

Neighbourhood and Adult Services

Application for a House to House Collections Permit

House to House Collections Act 1939

House to House Collections Regulations 1947 (as amended)

Lalpac number	044576
Board Hearing	
Permit Number	HH

Data Protection Act, 1998

I understand that RMBC is required to use information provided by me to carry out cross system and cross authority comparisons for the prevention and detection of fraud or crime. I understand that information I have provided may be used in this way or for connected purposes, and that this information may also be shared with certain third parties who administer or protect public funds. We may use the information you have provided in this form to carry out checks to prevent and detect fraud or crime. We may also use the information share the inf in this way or for connected purposes, and we may also share the information with certain other people or organisations that manage handle or protect public funds. By signing this application, you are agreeing to us using your information in this way.

Please answer all the questions on this form in **BLOCK CAPITALS** and in ink.
Enter **NONE** or **N/A** as appropriate in all boxes you do not enter information in.

Applicants (Promoter) personal details

1. Your Title (Mr, Mrs, Miss, etc): Date of Birth:

Surname: First names:

Address (either home or Business):

Post code:

Daytime phone number: Mobile phone number:

E-mail address:

Details of the charity which the collection will benefit

2. Name of Charity:

Head Office address for the Charity:

Post code

Contact phone number: Mobile phone number:

E-mail address:

2.a. Are you an employee/Volunteer for this Charity YES No

If YES, please state your position within the Charity:

*If NO you must supply a letter with this application form from the Charity/Society to benefit from the collection which is authorising you to organise the collections on behalf of the charity/society's.

2.b. Objective/aims of the charity/fund to benefit from the proceeds of this collection.

Please attach supporting information, web site details etc.

The team at Yorkshire Children's Trust work closely with parents, medical professionals and social workers to offer emotional and financial support to families with long term sick and disabled children. The financial support can help funds items such as wheelchairs, specialist car seats, or even an ipad for a child that cannot use a pen or pencil to use at school. Emotional needs are supported with respite breaks at the charity's own holiday home on the East Coast of Yorkshire and with one to one person centred counselling and play therapies.

<https://www.yctrust.uk>
PLEASE SEE ATTACHED SUPPORTING INFORMATION

2.c. Explain how this Charity/fund collection will benefit the people of Rotherham

Please attach supporting information, web site details etc.

<https://www.yctrust.uk>
PLEASE SEE ATTACHED LETTER
CHARITY LETTER IS ATTACHED

2.d. Is this charity/fund a UK registered charity

Yes No

Registered Charity Number

Collection details

3. Over what parts of the licensing area is it proposed that collections will be made?

3.a. Over what periods in the year, dates & times, is it proposed that collections will be made?

3.b. How many collectors will be used to make the collections:

3.c. Is it proposed to collect money including direct debits as money: Yes No Direct Debits

3.d. Is it proposed to collect "other" types of property Yes No

If Yes, what other type(s) of property will be collected (Include direct debits as a collection of money)

Is it proposed to Sell, Give Away, or Use this "other" property Sell Give Away Use

3.e. Are applications also being made for licences for the same purposed in other areas of the UK: Yes No

If Yes, which other licensing authorities

Will these collectors be the same collectors as those you intend to use in this authority Yes No

3.f. Is it proposed to promote this collection in conjunction with a street collection Yes No

If Yes, is it proposed to combine the House to House and Street Collection accounts or submit separate accounts: Combined accounts Separate accounts

3.g. If the collection is for a War Charity, state if the charity has been registered or exempted from registration under the War Charities Act 1940, and give the name of the registration authority, date of registration or exemption in the box below.

Funds raised following collections

4. Are all of the collections takings to be paid over to the Charity Yes No

If NO, please state the purposes for which taking will be used

WAGES, FUEL, PRINTING, ADMIN COST

4.a. Please state how much will be deducted for expenses or other reasons £ NATIONAL MINIMUM WAGE TO COLLECTORS

4.b. Is it proposed to use some of the takings for the payment of any persons Yes No

If YES; is it to Collectors Yes No is it to Other Persons Yes No

4.c. Please state how much will be deducted; for what reasons, and, if applicable what "other persons" will be paid:

£ TO COLLECTORS: NATIONAL MINIMUM WAGE
TO OTHERS: UP 15% - FUEL, WAGES, PRINTING
UP 10% - ADMIN COST

Details of company or organisation responsible for these collection

5. Name of Company/Organisation to carry out collections: UNICARE LTD

Office address of the UNIT 12, HUNSLET TRADING ESTATE, SEVERN WAY, LEEDS

Company/Organisation: Post code LS10 1BL

Contact phone number: 0113 827 2340 Mobile phone number: 0774 774 3131

E-mail address: permits@erpunicare.org

5.a. Are you an employee of this Business/Organisation YES No

If YES, please state your position within the Business/Organisation: MANAGING DIRECTOR

*If NO you must supply a letter with this application form from the Charity/Society to benefit from the collection which is authorising you to organise the collections on behalf of the charity/society's.

Licensing history of Charity/Collection Company

6. Has the applicant, charity or collections company ever held a house to house collection permit before? Yes No

If 'Yes', who issued it? KATY GILLER - SENIOR LICENSING OFFICER

What date was it granted? 16 / 11 / 2012 What licence number was it? HH0108

6.a. Have you, or to your knowledge anyone associated with this collection, ever had a house to house licence or order **with this** local authority, refused, or revoked before? Yes No

6.b. Have you, or to your knowledge anyone associated with this collection, ever had a house to house licence or order, **with any other authority** refused, or revoked before? Yes No

If Yes, where was it held; when was it refused, or revoked and why was it revoked?

