

THE RED TRUST BUSHEY

(Working name: The Red Cafe)

Registered Charity Number 1161424

Trustees Report and Accounts

Year ended 31st March 2019

The Red Trust Bushey

Trustees

Ann East – Founder trustee and Secretary
David Poultney – Resigned October 2018
Stuart Singleton – Chairman
Anne Underwood – Resigned September 2018
Elizabeth Vis – Founder trustee and Treasurer
Alison Guthrie – Appointed September 2018

Staff

Anne Underwood – Resigned October 2018
Alison Saunders
Jennie Crawley – Resigned June 2019
Melvyn Roberts – Appointed June 2019

Address

2 Lower Paddock Road,
Watford
WD19 4DS

Bankers

CAF Bank Limited,
25, Kings Hill Avenue,
West Malling,
Kent
ME19 4JQ

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The Red Trust Bushey

Report of the Trustees for the year ended 31st March 2019

The trustees are pleased to present their report for the year ended 31st March 2019.

Formation and constitution

The Red Trust Bushey was set up as a Charitable Incorporated Organisation (CIO) on 1st March 2015. The members of the CIO are the charity trustees.

Objects of the Charitable Incorporated Organisation

In accordance with Christian principles, the Objects of the CIO are, for the public benefit:-

the relief of those in need (but not exclusively) by reason of youth, age, ill-health, disability, financial hardship or other social or economic disadvantage;

to advance in life and help young people through the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life and providing support and activities which help develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and

to further or benefit the residents of Bushey and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Trustees

The trustees who have served during the period to the date of this report (unless otherwise stated) are as above.

New trustees are selected when there is a need for additional expertise and experience. A new trustee will be recommended by a member of the current trustees and the new trustee is then appointed by a majority vote at the trustees' meeting. A comprehensive induction is undertaken by the Chair of Trustees for new trustees. This includes giving them a copy of the trustee handbook, discussion on RTB Vision and Values and attendance at a trial trustee meeting. The risk assessment, finance report and outline of current activities of the trust is given to every new trustee.

Organisation

The trustees and staff meet at least four times each calendar year for a business meeting to decide policy, to manage the affairs of the trust, to discuss news and to pray.

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Grant from St Peters Trust

We received a grant of £800 from the St Peter's Trust towards the purchase of shelving and a chest freezer for the food bank.

Other Specific Donations

We received a number of specific donations during the year, mainly towards the foodbank. These were used for purchasing food and other resources for the foodbank.

Grants and Specific Donations bought forward from previous years.

All specific donations bought forward from previous years including the balance of the grant received from Hertfordshire Community Foundation in 2017-18 were spent during the year.

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Other

We also enjoyed taking part in local events including a street party on Harcourt Rd at Christmas, and the Oxhey Village Fayre and the Bushey Festival.

Fundraising and Grants

During the year, the Red Trust has continued to employ a part time fundraiser who organised fundraising events and helped with specific grants for the foodbank and cafe.

Donations from individuals

The Red Trust Bushey is grateful to individuals who support regularly. Their support is the bedrock for our financial planning.

Fundraising events

Fundraising events have been an important source of income for us this year. In April 2018, Jane Abbott's fundraising efforts culminated in running the London Marathon. She raised over £2,000 in total and helped many more people become aware of our work. In September 2018, a swimming team including Jack Jackson, Paul Jackson, Elin Barham, Sarah Barham and Kirsty Green raised over £1,500 through the Swim Serpentine event – special thanks to Jack for his fundraising and social media efforts.

Donations from churches

Many local churches support us financially, as well as through the food bank. At Christmas, we asked churches to support us through providing Christmas treats and food items. We also asked church members to make a financial gift by buying a virtual gift token.

Donations from local businesses

Our thanks go to JHP Electrical and to Artisan Hair for their support this year.

Grant funding

We received the following specific grants and donations during the year:

Hertfordshire Community Foundation

We received two major grants from this funder.

In December 2018 we received a large grant of £5,000 for the café and the foodbank. This covered rental expenses for the Phoenix centre, where the café is currently located and wages for the café manager and the foodbank. At year end, the balance of the grant stood at £4,330.

We were also approved for a £4,000 Organisational Development Grant. This will enable us to receive trustee training, have a new website, and complete a fundraising strategy among other things. The grant was approved in the 2018-19 financial year and will appear as a receipt in the 2019-20 accounts.

