



## Trustees' Annual Report for the period

From 18/05/2021

Period start date

To 31/03/2022

Period end date

Charity name: *Cary Cares*

Charity registration number: 1196363

## Objectives and Activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p><i>To relieve either generally or individually persons resident in the Parishes of Castle Cary and Ansford who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons or to advance the educational or recreational activities of such persons or groups for the benefit of the public.</i></p>
<p>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.</p>	<p><i>Our constitution and objectives limit the services we provide to any residents and organisations within the parishes of Castle Cary and Ansford. The main activities carried out this year were as follows:</i></p> <ul style="list-style-type: none"><li><i>• The free provision of emergency food and essentials to residents in need</i></li><li><i>• The provision of an emergency shopping and prescription delivery service</i></li><li><i>• The free provision of a telephone support service to offset isolation in our community</i></li><li><i>• The coordination and provision of transportation to vaccination centres and emergency medical appointments</i></li><li><i>• The provision of grants to organisations and individuals in particular to offset financial hardship arising as a result of the CoVid 19 Pandemic.</i></li></ul>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<i>The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when agreeing Cary Cares' aims and objectives , in planning services &amp; activities and when setting the grant making policy for the year.</i>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Policy on grant making	<p><i>The Charity has established its grant making policy to achieve its objectives to relieve conditions of need, hardship or distress to any persons or organisations in need within the parishes of Castle Cary and Ansford. In particular, in the past year, we have focussed our provision towards offsetting any hardship, need or distress caused by or arising from the CoVid 19 Pandemic. We have actively promoted the availability of our grants through social media, newsletters, the town website and through a telephone campaign specifically reaching out to local organisations. Many of our referrals for individual grants come from the health professionals, local schools and churches, in addition to the CAB and other 'sign-posting' services.</i></p> <p><i>When considering grant applications, the trustees carry out appropriate due diligence and ensure that the application meets with both our charitable purposes and our current priorities. Our policy allows us to respond very quickly to hardship requests when needed. All 'group' beneficiaries are asked to provide a report giving evidence to show that the grant has been used appropriately.</i></p>
Contribution made by volunteers	<p><i>Cary Cares currently has 45 volunteers and we are hugely grateful to the many hours they have spent coordinating and responding to requests for assistance from members of our community. Since its inception Cary Cares volunteers have completed over 2600 errands and have handled over 3000 queries. Without this valuable contribution of time, energy and expertise we would not have been able to achieve so much. All our volunteers provide their time free of charge.</i></p>

## Achievements and Performance

<p>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.</p>	<p><i>Our Main Services:</i></p> <ul style="list-style-type: none"><li><i>Through the provision of our free shopping and prescription delivery service, the charity has ensured that all residents within the parishes of Castle Cary and Ansford have been able to maintain supplies throughout periods of lockdown and isolation during the pandemic and whilst normal services were being re-established post-'lock-down'. It is estimated that since its inception 2600 errands have been completed by our amazing team of volunteers.</i></li><li><i>The establishment and on-going provision of an emergency food and essentials service has ensured that residents experiencing financial hardship have had free local access to food and essentials alleviating the requirement for beneficiaries to travel to Food banks in neighbouring towns, saving both time, cost and fuel consumption. During the past year we have provided over 160 food and essentials boxes at a cost of £5114. In addition, as part of our 'sign-posting' service users of this scheme are invited to have discussions with one of our trustees who has up to date knowledge of the benefits system in order to assess whether other support may also be available to them. Through this initiative we have successfully assisted residents with applications for various benefits.</i></li><li><i>In conjunction with the Town Council and Churches Together in June 2021, we established a dedicated Food Bank and Community Larder in the Millbrook Hub in the town. This facility ensures that going forward we have a secure base from which to provide our emergency food and essentials service whilst at the same time ensuring that food waste within the town is minimised. We have established relationships with local supermarkets and organisations which</i></li></ul>
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*has assisted us in significantly reducing the cost of this service.*

- This year, following discussions with staff at Ansford Academy, we established a 'Community cupboard' within the school. The purpose of the cupboard is to ensure that all students regardless of their home situation have access to certain basic essentials, including emergency snacks. The contents of the cupboard are available to any student in need as identified by the staff. Items include toiletries, 'breakfast bars', diaries (used as journals for some students using writing as an 'outlet'), washing detergent, underwear etc.*
- This year we have assisted many individuals and families in dire financial need thus reducing their hardship and distress. We have awarded 12 specific financial grants to individuals and families, totalling £3329 and numerous grants of goods or services, including for example the sourcing of furniture, providing blankets for families experiencing fuel poverty and building a mobility scooter shed for a local resident.*
- In the past year we have issued 12 grants to local organisations totalling £5118. In the main these grants have been targeted to offset hardship that has arisen from the impact of the CoVid 19 pandemic which prevented many groups from carrying out their normal fundraising activities. For example, we have assisted with costs of premises hire to ensure that groups could reconvene once lockdown had lifted; we have assisted with the cost of club insurance to ensure organisations could continue; in the run up to Christmas we funded the cost of a 'whole school' virtual panto to enable the local primary school children to 'come together' during lockdown.*
- In December, for the second year, we coordinated our very successful Christmas Gift Box scheme; collecting festive donations and distributing them to 91 residents who would be spending*

