



Contact

Over

40

years

of

service

To
Name
ANYONE IN NEED
Address
Anywhere in
DAVENTRY
OF
DISTRICT

Daventry **C**ontact

Annual **R**eport & **A**ccounts

2019 – 2020

www.daventrycontact.org

email: [charity @daventrycontact.org](mailto:charity@daventrycontact.org)

Tel: 01327 310711

DAVENTRY CONTACT MANAGEMENT COMMITTEE

Dr. Richard Barrett – Chairman
David Clarke – Treasurer
Keith Hiscock – Safeguarding
Agnes McFeat

Michael Cashmore
Heather Clarke – Secretary
Pat Manchester

EMPLOYEES & SUPPORT STAFF

John Trench – Service Co-ordinator
Adam Badger – Driving Supervisor / operative
Jamie Farmer - Driving Supervisor / operative

Kate Wild – Office Administrator
Danny O’Kane – Workshop / operative

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Appendix A – Annual Report & Accounts of Financial Activities & Balance Sheet



John, Kate, Adam

Danny, Jamie, Neil



Bed Bay – Jamie & John



Electrical Workshop



Furniture Repair Workshop

Chairman's Report 2019 – 2020

The photographs below show what Daventry Contact does best – convert empty shells into homes. This delivery was made to a bungalow in Weedon during our last operational year.



Living Room – sofas and coffee table



Kitchen – fridge, microwave & oven



Dining Room – table & chairs



Bedroom – bed, cabinets, lamp & bedding

You can see what a transformation has been accomplished not only physically but we experience also the joyfulness in the wellbeing of those we help, who have had the stress of having to uproot and move to another residence with very few possessions.

Overleaf, you can see from our operational statistics that over the past twelve months we have helped 233 households, reused 1600 donated items of furniture and white goods, and saved 33 tonnes of waste going to landfill.

However, the global COVID 19 crisis will have affected every person, family, business and organisation all over the world. In March of this year, Daventry Contact along with many other organisations had to furlough all of our staff following government guidelines. However, Daventry Contact continued to receive calls for help to deliver furniture, white goods and household effects as well as food parcels to help persons & families who had to move location and be rehoused.

The national Reuse Network issued strict guidelines if we operated during lockdown

We were not allowed to collect furniture but we were allowed to deliver to empty properties as long as they had been thoroughly cleaned and disinfected.

The chairman decided to respond to every request that came in from Daventry District Council and South Northants Council by seeking the help of volunteers.

All volunteers were required to spray hands and face with sanitiser, before, during and after all deliveries and to wear face masks & gloves. We were especially grateful for the help volunteered by Alan Burns of Daventry District Council. Alan also allowed us to use a small empty council industrial unit whereby we were able to move many unusable and unrepairable items so that we operated more efficiently with the new available space.

It is just wonderful to know that Daventry Contact can call upon many willing volunteers who “at the drop of a hat” will give of themselves to help the needy in our local community. A selection of pictures below show their commitment.



Bill Aldridge – our PAT tester for electrical goods



Dick and John in Weedon



John, Gary and Laura in Brackley



Neil and Tracey in Daventry



Dick and John in Weedon



David in Rugby

It has been a real privilege to have been able to help out during this stressful period and all the volunteers expressed satisfaction that they had carried out a worthwhile service to those who needed help.

The following photos show the gratitude displayed to us from grateful recipients.



John Brown in Weedon



David Clarke in Rugby

Although we were able to deliver goods during lockdown we were not allowed to collect and this left us with a situation of having a very low stock level for all items.

Alan Burns was again able to help us - with Daventry District Council using social media as a means of advertising this need and the community responding with the provision of good quality items.

For over three months we have not been able to earn money from our house removal service and “man-in-a van” operation and our accounts show that there is at present a shortfall of £18,000 for 2019-20

However I want to express our thanks to all the Charitable Trusts & Foundations listed on page 7 who have supported us over the past twelve months. One of our volunteers has begun to list surplus goods on eBay which is starting to bring in a new source of revenue – thank you Gareth.

I also want to thank my fellow trustees for oversight and vision given at meetings to ensure that Daventry Contact is able to continue to help those suffering from Furniture Poverty.

