



providing crisis packs for those in need

**PORCH BOXES**

# **ANNUAL REPORT AND ACCOUNTS**



**2018**

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*Harvest donations ready to be sorted – thank you !*

## Welcome 2018

Welcome to our eighteenth Annual Report. It has been another very busy year. Once again I would like to thank the countless numbers of people who have contributed to the continued success of Porch Boxes in so many ways this year.

We have a committed team of volunteers who meet on Wednesday mornings at the warehouse and pack and deliver on average 80 bags/boxes per week. In addition to this a small team of other volunteers meet at our other base at Bridge Methodist Church and pack boxes there. This dedicated team of volunteers were honoured to win the Bury Council Star Award for Volunteers of the year.

Harvest time and Christmas time once again brought in a large amount of donated goods. People continue to be incredibly generous. We are also pleased to report that the collection trolleys in our partner supermarket stores continue to be filled on a weekly basis. These year-round donations help us to maintain our stock without the need to shop for every item each week.

These continue to be tough times and the need for help and support continues to increase year on year. Thankfully the kindness and generosity of the people of Bury has also increased.

This year we have been able to accommodate a number of primary school groups plus groups from Bury College coming to see how we operate and helping to pack some Porch Boxes.

We are grateful to have the continued support from Bury Council. We could not operate without the use of part of one of their industrial units at Bradley Fold Trading Estate. This is our main distribution and work centre.

The agencies we work with are reporting increased need for Boxes. Families are now facing 5 to 6 weeks with no income due to problems with the roll out of the universal credit system. We are regularly being approached for help by individuals and continue to signpost them to relevant agencies and groups offering access to hot meals or alternative food provision. If they have difficulty accessing further help we will meet their needs directly.

Volunteers also distribute fresh food surplus via one local supermarket and in partnership with Fairshare-Foodcloud/Tesco. This reduces food wastage and allows families and individuals access to fresh food and some tasty treats also!

As always it remains a tremendous privilege to act as Chair to Porch Boxes and it is an honour to work with such a committed and dedicated group of volunteers to make a difference to the lives of so many people.



**Julia Rowlands**  
Chair

# **Trustees' annual report for the period 1 January to 31 December 2018**

## **Reference and administration details**

**Charity name:** Porch Boxes

**Other names by which  
Charity is known:** The Porch  
Porch Project

**Registered charity number:** 1089998

**Charity's principal address:** 46 Starling Road, Radcliffe M26 4LN

<b>Names of the charity trustees who manage the charity:</b>	Julia Rowlands	Chair
	Michael Perrin	Treasurer
	Alan Wood	Secretary
	Iain Hodcroft	
	David Archer	
	Laurel Avery	
	Pat White	
	Sheila Walmsley	
Eileen Smith		

**Website:** [www.porchboxes.org.uk](http://www.porchboxes.org.uk)

**Bank:** Santander UK plc, Bridle Road, Bootle L30 4GB

**Staff:** The charity has no paid staff.

## **Structure, governance and management**

### **Description of the charity's trusts**

#### **Type of governing document:**

Constitution amended and adopted 21 May 2002

#### **How the charity is constituted:**

Association consisting of

- individuals (over the age of 18 years) who are interested in furthering the work of the Charity and who have paid any annual subscription laid down from time to time by the Executive Committee [presently set at zero], and
- any body corporate or unincorporated association which is interested in furthering the Charity's work and has paid any annual subscription [presently set at zero] [any such body being called in this constitution a 'member organisation']

Individual members include those who by their presence at meetings or in other ways demonstrate their interest in furthering the work of the charity. Member organisations include:

Bury Christian Fellowship

Radcliffe United Reformed Church

St. Thomas and St. John's Church, Radcliffe

Tottington Methodist church

#### **Trustee selection methods:**

Trustees are elected or re-elected annually at the Annual General Meeting held in Spring each year

#### **Additional governance issues:**

- All Trustees give their time voluntarily and receive no remuneration or other benefits. Agreed expenses incurred are reimbursed.
- In accordance with its Constitution, Porch Boxes co-operates with other agencies locally where they are undertaking work similar to that of Porch Boxes.
- Porch Boxes representatives have attended and are willing to attend meetings and forums as required in order to share information relevant to our users and those with a shared interest in countering food poverty.
- The Trustees have identified major risks to the achievement of the charity's objectives and have put in place insurance, policies or

practices to seek to avoid the objectives of the charity being frustrated. Policies include Diversity, Equal Opportunities, Health and Safety, Safeguarding, Confidentiality and Support, Supervision and Training of Volunteers.

