

**APPENDIX 1**



**Trustees' Annual Report for the period**

	Period start date				Period end date		
From	Day	Month	Year	To	Day	Month	Year
	07	10	2015		31	10	2016

Office of the Scottish Charity Regulator

**Reference and administration details**

<b>Charity name</b>	Broke Not Broken
<b>Other names charity is known by</b>	
<b>Registered charity number</b>	SC046033
<b>Charity's principal address</b>	Trustees Address: Joan Cornwall (Treasurer) 3 Katrine Place Kinross  Postcode KY13 8YY

**Names of the charity trustees on date of approval of Trustees' Annual Report**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Graham Holden	Chairperson		
2	Clare Slight	Secretary		
3	Joan Cornwall	Treasurer		
4	Anne Drummond		27/10/2016	
5	Margaret Donald		27/10/2016	
6	Rory Stewart		27/10/2016	
7	Jenni McRae		27/10/2016	
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## Reference and administration details

**Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)**

Name	Dates acted If not for whole year
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## Structure, governance and management

<b>Type of governing document</b>	Constitution – Submitted with our initial application.
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<b>Trustee recruitment and appointment</b>	Initially we had a committee when we were a constituted committee only three of us became Trustees when the charity was set up initially however since the refurbishment of The Beacon building and since we are up and running in the building as a foodbank the volunteers who held crucial positions became Trustees on the night of our AGM.
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## Objectives and activities

<b>Charitable purposes</b>	<ul style="list-style-type: none"> <li>• Working with other community organisations and services in the Kinross-shire are.</li> <li>• We aim to tackle the effects of poverty by providing support and practical assistance to individuals and families who are experiencing hardship.</li> <li>• To advance the prevention or relief of poverty.</li> <li>• To advance the relief of those in need by reason of age, ill-health, disability, financial hardship or disadvantage.</li> </ul>
<b>Summary of the main activities in relation to these objects</b>	<ul style="list-style-type: none"> <li>• Working in partnership with other organisations whenever possible and primarily deliver its services via volunteers.</li> <li>• We have established an independent local community foodbank.</li> <li>• We have developed a very broad and established volunteer base.</li> <li>• Creating volunteer opportunities for clients within the charity.</li> <li>• We are supported by various local groups who have undertaken various fundraising and have carried out some of our own fundraising.</li> </ul>

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### Achievements and performance

#### Summary of the main achievements of the charity during the financial period

- Refurbishment of The Beacon, the building that is where the foodbank is running from. St Pauls' Church in Kinross has provided us with this small listed building and we pay a £1 a year for rent. We paid for the materials for the refurbishment and a local builder carried out the work. This is a massive achievement as we feel we will be handing back the building to the church at some point down the road in a better condition. The building itself is very inviting and the clients seem to enjoy the atmosphere we provide.
- We had our second annual hamper night and our first as an official charity, this event has doubled in size since the previous year and is now a much-loved Kinross Christmas tradition. We distributed 70 hampers which included clients who were known to us and also a list that was provided by the local medical centre and to everyone living in a local elderly sheltered housing scheme.
- We won an award at the Community Volunteering Awards in Kinross and we were very proud in being asked to be the key note speakers.
- We have also furnished several flats in Kinross using social media. If a person has been identified to us as to being new in the area and is struggling to purchase household items we have put a anonymous request for them on our Facebook page and collect items such as curtains, rugs, beds, cutlery etc.
- We have taken on the garden behind The Beacon and are developing it so that it can be a peace garden for the community where we plan to grow fresh fruit and vegetable and provide volunteer opportunities to our clients.
- We have set up a contract with a local Sainsbury's, we have a food collection point there where we collect from weekly.

### Financial review

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

The trustees along with the newly elected trustees are currently devolving a policy on reserves as we are only one year old and still establishing our funding and spending requirements. We will ensure we vote on a policy on reserves by our next AGM.

#### Details of any deficit

None

#### Donated facilities and services (if any)

- We currently pay £1 a year of a peppercorn rent for the current building. We have signed a five year lease with St Pauls Church, Kinross. Our building is covered by our insurance.
- All of our food stock is donated and our volunteers time.

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**Other optional information**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Clare Slight

Rory Stewart

Full name(s)

Clare Mary Slight

RORY STEWART

Position (e.g. Chair)

Secretary / trustee

TRUSTEE

Date

27/04/17.

27/04/2017