EAST NORTHAMPTONSHIRE
NOT ENOUGH SUPPORTING DOCUMENTS

Please use an extra sheet if required.

Applicants (Promoter) "Criminal Records" history

7. Convictions & Cautions Details. In the boxes below list any convictions/cautions etc you may have which are not considered as "spent" with in the terms of the "Rehabilitation of Offenders Act 1974".

7.a. Have you ever been convicted of a criminal offence(s), or received any police cautions warnings or reprimands? etc, (If you answer YES to this question give details in the box below.) Yes No

7.b. If you are waiting to hear about any prosecution enter the court name hearing the case: If known give date of future court hearing date:

Date of conviction(s)	Details of Offence(s) and Conviction(s)	Sentence Or Penalty
/ /		
/ /		
/ /		
/ /		
/ /		
/ /	Use an extra sheet of paper if required	

This form is to apply for a house to house promoters collection permit. The permit, if granted, would allow the promoter to authorise collectors to collect from door to door for charitable purposes only. No collection for a charitable purpose may be made in this Local Authority area unless the promoter is an appropriately licensed promoter by this authority. (Or holds an exemption granted by the Secretary of State from obtaining a licence from this authority.)

The applicants attention is drawn to the House to House Collections Act 1939, and to paragraph 4 of the House to House Collections Regulations 1947 (as amended); on the 12 December 1947. This paragraph provides that ordinarily an application for licence shall be made not later than the 1st day of the month preceding that in which it is proposed to commence any collection.

Declaration

I am aware that should a House to House Collection Licence be granted to me the collection must take place in strict compliance with the House to House Regulations, which I have read and fully understand.

I am aware that it is also necessary for me to submit a certified form of statement within at least 28 days of the collection having taken place.

In pursuance of Section 2 of the House to House Collections Act 1939, I hereby apply for a licence allowing me to promote the collection, of which particulars are given in this form.

Applicants
Signature



Date applicant signed form

14 / 11 /2019

**COMMERCIAL PARTNERSHIP AGREEMENT
BETWEEN
UNICARE LIMITED
&
YORKSHIRE CHILDREN'S TRUST**

This Agreement is written with reference to The Charities Act (1992) and is designed to protect the Partner (Yorkshire Children's Trust) from inappropriate use of their name, identity and logo, as well as ensuring that revenue raised is donated appropriately according to the wishes of the Partner.

1 Preamble

- 1.1 Yorkshire Children's Trust, Registered Charity No. 1146884 and Unicare Limited Registered Company No. 05744027 agree to work together to support the activities of Yorkshire Children's Trust.
- 1.2. This Commercial Partnership Agreement will be signed and accepted as dated, with commencement of collections being January 2020.
- 1.4 Either party can opt out of the Agreement at any time with six month's written notice (email will suffice).
- 1.5 There will be performance reviews as and when required by either party, with at least one review per annum.

2 Procedural & Financial Considerations

- 2.1 Unicare Ltd will apply to city, county, county borough and metropolitan borough councils in England to renew licenses' for house-to-house clothing collections, copies of which will be sent to Yorkshire Children's Trust.
- 2.2 Unicare Ltd will collect clothing donations and other items on behalf of Yorkshire Children's Trust.
- 2.3 All charitable donations will be weighed at the end of each collection using commercial weighing apparatus and Unicare Ltd will accurately record amounts collected in metric tonnes on tally sheets.
- 2.4 Donations made by Unicare Ltd to Yorkshire Children's Trust will equate to **£105** per tonne or more of monies raised through the sale of donated items.
- 2.5 Unicare Ltd will guarantee a minimum donation of **£17,000.00** to Yorkshire Children's Trust for the 12-month period ending 31st December 2020, followed by any minimum donation amounts as set from time to time with the agreement of both parties in writing.
- 2.6 Unicare Ltd will endeavor to achieve the highest possible volume of collections and return the highest amount of donation possible to Yorkshire Children's Trust.
- 2.7 Donations will be paid by Unicare Ltd to Yorkshire Children's Trust monthly by BACS transfer, by the end of the first week of the month following the month in which collections were carried out. An email weight and payment report will be sent to Yorkshire Children's Trust.
- 2.8 Unicare Ltd will endeavor to represent Yorkshire Children's Trust in the best possible light by ensuring that bag delivery and collection staff are presentable, courteous and respectful of residents' wishes at all times.

3 Legitimacy, Transparency, Accountability

- 3.1 Unicare Ltd will, on request from Yorkshire Children's Trust, produce tally information about metric tonnage collected.
- 3.2 Unicare Ltd will, on request from Yorkshire Children's Trust, provide information, including copies of receipts, relating to expenses incurred.
- 3.3 Unicare Ltd will, on request from Yorkshire Children's Trust, when financial year-end accounts are completed, provide copies of certified accounts including balance sheet, profit and loss account and other available financial information.

4 Publicity & Advertising

- 4.1 The wording of all publicity and advertising which Unicare Ltd and Yorkshire Children's Trust use will be agreed between the two parties before production of any materials.
- 4.2 Final copy must be sanctioned by Yorkshire Children's Trust in writing (email will suffice).
- 4.3 Neither party may use the other party's name, logo or identity without prior written agreement.