Tesco Bags of Change Grant

This was a £4,000 grant of which we had received £3,000 at the start of the financial year. This was used to cover wages for one year for a manager of the foodbank who was appointed in May 2018. The grant also covered equipment and supplies for a "cooking on a budget" course which was trialled during this year.

Report of the Trustees for the year ended 31st March 2019 (continued)

Use of Volunteers and other Non-Monetary Gifts

The Trust could not function without the work of volunteers who assist with running the café and foodbank and other events. We are grateful for their commitment and enthusiasm – they make the work of the Trust possible.

We couldn't run our food bank without the support and partnership of Bushey Parish, which provides free storage and rent-free access to their hall to run the food bank. We are also extremely grateful to Bushey Baptist Church for their provision of free office and meeting space, as well as many other forms of support.

It would be impossible to run the food bank without the support of so many local schools, places of worship, other organisations and individuals. The ongoing supply of basic staples has enabled people in our community to live without hunger. We would also like to acknowledge Gratitude and My Yard, who have provided additional fresh food for the food bank.

Achievements and Performance

Café

The café has continued to run every Saturday during term time. In September 2018, the café moved venue from Little Reddings School to the Phoenix Centre, a community building on Farrington Avenue. This means that we are within easier access for people within the community.

We have provided an updated menu including soup and sandwiches as well as homemade cake and biscuits.

We're pleased that others from the community volunteer or help packing down at the end of a session. The art and craft has continued to be popular. We encourage adults as well as children to take part in this and many express how relaxing it is.

Foodbank

The foodbank has continued to open every Friday and we have been able to give food to anyone who has come because of the generosity of the local community. In May 2018 we were able to employ a part time foodbank manager. Many who come to the foodbank have complex needs and we have been able to journey with some who come regularly and support them where possible. A common theme for many is the loss of self-esteem and the restrictions they feel from being on benefits. We're grateful for the trust that has been built up and continue to learn how to be community together.

Report of the Trustees for the year ended 31st March 2019 (continued)

Statement of Trustees' responsibilities

The trustees are required to prepare accounts for each financial year, which comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. In preparing these accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence taking reasonable steps for the prevention and detection of fraud.

The trustees confirm that they have identified the major risks to which the charity is exposed, and have reviewed the systems and procedures to manage those risks.

The trustees are also responsible for ensuring that all employees, trustees and volunteers have the appropriate DBS checks. We have also identified any impacts of the GDPR legislation and taken relevant action where appropriate. New employees are taken on subject to these checks being made.

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Financial Review

Total income for the year was £22,796 (2017/18 - £24,338) comprising £11,325 (2017/18 - £10,564) voluntary donations towards day-to-day running of the Trust, £5,930 (2017/18 - £8,378) specific grants and donations, £5,532 from Fundraising events (2017/18 - £5,390) and £9 (2017/18- £6) investment income.

Total expenditure in the year was £22,844 (2017/18 - £19,082) which includes £6,561 expenditure in relation to restricted income including two grants (2017/18 - £4,060).

The employment costs covered three employees working part time for one year.

The deficit for the year was £48, (of which £78 was a deficit from restricted funds) (2017/18- £5,256 surplus). This has been deducted from reserves. At 31st March 2019, accumulated funds were £17,114 (2017/18- £17,162), of which £4,748 was restricted.

Statement of the charity's policy on reserves

The Red Trust Bushey uses all donations towards general reserves unless a restriction is put on that donation. During the year ending 31st March 2019, there was one grant awarded to the Red Trust Bushey by Hertsmere Borough Council of £5,000. This grant was restricted towards the running costs of the café and the foodbank. We were also given a number of gifts that were restricted to the foodbank, including £800 towards a freezer and shelving for the foodbank.

At 31st March 2019, the reserves were equivalent to approximately 9 months running costs. The Red Trust Bushey endeavour to hold 3 months' expenditure as our preferred level of reserves. However, as the charity is still in the early years and expenses are less predictable, we are content with the current level of reserves, which will enable us to save for future projects. We also had liabilities at the end of the year as per note 1.


Appreciation

Finally, we would like to thank our supporting churches and individuals. Their faithful support, both in giving and in praying is the foundation on which our whole work is built. Without them, the Red Trust would not exist.

