



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

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

**From 1<sup>st</sup> January 2021 Period start date, to 31<sup>st</sup> December 2021 Period end date**

**Charity name: Hands Together Ludlow**

**Charity registration number: 1171979**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief of those in need by reason of youth, old age, ill health, loneliness, dysfunctional relationships, disability or financial hardship who are living in Ludlow and surrounding villages.
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	We support our communities through: <ul style="list-style-type: none"><li>• The provision, largely through community volunteers, of direct services, resources and activities to individuals and families in need</li><li>• Working alongside local agencies such as the local council to help develop and implement local plans</li><li>• Working in partnership with a range of organisations. Operationally, many of our activities depend on joint working (for example, surplus food collection), and the distribution of meals requires close working with the Food Bank and local retailers</li><li>• Supporting other organisations through sharing of good practice</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have been provided with the Charity Commission Public Benefit guidelines

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

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

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>• Over 400 individual people were directly supported by HTL. Many of them received multiple interventions. Many more were helped indirectly through our support of, and work with, other organisations e.g., Food Bank, Marshalling for Covid Vaccinations, and other events.</li> <li>• Over 70 volunteers are registered with us and offered their time to help plan and deliver projects and activities in 2021.</li> <li>• Over 480 2-course meals were prepared, cooked, and served at our weekly community lunch which re-started in the summer and 376 afternoon teas served (restarted in May).</li> <li>• Nearly 2000 meals were delivered during the 2021 lockdown, including Christmas Day lunch.</li> <li>• Approx. 200 food shopping deliveries and nearly 160 emergency prescriptions delivered.</li> <li>• 29 regularly attended our Good Grief Cafe</li> <li>• Approx. 30 people received one-to-one help (other than digital). 25 people were given help to access the internet safely and digital inclusion sessions.</li> <li>• 46 people have received around 1600 hours of one-to-one help from befrienders.</li> <li>• We received and processed around 1327 incoming calls to the helpline.</li> <li>• 21 men regularly attend Ludlow Men's Shed (plus volunteers) and 18 people received help and support though social prescribing activities</li> <li>• 260 lifts given to people without other means of transport who are at certain/very high risk of missing key appointments/events.</li> </ul>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Significant progress had been made this year in organisational development, specifically in the areas of HR, policy and procedures and IT systems.
Performance of fundraising activities against objectives set	Para 1.41	A fundraising strategy is currently being developed.
Investment performance against objectives	Para 1.41	Not applicable
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's financial position is healthy but requires continuous fundraising for a sustainable future. The finance sub committee meets quarterly in line with CC guidance and reports to the trustees. A separate statement of accounts is submitted
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	HTL is working towards holding six months reserves, to cover staff and activity costs.
Amount of reserves held	Para 1.22	£36000, plus restricted funds for some salaries.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of funds materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

### 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	There are three pillars to HTLs fundraising strategy. 1. Major funding organisations, such as the National Lottery 2. Local grants and trusts 3. Individual donors
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	Risks to the charity are detailed in the organisational risk log
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	Charitable Incorporated Organisation
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	Trustees are appointed at the AGM by decision of the members. Trustees may also be appointed by the governing body but must then stand for election or retire at the next AGM.

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	HTL is led by volunteer trustees and managed by an Operations Manager. Currently there are 9 (maximum 12) trustees. Service delivery is by volunteers, and a small group of part time staff. The charity is not part of any umbrella organisation.
Relationship with any related parties	Para 1.51	HTL holds a subcontract from Shropshire Council for the delivery of Social Prescribing services
Other		

### Reference and Administrative details

Charity name	Hands Together Ludlow
Other name the charity uses	HTL
Registered charity number	1171979
Charity's principal address	52 Broad Street, Ludlow, Shropshire, SY8 1NH

**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	Sue Chantler	Chair		
2	Chris Deaves			
3	Mike Owens			
4	David Harlington			
5	Erica Garner			
6	Rev. Kim Stilwell			
7	Ann Sutcliffe			
8	Janna Vigar			
9	Michael Day			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**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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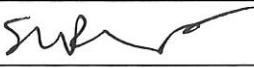
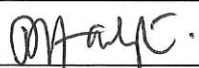
**Other optional information**

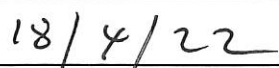
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SUSAN CHANTLER	DAVID HARRINGTON
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE .

Date 





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
HANDS TOGETHER LUDLOW

No (if any)  
1171979

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/01/2021	To	Period end date 31/12/2021
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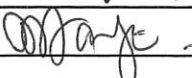
### Section A Receipts and payments

	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 £
<b>A1 Receipts</b>					
LARGE NATIONAL FUNDERS	-	30,649	-	30,649	55,850
LOCAL FUNDERS	26,191	22,239	-	48,430	16,707
BUSINESSES/ORGANISATIONS	4,205	-	-	4,205	13,042
INDIVIDUAL DONATIONS	4,426	-	-	4,426	16,441
GIFT AID	2,673	-	-	2,673	-
SUNDRIES	3,252	351	-	3,603	9,195
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	40,747	53,239	-	93,986	111,235
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	40,747	53,239	-	93,986	111,235
<b>A3 Payments</b>					
STAFF & CONTRACTOR COSTS	49,054	14,534	-	63,588	49,901
INSURANCE	593	-	-	593	528
ADMINISTRATION & TRAINING	1,753	-	-	1,753	917
EVALUATION	-	-	-	-	10,000
LUNCH CLUB EXPENSES	830	-	-	830	152
ADVERTISING	-	1,054	-	1,054	-
COVID SUNDRIES	-	5,288	-	5,288	11,696
EQUIPMENT/COMPUTER EXPENSES	2,415	-	-	2,415	-
SUNDRIES	9	624	-	633	790
<b>Sub total</b>	54,654	21,500	-	76,154	73,984
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	54,654	21,500	-	76,154	73,984
<b>Net of receipts/(payments)</b>	- 13,907	31,739	-	17,832	37,251
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	67,102	19,778	-	86,880	49,629
<b>Cash funds this year end</b>	53,195	51,517	-	104,712	86,880