## **Objectives and activities**

### **Summary of the objects of Porch Boxes set out in the Constitution:**

The Charity's objects are the relief of poverty and distress primarily amongst people living in the Bury and Rochdale Metropolitan Boroughs in particular but not exclusively by the provision of food, toiletries and other essential goods.

### **Summary of the main activities undertaken for the public benefit in relation to these objects:**

In planning the activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit at meetings of the Management Committee.

We continued to promote our service with agencies working with vulnerable people in the areas indicated by our Constitution. We do not turn down occasional requests for assistance from contacts within the Metropolitan Boroughs of Oldham, Bolton, Stockport, Blackburn with Darwen and Rossendale, and the Cities of Manchester and Salford. New agencies are provided with service on request. Our service is available to everyone who falls within our charitable objective, i.e. all vulnerable people in crisis need. Grant applications are made when appropriate.

Operations were massively supported by gifts in kind. The work of the charity is publicised amongst community groups such as Churches and schools whenever possible. Our website has proved to be an invaluable path for many agencies, community groups and others to learn of our work and offer support as financial donors, by offering gifts in-kind, and by volunteering. An on-line donation and gift-aiding capability is available.

A great contribution is made by volunteers who serve as Trustees, as packers, as deliverers of packs, as people who collect donations in kind, as publicists in various ways, as fundraisers and as administrators. We thank all these people, without whom there would be no "Porch Boxes".

We are increasingly being asked to support individuals in crisis need directly, we have experienced a growing number of telephone requests from such people. Where there is a need for a direct access response, we endeavor to signpost

individuals to other appropriate agencies. However if this is not possible then Porch Boxes will meet that direct need for help.

## **Additional details of objectives and activities**

### **Summary of the main achievements of the charity during the year:**

The following section sets out the Trustees' assessment of the achievement of the charity this year.

The referral agencies through which we support vulnerable people in crisis need continue to report a very high degree of satisfaction with the service provided. In particular, they continue to report that Porch Boxes makes a huge difference in the lives of their clients.

Porch Boxes supports many agencies, and assists them in meeting their own objectives. Thus assisting them in encouraging healthy lifestyles, returning vulnerable people to sustainable lifestyles, preventing crime, reducing dependence on drugs and alcohol and avoiding destitution.

Porch Boxes provides an outlet for the spontaneous urge of many in the community to provide practical support to people in crisis.

Throughout the year, Porch Boxes has continued to work closely with other groups who are planning and working to support local vulnerable people in crisis need.

Our partners include local churches, CAB, Bury Council Community Support Fund and local foodbanks such as those supported by Caritas and Freedom Church. In addition there are a growing number of groups providing hot meals which can be accessed directly by individuals.

The website is proving valuable and the Trustees are grateful for the work that goes into maintaining this.

## **Financial review**

### **Brief statement of the charity's policy on reserves:**

Our reserve policy is simply to maintain sufficient cash flow for known commitments. Our current balance would enable the charity to pay the rent, purchase items for crisis packs and volunteer expenses for around two years.

This is based on current spending

### **Details of any funds materially in deficit:**

Not applicable

### **Further financial review details:**

The Accounts for 2018 are included in this Report. They have been scrutinised by an Independent Examiner, whose signature is held on the original documents.

Further comments on the finances of the charity are included as notes to the Accounts, and a commentary in the Assessment of Achievement section of this Report. Those making financial gifts are listed in the Thanks section of this Report (although individual donors are not named there).