We would like to express our gratitude to our independent examiner Joanna Woolcock. We record our appreciation for our members of staff - Anne Underwood, Jennie Crawley and Alison Saunders - Thank you for all you have done for the trust.

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

Signed on behalf of the charity's trustees


Stuart Singleton
Chairman of Trustees
Date _____


Elizabeth Vis
Treasurer

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Independent Examiner's Report to the trustees of The Red Trust Bushey

I report on the accounts of The Red Trust Bushey (Charity no. 1161424) for the year ended 31st March 2019, which comprise the receipts and payments account, the statement of assets and liabilities and the related notes set out on pages 9 to 10.

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

Basis of independent examiner's report

My examination was carried out in accordance with the 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 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 requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date 19/10/19



Joanna Woolcock FCA
13, Grover Road,
Watford WD19 4HH

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Receipts and Payments Account for the year ended 31st March 2019

	Unrestricted funds £	Restricted funds £	Total funds 2018/19 £	Total funds 2017/18 £
Receipts				
Voluntary Donations	11,325		11,325	10,564
Specific Donations	-	5,930	5,930	8,378
Fundraising Events	4,979	553	5,532	5,390
Interest	9	-	9	6
Total receipts	16,313	6,483	22,796	24,338
Payments				
Charitable Activities	16,139	6,561	22,700	17,747
Fundraising Costs	144		144	1,335
Total payments	16,283	6,561	22,844	19,082
Cash funds bought forward	12,336	4,826	17,162	11,906
Net of receipts/(payments)	30	(78)	(48)	5,256
Cash funds carried forward	12,366	4,748	17,114	17,162

Signed by two trustees on
behalf of all the trustees

Signature

Elyabeth V/S

Date
19/10/19

Signature

[Signature]

19/10/19

Notes to the accounts for the year ended 31st March 2019

1. Statement of Assets and Liabilities as at 31st March

	2019	2018
Assets	£	£
Cameras	698*	798
Printer	160	160
Receivables – Gift Aid Recoverable	1,560	1,141
Bank Account	17,115	17,163
Café Takings not yet banked	67	-
Generator	515	515
Liabilities		
Payables - staff wages relating to March	-	(1,225)
HMRC	-	(50)
Pension contributions deducted not yet paid	(27)	(678)
Rent for the Phoenix Centre (Feb and March)	(180)	-
Expenses owed	(214)	-

*One of the cameras stopped working during the year

2. Accounting policies

Basis of preparation of the financial statements

The financial statements have been prepared in accordance with the Charities Act 2011, and have been prepared on a receipts and payments basis.

Income

Donations and gifts are accounted for when received. Tax recoverable on gift-aided gifts is accounted for on a cash basis.

Expenditure

Expenditure is accounted for on a cash basis. Resource materials are written off as acquired.

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3. Charitable activities - breakdown of expenses

	2018/19	2017/18
<i>Unrestricted funds</i>		
Staff Costs		
Resources	13,257	12,082
Insurance	1,360	1,183
Communications/Promotional costs	301	249
Training	475	103
Printing and stationery	20	20
Bank charges	15	83
Rent for Red Cafe	60	60
Other operating expenses	443	758
	208	484
	16,139	15,022
<i>Restricted funds</i>		
Allocated Specific Expenses (see below)	6,561	4,060
Total Expenses	22,700	19,082

4. Summary of Grants and Specific Donations 2018/19

	Specific foodbank grants/donations	Hertfordshire Community Foundation Grant 2017-18	Tesco Grant	Hertfordshire Community Foundation Grant 2018-19	Other specific donations	Total
	£	£	£	£	£	£
Balance brought forward	180	1,546	3,000		100	4,826
Donated during the year	553	130		5,000	800	6,483
Total specific donations	733	1,676	3,000	5,000	900	11,309
Allocated Specific Expenses		130	224			354
Foodbank Expenses	494					494
Rent for Red Cafe		142		220		362
Generator Expenses					100	100
Wages for Café and foodbank		1,404	3,397	450		5,251
Total specific expenses	494	1,676	3,621	670	100	6,561
Balance carried forward	239	0	(621)*	4,330	800	4,748

*We are due to receive £1,000 for the Tesco Grant when the full £4,000 has been spent. This was received in June 2019