5 Legal & Other Considerations

- 5.1 This Agreement shall be governed by the laws of England and Wales.
- 5.2 This Agreement is entered into to comply with the 1992 and 2006 Charities Acts and the Charitable Institutions (Fund-raising) Regulations 1994.
- 5.3 Yorkshire Children's Trust grants to Unicare Ltd a non-exclusive license for the term of this Agreement to use the name and logo of Yorkshire Children's Trust in any materials relating to the promotion. The name and logo may not be used for any purpose other than the promotion and may not be transferred or assigned to anyone else. The name and logo may only be used within England. This license will end immediately on termination of this Agreement.
- 5.4 Unicare Ltd will ensure that their services and products are of a good quality, fit for purpose and comply with all relevant statutory and safety requirements.
- 5.5 Unicare Ltd will indemnify Yorkshire Children's Trust against all liabilities arising from the distribution/use of collection bags and carry adequate (£5,000,000.00) insurance for any such claims arising.
- 5.6 Yorkshire Children's Trust will not interfere with the Promotion unless required to do so by law or external authorities or in order to preserve the interest of Yorkshire Children's Trust.
- 5.7 The benefits of this Agreement may not be handed over or passed on to anyone other than the parties named in this Agreement.

6 Confidentiality

- 6.1 Confidential Information (the 'Confidential Information') refers to any data or information relating to the business of either party which would reasonably be considered to be proprietary to said party including, but not limited to, accounting records, business processes, and customer, donor and client records; not generally known in the industries of the parties and where the release of that Confidential Information could reasonably be expected to cause harm.
- 6.2 Unicare Ltd and Yorkshire Children's Trust agree that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information obtained, except as authorised by the other party or as required by law. The obligations of confidentiality will apply during the term of this Agreement and will survive upon termination of this Agreement.
- 6.3 In addition, Unicare Ltd and Yorkshire Children's Trust agree to operate at all times in a manner that is compliant with current GDPR regulations.

7 Complaints

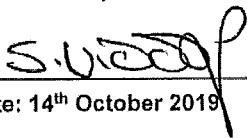
- 7.1 House-to-house collections necessarily involve members of the general public and generate complaints. These are always a small number considering the overall volume of collections. New charity collections have a teething period. Our experience is that any volume of complaints decreases after the first three to six months.
- 7.2 Unicare Ltd will do everything it can to keep complaints to a minimum and will work in partnership with Yorkshire Children's Trust to ensure that every complaint is investigated promptly, diligently and thoroughly and then resolved.
- 7.3 Where a complaint, after due investigation, is judged to be valid, Unicare Ltd commits to apologising, and making full financial, and other, restitution to the complainant.
- 7.4 Unicare Ltd will provide Yorkshire Children's Trust with monthly reports detailing complaints received and how these have been managed and resolved.

8 Cancellation

- 8.1 This Agreement may be cancelled by either of the parties with six month's written notice (email will suffice).
- 8.2 Unicare Ltd or Yorkshire Children's Trust may cancel this Agreement immediately only if:
- a) Unicare Ltd uses, or attempts to use, the Yorkshire Children's Trust name and/or logo for any purpose other than this promotion.
 - b) Either party to this Agreement compounds with its creditors, becomes insolvent or unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986 as they fall due or enters into receivership or liquidation.

- c) Either party to this Agreement engages in fraudulent and/or illegal behaviour as defined by the laws of England and Wales or in behaviour defined as serious misconduct and/or gross negligence.

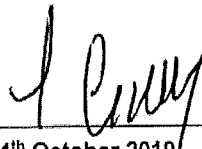
Signed on behalf of Yorkshire Children's Trust



Date: 14th October 2019

Simon Widdop
Charity Manager & Trustee
Yorkshire Children's Trust
YCT House, 70 Commercial Street
Halifax, West Yorkshire, HX1 2JE

Signed on behalf of Yorkshire Children's Trust



Date: 14th October 2019

Tracey Gray
Executive Trustee
Yorkshire Children's Trust
YCT House, 70 Commercial Street
Halifax, West Yorkshire, HX1 2JE

Signed on behalf of Unicare Ltd



Date: 14th October 2019

Olena Romanyshyn
Managing Director
Unicare Ltd.
Unit 12, Hunslet Trading Estate
Severn Way, Leeds, LS10 1BL

Information required by Unicare Ltd to support their Licence/Permit applications to respective Councils.

Name of Charity Partner:

Registration number	Charity Number 1146884 / Company Number 10650385
Head Office address	YCT House
	70 Commercial Street
	Halifax, HX1 2JE
Contact name	Simon Widdop
Position	Charity Founder & Trustee
Contact telephone number	01422 728080
Email address	simon@yctrust.uk

May we ask you to please provide the following information in WORD format:

- Letter of authorisation for Unicare to collect on your behalf
- List of Trustees to include a brief profile of your charity.
- Latest accounts (audited if possible) of the organisation that will benefit.
- Literature about the Charity who will benefit.
- Please explain how your Charity/fund collection will benefit the people.
- What percentage of the proceeds of the collection is to be paid over to the Charity.
- A summary (in 4-5 sentences), describing your charity including your objectives/aims.
- Bank details into which proceeds should be paid (Bank name, account number & sort code)
- Name, address & contact number of your:
 - Honorary Secretary
 - Honorary Treasurer
 - Auditor

Please submit the above information to alex@erpunicare.org

Thank you for your co-operation.

Yorkshire Children's Trust

a local charity ...
... helping local children

YCT House • 70 Commercial Street • Halifax • West Yorkshire • HX1 2JE

Date: 1st November 2019
Our Reference: H2H Collections

To whom it may concern,

This is a letter to confirm that Unicare Ltd, Leeds are authorised to collect clothing through house to house recycling on behalf of Yorkshire Children's Trust, subject to correct licensing from local authorities.

Please accept this letter as further authorisation for team members from Unicare Ltd to make applications for local collection licenses for collections between 1st January 2020 and 31 December 2020 for areas covering any local authority area in England.