## **Assessment of achievement**

The Trustees have established a number of measures to assess the success of Porch Boxes' service. Those measures and our assessment against them are set out briefly.

### **Measure 1: Satisfaction with service provided to be assured, as expressed by referral agencies**

- Unsolicited testimony to the importance of the work of the charity continues to be received.
- Communications with us bear testimony to the responsive nature of the service in providing what customers say they want. They also show that agencies are convinced that the contribution made by Porch Boxes to their work makes a real difference in the lives of their vulnerable clients.



## Measure 2: Monthly deliveries/collections

- This year for the first time we have excluded additional items such as nappies and baby items and these are now recorded separately. The numbers on the chart below for 2018 are purely food parcels/bags.
- Monthly deliveries/collections are shown in the chart.

<b>All units are crisis-pack-equivalents</b>							
<b>Month</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Jan	145	204	359	410	420	486	486
Feb	88	210	238	369	331	414	426
Mar	302	296	517	364	478	659	454
Apr	269	319	316	397	333	570	359
May	155	224	447	392	389	553	565
Jun	169	373	282	324	305	461	406
Jul	194	359	388	446	353	368	402
Aug	114	253	224	304	391	474	513
Sep	81	332	305	386	399	410	422
Oct	312	543	415	323	477	466	577
Nov	275	553	318	319	534	364	462
Dec	606	1060	924	1076	985	954	303
<b>Annual Total</b>	<b>2710</b>	<b>4726</b>	<b>4733</b>	<b>5110</b>	<b>5395</b>	<b>6179</b>	<b>5375</b>
<b>Monthly average</b>	<b>226</b>	<b>394</b>	<b>394</b>	<b>426</b>	<b>450</b>	<b>515</b>	<b>448</b>

### Note

Due to change in reporting the number this year appears lower but in actual fact this is not the case – see note above.

### Additional Items not included in the chart above

296 deliveries of nappies and/or toiletries

8 cots

10 prams

12 high chairs

25 safety gates

256 deliveries included milk, cereals, fresh food, cleaning materials, bedding, baby milk and baby food

- At Christmas 2018, toys were given to over **116** families.
- At Christmas 2018, too, a further **144** families received Christmas food hampers.
- **343** individuals received Christmas food bags.

- In December we received numerous Christmas food donations which ensured our Christmas hampers were once again exceptional. Including some very thoughtful reverse advent calendars from local families and businesses.
- At Easter 2018, donations of Easter eggs were given to local families.

### **Measure 3: Budget to be established and met**

- A budget has been established for 2019 as shown in the Accounts section. Expenditure will be undertaken against that budget.
- We are very grateful again this year for the very generous level of financial support we have received by way of donations from both individuals and corporate bodies.

### **Information from agencies:**

We always ask our agency users for the reasons why their client needs a box from us. This allows us to try and understand the reasons and trends behind the food poverty issue in our locality. Here are the main reasons:

- Difficulties encountered with the universal credit system
- moving to independent living with delays in establishing benefits
- destitute asylum seekers with no recourse to public funds
- Benefit delays following change of circumstance appeals
- Running out of money/ inability to budget and manage income and insufficient income to make ends meet.
- Illness and bereavements
- Addiction issues
- fleeing difficult home circumstances
- Benefits sanctions/suspension or disallowance
- ‘sofa surfing’ and ‘rough sleeping’

### **Comments from agencies**

Comments from our user agencies and individuals are in a separate document. **[Appendix 1]**

### **Thoughts from our volunteers**

Being a Porch volunteer for me is being part of an enthusiastic team. We work hard but the work is so rewarding. Another volunteer and I one week decided between us that working for Porch is therapeutic. First thing in the morning to see a stack of full crates to be dated and shelved, then at the end of shift those crates stacked empty and work done is very rewarding. The overwhelming generosity of individuals and churches never ceases to amaze me. For me a good way to spend a couple of hours on a Wednesday morning. Many of the team do far more than that. I am so glad I got involved as a Porch volunteer. The sad side is that food donations are needed in the 21st century.