I also want to thank our staff for their hard work and commitment in ensuring that our clients receive quality goods with a speedy reliable delivery service. During the year we lost Kate Wild who has moved on to work with autistic children in residential care.



Kristen Middleton

We wish Kate every blessing in her new and challenging career. Our new office administrator is Kristen Middleton and we welcome her to the Daventry Contact team.

In such a challenging year we still have a great God, who is the Lord, whose name is YHWH JIREH and YHWH NISSI (the Lord is our Provider and the Lord is our Protector).

Every Blessing to you all

Dick Barrett

Dick Barrett

Chairman.

DAVENTRY CONTACT CHARITY OPERATIONS 2019 – 2020

Over this last year we have reused 1600 items weighing 32,945 kg of furniture, white goods and household effects donated to us by the public valued by the Furniture Reuse Network of £124,285 inclusive of delivery.

Total number of 491 items distributed to South Northants Council weighing 11,421 kg with a value of £41,651

Total number of 1109 items distributed to the general public (including any referrals from the council or social services etc.) weighing 21,524kg with a value of £82,634.23

COLLECTIONS 304	DELIVERIES 233
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FAMILIES HELPED 134	INDIVIDUALS HELPED 99
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REFERRALS FROM THE FOLLOWING

South Northants Referrals 55	DDC/General Public & Others 178
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CHARITY PRODUCTS DELIVERED 2019-2020

Mattresses Single 52 Double 45 King 10	Bed Bases Single 47 Double 42 King 10	Sofa Beds 10	Headboards 1	Bunk Beds 1	Cots 4	Bed bales Single 30 Double 26 King 2
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Wardrobes 54 Combi- Wardrobe 3	Chests of Drawers 68	Bedside Cabinets 39	Dressing Tables 2	Sideboards 4 Wall units 0	Towel Bales 36
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3 Piece Suites 17	Three Seater Sofas 19	Two Seater Sofas 51	Armchairs 23	Coffee Tables 53	TV Units 20	Nests of Tables 1
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Carpets 17 Rugs 34	Curtain Rails/Poles 9	Curtains (Pairs) 43	Tables (Kitchen/ Dining & Drop Leaf) 45	Chairs (Dining / Kitchen) 133
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Cutlery Packs 44 Crockery Packs 46	Kitchen Utensil Packs 45	Pots & Pan Sets 44	Vacuum Cleaners 19	Irons (Electric) 15 Ironing Boards 18	Kettles 18 Toasters 19 Lamps 11
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Cookers (Electric) 25 Microwaves 27	Washing machines 33	Tumble Dryers 7 Spin Dryers 1	Fridge- Freezers 31	Fridges 18 Freezers 11	Dishwasher 1	Food Parcels (20kg) 17
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Note: All Electrical Appliance are Electrically Tested by our volunteer qualified PAT Tester Bill Aldridge then cleaned and performance tested by our team before being redistributed. Thank you to Bill and the team for this important aspect of our work.

Bedroom and Lounge furniture is checked for cleanliness and compliance with current Fire Regulations to ensure collection of the same is suitable for redistribution. Any furniture requiring minor repairs and varnishing is prepared by our dedicated team of qualified workers with help from skilled volunteers when required.

Treasurer's Report 2019 – 2020

We are indebted to the following local sponsors who have supported us over many years.

Daventry District Council Community Grant

South Northants Council Community Grant

Northamptonshire Community Foundation

NHS Northants – Mental Illness Group

We also wish to thank the following Charitable Trusts & Foundations who have supported us during 2019 – 2020 and contributed towards our operational costs.

Constance Travis Charitable Trust

Barleycorn Trust

The Sobell Foundation

Lowther Charitable Trust

Phillips Charitable Trust

Dennis Alan Vardy Charitable Trust

Sir Derek Greenaway Foundation

The Eric Stanton Northampton Trust

Frederick & Phyllis Cann Trust

Souter Charitable Trust

Elaine Barratt Charitable Trust

Woodroffe Benton Foundation

Marsh Christian Trust

Sabina Sutherland Charitable Trust

Maud Elkington Charitable Trust

Garfield Weston Foundation

The Alchemy Foundation

Steyn Charitable Trust

The Sydney Black Charitable Trust

The Gordon Trust

Many thanks to the following Charitable Trusts who have supported our request to purchase a new Luton van.