Yorkshire Children's Trust is a registered charity, number 1146884 and a company limited by guarantee and we are working under a Commercial Partnership Agreement with Unicare Ltd.

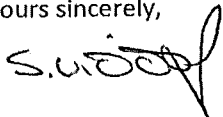
The charity helps long term sick and disabled children with support to cover both their financial and emotional needs. Our support encompasses a range of options, but includes help with medical equipment such as wheelchair ramps, specialist car seats etc. The emotional support includes free holidays to these families at our own holiday home on the East Coast of Yorkshire, as well as counselling and play therapy options.

Yorkshire Children's Trust works closely with parents, medical professionals and social workers to ensure our work is targeted to the most vulnerable families in the community and despite this essential support we rely heavily on donations to offer this service.

The house-to-house clothing collections carried out by Unicare Ltd will help to raise essential funds through a steady, monthly revenue stream to help ensure our support can continue well into the next few years.

Thank you for taking the time to consider our request, and if you have any further questions prior to processing our license request, I am happy for you to call me on 01422 728080 or email me on simon@yctrust.uk

Yours sincerely,



Simon Widdop
Charity Founder & Trustee

Telephone: 01422 72 80 80 • Web: www.yctrust.uk
Registered as a charity in England, registration number 1146884



Charity

Yorkshire Children's Trust is a charity founded by two sets of parents who had children going through the long, painful treatment for cancer. Although treatment regimes are fantastic, the parents found that extra support was difficult to find and that children could fall through funding gaps of support, in one particular case, the Widdop's struggled to get help with a wheelchair to use at home while their daughter was learning to walk again, and had to fund this themselves.

The team at Yorkshire Children's Trust work closely with parents, medical professionals and social workers to offer emotional and financial support to families with long term sick and disabled children. The financial support can help fund items such as wheelchairs, specialist car seats, or even an iPad for a child that cannot use a pen or pencil to use at school. Emotional needs are supported with respite breaks at the charity's own holiday home on the East Coast of Yorkshire and with one to one person centred counselling and play therapies.

The charity relies heavily on donations to support their work, they do not receive any Government, NHS or other direct funding and the house to house clothing collections help to raise essential funds to support the work of the charity.

Yorkshire Children's Trust will receive £105 per tonne from the house to house collections, and 100% of this will be utilised by the charity to support the aims and goals of support long term sick and disabled children in the community.

List of Trustees

Simon Widdop

Sarah Thompson

Tracey Gray

Jamie Ansbro

Jeannine Hind

Nick Sharp

All Trustees are signatories on the charity account and are responsible for the oversight of the charity, the way the charity is constituted, the organisation does not have specific secretary's or treasurers. This ensures all Trustees are responsible. A minimum of two trustees must authorise financial transactions.

The charity accounts are available online at:

<https://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/CharityWithoutPartB.aspx?RegisteredCharityNumber=1146884&SubsidiaryNumber=0>

Payments of monies due

Monies raised each month should be paid no later than one week later of the following month,

ie funds from January 2020 should be paid in the first week of February 2020.

Payments should include VAT at the current rate of 20% (or any other variable rate as set by the Government), YCT will then provide a VAT invoice for your records.

Yorkshire Children's Trust is registered for VAT, our number is GB267150504

Payments should be made into the following account:

Bank: Unity Trust Bank, Brindleyplace, Birmingham, B1 2HB

Name: Yorkshire Children's Trust

Sort Code: 60-83-01

Account #: 20262158

Reference: H2H=MMMY

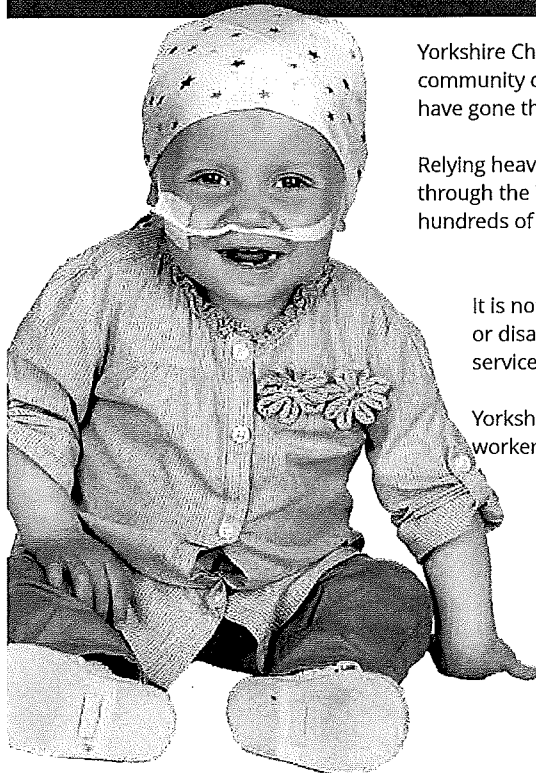
Please substitute MMY with the actual month the payment is for, ie for January 2020, please enter H2H-Jan20 as the reference.

Please ensure a weight and payment report is emailed across to simon@yctrust.uk when each payment is submitted so we can correctly invoice for the payment received.

Auditor

As a small charity, the accounts are under the limit for a full audit, but are independently inspected by an accountant every year and signed off before the accounts are sent to Companies House and the Charity Commission.

Ms. Paige Simpson
14 Henry Street
Thornton
Bradford
BD13 3JE

[Home](#)[Win A Car!](#)[News](#)[Events](#)[Recycling](#)[Information](#)[Support & Donate](#)[Apply For Help](#)[Contact Us](#)

Yorkshire Children's Trust is a truly local charity, helping local children. It is a small, community charity, founded in March 2011 by two sets of parents that have children who have gone through the long and harsh treatment of cancer.

