



Trustees' Annual Report for the period

Period start date
 From 21 November 2017 To 05 April 2019

Section A Reference and administration details

Charity name **Gratitude**

Other names charity is known by

Registered charity number (if any) **1175838**

Charity's principal address **19 Grenfell Close**
Borehamwood
Hertfordshire
 Postcode **WD6 5RJ**

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 | Grace Olapoju | | | |
| 2 | Haroon Bashir | | | |
| 3 | Kamlesh Patel | | | |
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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 |
|-----------------|------|---------|
| | | |
| | | |
| | | |
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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 | CIO |
| How the charity is constituted | CIO |
| Trustee selection methods | Appointed |

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.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. TO PROMOTE SOCIAL INCLUSION FOR THE PUBLIC BENEFIT BY HELPING SOCIALLY DISADVANTAGED PEOPLE OF HERTSMERE AND OTHER LOCAL, REGIONAL OR NATIONAL AREAS, PARTICULARLY BUT NOT EXCLUSIVELY, THOSE WHO ARE ELDERLY OR SUFFERING FROM DISABILITY OF MIND OR BODY, AND THEIR CARERS TO AVOID SOCIAL EXCLUSION BY PROVIDING FACILITIES AND OPPORTUNITIES FOR SOCIAL INTERACTION, LEISURE ACTIVITIES AND FOR PEOPLE TO LEARN THROUGH EXPERIENCE - OPPORTUNITIES THAT WOULD NOT OTHERWISE BE AVAILABLE TO THEM.
2. TO RELIEVE FINANCIAL HARDSHIP BY THE PROVISION OF FOOD AID
3. TO PROTECT AND PRESERVE THE ENVIRONMENT FOR THE

PUBLIC BENEFIT BY PROMOTING OF RECYCLING AND THE ELIMINATION OF FOOD WASTE

4. TO DEVELOP THE CAPACITY AND SKILLS OF THE MEMBERS OF THE ECONOMICALLY AND SOCIALLY DISADVANTAGED COMMUNITY OF HERTSMERE AND OTHER LOCAL, REGIONAL OR NATIONAL AREAS IN SUCH A WAY THAT THEY ARE BETTER ABLE TO IDENTIFY, AND HELP MEET, THEIR NEEDS AND TO PARTICIPATE MORE FULLY IN SOCIETY.

5. THE PROMOTION OF EQUALITY AND DIVERSITY FOR THE PUBLIC BENEFIT BY ORGANIZING ACTIVITIES WITH THE PURPOSE

Please summarise main activities undertaken in period & declare trustees have had regard to guidance issued by Charity Commission.

The CEO and operations manager have forwarded this report of the activities of the charity. All the activities were conducted in accordance to the aims of the charity.

First and foremost was the collection of goods from the various supermarkets. Refuse, reuse and recycle was the mantra for this challenge.

We collect usable food stuff from various shops and supermarkets which are within usable dates. Amazon, M&S, Aldi, Lidl are some of the supermarkets which give us a constant supply on a daily basis. With food collected we stock three refrigerators with chilled food and several pantry shelves with non-perishables. This serves about 140 families and alleviates the food poverty of the needy families in and around Borehamwood.

We act like a food bank but without the constraints of one. Open daily for morning till night (8Am - 8 Pm) our pantry is open to members who can come in and get the foods that is stocked without any supervision. This gives them dignity and the self-respect that lacks when they go to a food bank. We have had great full and glowing

Commendations from our various users. It was especially very relevant in the summer holidays where many families who rely on school meals were left to their own devices to feed their children.

This year has been super for our charity on many levels. We have seen an increase in our delivery of social actions and a dramatic improvement of our existing programmes.

Apart from our daily efforts to do our bit to save usable stuff from landfill which helps to alleviate poverty and helps support and nurture people, we believe in a holistic approach to support the well being of vulnerable and needy in the community through Gratitude acts of kindness.

We started dropping off crates of fruits to the local schools which is a very rewarding process when we see the enthusiastic responses we have received. We were invited to Kenilworth Primary for an assembly presentation, and we hope to continue and expand our Fruit for schools in the coming year.

On Valentines days, saved from waste chocolates and cosmetics were wrapped and gifted to the hard working nurses in Barnet Hospital. We also revamped the hospital garden (the parent rest area) with plants donated and saved. This is thriving very well.

On our annual Mothers Day gifts to mothers in social shelters, 120 gifts were made and distributed. Some of our items saved from waste were turned into body scrubs made at gratitude were included in the gift wrapped inside recycled plan pots. This even proves very popular both with the recipients and volunteers who help wrap.