Bernard Sunley Charitable Trust

Bishop Radford Trust

The Beatrice Laing Trust

We have been supported by **Keba Computer Services Ltd** a local company whose services to us are FOC.

We also acknowledge a kind donation by our local **Rotary group**.

We want to thank our local Waitrose store which provides a stock of foodstuffs so that we can deliver food parcels & food vouchers (from Waitrose Community Matters Initiative) to those who are struggling with Food Poverty within our community. Yet again the teachers and pupils of Falconer's Hill Infant's School have blessed us with their Harvest Festival collection – many thanks to you all.

David Clarke

Treasurer

DAVENTRY CONTACT
(Registered Charity No 100269)

ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

DAVENTRY CONTACT
YEAR ENDED 31 MARCH 2020

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DAVENTRY CONTACT

TRUSTEES' ANNUAL REPORT

LEGAL & ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2020

Name and Address:	Daventry Contact Units 1 & 2 South March Long March Industrial Estate Daventry NN11 4PH
Charity Registration Number:	1002659
Trustees:	Dr R M Barrett Mrs H J Clarke Mrs P A Manchester D N Clarke Mrs A M McFeat K Hiscock M Cashmore
Bankers:	Lloyds TSB 18 High Street Daventry NN11 4HT
Independent Examiner:	The Ollis Partnership Limited Nelson House 2 Hamilton Terrace Leamington Spa CV32 4LY
Objects:	The relief of poverty by the provision of furniture, other household accessories and services. The relief of persons with mental health problems requiring treatment including persons suffering from emotional distress by the provision of assistance. The advancement of the Christian religion in England and Wales.
Governing Document:	Constitution adopted on 4 April 1991 and subsequently amended on 17 September 1996 and 4 June 2003.
Appointment of Trustees:	Appointed by a majority of the existing Trustees.

DAVENTRY CONTACT
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2020
(continued)

Reserves Policy

The Trustees aim to keep funds on hand at any one time to cover expenditure for 4 to 6 months ahead.

Commitments

The Charity has no material commitments or planned expenditure for the forthcoming year other than the usual day to day expenses.

Summary of the Main Activities and Achievements

Please refer to the detailed reports accompanying these accounts.

Public Benefit

The Trustees have referred to the guidance contained in the Charity Commission's General Guidance of Public Benefit when reviewing the aims and objectives of the Charity and in planning the Charity's future activities. The detailed reports accompanying these accounts demonstrate the Charity's continued commitment to public benefit.

DAVENTRY CONTACT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the Trustees on my examination of the accounts of Daventry Contact (the Charity) for the year ended 31 March 2020 which are set out on pages 4 to 8.

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 Act).

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

Independent Examiner's Statement

I have completed my examination and I confirm that no material 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 Trust as required by Section 130 of the Act.
- (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 the 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 no concerns and 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.

Signed:

Richard Smith
The Ollis Partnership Limited
Nelson House
2 Hamilton Terrace
Leamington Spa
Warwickshire
CV32 4LY

DAVENTRY CONTACT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2020

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
INCOME				
Unrestricted donations and grants:				
Local authority and NHS grants	29,148		29,148	37,993
Trust fund grants	27,960		27,960	14,450
Delivery donations	2,828		2,828	0
Other donations	50		50	303
Van fund		2,000	2,000	4,250
	59,986	2,000	61,986	56,996
Other Income:				
Surplus items sold	1,466		1,466	0
Bank interest receivable	347		347	446
Management charge				4258
Gift Aid donation from subsidiary				0
Removals	5,250		5,250	3848
Other	1,741		1,741	223
	68,790	2,000	70,790	65,771
CHARITABLE EXPENDITURE				
Resources expended in furtherance of charitable objects:				
Staff wages and NIC	64,894		64,894	52,411
Light, heat, rates & water	1,585		1,585	3,387
Property & other repairs	1,117		1,117	471
Insurance	6,879		6,879	2,481
Postage, stationary, computer & website	1,949		1,949	1,140
Telephone	705		705	353
Motor & travel expenses	5,721		5,721	1,982
Training	434		434	0
Miscellaneous	2,948		2,948	2,126
Depreciation of vehicles	971		971	1,294
Depreciation of fittings and equipment	251		251	334
Legal & professional	0		0	480
Accountancy, examination and consultancy fees	890		890	792
Loan to subsidiary written off	(390)		(390)	46,495
	87,954		87,954	113,745
NET (OUTGOING)INCOMING RESOURCES	(19,164)	2,000	(17,164)	(47,974)