Relying heavily on voluntary donations, the charity was founded to help families who can fall through the 'funding gap' of traditional support channels and has successfully helped hundreds of children since it started.

It is not just children with cancer the charity will offer support for. Any long term illness or disability, be a physical or mental impairment, the charity are able to offer a range of services to help support some of the most vulnerable children in the Yorkshire region.

Yorkshire Children's Trust liaise with parents, medical professionals, teachers and key workers to ensure the best possible outcomes with a range of support options.

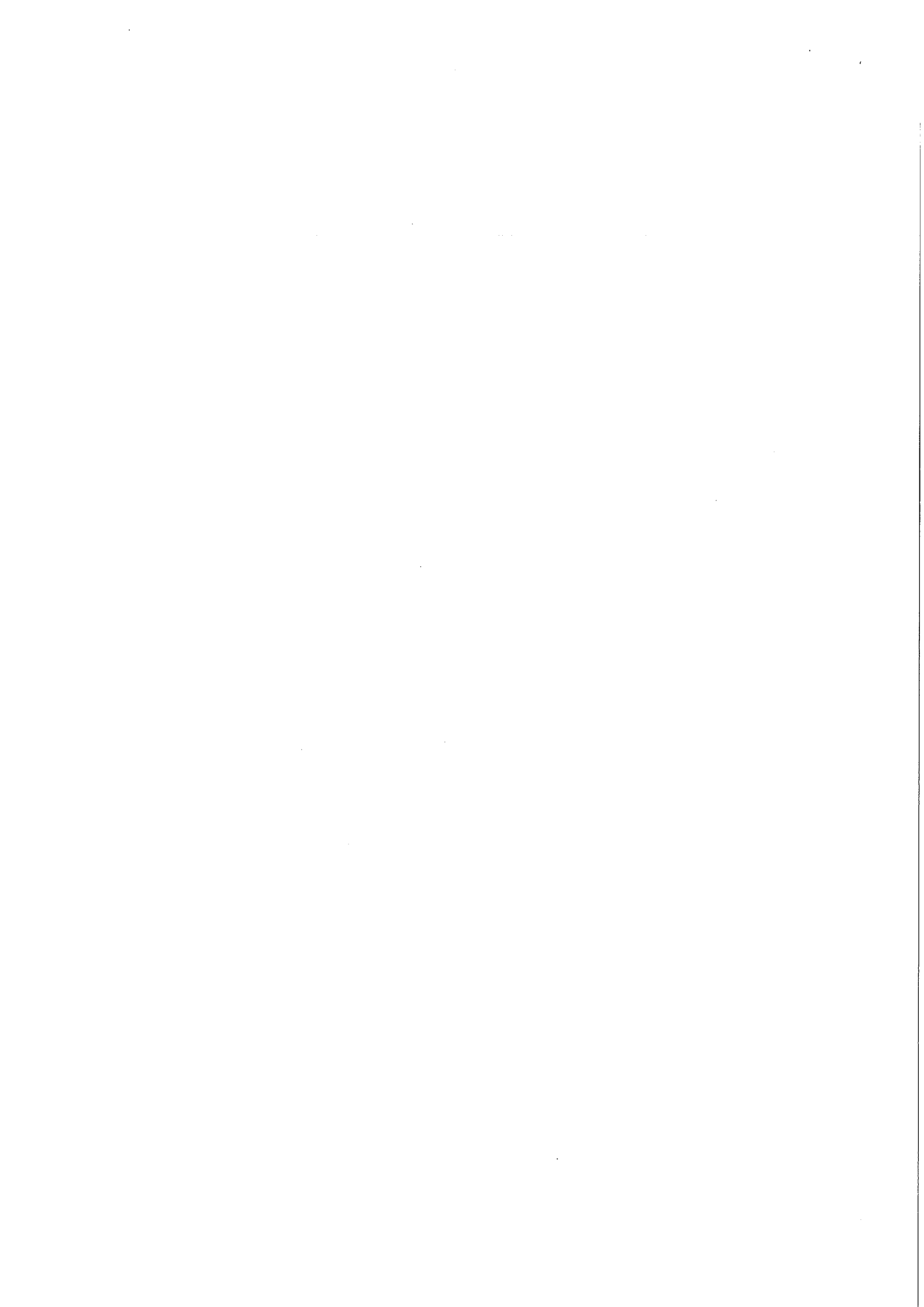
You can help these children; With your donation, we will pay for:

- **Treatments** such as counselling or therapies
- **Hospital travel** for a child that may be an inpatient for weeks at a time;
- **Breaks for affected families** that include mum, dad, siblings and carers;
- **One-on-one counselling** for not just the child, but parents and siblings;
- **Annual Hospital Visits** offering children gifts at Christmas and Easter.

With your help, we will make the lives of local children better, and reduce the impact on the families that care for them. Remember, every donation, no matter how big or small will help support our work in the community.

Please donate today, you will make a real difference.

