

GRASSROOTS - THE COLCHESTER & TENDRING COMMUNITY TRUST

Charity number 803193

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**



***Community
Accounts Service***

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
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FOR THE YEAR ENDED 31 MARCH 2024**

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GRASSROOTS (THE COLCHESTER & TENDRING COMMUNITY TRUST) LEGAL & ADMIN INFORMATION FOR THE YEAR ENDED 31 MARCH 2024

Status

The trust was formed as an unincorporated charity on 29th November 1989. In April 2008 the working name of GRASSROOTS was adopted.

Trustees	D Harris (Chairman) A Brochie B Ellis C Bennett (Vice Chairman) D Mcleod E Bloomfield J Challinor R Needham I Allen (Resigned) C Liddy
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Charity number	803193
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Independent Examiner	Community360 Winsley's House High Street Colchester CO1 1UG
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Business address	17 James Carter Road Colchester CO3 9XA
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Bankers	Barclays Bank PLC High Street Colchester Essex
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Trustees Appointments

Trustees, upon appointment, may initially serve for a five-year term. Under the terms of the Trust Deed, a Trustee is eligible for re-appointment provided that no trustees shall be appointed for more than two consecutive terms.

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
LEGAL & ADMIN INFORMATION
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Objects of the Charity

The objects of the charity as stated in the Trust Deed dated 29 November 1989 are as follows:

- (a) the promotion of any charitable purposes for the benefit of the community in the Area in particular (but without limitation) in the advancement of education, the protection of good health both mental and physical and the relief of poverty and sickness
- (b) other exclusively charitable purposes which are in the opinion of the trustees beneficial to the community in the Area

The trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake and have used their powers in particular to assist other charitable organisations both financially and in the provision of information and practical support.

Reserves Policy

The trustees of the charity believe that reserves are required to ensure the continued smooth running of the charity in the event that there is disruption to any income stream. The charity relies upon grants, bank interest, management fees, donations and sponsorship to contribute towards running costs, all of which are relatively insecure.

The trustees believe that the charity needs to hold in reserve funds as detailed below:

- An amount approximately equal to 12 months running costs. (£9,353).
- A contingency fund to support possible staff redundancy costs. (£4,208).

In addition, the trustees wish to build a long-term endowment fund to produce secure income, which can be used for the benefit of local groups for years to come. With donor's permission, funds not immediately required for grant making or operating costs, will be applied to the 'Endowment Fund'.

The Reserves Policy is reviewed annually in November.

GRASSROOTS (THE COLCHESTER & TENDRING COMMUNITY TRUST) TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

Financial and Director's Report

Income

The Charity's total income for the year was £59,719 which includes monies raised by The Colchester Mayor's Appeal Fund Committee. The income is primarily comprised of donations from individuals and businesses. Grassroots is dependent on the generosity of donors plus small amounts of investment and contract income to cover expenses and to support the Charity's grant making activities. According to data provided by Charities Aid Foundation in 2023, 81% of charities say that demand for their services has increased compared to the the previous year whilst only 38 % felt that they could afford to meet the demand. As ever we are extremely proud and thankful to have been able to support our local sector through these difficult times and we thank all of our donors and supporters who so generously provide the funds to help local people.

Our operational expenses are kept to a minimum reflecting the Charity's commitment to prudent financial management and desire to maximise resources for community impact via the grants programme.

Investments

The charity invests funds which are not needed for immediate grant making in professionally managed portfolios designed for the charity sector. Our multi asset fund is designed to spread risk amongst different categories of investment in order to provide a return in the good times times and limit damage in the bad times. Our Equities fund is designed to provide a good dividend return. In the last financial period both funds have performed adequately providing a quarterly income to supplement grant making and both will be kept under review.

Activities and Fund Management Duties

Grassroots once again provided treasurer's services to The Colchester Mayor's Appeal Fund and distributed funds to beneficiary organisations. We also assisted the Colchester Medical Charitable Trust with administrative support for their AGM and charitable activities.

Small Grants Programme

During the financial year 25 deserving organisations were selected for financial awards under the Grassroots Small Grant Programme. These are detailed later in this report. Grassroots has continued to prioritise financial assistance towards the delivery of services which help to alleviate loneliness and isolation and to support causes which are important to local people. In the hands of committed volunteers and community organisations each award delivers more than simple financial assistance: It represents a community effort to address pressing social needs. Our awards have once again provided a huge range of opportunity for young and old alike. The awards covered a diverse range of needs, from supporting operational expenses like

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running costs and core activities to funding specific projects such as cladding for a meeting hall HQ and production costs for a village magazine. The awards also facilitated community initiatives such as cancer education programs, respite clubs, and emotional wellbeing workshops. Additionally, grants aided in acquiring essentials like sturdy shelving, tools for woodworking, and kitchen equipment, enhancing organisational capabilities. Our beneficiary organisations continue to deliver steadfast care and social welfare services, often operating with minimal resources through volunteer committees. Their dedication ensures that local communities flourish and we extend our gratitude to all involved for their tireless efforts and unwavering commitment.