## 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 £
<b>B1 Cash funds</b>	BARCLAYS BANK	53,056	51,441	-
	PETTY CASH	139	-	-
	MENS SHED	-	76	-
	<b>Total cash funds</b>	<b>53,195</b>	<b>51,517</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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
	S. V. CHANTLER	18/4/22
	D. HARRINGTON	

# Independent Examiner's Certificate for the Charity's Accounts

Report to the trustees of Hands Together Ludlow on the accounts for the year ended 31 December 2021.

## 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to examine the accounts under section 145 of the Charities Act, follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and state whether particular matters have come to my attention.

## Basis of independent examiner's statement:

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent examiner's statement:

In my opinion, all relevant disclosures have been made in the financial statements and the trustees have assessed the invoices, bills and commitments outstanding at the end of the reporting period and are satisfied that the charity can settle them as and when they fall due.

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the following requirements have not been met:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 12 April 2022

Name: M G BEAZLEY MBE, MA, FCMI, C Dip AF (ACCA)

Address: Old Gate House, Old Street, Ludlow SY 8 1NS

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021**

BALANCE AT BANK 1 JANUARY 2021	86697	BALANCE AT BANK 31 DECEMBER 2021	104497
PETTY CASH	183	PETTY CASH	139
EXCESS OF INCOME OVER EXPENDITURE	17832	MEN'S SHED	76
	<u>104712</u>		<u>104712</u>
UNRESTRICTED FUNDS AVAILABLE AS AT 31 DECEMBER 2021			53271
RESTRICTED FUNDS HELD AS AT 31 DECEMBER 2021			<u>51441</u>
			<u>104712</u>

**BALANCES ON INDIVIDUAL RESTRICTED FUNDS**

COVID	17940
NATIONAL LOTTERY	9302
HALL GARTH SETTLEMENT	10199
CONNEXUS DIGITAL INCLUSION	3211
CONNEXUS - PEP UP YOUR PLATE	215
CONNEXUS - JOB CLUB	125
SHROPSHIRE COUNCIL FOR SOCIAL PRESCRIBING YOUTH WORK	7000
SOUTH SHROPSHIRE DOMESTIC VIOLENCE NETWORK	915
LUDLOW TOWN COUNCIL FOR LUDLOW YOUTH HEALTH	138
GOOD THINGS FOUNDATION	630
COMPANY AT CHRISTMAS	760
MAYORS FUND	1006
	<u>51441</u>



M G BEAZLEY, Independent Examiner, 12 April 2022



## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

## INCOME

## NATIONAL FUNDERS

NATIONAL LOTTERY	30649
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## LOCAL FUNDERS

BURFORD TRUST	1500
CONNEXUS DIGITAL INCLUSION	2233
HALL GARTH CHARITABLE SETTLEMENT	12000
LUDLOW METHODIST CHURCH	1000
MARCHES FOOD MATTERS	1000
MILLICHOPE FOUNDATION	2500
SHROPSHIRE COUNCIL FOR SOCIAL PRESCRIBING	18191
SHROPSHIRE COUNCIL FOR SOCIAL PRESCRIBING YOUTH WORK	7000
SHROPSHIRE COUNCIL FOR RAPID FLOW TESTING	2000
	<u>47424</u>

## LOCAL CHARITIES / ORGANISATIONS / INDIVIDUALS

INDIVIDUAL DONATIONS OVER £500	3200
HUMPHREY SALWEY BENEFACATION	600
LUDLOW POST OFFICE BOX	80
LUDLOW ROTARY CLUB	945
LUDLOW TOWN COUNCIL	300
ASHFORD BOWDLER BBQ	160
PARTNERS FOR SOCIAL ENTERPRISE	420
CONNEXUS FOR PEP UP YOUR PLATE	280
STANTON LACY CEILIDH	205
SOUTH SHROPSHIRE DOMESTIC VIOLENCE NETWORK	915
LUDLOW TOWN COUNCIL FOR LUDLOW YOUTH HEALTH	300
STANDING ORDERS	300
SUNDRY	1227
	<u>8932</u>

GIFT AID	2673
JUST GIVING	926
JUST GIVING - MAYOR'S FUND	1006
LUNCHEON CLUBS	1916
DONATIONS RE MEALS	109
MEN'S SHED	351
	<u>6981</u>

TOTAL INCOME	<u>93986</u>
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## EXPENDITURE

STAFF AND CONTRACTOR COSTS	63588
INSURANCE	593
ADMINISTRATION AND TRAINING	1271
TELEPHONE	482
COMPUTER RELATED EXPENSES	1708
EQUIPMENT	707
DBS CHECKS	348
TRAVEL EXPENSES	1151
HR SUPPORT	720
LUNCHEON CLUBS	830
FOOD EXPENSES	1848
PEP UP YOUR PLATE	65
PRIDE OF PLACE	284
JUST GIVING FEES	234
ROOM HIRE	239
FOOD CONTAINERS	632
ADVERTISING	1054
MEN'S SHED	275
SUNDRY	125
	<u>76154</u>

EXCESS OF INCOME OVER EXPENDITURE	17832
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<u>93986</u>
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