*Carol*

It has been a pleasure to work through another busy year with Porch Boxes. All the volunteers put in a great effort and have coped with increasing demand for food packs and, fortunately, increasing donations of food to put in them. It is good to be part of a such a friendly and efficient team.

*David*

I have been a porch box volunteer now for 5yrs. I really enjoy Wednesday mornings packing and dating food donations, especially packing the family boxes and working with a great team of dedicated volunteers. I also collect donations and deliver crisis boxes to a local church. Giving time to a fantastic charity is extremely rewarding.

*Andrea*

Being a volunteer gives a good feeling of helping people in real need, by being a part of a chain that exists to simply help others. This can be from collecting donated foods, to packing and delivering them to the various agencies that are there, to directly help those needing the food packs. As part of a team of like-minded people, we are all happy to help each other, then get together for chat over a hot drink and a bite to eat at the local cafe.

*Don*

Before I was a porch box volunteer my daughter in law and I were collecting items whenever we went shopping and when we had a box full, I then took it to porch box collections. We decided to do this in response to the many homeless people in our area and families in need. We felt that we wanted to help people in our local community, and wanted to do it in a way that would reach people straight away. Also because of all the things that were going on with the big charitable organisations where there seemed no control over who was getting the benefit of our donations. With porch boxes we know that the effect is immediate and that it targets those people most in need at that time.

I volunteered because I wanted to help with the distribution and organisation of the donations. As it turned out all the other volunteers are lovely to work with, and although we are always busy it's a wonderful atmosphere to work in and I feel very happy to be part of the team.

*Shirley*

I once asked an elderly volunteer dog walker at Bleakholt animal sanctuary why he did it and his answer was " Simple, I have a love of animals and if I was not prepared to volunteer how could I expect anyone to do it. The animals need us."

I volunteer because it helps me to keep active and certain members of society need our help. After all, if I did not volunteer how could I expect anyone else to.

*Martin Cooke*

Having decided to retire from my career in Financial services in October 2018 I wanted to give something back to society and help people who may not be as fortunate as me. After speaking to an existing Porch Boxes volunteer, I decided this was something I would like to give some of my time to, so I subsequently got my layers on and turned up at Porch Boxes. This is now after 4 months something I look forward to attending in the knowledge that the time and work I and fellow volunteers give is indeed providing a difference and helping the people it was set up to do.

Porch Boxes is providing valuable help to local people. I am proud to tell my friends this is how I am spending part of my retirement.

*Trevor*

I'm in my 3<sup>rd</sup> year of volunteering at Porch Boxes now and still find it as enjoyable and worthwhile as I did when I started. The team is great – everyone works hard to get the job done and to support each other. The workout from lifting boxes and walking round the warehouse is a bonus and thankfully the weather hasn't been as cold this year. This is a great charity, providing help where it is much needed and I'm proud to be a Porch Boxes Volunteer.

*Diane*

We have been packing boxes on a weekly basis for over 4 years and we thoroughly enjoy our 'little' packing job, which as retired people gets us out of the house with a purpose at the end. We really enjoy being a part of the Porch Boxes team which does such a fantastic job for the people who need it.

*Eileen and Sheila*

It is a shame that organisations like porch need to exist but humbling to see generosity of those donating at community, supermarket and workplace collection points"

*Andy*

I volunteer at Porch Boxes because I think it is a worthwhile cause to which I can contribute. I also enjoy the variety of the tasks - from receiving donated goods, sorting, storing the donations, making up the packs for distribution to delivering the packs to the agencies who supply the people/families who need them. This variety ensures that I don't get bored. The work involves lifting, carrying bending, stretching and walking up and down (you do as much or as little as you choose) which gives me the chance to be physically active whilst helping others. The continuing positive feedback from the agencies we serve shows that what we do is making a difference. This provides the motivation and justification to continue to do this work.