As always, my personal thanks go to our volunteer, Bonnie Hill, and to all the trustees who so generously give their time and expertise to helping local good causes.

Sue Hawes
Director



**Clacton Mental
Wellbeing Choir**

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Small Grant Awards 2023/24

Organisation Name/Location	Grant Purpose	Amount
2nd Walton on the Naze Brownies	Running Costs and camp	£961
Great Bentley Scout & Guide Group	Cladding for meeting hall H Q	£1,000
1st Holland on Sea Brownies & Guides	Pack holiday 2023	£1,000
Upmarket Magazine	Production Costs of village magazine	£588
Harwich Hive	Sturdy shelving and storage boxes	£899
Bridgeway Mission CIC	Tools for woodworking skills	£1,000
The Robin Cancer Trust	Cancer education programme in North East Essex	£1,000
Stepping Stones Play & Learn Group	Towards running costs	£1,000
Mistley Kids Club	Activities at Saturday respite club	£1,000
TCVS	Towards costs of Windrush event	£1,000
Berechurch Ladies Fellowship	Hall hire	£880

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Small Grant Awards 2023/24

Organisation Name/Location	Grant Purpose	Amount
Jaywick Revival CIC	Foodbank Parcels	£500
Colchester Retired Rail Association	Fish & Chip meal for retired members	£350
Arlesford PTA	Swimming pool refurbishments	£1,000
Jaywick Community Resource Centre	Childrens' Christmas pantomime	£500
Heads2Minds	Emotional wellbeing programme	£1,000
Birch Hall Adventures	Climbing harnesses and ropes	£1,000
Acorn Villages Ltd	Christmas tree and lights	£500
The Ark Family Resource Centre	Stay & play group running costs and uniforms	£1,000
Starr in the Community	Winter performance for children	£500
Clacton Coast Mental Wellbeing	Community Choir costs	£1,000
Disability Advice and Wellbeing Network (DAWN)	Benefits workshops	£870

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FOR THE YEAR ENDED 31 MARCH 2024**

Small Grant Awards 2023/24

Organisation Name/Location	Grant Purpose	Amount
Dumont Luncheon Club	Kitchen equipment	£1,000
St Osyth Historical Society	Display stands and data logger	£780
Colchester Chinese Culture Society CIC	20th anniversary variety show	£1,000

**GRASSROOTS
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FOR THE YEAR ENDED 31 MARCH 2024**



'The fund was used to create a workshop for the refugees and asylum seekers. This workshop benefited the community, as they learned skills about how to create shelves, how to fix wooden items, create friendships, meet each other, improve mental health and build confidence.

I want to thank you again to let this dream happen for the community.'

Souzan Yousif

Bridgeway Mission



'The grant has enabled the Luncheon Club to purchase a commercial grade meat slicer that they desperately needed, and a new microwave. They have also bought new knives and scissors for the kitchen. All of this was needed to replace worn out equipment. The ladies serve up 90 dinners to elderly local residents, each week on a Thursday lunchtime.

**Ken Belcher
Dumont Lunch Club**

**GRASSROOTS
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FOR THE YEAR ENDED 31 MARCH 2024**



'Thank you again for your support for The Ark Centre, it means so much to us. The money you kindly gave us supplied staff with uniform which is paramount for us especially for our SEN groups as it makes staff easily identifiable for children. We also used some of the money to provide resources for our Baby Beyond Group which support families with children under 2 for a stay & play.'

Claire Bridges
The Ark Centre, Harwich

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In amongst new shelving provided to Harwich Hive Baby Bank.

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LEGAL & ADMIN INFORMATION
FOR THE YEAR ENDED 31 MARCH 2024**



Bringing Christmas cheer for the residents and visitors at Acorn Village, Mistley.

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
CHAIRMAN'S REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

Chairman's Report

It is with pleasure I write the Chairperson's report for this year's annual general meeting.

Grassroots charity is a well-established organisation that has the same ethos today as when it was first set up by the pioneers all those years ago. Using sound financial management over the years, the idea of using investments to pump prime local community groups with small grants to empower well-being, inclusion, combating loneliness and encouraging healthy living, both mental health and physical health, is as much needed today as it was on the inaugural meeting of Grassroots.

I have personally always been impressed with the simple application process on a single page, coupled with fact finding and advice by our Director, and then the deliberations by Grassroots' trustees, using past history, local knowledge and pragmatic debate on every application.

