



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2019 to 31<sup>st</sup> December 2019**

**Charity name: Hope Street Trust**

**Charity registration number: 1140997**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"><li>• We promote and support the activities of Hope Specialist Service, which is part of the Care Plus Group social enterprise.</li><li>• We promote volunteering for the benefit of the charity, the service and the wider community.</li><li>• We facilitate activities and events to raise awareness of issues affecting people at risk of falls and those with chronic respiratory disease.</li></ul>
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	<ul style="list-style-type: none"><li>• We run a café, employing 2 staff members and providing meals, including a weekly luncheon club, to service users and the local community</li><li>• We facilitate social activities, promoting physical and mental health and wellbeing in the long-term</li><li>• We apply for grant funding to enable us to expand the activities we provide</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<ul style="list-style-type: none"><li>• All of our activities are for the public benefit, primarily Hope service users, but also the wider community. The Hope Specialist Service benefits several thousand people a year directly, but many more indirectly.</li><li>• All funds raised are invested in the purposes of the charity.</li><li>• Trustees receive no personal benefit</li><li>• The charity completes an annual return and submits accounts,</li></ul>

		which are independently examined, to the Charity Commission
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<ul style="list-style-type: none"> <li>• The Hope Street Trust has 6 x volunteer trustees.</li> <li>• Volunteers work both in clinical settings and in the community, helping to facilitate activities.</li> <li>• Volunteers are pro-active in raising funds</li> </ul>
Other		

### **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	<ul style="list-style-type: none"> <li>• In 2019, the charity successfully re-opened the Galley Café, initially employing 1 member of staff. In late 2019, we were successful in applying for Grantscape funding to further develop the café, enabling us to employ a second member of staff for a year and expand the service provided to the public</li> <li>• The charity funded building works to create a Relaxation Room for patients with anxiety issues. We also purchased 6 x relaxation chairs and furnished the room.</li> <li>• We continue to successfully run a variety of activities, which benefit the physical and mental wellbeing of the Hope community</li> </ul>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We achieved our main objectives, particularly re-opening the café and developing it successfully.
Performance of fundraising activities against objectives set	Para 1.41	Our social activities continue to be a valuable source of income and enable us to both continue to provide these activities and develop new activities
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a healthy position, with good sources of income going forward
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	80% of our reserves are ring-fenced
Amount of reserves held	Para 1.22	Ring-fenced funds £25708 Non-ringfenced £4219
Reasons for holding zero reserves	Para 1.22	N/A
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	<ul style="list-style-type: none"> <li>• Donations</li> <li>• Bequests</li> <li>• Galley Café</li> <li>• Events</li> <li>• Social activities (particularly Rehab Plus)</li> <li>• Sales</li> </ul>
Investment policy and objectives including any social investment policy adopted	Para 1.46	All profits are invested in supporting the ongoing work of the Hope Specialist Falls and Respiratory Service
A description of the principal risks facing the charity	Para 1.46	Principle risk to the charity would be the failure of the café, although we have ringfenced sufficient funds to cover redundancy and closure costs
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	Association
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	<ul style="list-style-type: none"> <li>Chair must be one of the clinical service leads of the Hope Specialist Service</li> <li>5 x staff Trustees – Chair selects the remaining 5 staff Trustees</li> <li>6 x volunteer trustees – stand for election, open to all Hope Street Trust members, who are not employees of the Hope Specialist Service</li> </ul>

### 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	We have policies for: Health and Safety, Code of Conduct, Conflict of Interest, Data Protection, Equality and Diversity, Lone Working, Safeguarding and Volunteering.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ul style="list-style-type: none"> <li>Member of the Northern Lincolnshire Volunteering Development Service</li> <li>Member of the NCVO</li> </ul>
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Hope Street Trust
Other name the charity uses	
Registered charity number	1140997
Charity's principal address	Val Waterhouse Centre 41-43 Kent Street Grimsby DN32 7DH

## 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	Pam Hancock	Chair		
2	Rachel Branson	Treasurer (staff trustee)		Chair appoints
3	Kylie Farbrace	Vice chair (staff trustee)		Chair appoints
4	Sylvia Leary	Secretary (staff trustee)		Chair appoints
5	Julie Lewis	Staff trustee		Chair appoints
6	Sharon Stead	Staff trustee (Link person to CPG Employability Service/Galley Café co-ordinator)		Chair appoints
7	Arthur Dave Rudd	Volunteer trustee		
8	Jenny Blake	Volunteer trustee		
9	Michael Grant	Volunteer trustee		
10	Shirley Redpath	Volunteer trustee		
11	James Finney	Volunteer trustee		
12	Martin Daly	Volunteer trustee		
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## 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)	Rachel Branson	Pamela Hancock
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	14/10/20	



30<sup>th</sup> October 2020

Rachel Branson  
The Hope Street Trust  
Val Waterhouse Centre  
41-43 Kent Street  
Grimsby  
North East Lincolnshire  
DN32 7DH

Dear Rachel

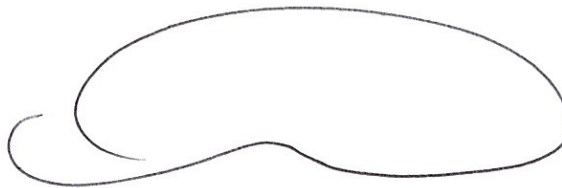
Income & Expenditure Account for the year ending 31<sup>st</sup> December 2019

We enclose two signed copies of the Income & Expenditure Accounts which confirms that we agree, as far as possible, with the figures.