*Laurel*

## **Thanks Harvest 2018**

Our thanks go to all those many people and organisations who have given gifts of help, food, goods or money. These include;

All Saints Church, Stand  
All Saints CE Primary School Whitefield  
All Saints St Francis House Church  
Asda Bury  
Asda Radcliffe  
Asda Pilsworth

Bolton Road Methodist Church, Bury  
Bolton Foundation Trust – Bolton Royal Hospital  
Besses URC

Benevity Portal  
Brandlesholme Methodist Church  
Bridge Methodist Church, Radcliffe  
Brookdale Care Home [GHC Care] Monthly  
Bury Christian Fellowship Manna House  
Bury URC  
Bury Parish Church of St. Mary the Virgin  
Bury Grammar School  
Bury Unitarian Church  
Butterstile Community Primary School

Cams Lane Community Primary School  
CAP Radcliffe  
Chantlers Community Primary School & Pre-School  
Chesham Community Primary School, Bury  
Christ Church, Ainsworth  
Christ Church C.E. Primary School, Ainsworth  
Christ Church Ramsbottom  
Christ Church, Walmersley  
Christ Church, Walshaw  
Christ Church CE Primary School, Walshaw  
Church of Jesus Christ Latter Day Saints  
Co-operative Store – Mile Lane  
Co-operative Store - Tottington

Dundee Lane URC

Educare for Early Years Walshaw Road Bury  
Elton Community Primary School  
Emmanuel Church, Holcombe  
Emmanuel Church Centre

Fairfield Community Primary School  
FM Outsource Bury - Abbey Brown & Colleagues  
Footsteps Playgroup at St. Andrews C.E. Primary School Radcliffe

Greenhill Community Primary School  
Greenmount Old School Users

James Halstead Will trust  
Jericho Methodist Church

Hazelhurst Community Primary School  
Heaton Park Methodist church  
Heaton Park Community Primary School  
Holcombe Brook Methodist Church  
Holcombe Brook Community Primary School  
Holcombe Brook & Summerseat W.I.  
Holcombe Brook Circle Dancing

Hollins Grundy Community Primary School  
Holy Cross College & University Centre  
Holy Trinity C.E. Primary School

Longden & Cooke [Real Estate]  
Lowercroft Primary School

Mersey Drive Community Primary School  
Millwood Primary Special School, Radcliffe  
Millenium Care Homes Group  
Morrisons Whitefield  
Morrisons Ramsbottom

New Jerusalem Church , Stand Lane

Old Hall Community Primary School  
Old Hall Park Residents Association

Pilkington Park Ward – Residents and Councillors  
Prestwich & Whitefield W.I.  
Prestwich Methodist Church

Radcliffe Hall Primary School  
Radcliffe URC  
R & A Sarin  
Roger & Glennis Nicholls  
Rose Court Care Home Radcliffe  
Rowlands Methodist Church

Sean O’Henley  
Seedfield Methodist Church  
Seedfield Methodist Church – Junior Church  
Stand URC  
St Andrew’s Church of England Primary School, Radcliffe  
St Andrew’s Church, Radcliffe  
St Andrew’s Church, Ramsbottom  
St Andrew’s Church, Hillock, Whitefield  
St Hilda’s CE Church Prestwich  
St. Hilda’s C.E. Primary School Prestwich  
St George’s Church, Unsworth  
St. George’s Church Simister  
St Margaret’s Church, Prestwich  
St Margaret’s C.E. Primary School, Prestwich  
St. Marie’s R.C. Primary School  
St Mary’s Church, Hawkshaw  
St Mary’s RC Church & Parish Radcliffe  
St Mary’s Church of England Primary School, Prestwich  
St Mary’s Church, Prestwich  
St. Paul’s C.E. Primary School, Bury  
St Peter’s C.E. Primary School Bury

St Peter's Church Bury  
St Stephen's Church, Elton, Bury  
St Stephen's Church of England Primary School, Bury  
St Thomas and St John's Church, Radcliffe  
St Thomas's Church, Bury  
St Thomas's Church of England Primary School, Bury  
Summerseat Methodist Church  
Summerseat Methodist School  
Sunbeams at Tottington Methodist Church

Tesco Bury  
Tesco Ramsbottom  
Tottington Methodist Church  
Towerview Nursery  
Trinity Baptist Church  
TSB Radcliffe

