Trustees' Annual Report and Financial Statements
For the period ended 31 December 2020

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# FEED UP WARM UP REFERENCEAN DADMINSTRATIVE DETALS

**Charity registration** 

number:

1186381

Registered Office:

Our Lady & St Andrews Church

16 Nightingale Road

Hitchin SG5 1QS

Truste es:

Richard O'Brien (appointed 10 July 2019)

Elizabeth Wills (appointed 10 July 2019)

Kelvin Robert Hopkins (appointed 1 June 2020)

Ricky Thorpe (Appointed 10 July 2019)

Bankers:

Lloyds

79 High Street Chesham HP5 1BT

Independent

Leadermans

Examiner:

St Christopher House

126 Ridge Road

Letchworth Garden City

SG6 1PT

# Trustees' Report for the period ended 31 December 2020

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the period ended 31 December 2020.

#### Structure, Governance and Management

The Charity was formed on 15<sup>th</sup> November 2019 and is a Registered Charity, Number 1186381. The Charity is managed by the Trustees in accordance with its constitution. None of the Trustees receives remuneration from the Charity.

#### O be dives and Activities

To relieve the needs of homeless persons, or those at risk of homelessness by the provision of drop-in centres providing food, drink, shelter, warmth, replacement clothing, haircuts, access to footcare, companionship, advice, signposting and support.

#### **Achievements and Performance**

Feed Up Warm Up is a North Hertfordshire based charity supporting those who are homeless and those at risk of homelessness. We operate 2 weekly drop in centres in Hitchin and Stevenage where anybody is welcome to come and spend the evening with us. We offer live music, counselling services, a hot meal, free haircuts, food parcels, addiction advice and a warm welcoming smile and a chat. We support on average 100 guests a week between both drop in services.

We also have an outreach team who respond to local referrals from other charities and agencies.

During the pandemic, as part of our partnership with the newly formed Food Provision team we have reached out to local struggling families who have been directly impacted by the pandemic by delivering weekly food parcels and other support services.

During this time we kept both of our drop in centres open and provided hot meals and food parcels. The local restaurants were unable to support us through this period so the cost of us buying food increased

Our outreach team was put on hold for several months due to the Government housing many homeless people. This clearly changed on September 2020 when we launched a fundraising drive as the need to house the local homeless started to increase again.

We are funded purely by donations from kind members of the public and local businesses.

Our belief is that all people should be treated with dignity, respect, kindness, equality and included in the local community.

Trustees' Report for the period ended 31 December 2020 (continued)

#### **Financial Review**

The Financial results for the year are detailed in the financial statements. The Charity is trying to maintain reserves so we can extend the reach and scope of the work that the charity does for its beneficiaries.

Statement of Truste & Responsibilities

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently;
- b) Observe the methods and principles in the Charities SORP;
- c) Make judgements and accounting estimates that are reasonable and prudent;
- d) State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in operation.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the CIO's transactions and disclose with reasonable accuracy at any time the financial position of the CIO and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporation and financial information included on the CIO's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees and signed on their behalf by

Kelvin Hopkins

Elizabeth Wills

Date 25m October 2021.

# Independent Examiner's Report to the Truste & for the ye a ended 31 De cemb e 2020

I report to the trustees on my examination of the accounts of the charity for the year ended 31 December 2020

#### Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiners statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Sandeep Mansukh Shah FCCA

Leadermans

St Christopher House

Ridge Road

Letchworth Garden City

SG6 1PT

Date ..... 29/10/2021

# **Statement of Financial Activities**

For the period 19 November 2019 to 31 December 2020

Income and endowments from:	Note	Unrestricted £	Restricted £	2020 Total £
Donations and grants Trading activities Total income	2 3	67,085 1,428 <b>68,513</b>	6,167 <b>6,167</b>	73,252 1,428 74,680
Expenditure on: Raising funds Charitable activities Total expenditure	4 5/6	3,856 23,667 <b>27,523</b>	1,047 1,047	3,856 24,714 28,570
Net income for the year	8	40,990	5,120	46,110
Net movement in funds		40,990	5,120	46,110
Reconciliation of funds Total funds brought forward Total funds carried forward	13	- 40,990	5,120	46,110

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the financial statements.

The notes set out on pages 9 to 14 form part of these accounts.

#### **Balance Sheet**

As at 31 December 2020

		2020 Total
	Note	£
Fixed Assets	9	5,310
Current Assets:		
Cash at bank and in hand Debtors	40	41,854
Debiois	10	246
		42,100
Creditors: amounts falling due within one year	11	(1,300)
Net current assets		40,800
Total assets less current liabilities		46,110
Net assets	12	46,110
The funds of the charity		
The funds of the charity Restricted income funds	13	5,120
Unrestricted income funds	13	40,990
Total Funds		46,110

The financial statements were approved and authorised for issue by the Board on

25m Ocrosoe 2021.