WE are confident that the books and records have been kept to a high standard.

If you require any further information do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, consisting of a large, loopy 'G' followed by a series of connected loops and a final flourish.

GWS Accounts Limited  
Bookkeeping & Payroll Bureau

**Hope Street Trust Income & Expenditure Report for Year Ending 31-12-2019**

	<u>Bank</u>	<u>Cash</u>	<u>Total</u>
Opening Balance 1st January 2019	32137.63	2361.37	34499
Transfer from cash to Bank	25319.00	-25319	0

<u>INCOME</u>	<u>Bank</u>	<u>Cash</u>	<u>Total</u>
Fundraising for other charities	46.49	624.94	671.43
Donations In	100.00	741.34	841.34
Angie's Bench Fundraiser	0.00	120.00	120.00
Staff/volunteer benefit donations	0.00	170.00	170.00
Bequests	300.00	852.54	1152.54
Galley Café Income	5400.70	15502.14	20902.84
Tuck Shop Income	52.21	42.00	94.21
Galley Café Grantscape funding	8291.00	0.00	8291.00
Galley Café set-up funding	2000.00	0.00	2000.00
Fundraising	0.00	301.00	301.00
Event Income	45.00	1311.00	1356.00
Awards for All Immingham	23.01	0.00	23.01
Hope Street Trust Membership Fees	0.00	359.20	359.20
Immingham Rehab Plus	0.00	2113.10	2113.10
Social Club	0.00	180.00	180.00
Grouchy Old Men's Club	0.00	0.00	0.00
Hope Street Singers Income	0.00	211.10	211.10
Social Excursions	0.00	873.50	873.50
Tai Chi/Chairbased Class Incomes	0.00	2265.61	2265.61
Rehab Plus	0.00	6282.26	6282.26
Sales (equipment)	203.70	830.80	1034.50
Handmade by Hope Sales	48.21	868.16	916.37
Bank Interest	0.00	0.00	0.00
Reimbursement from CPG budget for goods,	1600.00		1600.00
	<b>18110.32</b>	<b>33648.69</b>	<b>51759.01</b>

<b><u>EXPENDITURE</u></b>	<b><u>Bank</u></b>	<b><u>Cash</u></b>	<b><u>Total</u></b>
<b>Donations:</b>			
Donations to other charities	-571.54	-100	-671.54
Other Donations Out	0	0	0
Angie's Bench Expenditure	-188.04	0	-188.04
Staff benefit expenditure	0	-140	-140
<b>Gallery Café Expenditure</b>			
Galley Café Expenditure	-3583.71	-5619.99	-9203.7
Card Payment Scheme Costs	-389.43	0	-389.43
Payroll Costs	-13856.85	0	-13856.85
Galley Café Grantscape Expenditure	-1475.18	0	-1475.18
Café set up costs	-1860.86	-116.03	-1976.89
<b>Cost of Fund Raising Activities</b>			
Fundraising costs	-24.54	-27.33	-51.87
Event Expenditure	-171	-1134.52	-1305.52
<b>Grants and Funding Expenditure</b>			
Awards for All Immingham	-5659.44	-467.93	-6127.37
<b>Social Expenditure</b>			
Membership Scheme Costs	-27.01	-147.05	-174.06
Immingham Expenditure	0	-6.6	-6.6
<b>Social Club Expenditure</b>			
Grouchy Old Mens/Fishing Club	-73.5	0	-73.5
Hope Street Singers	-476.22	0	-476.22
Social Excursions	-920	0	-920
<b>Vounteer Costs</b>			
Volunteer expenses	-45.08	-347.43	-392.51
<b>Cost of Sales</b>			
Goods purchased for sale/redistribution	-1193.49	0	-1193.49
Handmade by Hope Expenditure	-718.15	-86.05	-804.2
Bank and paypal fees	0	0	0
<b>Operating Costs</b>			
Employer/Public Liability Insurance	-746.02	0	-746.02
Professional Fees - Accounts Audit	-240	0	-240
Marketing & Publicity	-133.95	0	-133.95
Memberships & Subscriptions	-288.99	0	-288.99
<b>Hope Specialist Service Expenditure</b>			
Patient Refreshments	0	-361.54	-361.54
Hope Specialist Service spending	-15090.49	-39.5	-15129.99
Goods/services purchased on behalf of service, to be reclaim		0	0
<b>Office Expenses</b>			
Postage & Stationery		-2.49	-2.49
	<b>-47733.49</b>	<b>-8596.46</b>	<b>-56329.95</b>

**Bank and Cash**

Opening Balance Cash 31-12-18	2361.37
Cash Receipts	33648.69
Cash transfers	-25319.00
Less Cash Expenditure	-8596.46
<b>Cash Closing Balance 31-12-2019</b>	<b><u>2094.60</u></b>

Opening Bank Balance 31-12-18	32137.63
Bank Receipts	18110.32
Cash to bank transfers	25319.00
Less Expenditure	-47733.49
<b>Bank Closing Balance 31-12-2019</b>	<b><u>27833.46</u></b>

Cash In Hand	2094.6
Santander Bank	27755.41
Co-Operative Bank	78.05

We have examined the above information and explanations provided to us and agree the same.

GWS Accounts Limited  
Bookkeeping & Payroll Bureau, Cleethorpes