Thank you sincerely to Sue for always going the extra mile in managing Grassroots, and to all trustees both past and present and especially to Alice Brotchie, who has served for the past 10 years and will now be taking a well-earned break.

Our communities in Tendring and Colchester are the better for this work and I want to extend my heartfelt thanks to everyone who has contributed to our success this year – your hard work and support make all the difference. Together, we are building a stronger, healthier, and more inclusive community.

**Dave Harris
Chairman**

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

I report on the accounts of Grassroots (Colchester & Tendring Community Trust) for the year ended 31st March 2024 which are set out on pages 14 to 19.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David Courtier FMAAT AATQB for and on behalf of:

Community360, Winsley's House
High Street, Colchester, Essex



Date 17/06/2024

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Receipts					
Donations, legacies and other similar receipts	2	26,401	24,655	51,056	59,023
Operating activities to further Charity's objects	3	3,512	-	3,512	-
Operating activities to generate funds	4	130	-	130	124
Investment income	5	3,390	1,631	5,021	4,913
Total receipts		33,433	26,286	59,719	64,060
Payments					
Payments for generating funds	6	22	-	22	-
Charitable payments					
Grants paid	7	16,566	58,097	74,663	17,198
Charitable activities	8	1,252	3,736	4,988	12,431
Support costs	9	7,996	-	7,996	7,444
Management & administration	10	1,260	-	1,260	808
Total payments		27,096	61,833	88,930	37,881
Net of receipts/(payments)		<u>6,337</u>	<u>(35,547)</u>	<u>(29,211)</u>	<u>26,179</u>
Transfer between funds		(1,500)	1,500	-	-
Cash funds as at 1 April 2023		4,916	48,664	53,580	27,401
Cash funds as at 31 March 2024		<u>9,753</u>	<u>14,617</u>	<u>24,369</u>	<u>53,580</u>

Notes on pages 16 to 19 form part of these accounts

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
STATEMENT OF ASSET AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	2024 £	2023 £
<u>Monetary assets</u>			
Cash at bank and in hand:	11	24,369	53,580
Total monetary assets		24,369	53,580
Unrestricted		9,753	4,916
Restricted		14,616	48,664
Total Funds		24,369	53,580
<u>Other monetary assets</u>			
<u>Investment assets</u>			
CCLA Charities investment fund		5,781	5,295
Schroders Charity multi-asset fund		78,031	73,438
M&G Investments		29,782	30,337
Total investment assets		113,594	109,070
<u>Liabilities</u>			
Independent examiner fee	12	340	310
		340	310

These accounts were approved by the Trustees and signed on their behalf by :

Signed: 

Date: 17 June 2024

GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1. Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Donations, legacies and other similar receipts

	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Individual donations	26,401	3,772	30,173	13,318
Colchester Mayor's Appeal fund 23/24	-	4,441	4,441	-
Colchester Mayor's Appeal fund 22/23	-	13,980	13,980	41,869
Colchester Mayor's Appeal fund 20/21	-	2,462	2,462	3,336
Returned grant	-	-	-	500
	26,401	24,655	51,056	59,023
Total 2023	11,913	47,110	59,023	

3. Operating activities to further Charity's objects

	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Contract income	3,512	-	3,512	-
	3,512	-	3,512	-
Total 2023	-	-	-	

4. Operating activities to generate funds

	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Fundraising	130	-	130	124
	130	-	130	124
Total 2023	124	-	124	

5. Investment income

	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Interest	3,390	1,631	5,021	4,913
	3,390	1,631	5,021	4,913
Total 2023	3,299	1,614	4,913	

GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

6. Payments for generating funds	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Other	22	-	22	-
	<u>22</u>	<u>-</u>	<u>22</u>	<u>-</u>
Total 2023	<u>-</u>	<u>-</u>	<u>-</u>	
7. Grants paid	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Unrestricted				
1st Ardleigh Scouts	-	-	-	750
1st Class Brass	-	-	-	466
1st Holland on Sea Brownies & Guides	1,000	-	1,000	-
2nd Walton on the Naze Brownies	961	-	961	-
Basics	-	-	-	1,000
Birch Hall Adventures	1,000	-	1,000	-
Blossome CIC	-	-	-	423
Bridgeway Mission	1,000	-	1,000	-
Challenging MND	-	-	-	1,000
Coffin Club	-	-	-	500
Colchester Chinese Culture	1,000	-	1,000	-
Colchester Retired Rail assoc	350	-	350	-
Disability Advice Welfare Network	870	-	870	-
Dumont Luncheon Club	1,000	-	1,000	-
Frinton WI	-	-	-	500
Great Bentley Scout & guide Group	1,000	-	1,000	-
Harwich Hive	899	-	899	-
Harwich International Shanty Festival	-	-	-	980
Heads2Minds	1,000	-	1,000	-
Horserangers Association Harwich	-	-	-	1,000
Jaywick Community Resource Centre	618	-	618	706
Jaywick Revival	500	-	500	-
Mistley Kids Club	1,000	-	1,000	500
Parish of Newtown & Hythe (St Stephen's)	-	-	-	1,000
Point Clear Community Association	-	-	-	1,000
Ramsey Crusaders	-	-	-	1,000
St Osyth Historical Soc	780	-	780	-
Starr in the Community	-	-	-	500
Stepping Stones	-	-	-	500
TCVS	1,000	-	1,000	-
The Ark Family Resource Centre	1,000	-	1,000	500
The Harwich Festival	-	-	-	500
The Reanella Trust	-	-	-	500
The Robin Cancer Trust	1,000	-	1,000	-
Thorpe Le Soken Sports Club	-	-	-	500
Trinity Methodist Church	-	-	-	1,000
Upmarket Magazine	588	-	588	-
Walton on the Naze Cadets	-	-	-	623
West Bergholt PCC	-	-	-	250

**GRASSROOTS
(THE COLCHESTER & TENDRING COMMUNITY TRUST)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. Grants paid (continued)	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Restricted funds				
Acorn Villages Ltd	-	500	500	-
African Families in the UK	-	8,167	8,167	-
Berechurch Ladies Fellowship	-	880	880	-
Berechurch Youth Club	-	-	-	1,000
Colchester Arts Centre	-	8,167	8,167	-
Colchester Gateway Clubs	-	-	-	500
Colchester Korban Project	-	8,167	8,167	-
Jaywick Community Resource Centre	-	382	382	-
Outhouse East	-	8,167	8,167	-
Starr in the Community	-	500	500	-
Stepping Stones Play & Learn Group	-	1,000	1,000	-
The Next Chapter East Appeal	-	8,167	8,167	-
Other	-	14,000	14,000	-
	16,566	58,097	74,663	17,198

7.1 General grant-making is made to a variety of local community and voluntary organisations.

8. Charitable activities	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Mayor's Appeal Fund	-	3,736	3,736	11,330
Insurance	234	-	234	214
PPS & telephone & web	568	-	568	426
Subscriptions	450	-	450	461
	1,252	3,736	4,988	12,431

9. Support costs	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Staffing	7,732	-	7,732	7,218
Expenses	264	-	264	226
	7,996	-	7,996	7,444

10. Management and Administration	Unrestricted Fund £	Restricted Fund £	Total 2024 £	Total 2023 £
Professional fees	310	-	310	564
Equipment	780	-	780	-
Support costs	170	-	170	244
	1,260	-	1,260	808

10.1 Staff costs include consultancy work undertaken by the Director and the administration of the Mayor's Appeal Funds and Colchester Medical Charitable Trust.

**GRASSROOTS
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

11. Cash Funds	Balance at 01/04/23 £	Incoming £	Outgoing £	Transfers £	Balance at 31/03/24 £
Unrestricted					
General fund	4,916	33,433	(27,096)	(1,500)	9,753
	<u>4,916</u>	<u>33,433</u>	<u>(27,096)</u>	<u>(1,500)</u>	<u>9,753</u>
Restricted Funds					
Clacton Needs	305	154	(382)	-	77
Berechurch and Blackheath	4,727	1,477	(880)	-	5,324
Simon Jaggard Fund	1,555	1,704	(2,000)	-	1,259
AIPS	-	-	-	1,500	1,500
Joe Sly Fund	-	2,068	-	-	2,068
Mayor's Appeal Fund 23/24	-	4,441	(53)	-	4,388
Mayor's Appeal Fund 22/23	30,539	13,980	(44,519)	-	-
Mayor's Appeal Fund 20/21	11,538	2,462	(14,000)	-	-
Totals	<u>48,664</u>	<u>26,286</u>	<u>(61,834)</u>	<u>1,500</u>	<u>14,616</u>

11.1 General fund

Consists of fund raising and income to enable grant making.

11.2 Restricted fund

Consists of managed fund balances, including funds managed on behalf of the Colchester Mayor's appeal, and restricted donations etc for restricted grant making.

12 The Independent Examiners Fee will be £340.00.

13 Staff

The Charity employs 1 permanent part-time staff member.

No member of staff earned over £60,000.

14 Trustee remunerations

No remuneration was paid to any Trustee or to any person(s) known to be connected with any of them.

15 Related party

During the year ended 31st March 2024 donations totalling £25,000 (2023:£10,000) were received from the Colin Bennett charitable trust.