Signed on behalf of the Board of Trustees

Signature

Name

Trustee

#### Notes to the financial statements

For the period 19 November 2019 to 31 December 2020

#### 1. Accountin gPolicies

#### a) Basis of preparation

The financial statements have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015), in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) applicable to smaller entities and the Charities Act 2011. The presentational currency of the financial statements Pound Sterling (£).

The charity is a Charitable Incorporation Organisation (CIO) registered with the Charity Commission. The registered office address is given in the charity information page.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

#### b) Public benefit entity

The CIO meets the definition of a public entity under FRS 102

#### c) Going concern

The trustees consider that there are no material uncertainties about the CIO's ability to continue as a going concern. Further details are provided in the Trustees' Report.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### d) Income

Income is received by way of grants and donations and generated through trading activities. Income is included in full in the Statement of Financial Activities, recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income tax receivable in relation to Gift Aid donations is recognised at the time the relevant income is receivable.

#### e) Expenditure and allocation of support costs

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration on each activity, comprising general office costs and other overheads, is apportioned on a basis which is an estimated, based on the proportion of each activity to the total cost of all activities.

# Notes to the financial statements (continued)

For the period 19 November 2019 to 31 December 2020

#### f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor, or grant maker. Expenditure which meets these criteria is charged to the fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes and are available for use at the discretion of the Trustees in furtherance of the general objects of the CIO.

#### g) Depreciation

Depreciation is provided on all tangible fixed assets of over £100 at rates calculated to write off the cost less estimated residual value on a straight line basis over their estimated useful lives as follows:

Plant & Machinery

4 years

Motor Vehicles

4 years

#### h) Creditors

Creditors and provision are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### i) Financial Instruments

The CIO has only basic financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the financial statements (continued)
For the period 19 November 2019 to 31 December 2020

# 2. Income from donations and legacies

Donations Gifts in Kind	Unrestricted £ 64,585 2,500	Restricted £ 6,167 - 6,167	2020 Total £ 70,752 2,500
3. Income from trading activities			
Fundraising Events Stall Sales	Unrestricted £ 1,220 208 1,428	Restricted £ - -	2020 Total £ 1,220 208 1,428
4. Expenditure on raising funds			
Advertising & Marketing Cost of goods sold	Unrestricted £ 3,555 301	Restricted £	2020 Total £ 3,555 301
5. Costs of charitable activity by fund type			
Provision of support for the homeless	Unrestricted £ 23,667	Restricted £ 1,047	2020 Total £ 24,714
	23,667	1,047	24,714

# Notes to the financial statements (continued)

For the period 19 November 2019 to 31 December 2020

# 6. Costs of charitable activity by activity type

	Activities Undertaken Directly	Support Costs	2020 Total
·	£	£	£
Provision of support to the homeless	19,168	5,546	24,714
	19,168	5,546	24,714

# 7. Analysis of support costs

	Provision of support for the homeless
	£
Bank fees	38
Depreciation	664
Volunteer and Trustee expenses	1,416
Office costs	727
Insurance	1,401
Accountancy Fees	1,300
	5,546

#### 8. Net income / (expenditure) for the year

This is stated after charging	2020 £
Accountancy Fees	1,300
Depreciation	664

Notes to the financial statements (continued)
For the period 19 November 2019 to 31 December 2020

#### 9. Fixed Assets

	Motor Vehicles	Plant & Machinery	TOTAL
Cost or valuation			
At 19 Novembr 2019	-	<u>-</u>	_
Additions	3,601	2,373	5,974
At 31 December 2020	3,601	2,373	5,974
Depreciation At 19 November 2019 Charge for the year At 31 December 2020	515	149	664
At 31 December 2020	515	149	664
Net book value			
At 19 November 2019	-	-	_
At 31 December 2020	3,086	2,224	5,310

#### 10. Debtors

	2020
	£
Prepayments	246
	246

# 11. Creditors falling due within one year

	2020
	£
Accruals	1,300
	1,300

# 12. Analysis of net assets

	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
Restricted Funds	-	5,120	5,120
Unrestricted Funds	5,310	35,680	40,990
	5,310	40,800	46,110

# Notes to the financial statements (continued)

For the period 19 November 2019 to 31 December 2020

#### 13. Movement in funds

	Balance brought forward at 19 November 2019 £	Income £	Expenditure	Balance carried forward at 31 December 2020
D (11 ) E 1	~	5000000 50000 5000 5000 5000 5000 5000	L	£
Restricted Funds	-	6,167	(1,047)	5,120
Unrestricted Funds	-	68,513	(27,523)	40,990
	_			1
Total		74,680	(28,570)	46,110

#### 14. Related Parties

No Trustees received any remuneration during the period.

Two Trustees received expenses during the period, totalling £310.