Donate Here



YORKSHIRE CHILDREN'S TRUST

Registered Number 10650385

Micro-entity Balance Sheet as at 7 March 2019

	<i>Notes</i>	<i>2019</i>	<i>2018</i>
		£	£
Fixed Assets		4,379	1,465
Current Assets		36,297	19,173
Prepayments and accrued income		4,922	3,551
Creditors: amounts falling due within one year		(608)	(483)
Net current assets (liabilities)		<u>40,611</u>	<u>22,241</u>
Total assets less current liabilities		<u>44,990</u>	<u>23,706</u>
Creditors: amounts falling due after more than one year		0	0
Accruals and deferred income		0	0
Total net assets (liabilities)		<u>44,990</u>	<u>23,706</u>
Reserves		<u>44,990</u>	<u>23,706</u>

- For the year ending 7 March 2019 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 13 May 2019

And signed on their behalf by:
simon widdop, Director

Registered Number 10650385
YORKSHIRE CHILDREN'S TRUST
Micro-entity Accounts
7 March 2019

Date: 27/03/2019
Time: 13:31:13

Yorkshire Children's Trust
Period Trial Balance

Page: 1

To Period: Month 12, February 2019

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
		2,297.26	
0010	Property	1,994.63	
0030	Office Equipment	87.46	
0040	Furniture and Fixtures	4.69	
1100	Debtors Control Account	9,191.57	
1200	Bank Current Account	25,694.89	
1210	Bank Grants Account	889.16	
1220	Bank Contingency Account	252.53	
1235	Cash Register	0.99	
1250	Pocket Card Account 1	263.14	
1251	FairFX Card Account	194.37	
2100	Creditors Control Account		2,235.25
2200	VAT on Vatable Sales	1,949.50	
2201	VAT on Vatable Purchases		166.49
2202	VAT Liability		156.14
2204	Manual Adjustments	253.88	
2210	P.A.Y.E.		0.60
2211	National Insurance	4,474.30	
2220	Net Wages		23,705.77
3200	Funds		2,824.77
4000	Donations Received		20,370.65
4001	Donations Received -Non Gift Aid		22,657.66
4002	Donations - Third Party Event Proceeds		317.57
4003	Gift Aid Received		160.00
4050	Counselling		582.90
4400	Fund Generation - Charity Shop		63.07
4510	Fund Generation - Branded Merchandise		19,890.72
4520	Fund Generation - RAMS		360.00
4800	Other Income	18,136.69	
5000	Charitable Expenditure - Grants Payable	79.76	
5001	Consumables - Charitable Causes		5.96
5009	Discounts Taken	20.00	
5200	Training Projects	3,485.76	
6000	Charity Shop	393.93	
6100	Fund Raising Expenses	853.21	
6101	Advertising	900.74	
6102	PR (Literature & Brochures)		28.00
6200	Goods Purchased for Resale	547.47	
6202	Miscellaneous Purchases	3,275.00	
7000	Rent	566.00	
7104	Premises Insurance	909.27	
7105	Electricity	180.11	
7106	Gas	79.52	
7200	Travelling	2.14	
7206	Subsistence	181.25	
7300	Printing	936.56	
7301	Postage and Carriage	1,001.70	
7302	Office Stationery	120.00	
7304	Staff Security	263.77	
7350	Telephone and Fax	328.35	
7351	Internet	1,046.23	
7352	Computer and Software	97.89	
7501	Cleaning		

Date: 27/03/2019
Time: 13:31:13

Yorkshire Children's Trust
Period Trial Balance

Page: 2

To Period: Month 12, February 2019

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
7503	Premises Expenses	877.23	
7504	Miscellaneous Motor Expenses	2,105.60	
7505	Vehicle Fuel	226.64	
7506	Vehicle repairs and servicing	155.00	
7510	Parking Expenses	75.00	
7604	Insurance	703.02	
7605	Refreshments	108.57	
7606	Sundry Expenses	53.91	
7700	Bank Interest Paid		
7701	Bank Charges		7.55
7704	Card Processing Fees	152.73	
7800	Gross Wages	158.95	
7806	Employers NI	6,970.04	
7807	Employers Pensions	0.32	
7901	Audit Fees	10.40	
7904	Professional Fees	150.00	
7909	Regulatory Body Fees	551.60	
7910	Training Costs	158.00	
9998	Suspense Account	100.00	
		22.37	
	Totals:	<u>93,533.10</u>	<u>93,533.10</u>

Date: 27/03/2019
Time: 13:35:24

Yorkshire Children's Trust
Profit and Loss

Page: 1

From: Month 1, March 2018
To: Month 12, February 2019

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Donations	46,330.65	46,330.65	
Fund Generation - Charity Shop	582.90	582.90	
Fund Generation - Fund Raising	19,953.79	19,953.79	
Other Income	360.00	360.00	
	67,227.34		67,227.34
Purchases			
Charitable Expenditure - Grants Payable	18,210.49	18,210.49	
Cost of Charitable Activities	20.00	20.00	
	18,230.49		18,230.49
Direct Expenses			
Charitable Expenditure - Stock for Charity Shop	519.47	519.47	
Cost of Fund Generation - Charity Shop	3,485.76	3,485.76	
Cost of Fund Generation - Fund Raising	2,147.88	2,147.88	
	6,153.11		6,153.11
Gross Profit/(Loss):	<u>42,843.74</u>		<u>42,843.74</u>
Overheads			
Support Costs - Rent and Rates	3,275.00	3,275.00	
Support Costs - Heat, Light and Power	1,655.38	1,655.38	
Support Costs - Travelling Expenses	81.66	81.66	
Support Costs - Printing and Stationery	2,239.51	2,239.51	
Support Costs - Telephone and Computer	1,638.35	1,638.35	
Support Costs - Maintenance	3,537.36	3,537.36	
Support Costs - General Expenses	865.50	865.50	
Management & Admin - Bank Charges and	304.13	304.13	
Management & Admin - Gross Wages	6,980.76	6,980.76	
Management & Admin - Professional Fees	959.60	959.60	
Suspense & Mispostings	22.37	22.37	
	21,559.62		21,559.62
Net Profit/(Loss):	<u>21,284.12</u>		<u>21,284.12</u>