Village Greens Community Co-operative Store, Prestwich

Walshaw Community Choir  
Wesley Methodist Primary School, Radcliffe  
Wesley Methodist Church, Radcliffe

Whitefield Methodist Church  
Whitefield URC  
Whitefield Community Primary School  
Woodbank Community Primary School  
Stephanie Webster & Colleagues

### **Additional Donors Christmas 2018**

Baum Trading  
Blue Button Child Care [Sam Heaven] & Child minders network  
Bury College  
Elms Bank High School  
Elton High School Y9  
Matt Atterton & staff at Engie  
FM Outsource  
Hollands Pies  
Inquesta  
Imran Ulhaque  
Kids Planet Nursery Prestwich  
Church of Jesus Christ Latter Day Saints - toy service  
Nestor Financial Group  
North Manchester Family Martial Arts Prestwich  
New Jerusalem Church Stand Lane  
Old Hall Primary School

Staff @ Pennine Care  
Phillips High School  
Radcliffe Children Centres Staff  
1st Radcliffe Brownies  
St. Hilda's Primary School  
St. Hilda's Church  
St. Mary's Church Prestwich  
St. Mary's C.E. Primary School Prestwich  
St. Stephen's CE Primary School  
Sri Sathyasai Charitable Organisation  
The Barlow High School Didsbury  
Tottintgton Primary School  
Tottington Methodist Church  
Wesley Methodist Primary School  
WDS Group Bury  
Wilds Accountants Radcliffe  
Whittaker Lane Medical Centre Prestwich

### **Individual Christmas Donations 2018**

Lindsey Thirkell & friends Reverse Advent  
Lyndsey Hutton  
Kim Burns  
Jennifer Burns  
Sharon Campbell & friends  
Lynn Caldwell [prize from slattery competition]  
Danielle B  
Rob Davis  
Chloe Brandon  
Rebekah and Daniel Martin

### **Note**

**In addition to these lists there are many individuals who just leave donations with us and no names.**

**Also some donations are collected from other drop off points various places in the Borough and we do not always have records of who these donors are**



## **Referral agencies**

We have provided packs to the following agencies during 2018.

### **Bury Metropolitan Borough**

Access and Crisis Team (Mental Health), Fairfield Hospital  
Adullam Floating Support, Bury

Bethany Project (Adullam Homes)  
Bolton Road Methodist Church  
Bury Baptist Church  
Bury Out of hours Emergency Social Care Team Bradley Fold  
Bury Drug and Alcohol Team - One Recovery  
Bury MBC, housing Resettlement Team, Town Hall  
Bury MBC, Adult Services (Social Care)  
Bury MBC, Bury Community Support Fund  
Bury MBC, Children's Disability Team  
Bury MBC, Children's Services Advice and Assessment  
Bury MBC, Children's Services Safeguarding Team  
Bury MBC, Community Mental Health Team - Humphrey House  
Bury MBC, Education Department, Parent Support Advisers  
Bury MBC, Library Service [various]  
Bury MBC, School Attendance Team  
Bury MBC, Social Services Textile Hall  
Bury MBC, CLAS  
Bury Care Leavers [The Through Care Team]

Calico Floating Support Housing  
Caritas  
Catlecroft House [Bury young People]  
Chesham Children's Centre - Bury East  
Communic8te Bury  
Contour Housing, Whitefield & Bolton  
Creative Support Limited, Ormrod Court  
Creative Support, Market Street Bury  
Creative Living Centre

Eagles Wing Refugee and Asylum Support  
Early Break, Radcliffe  
Ellen Court, Radcliffe, Great Places Housing Group

Fairfield Community Primary School

Greater Manchester Probation Service, Bury

Health Visitor Teams, Community Nursery Nurses throughout the Borough  
Healthy Minds, Bury

Homestart  
Home Treatment Team - Irwell Unit, Fairfield Hospital  
Housing Link, The - Bury  
Housing Link, The – Radcliffe

