will be held 27th January (with certificates provided for each trustee), and the final quarterly trustee meeting will be held in February/March. Treasurer and Safeguarding Focal Points have been designated to respective trustees; Hardeep Kalher and Beth Hunter. A functioning website has been developed (although not yet launched- this will go live when the charity launches). Branding, and the beginning of a communications and campaigns strategies have been developed. A comprehensive risk assessment has been developed, it has also been revised after our approach has needed to change following advice from liability insurers (that

		we only accept new and unused rather than 'lightly-used' hygiene products). This risk assessment has been shared with the board of trustees and will continue to be a live document that is updated and revised. We are in the process of having a charity bank account set up, and have discussed with financial service providers best practices and approaches for accounting and financial management which will be managed internally by our founder and treasurer, with support where needed from professionals.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have not launched and have not undertaken any financial activities. The charity has no current funds.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserve policy being developed states that once we start operating and taking donations/ funding we should aim to hold 4 months of reserves. This figure is estimated at £461 (but this should be raised over a long term period, so the accrual of this does not exceed 10% of donations). The reserve figure will be revised after the next accounting period based on real costs.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	We have not yet launched and therefore started any financial activities such as donations/ other funding.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	This will be donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

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	CIO Foundation Model
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	Eligibility criteria for trustees as specified in the constitution is as follows: • Every charity trustee must be a natural person. • No individual may be appointed as a charity trustee of the CIO: – if he or she is under the age of 16 years; or – if he or she would automatically cease to hold office under the provisions of clause • No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee. • At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee. Number of charity trustees: There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee. The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum. How Trustee's can be appointed: 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. 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.
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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	There is a 'supporting guides for trustees' document, an induction presentation, and resources from an external trustee training session- the sessions itself, can be organised annually or as needed/ appropriate for new trustees or as a refresher for existing trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is currently made up of its board of trustees only (which includes the founder). It intends to work with local networks (to distribute the product kits through) however these relationships have not yet been established.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Productive
Other name the charity uses	N/A
Registered charity number	1207299
Charity's principal address	57 North Town Road, Maidenhead, SL6 7JQ

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	Aisling Corr	Trustee & Founder	Full Time	
	2	Hardeep Kalher	Trustee & Treasurer	Full Time	
	3	Bethany Hunter	Trustee & Safeguarding Focal Point	Full Time	
	4	Nancy Auld	Trustee	Full Time	
	5	Katherine Weight	Trustee	Was Full Time (resigned 25/01/25)	
	6				
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

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

Additional information (optional)

Names and addresses of advisers (Optional information)

	Type of adviser	Name	Address
	Name of chief executive or names of senior staff members (Optional information)		
	Aisling Corr, Founder (& trustee)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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

	Signature(s)		
	Full name(s)	Aisling Corr	
	Position (eg Secretary, Chair, etc)	Founder & Trustee	
	Date	6/03/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Productive

1207299

Receipts and payments accounts

CC16a

For the period
from

4th March 2024

To

31st January 2025

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	-	-
A3 Payments					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	-	-

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Aisling Corr	01/02/2025	