Gratitude Recycle-club at Haberdashers Boys is in its second year of running. Boys are very keen to help prepare charitable items using their unique creative ideas and discarded materials. To date they have extracted seeds from lemons and oranges and drying and packaging

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)

them to be sent to families in Africa via Seeds for Food. They have wrapped sweets for the homeless, making and decorating Halloween bags for sick children in hospitals who are unable to go trick or treating. Gratitude's knitting for charity group is flourishing under the tutelage of a very capable and talented teacher. With wool and needles donated the group has knitted hats and scarfs for young cancer patients, blankets and feeding pads for premature babies, twiddle muffs for dementia patients, and poppies for the poppy appeal. This activity has been very popular and we had to organise a second venue to assist the enthusiastic knitters.

This year saw us creating a new group called Gratitude's creativity . This group makes useful items from recycled materials such as cardboard, magazines, shopping bags, etc. Nothing is wasted and this group was created to release the hidden talents of our members who do not knit or crochet.

We were given the opportunity to help NCS participants in the summer as part of their charitable activity sector. They helped with painting the pantry fences etc.

Gratitude's volunteers made a grand display to the towns Flowers Festival. The flowers and containers were saved from waste and or donated by local retailers.

Gratitude's community lunch is very popular among the community of Hertfordshire. In its seventh year of running ,wonderful vegetarian meals is conjured up from waste ingredients. This is served in a very jolly atmosphere with live music and warm hospitality. This weekly event gives a chance for the people to meet friends and enjoy a hot meal . While we have been joined by many dignitaries our proud attendee is a 92 year old war veteran.

It is no surprise we are nominated for the high sheriff award and were awarded the 2019 award for community service in Hertfordshire. However, there is room for improvement specifically we had intended to do a series of life coaching lectures and seminar. this is something that we are yet to do. we have secured a venue and our stakeholders have expressed an interest. We fully intend to do this in the next two months.

in the area of community arts we have indeed run several workshops successfully with young adults . This was received enthusiastically and we intend to build on that in the coming year.

In conclusion , many of our projects are well established, successful and growing. Whatever has not been achieved we are aware of and have action plans to actualise in the coming year.

The Trustees declare that they have had due regard to the Charity Commission's Guidance during the course of Gratitude's operations.

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.

We are proud to say that the entire operation of Gratitude's various projects are handled by a dedicated group of volunteers. From collection to distribution volunteers assist the operations manager. On the days we do our community cooking, the volunteers cut and chop, cook and serve wholesome vegetarian food to members of the community. On an average, in the last year we have served over 2000 meals! Our volunteers are the backbone of our operations and we are very grateful for their efforts.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Main achievements during period:

- Delivery of social actions
- Fruits for school
- Interaction with youngsters from NCS and local schools
- Establishing mature gardens
- Engaging the elderly and socially isolated people into our craft groups

Section E**Financial review**

Brief statement of the charity's policy on reserves

The charity maintains sufficient reserves to meet its on going operations, and is reviewed regularly.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

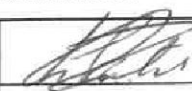
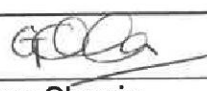
You **may choose** to include additional information, where relevant about:

- 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) |  |  |
| Full name(s) | Kamlesh Patel | Grace Olapoju |
| Position (eg Secretary, Chair, etc) | Trustee | Trustee |
| Date | 5 th March 2020 | |



Receipts and payments accounts

CC16a

For the period
from

21/11/2017

To

05/04/2019

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| General donations | 11,670 | - | - | 11,670 | - |
| Van donation | 12,900 | - | - | 12,900 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 24,570 | - | - | 24,570 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 24,570 | - | - | 24,570 | - |
| A3 Payments | | | | | |
| Mobile phone & broadband | 2,797 | - | - | 2,797 | - |
| Hire charges | 1,801 | - | - | 1,801 | - |
| Insurance | 427 | - | - | 427 | - |
| Motor vehicle expenses | 850 | - | - | 850 | - |
| M Sahu??? | 1,200 | - | - | 1,200 | - |
| P Kramer??? | 5,350 | - | - | 5,350 | - |
| Other | 80 | - | - | 80 | - |
| Repairs | 265 | - | - | 265 | - |
| Gerden project??? | 287 | - | - | 287 | - |
| Sub total | 13,057 | - | - | 13,057 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 13,057 | - | - | 13,057 | - |
| Net of receipts/(payments) | 11,513 | - | - | 11,513 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 11,513 | - | - | 11,513 | - |

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 | | | | |
| | Cash at Bank | 11,513 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 11,513 | - | - |

B2 Other monetary assets

| Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------|------------------------------------|----------------------------------|---------------------------------|
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |

B3 Investment assets

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|--------------------------------|-----------------|-----------------------------|
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |


B4 Assets retained for the charity's own use

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|--------------------------------|-----------------|-----------------------------|
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

B5 Liabilities

| Details | 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 |
|---|---------------|------------------|
|  | Kamlesh Patel | 5.3.2020 |
| | | |