	<p><i>Christmas alone and providing 41 bags of festive food to families of children at the local primary school whose families were experiencing financial hardship. This seasonal initiative is very well received and helps to alleviate feelings of isolation and loneliness that are often heightened during the festive season.</i></p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<ul style="list-style-type: none"> <li>• <i>One of our key objectives when we established Cary Cares was to ensure that we maintained a free shopping and prescription delivery service whilst the pandemic restrictions were in place, or until Easter 2022, in order to allow residents time to make alternative arrangements. We have met this commitment and our volunteers have ensured that all requests have been fulfilled. As we are now receiving very few requests for such help we are planning to stop this service with effect from the end of April 2022.</i></li> <li>• <i>Once we were formally registered as a charity in Nov 21, the trustees were keen to ensure that local organisations and individuals were made aware of the availability of our grants. Over 50 registered local organisations have been contacted via email or telephone generating 12 fulfilled grant applications to date. We are confident that there is now a high level of awareness of our grant programme within the community and we intend to continue with this pro-active approach in the year ahead.</i></li> </ul>
<p>Performance of fundraising activities against objectives set</p>	<p><i>The trustees made a decision not to undertake an active programme of fund-raising in the past year as we had more than adequate funds available and our small team was already fully utilised in fulfilling our objectives. Furthermore, following the pandemic the need for funds by local organisations is strong and it was felt that it would be wrong for us to compete against them whilst at the same time offering the</i></p>

	<i>possibility of financial grants. With the changing nature of our services, in particular our commitment to maintain a permanent Food Bank within the town, it is our intention to review this decision at our next Trustees' meeting.</i>
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## Financial Review

Review of the charity's financial position at the end of the period	<i>Cash at bank at 31/03/2022 was £7079 which includes restricted funds of £200 of to cover specific requests to offset fuel poverty and £1545 to cover costs associated with provision of the Food Bank and larder.</i>
Statement explaining the policy for holding reserves stating why they are held	<i>The trustees have examined the charity's requirements for reserves in the light of the main risks to our organisation. It has established a policy whereby the unrestricted funds held by the charity should be between 6 &amp; 9 months of the essential expenditure, to allow time to seek external funding if necessary. As we are currently in our first full year of operation we have had to estimate this amount and the trustees review the funds available at the monthly meetings.</i>
Amount of reserves held	<i>Currently our 'free' cash reserves stand at £5334 (Cash at bank less restricted funds)</i>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	<i>Our main source of funds this year have been donations from the community, in particular a large donation of £14370 resulting from the sale of a Community Cook book designed and created by a local resident and a grant from South Somerset District Council for £2000 towards the cost of provision of emergency food &amp; essentials</i>
A description of the principal risks facing the charity	<i>In the current financial climate the trustees are aware that there may well be increased demand for emergency food and essentials. We are closely monitoring the demand to ensure that we have funding in place to meet it.</i>

## Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	<i>Constitution</i>
How is the charity constituted?	<i>Unincorporated Association</i>
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	<i>Trustees are appointed or re-appointed annually at the Annual General Meeting held in April each year. In addition a further two trustees may be appointed during the year who will stand down at the end of the year.</i>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	<i>There is a safeguarding policy in place and DBS checks are carried out prior to the commencement of trusteeship and again in line with statutory requirements. A training pack has been produced in anticipation of new trustees joining the team, this includes the 'Trustees Welcome Pack' provided by the charity commission.</i>
The charity's organisational structure and any wider network with which the charity works	<i>The trustees oversee the day to day running of the charity with the support of a small team of volunteer coordinators and a larger team of 'errand volunteers' managed via a WhatsApp group. The trustees actively seek the views of its volunteers when deciding the objectives and service priorities of the charity.</i>
Relationship with any related parties	<i>Cary Cares was initially established by Churches Together, endorsed by the Town Council, at the start of the pandemic and at that time all of our financing was handled by the Castle Cary Town Charity. As this charity is solely a grant making charity, when the Cary Cares team decided to continue with our day-to-day services, it was decided to establish ourselves as a charity in our own right. This was successfully achieved with our formal registration in November 2021. Cary Cares is grateful for the support given by both Churches Together and the Town Charity throughout the pandemic.</i>
Other	<i>All trustees give their time voluntarily and receive no remuneration or other benefits.</i>

## Reference and Administrative details

Charity name	<i>Cary Cares</i>
Other name the charity uses	<i>None</i>
Registered charity number	<i>1196363</i>
Charity's principal address	<i>Cavendish House Fore Street Castle Cary Somerset BA7 7BQ</i>

## 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	<i>Ainsley Creedy</i>	<i>Chair or Trustees</i>	<i>18/05/21 from inception</i>	
2	<i>David Knight</i>	<i>Secretary</i>	<i>18/05/21 from inception</i>	
3	<i>Geoffrey Woolston</i>	<i>Treasurer</i>	<i>18/05/21 from inception</i>	
4	<i>Susan McKenzie</i>		<i>18/05/21 from inception</i>	
5	<i>Mark Hutton</i>		<i>18/05/21 from inception</i>	

## 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)	<i>Ainsley Creedy</i>	<i>Geoff Woolston</i>
Position (eg Secretary, Chair, etc)	<i>Chair</i>	<i>Treasurer</i>

Date