



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

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

**From** 26<sup>th</sup> May 2021

**To** 30<sup>th</sup> November 2021

**Charity name:** Battersea Befriending Network (BBN)

**Charity registration number:** 1194593

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of BBN is to promote social inclusion for the public benefit by working with individuals who have experience of mental ill-health in the Borough of Wandsworth who are, or are at risk of becoming, socially excluded from society, or parts of society, as a result of their mental ill-health, to relieve the needs of such people and assist them to integrate into society.
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	<p>a) The provision of a befriending service designed to support and assist such persons.</p> <p>b) Enabling such individuals to be more confident in accessing opportunities and services in the community.</p> <p>c) Recruiting and training volunteers to be befrienders, developing understanding of the befriender's role and limitations, providing ongoing support and the opportunity to support each other.</p> <p>d) Encouraging partnership working with other mental health agencies and community organisations to ensure a quality of service for service users.</p>
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 had regard to the guidance issued by the Charity Commission on public benefit.

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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	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

### **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	<p>Over this period, BBN's volunteers befriended 38 individuals in Wandsworth.</p> <p>The individuals, who are referred to BBN by mental health service providers and GPs, are matched with a befriender. The befriending relationship usually involves the pair meeting regularly, once a week or fortnightly, for one or two hours, over as long a period as is agreed between them. They may have a coffee together, go for a walk, or follow some particular interest, but the emphasis is on meeting socially, in order to increase confidence and reduce social isolation. Many of the befriending relationships have been in place for two or three years or longer.</p> <p>Those befriended speak of the</p>

		<p>difference made to them individually by their befriender, and how they have gained confidence and felt less lonely.</p> <p>At one review of a befriending arrangement during this period, the referring professional said that <i>'the befriending was very beneficial for A, and that A's mental state had improved.'</i></p> <p>Volunteers are supported in the befriending by 1) the allocation of a mentor to each befriender, to discuss the befriending, and any issues that may arise, and 2) support and supervision groups held every two months, for all befrienders to share their experiences and provide mutual support.</p> <p>Two training courses for new volunteer befrienders were held in the period covered by this report.</p> <p>Three new mentors were recruited.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	n/a
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At 30 <sup>th</sup> November 2021 BBN's cash reserves were £14,882.65.  For the period from 26 <sup>th</sup> May 2021 to 30 <sup>th</sup> November 2021 BBN had income of £10,680 and costs of £9,890.67.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held so that BBN can pay expenses when required. The main expense for the charity is to pay our professional mental health expert.
Amount of reserves held	Para 1.22	£14,882.65
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	As a small charity BBN is mainly reliant on grants from both local and national organisations for funding.  The main purpose of the funding is to pay our part-time Professional Mental Health Advisor, who has greatly enhanced the quality of our service.  However, if funding could not be raised in the future, the charity would be able to continue without the mental health expert, relying on our experienced volunteers alone.

### 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	n/a
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	n/a
Other		n/a

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## 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 (CIO)
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	<p>Constitutionally, the Members or the charity Trustees may at any time decide to appoint a new charity trustee, subject to a limit of 15 people.</p> <p>An applicant to become a Trustee completes a form to state personal details, why the applicant is interested, and what they are able to contribute to BBN through their experience and knowledge. A small group of Trustees meets the applicant to ensure they understand their responsibilities. If the Trustees and the applicant are both satisfied, the application is submitted to the next Trustee meeting for consideration. A Disclosure and Barring Scheme check is also carried out.</p> <p>In addition, at each AGM, one third of Trustees retires, with the longest serving forming the third retiring, along with any Trustees appointed by other Trustees (cf. Members) in the time period since the last AGM. Members vote at AGMs to fill the vacancies arising from retirements. Trustees are eligible for re-election following retirement.</p> <p>Officer posts are elected by the Trustees at the first Trustee meeting following the Annual General meeting.</p>

### 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	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Battersea Befriending Network (BBN)
Other name the charity uses	BBN
Registered charity number	1194593
Charity's principal address	ALL SAINTS CHURCH 100 PRINCE OF WALES DRIVE LONDON SW11 4BD

## 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	Sarah Rackham	Chair		
2	Victoria Milner	Fundraising officer		
3	Elisabeth Jeffries			
4	Anoushka Allen Asiimwe Kakooza			
5	Helen Winifred Trout	Treasurer		
6	Richard Stanley Trout	Befriending Coordinator		
7	Noel Forrest			
8	Peter Edward Wright	Safeguarding officer		
9	Mary Elisabeth Green	Secretary		

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

Director name		
n/a		

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

Trustee name	Dates acted if not for whole year	
n/a		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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
n/a		

#### Name of chief executive or names of senior staff members (Optional information)

n/a
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a
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## Other optional information

n/a
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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)**

Sarah Rackham

**Full name(s)**

Sarah Rackham

**Position (eg  
Secretary, Chair, etc)**

Chair

**Date**

21.09.2022





BBN's Business Bank Account is with:

**Santander**

**Bank balance as at 26 May 2021:**

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Payments made:

DBS Checks	£240.45
Catering (excluding Training Courses or Socials)	£0.00
Stationery / Postage / Printing	£0.00
Memberships	£75.00
Professional Adviser	£8,260.00
Website / IT	£864.00
Insurance	£374.05
Training (includes venue hire & catering for 2 courses)	£0.00
Social/s	£77.17

**TOTAL EXPENDITURE:**

Payments received:

Donations	£680.00
Grants	£10,000.00

**TOTAL INCOME:**

**Balance as at 30 November 2021:**

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Helen Trout  
Treasurer  
Battersea Befriending Network

**£14,093.32**

**-£9,890.67**

**£10,680.00**

**£14,882.65**

<b>CRB Check Expenses</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No. / DD</u>	<u>Date Claimed for</u>
Jun 4, 21	£12.25	DD to Thirtyone:eight	DBS check x1
Jun 21, 21	£97.80	DD to Disclore Services	DBS checks x3
Jul 16, 21	£32.60	DD to Disclore Services	DBS check x1
Sep 17, 21	£65.20	DD to Disclore Services	DBS check x2
Oct 17, 21	£32.60	DD to Disclore Services	DBS check x1
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	<b>£240.45</b>		

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<b><u>Catering Expenses</u></b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No.</u>	<u>Date Claimed for</u>
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	<b>£0.00</b>		





<b>Stationery / Postage / Printing</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No.</u>	<u>Date Claimed for</u>
	£0.00		
	£0.00		
	£0.00		
	<b>£0.00</b>		

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<b>Memberships</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>Invoice No.</u>	<u>Date claimed for</u>
	£0.00		
Aug 25, 21	£75.00	WEB28423	2021-22
	<b>£75.00</b>		
<b>Professional Adviser</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>Invoice No.</u>	<u>Date claimed for</u>
Jun 14, 21	£1,440.00	Invoice NO. 157	May 2021
Jul 16, 21	£1,340.00	Invoice No. 162	June 2021
Aug 18, 21	£1,180.00	Invoice No. 168	July 2021
Sep 15, 21	£1,100.00	Invoice No. 172	August 2021
Oct 13, 21	£1,600.00	Invoice No. 184	September 2021
Nov 24, 21	£1,600.00	Invoice No. 194	October 2021
	<b>£8,260.00</b>		
<b>Website / IT</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>Invoice No.</u>	<u>Date claimed for</u>
Jul 1, 21	£720.00	INV-6304	Initial set up fee
Jul 1, 21	£24.00	INV-6305	June 2021
Jul 13, 21	£24.00	DD - INV-6787	July 2021
Aug 12, 21	£24.00	Invoice / DD	August 2021
Sep 13, 21	£24.00	Invoice / DD	September 2021
Oct 13, 21	£24.00	Invoice / DD	October 2021
Nov 11, 21	£24.00	Invoice / DD	November 2021
	<b>£864.00</b>		
<b>Insurance</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>Invoice No.</u>	<u>Date claimed for</u>
Oct 14, 21	<b>£374.05</b>	510072379	1/10/21 - 30/9/22
<b>Advertising</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No.</u>	<u>Date claimed for</u>
	0		
	0		
	0		
	<b>£0.00</b>		

<u>Notes</u>
Affiliation to APCMH
Befriending Networks
<u>Notes</u>
<u>Notes</u>
Lamplight data management
Lamplight 1st 2 payments by cheque
Lamplight
Lamplight
Lamplight
Lamplight
Lamplight
<u>Notes</u>
pib Insurance Brokers
<u>Notes</u>

<b>Training</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No.</u>	<u>Date Claimed for</u>
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	£0.00		
	<b>£0.00</b>		



<b>Social</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>Invoice No.</u>	<u>Date Claimed for</u>
Oct 14, 21	£77.17	BBN/2021002e	Sep 11, 21
	£0.00		
<b><u>Total:</u></b>	<b>£77.17</b>		



Notes
Summer Social

	<b>Income</b>
<b>Donations</b>	
<u>Date Received</u>	<u>Amount Received</u>
Jun 2, 21	<b>£20.00</b>
Jun 28, 21	£172.00
Jul 2, 21	£20.00
Jul 29, 21	£14.00
Aug 2, 21	£20.00
Sep 2, 21	£20.00
Sep 27, 21	£324.00
Oct 4, 21	£20.00
Nov 2, 21	£20.00
Nov 9, 21	£50.00
Total:	<b>£680.00</b>
<b>Grants</b>	
<u>Date Received</u>	<u>Amount Received</u>
Sep 10, 21	£10,000.00
<b>Total:</b>	<b>£10,000.00</b>

<u>Notes</u>
Regular Donation
Donation: 'Benevity'
Regular Donation
Donation: 'Benevity'
Regular Donation
Regular Donation
Party donations incl Raffle tickets
Regular Donation
Regular Donation
Donation
<u>Notes</u>
Grant: National Lottery Awards for All Fund

<b>Venue Hire Costs</b>			
<u>Date Paid</u>	<u>Amount Paid</u>	<u>BBN Claim No.</u>	<u>Date Claimed for</u>

<u>Notes</u>