DAVENTRY CONTACT

BALANCE SHEET

YEAR ENDED 31 MARCH 2020

	2020	2019
	£	£
FIXED ASSETS		
Tangible assets (note 3)	274,766	275,988
Investments (note 4)		1
	<hr/>	<hr/>
	274,766	275,989
CURRENT ASSETS		
Trade debtor	-	-
Other debtor	-	757
Bank deposit account	57,523	75,069
Bank current account	4,926	4,348
Cash	36	218
	<hr/>	<hr/>
	62,485	80,393
	<hr/>	<hr/>
CURRENT LIABILITIES		
Accruals	1,206	1,072
Other creditors	-	2,100
	<hr/>	<hr/>
	1206	3,172
	<hr/>	<hr/>
NET CURRENT ASSETS	61,279	77,221
	<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES	336,045	353,210
	<hr/>	<hr/>
REPRESENTED BY		
UNRESTRICTED FUNDS (note 5)	259,095	278,260
RESTRICTED FUND – VAN FUND	6,250	4,250
REVALUATION RESERVE	70,700	70,700
	<hr/>	<hr/>
	336,045	353,210
	<hr/>	<hr/>

DAVENTRY CONTACT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Accounting basis and standards

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

Depreciation

Depreciation on fixed assets is provided on the reducing balance basis at a rate estimated to write off the cost, less estimated residual value, of each asset over its expected useful life at the following rates per annum.

Motor Vehicles	25%
Fittings & Equipment	25%

Following the revaluation in the year to 31 March 2006, no depreciation has been provided on the freehold property as the Trustees consider that the market value is greater than that valuation.

Grants

Grants are allocated to the accounting period during which the relevant expenditure is incurred. Any grants received for future periods are included in creditors.

Investment Income

Investment income is recorded when received.

Gift Aid

Gift Aid reclaimable on donations to the Charity is recorded when received.

2. STAFF COSTS AND EMOLUMENTS

	2020	2019
	£	£
The staff costs for the year are analysed as follows:		
Salaries	63,236	45,712
Employer's National Insurance	1,658	6,699
	<u>64,894</u>	<u>52,411</u>

DAVENTRY CONTACT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

(continued)

3. TANGIBLE ASSETS

	Freehold land & Buildings	Fittings & Equipment	Motor Vehicles	Total
Cost or Valuation				
At 1 April 2019 and at 31 March 2020	265,000	21,330	32,204	318,534
Additions				
Depreciation	<u>265,000</u>	<u>21,330</u>	<u>32,204</u>	<u>318,534</u>
At 1 April 2019		17,358	25,188	42,546
Charge for the year		251	971	1,222
At 31 March 2020		<u>17,609</u>	<u>26,159</u>	<u>43,768</u>
Net book value				
31 March 2020	265,000	3,721	6,045	274,766
31 March 2019	265,000	3,972	7,015	275,988

DAVENTRY CONTACT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

(continued)

4. UNRESTRICTED FUNDS

	Note	2020	2019
As previously stated		278,259	330,484
Capital Grants		-	-
		-----	-----
At 1 April 2019		278,259	330,484
(Deficit)/Surplus for the year		(19,164)	(52,224)
		-----	-----
At 31 March 2020		259,095	278,260
		-----	-----

5. ACCOUNTANCY & INDEPENDENT EXAMINATION FEES

Independent examiner's fees for reporting on the accounts		890	630
Payroll Services		-	162
		-----	-----
		890	792

6. RELATED PARTY TRANSACTIONS

Gift Aid from subsidiary			0
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7. TRUSTEES EXPENSES & SALARIES

No expenses nor salaries were paid to any of the Trustees.