Trustees' Annual Report for the period

Period start date			Period end date				
From	Day	Month	Year	To	Day	Month	Year
	01	03	2018		28	02	2019

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

YCT House
70 Commercial Street
Halifax
Postcode <input type="text" value="HX1 2JE"/>

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	SIMON WIDDOP	CHAIR		
2	JAMIE ANSBRO			
3	ARRON BURDON		21 Mar 17- 24 Apr 18	
4	TRACEY GRAY			
5	JEANNINE HIND			
6	SARAH THOMPSON			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	CONSTITUTION ADOPTED 29 FEB 2012 AS AMENDED ON 05/04/2012 AS AMENDED ON 03/09/2012 AS AMENDED ON 16 MAY 2017
How the charity is constituted <i>(eg. trust, association, company)</i>	CHARITABLE TRUST, LIMITED BY GUARANTEE
Trustee selection methods <i>(eg. appointed by, elected by)</i>	APPOINTED BY THE BOARD OF TRUSTEES

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

YORKSHIRE CHILDREN'S TRUST WAS FOUNDED ON 1ST MARCH 2011 BY PARENTS OF CHILDREN SUFFERING FROM CHILDHOOD CANCER IN THE HOPE TO RELIEVE THE EMOTIONAL AND FINANCIAL BURDON ON SIMILAR FAMILIES.

THE CHARITY BECAME LIMITED BY GUARANTEE ON 3RD MARCH 2017 AND WAS A MEMBER OF THE FUNRAISING STANDARDS BOARD AND THEN BECOMING ONE OF THE FIRST CHARITIES TO BECOME A MEMBER OF THE NEW FUNDRAISING REGULATOR, INITIALLY JOINING UNDER THE BETA TEST PROGRAMME.

THE MANAGEMENT TEAM ALWAYS STRIVE TO MAKE THE CHARITY BETTER AND HAVE STRICT POLICIES IN PLACE TO PROTECT STAFF, VOLUNTEERS, SERVICE USERS AND MEMBERS OF THE PUBLIC.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

TO RELIEVE THE CHARITABLE NEEDS OF FAMILIES WITH SICK OR DISABLED CHILDREN, UP TO THE AGE OF 18, BY THE PROVISION OF EMOTIONAL AND FINANCIAL SUPPORT; IN PARTICULAR, BUT NOT EXCLUSIVELY, TOWARDS THE PROVISION OF COUNSELLING TO DEAL WITH DEBTS AND WELFARE, BEING DIAGNOSED WITH AN ILLNESS AND THE LOSS OF A CHILD, COSTS OF MEDICAL EQUIPMENT, HOME MODIFICATIONS, TRAVEL COSTS OR RESPITE HOLIDAYS FOR THE ENTIRE FAMILY

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

YORKSHIRE CHILDREN'S TRUST MAKE AVAILABLE FUNDS TO BE APPLIED FOR IN THE FORM OF A SUPPORT APPLICATION MADE BY A MEDICAL PROFESSIONAL, SOCIAL WORKER, SUPPORT WORKER, TEACHER, PARENT OR GUARDIAN.

THE SUPPORT APPLICATION IS MADE AVAILABLE THROUGH THE OFFICIAL CHARITY WEBSITE VIA A SECURE, ENCRYPTED FORM OR A PAPER FORM AVAILABLE DIRECTLY FROM THE CHARITY OFFICE, SOCIAL SERVICES OR LOCAL HOSPITALS.

SUPPORT AWARDS ARE PAID UP TO THE VALUE OF £750 FOR THE BENEFIT OF THE SICK OR DISABLED CHILDREN AND ARE USED TO FUND:

- MEDICAL EQUIPMENT
- MEDICAL TREATMENT
- ESSENTIAL HOME MODIFICATIONS
- HOSPITAL TRANSPORT COSTS
- SHORT MID-WEEK HOLIDAY WITH HAVEN HOLIDAY PARKS.

THE CHARITY HAS A TEAM MEMBER WHO HAS UNDERTAKEN FURTHER TRAINING TO BECOME A QUALIFIED, BACP RECOGNISED COUNSELLOR. THE CHARITY NOW OFFERS PERSON-CENTRED COUNSELLING FOR SICK AND DISABLED CHILDREN, THEIR SIBLINGS AND PARENTS.

OTHER ITEMS TO RELIEVE THE NEEDS OF THE SICK OR DISABLED CHILD AS AGREED BY THE TRUSTEES.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

YORKSHIRE CHILDREN'S TRUST WISH TO HELP AS MANY CHILDREN WITH LONG-TERM LIFE LIMITTING CONDITIONS AS POSSIBLE, HOWEVER AS WE REMAIN A VERY SMALL CHARITY WE LIMIT OUR REGION OF SUPPORT TO THE FOUR YORKSHIRE REGIONS AND WE WILL SUPPORT EACH CHILD UP TO 3 TIMES. SUCCESSFULLY FUNDED APPLICANTS HAVE TO WAIT FOR A PERIOD OF 12 MONTHS BEFORE A FURTHER APPLICATION FOR SUPPORT CAN BE MADE, WHEREAS IF AN APPLICATION IS DECLINED, A NEW APPLICATION CAN BE MADE FOR THE CHILD ONCE A PERIOD OF SIX MONTHS HAS ELAPSED. A CHILD OR OTHER FAMILY MEMBER CAN STILL RECEIVE COUNSELLING THROUGH THE CHARITY IN ADDITION TO OR EXCLUSIVE OF ANY GRANT PAYMENTS BEING MADE.