Ingeus Kay St. Bury

Little Oaks Children's Centre - Bury East

Military Vets, IAPT NHS Pennine Care  
Milltown House  
Motiv8te

NHS Pennine Trust, Moorgate Diabetic Nurses

PCSO's Bury  
Pennine care - Nursing Teams, Family Practitioners and Health Visitors Various  
Praxis Care, Bury  
Prestwich Jobcentre  
Prestwich Children's Centre  
Princes Trust Bury  
Project Nova [Military veterans]  
Rachel House (Barnardos)  
Radcliffe Children's Centres  
Radcliffe Primary Care Centre Health visitors  
Ramsbottom GP's  
Redvales Children's Centre [Bury East]  
Remploy  
Richmond Fellowship Radcliffe

SCIL Team, Troubled Families Project  
Six Town Housing, Tenancy Sustainment  
St. Hilda's CE Primary School  
St. Margaret's Church Prestwich  
St Mary's Church, Radcliffe  
St Thomas and St John's Church, Radcliffe  
Standguide, Bury  
Stepping Stones Children's Centre, Radcliffe

Team Oasis  
The Work Company, Bury [GC Employment]

Women's Housing Action Group, Bury  
Whitefield Children's Centre  
Women Of Worth  
Woodbank with Elton Children's Centre  
Working Well Kay St.

## **Rochdale Metropolitan Borough**

Gabriel Court Rochdale (Barnardos)  
Greater Manchester Probation Service, Rochdale  
Leopold Court  
Rochdale MBC, Children in Care Team  
Rochdale MBC, Social Services, Young People's Support Team  
Rochdale and Oldham Probation Service  
Stepping Stones – Floating Support Service- St. Chad's Rochdale  
Stepping Stones, Ashburn House - Heywood  
Stepping Stones, Redfern House Rochdale  
Stepping Stones, Parkside – Middleton  
Turning Point – Westcliffe House  
Women's Housing Action Group, Rochdale (Refuge, Rose Court and Tenancy Support)

## **Elsewhere**

African and Caribbean Mental Health Services Manchester Team  
Back up [Bolton Young People]  
Blackburn & Darwen District Without Abuse [BDDWA]  
Bolton Guild of Help  
Bolton Homeless Welfare Bolton Town Hall  
Bolton Hub  
Bolton Social Services, Homelessness Unit, Benjamin Court  
Brothers of Charity  
City Heart  
Greater Manchester Immigration Aid Unit  
Lucas Project, Bolton (Bolton Young People's Housing)  
Out There (supporting families of prisoners), Hulme  
PFD Project Front Door Bolton (Bolton Young People's Housing)  
Rochdale Road, Bolton Caritas  
Rossendale Borough Housing  
Royal Bolton Hospital Chaplaincy

**PORCH BOXES**  
**INCOME AND EXPENDITURE ACCOUNTS**  
**FOR THE YEAR 1<sup>st</sup> JANUARY 2018 TO 31<sup>st</sup> DECEMBER 2018**

[All funds are restricted]