TO ENSURE THE APPLICATION PROCESS REMAINS FAIR TO ALL, THE APPLICATIONS ARE VETTED BY A REGISTERED SOCIAL WORKER WHO LIAISES WITH OUTSIDE AGENCIES TO VERIFY THE CHILD'S ILLNESS OR DISABILITY AND CONFIRM HOW AN AWARD FROM YORKSHIRE CHILDRENS TRUST CAN HELP.

THE SOCIAL WORKER PASSES ON A RECOMMENDATION TO THE CHARITY TRUSTEES ON THE OUTCOME OF AN AWARD. THE TRUSTEES MEET ON A REGULAR BASIS, USUALLY ONCE A MONTH TO MAKE A FINAL DETERMINATION ON AWARDS TO FAMILIES.

Summary of the main achievements of the charity during the year

YORKSHIRE CHILDREN'S TRUST WAS FOUNDED BY SIMON WIDDOP AFTER HIS OWN DAUGHTER WAS DIAGNOSED WITH LEUKAEMIA WHEN SHE WAS ONLY FIVE YEARS OLD AND CONTINUES TO BE RUN ON A PART TIME BASIS AROUND THE CARE NEEDS OF THE CHILDREN OF THE PARENTS WHO RUN THE CHARITY TODAY.

THE CHARITY WOULD LIKE TO THANK ALL SUPPORTERS, NO MATTER HOW BIG OR SMALL THE DONATION, EVERY PENNY RECEIVED HELPS TO SUPPORT OUR WORK.

THE CHARITY RELIES HEAVILY ON THE VOLUNTEER WORK OF KEY MEMBERS OF THE TEAM, WITHOUT WHICH THE SUPPORT WE OFFER TO LOCAL FAMILIES WOULD NOT BE AT ALL POSSIBLE.

WE HAVE COMPLETED A PARTNERSHIP AGREEMENT WITH A RECYCLING COMPANY WHICH WILL SEE CHARITY CLOTHING BAGS DELIVERED TO HOMES IN THE YORKSHIRE REGION, WITH 70% OF INCOME RAISED FROM THE RECYCLING OF THE CLOTHING BEING GIVEN TO THE CHARITY.

A FURTHER AGREEMENT HAS BEEN MADE TO DELIVER A MINIMUM OF 100 STATIC CLOTHING BANKS TO SCHOOLS, BUSINESSES AND PLACES OF WORSHIP THROUGHOUT THE REGION, AT NO END COST. THE RESULTED DONATIONS AGAIN BEING FOR THE CASH BENEFIT FOR YORKSHIRE CHILDREN'S TRUST.

AT THE END OF 2018 SAW YORKSHIRE CHILDREN'S TRUST MOVING TO BIGGER PREMISES TO ALLOW PRIVATE COUNSELLING AND MEETING SPACE AND FURTHER TOOK THE OPPORTUNITY TO OPEN A NEW CHARITY SHOP SPECIALISING IN CHILDREN'S AND BABIES CLOTHING AND TOYS TO HELP RAISE FURTHER FUNDS TO SUPPORT CHILDREN IN THE REGION.

YORKSHIRE CHILDREN'S TRUST CONTINUES TO ASK LOCAL BUSINESSES TO SUPPORT THE CHARITY THROUGH 'CHARITY OF THE YEAR', THIS BRINGING IN DONATIONS TO THE CHARITY THROUGHOUT THE YEAR.

Section E

Financial review

Brief statement of the charity's policy on reserves

THE CHARITY HAS AN OFFICIAL ALLOCATION OF FUNDS POLICY AND HAS AN OPERATING CONTINGENCY ACCOUNT BALANCE OF £889.08 AS OF THE END OF THE CURRENT FINANCIAL YEAR.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

YORKSHIRE CHILDREN'S TRUST IS AN ETHICAL CHARITY THAT WAS HAPPY TO BECOME A BETA TESTER FOR THE FUNDRAISING REGULATOR. WE GO ABOVE AND BEYOND THE "FUNDRAISING PROMISE" BY ALSO INCLUDING PROVISION THAT THE CHARITY WILL NOT UNDERTAKE COLD CALLING OVER THE TELEPHONE TO PEOPLE AT HOME TO SEEK DONATIONS.

THE CHARITY RELIES HEAVILY ON DONATIONS AND SUPPORT FROM LOCAL PEOPLE AND BUSINESSES TO FUND THE OBJECTS, OVER THE NEXT 12 MONTHS IT IS EXPECTED THAT WE WILL ALSO RECEIVE FUNDING FROM GRANTS TO HELP COVER CORE COSTS AND PAID EMPLOYEES.

Section F

Other optional information

YORKSHIRE CHILDREN'S TRUST HAS THE HONOUR TO HAVE BEEN INVITED TO A RECEPTION BEING HELD AT WINDSOR CASTLE BY H.M. THE QUEEN TO CELEBRATE THE CENTENARY OF THE NCVO. REPRESENTATIVES OF ONLY 200 CHARITIES WILL BE AT THE EVENT.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SIMON WIDDOP	SARAH THOMPSON
Position (eg Secretary, Chair, etc)		

Date 27 MARCH 2019



Section A Independent Examiner's Report

**Report to the trustees/
members of**

**On accounts for the year
ended** **Charity no
(if any)**

Set out on pages

I report to the trustees on my examination of the accounts of the above charity Yorkshire Children's Trust for the year ended 28/02/2019.

**Responsibilities and
basis of report** As the charity's 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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: **Date:**

Name:

**Relevant professional
qualification(s) or body
(if any):**

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