Item	2018	2017 (for comparison)	2019 Budget
		<b>INCOME</b>	
<b>Grants</b>			<b>10000.00</b>
Bury Council	0.00	0.00	
<b>Donations</b>			<b>6000.00</b>
Individual Donations [see note 1]	1405.00	1916.32	
Charity Checkout [see note 1]	2036.22	0.00	
Gift Aid Tax Reclaim	353.77	252.51	
Bury Christian Fellowship	500.04	500.04	
Kirklees Valley	120.00	120.00	
Rowlands Methodist Church	1000.00	0.00	
Radcliffe Chidrens Centre	60.00	0.00	
Christ Church Walmersley	120.00	0.00	
All Saints Stand	160.85	0.00	
Radcliffe United Reformed Church	70.00	0.00	
St George's Unsworth	334.00	0.00	
Bolton Road Methodist Church	278.28	429.57	
Benevity Portal	147.11	0.00	
Bury Grammar School	147.65	0.00	
Late G Moores Estate	1000.00	0.00	
Tottington Methodist	100.00	210.00	
James Halstead Will Trust	1000.00	0.00	
Walshaw Community Choir	140.00	0.00	
Old Hall Park Residents Asscn.	100.00	0.00	
Holcombe Brook Circle Dancing	150.00	0.00	
Cash 4 Clothes	93.10	0.00	
Holcombe Brook & S'seat WI	20.00	0.00	
CAP Radcliffe	150.00	0.00	
Holcombe Brook Methodist	15.00	0.00	
TSB Bank plc	170.00	0.00	
St Andrews Hillock	50.00	0.00	
Christ Church Walshaw	200.00	0.00	
R & A Sarin	250.00	601.00	
Roger & Glennys Nicholls - Pre Christmas Lunch	0.00	30.00	
Chantlers Primary School	0.00	84.20	
TSB Radcliffe	0.00	100.00	
ASDA Foundation	0.00	200.00	
Parish of Holcombe & Hawkshaw	0.00	127.00	
Whitefield Methodist	0.00	50.00	
Roch Valley PCC	0.00	63.45	
P C Edutech Ltd	0.00	300.00	
St Stephen's MU	0.00	10.00	
Getaway Club Christchurch	0.00	100.00	
Greenmount URC	0.00	367.00	
Smiths of Bury	0.00	500.00	
St Stephen's PCC	0.00	200.00	
The Monday Singers	0.00	682.00	
<b>TOTAL</b>	<b>10171.02</b>	<b>6843.09</b>	<b>16000.00</b>

<b>Item</b>	<b>2018</b>	<b>2017 (for comparison)</b>	<b>2019 Budget</b>
<b>EXPENDITURE</b>			
Purchase of Items for Packs	9934.59	13811.84	12885.00
Insurance	610.97	596.27	600.00
Postage/Stationery etc	14.52	140.48	150.00
Mileage & Travel Costs	0.00	4.50	50.00
Charity Checkout Subscription	115.20	115.20	115.00
Rent	2100.00	2100.00	2100.00
Contingency/Sundries	208.91	77.95	100.00
<b>TOTAL</b>	<b>12984.19</b>	<b>16846.24</b>	<b>16000.00</b>
<b>NET DEFICIT</b>	<b>[2813.17]</b>	<b>[10003.15]</b>	

**PORCH BOXES**  
**INCOME AND EXPENDITURE ACCOUNTS**  
**FOR THE YEAR 1<sup>st</sup> JANUARY 2018 TO 31<sup>st</sup> DECEMBER 2018**

**RECONCILIATION OF FUNDS**

	<b>2018</b>	<b>2017 [for comparison]</b>
	<b>£</b>	<b>£</b>
Brought Forward	20753.17	30756.32
Net Surplus [Deficit]	[2813.17]	[10003.15]
<b>Carried Forward</b>	<b>17940.00</b>	<b>20753.17</b>

**NOTES TO ACCOUNTS**

1. In 2017 all individual donations including those collected through Charity Checkout were shown as a single amount. In 2018 the donations collected through Charity Checkout have been separated from other individual donations.

2. Routine provision of crisis pack contents and the provision of volunteer effort are of a non-monetary value and do not therefore show in the accounts either as income or expenditure.

**Original Signed by**

**Michael Perrin 19<sup>th</sup>**

**January 2019**

## **Independent Examiner's Report to the Trustees of Porch Boxes**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2018.

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- 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 you as 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 2011 Act
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have 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.

**Original Signed by Harold Baxter**

**Relevant professional qualification or body: None 23<sup>rd</sup> January 2019**

## STATEMENT OF MANAGEMENT COMMITTEE RESPONSIBILITIES

Charity Law requires the trustees of the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs for that Charity, and of the results of the Charity for that period.

In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonably prudent
- Prepare the financial statements on the 'going concern' basis unless it is inappropriate to presume this charity will continue in business

The Trustees are responsible for:

- Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993.
- The safeguarding of the assets of the charity and hence for taking reasonable steps for the prevention of fraud and detection of other irregularities.

### Declaration

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

Signed on behalf of the charity's trustees



**Michael Perrin**  
Treasurer



**Julia Rowlands**  
Chair

February 2019