

# Share (Portsmouth)

Annual Report and Unaudited Financial Statements  
for the period  
01 January to 31 December 2024



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**Reference and Administrative Information for the period from 01 January to 31 December 2024**

**Charity number** 1200905

**Company number** CE030597

**Registered office** 2 Wimbledon Park Road, Southsea, PO5 2PT

**Operational address** Unit 108A, Cascades Shopping Centre, Commercial Road,  
Portsmouth, PO1 4RP

**Trustees** Benjamin Leverett (Treasurer until 11 July 2024, Chair from 11 July 2024)  
Samantha Kynes (Treasurer from 11 July 2024)  
Helen Burden resigned 10 May 2025  
Hannah Shackleton resigned 10 May 2025  
Genna Handley from 28 January 2025  
Clare Seek (Chair until 11 July 2024) resigned 11 July 2024

**Principal Bankers:** The Co-Operative Bank  
PO Box 250, Delf House  
Southway, Skelmersdale, WN8 6WT

**Independent Examiner:** Salina Ali, FCCA, University of Portsmouth,  
Richmond Building, Portland Street,  
Portsmouth, PO1 3DE

## Message from our Chair of Trustees

What an important year it has been for Share (Portsmouth)!

We've grown from our pilot project into an established organisation, securing National Lottery funding until 2027. We're now settled in our home in Cascades, part of the daily life of the shopping centre and creating a welcoming space for our community.

This funding marks a real turning point. It builds on the foundations we laid in our pilot year and lets us properly plan for the future. One immediate change has been bringing Clare Seek on as our paid Chief Executive Officer. Clare helped create Share (Portsmouth) and has led it from the start, first as both Chair and volunteer CEO. Her hard work and vision have shaped who we are, and I'm delighted we can now properly support her leadership role.

We continue to make a real difference through our core work: our Library of Things helps people borrow instead of buy; our Repair Café helps people fix rather than ditch useful items; and we've finally launched our women-led DIY workshops - something we've wanted to do from the start.

None of this would happen without our amazing volunteers - repairers, hosts, stock carers, social media creators.... the list goes on. Thank you for giving your time and skills so generously. And thank you to everyone who uses our projects - each time you choose to borrow or repair something; you help create a more sustainable Portsmouth.

I want to especially thank Helen Burden and Hannah Shackleton, who are stepping down as trustees at this AGM. Helen & Hannah have been with us since we started in 2022. Their understanding of charity work, enthusiasm and compassion have helped build Share (Portsmouth)'s strong foundations, and we are grateful for all they have done.

Share (Portsmouth) is part of a growing movement across the UK, with more communities starting their own sharing and repair projects. Together, we're not just fixing things - we're building a different way of living. Every item borrowed instead of bought; every repair that keeps something out of landfill; brings us closer to the better world we dream of creating.

Looking ahead, we're excited to keep working toward a greener Portsmouth. With our dedicated team, supportive community, and secure funding, we're ready to do even more in the coming years.



Benjamin Leveritt  
Chair of Trustees

## **Introduction**

The trustees of the charity present their report with financial statements of the charity for the period from 01 January to 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **Structure, Governance & Management**

### **Governing Document**

The charitable incorporated organisation was registered with the Charity Commission on 03 November 2022. It is governed by a constitution, last amended on 03 November 2022.

### **Organisational Structure**

The charity trustees are responsible for the general control and management of the charity. The day-to-day running of the charity is delegated to the CEO, who supervises staff and other volunteers.

New trustees are appointed after visiting the charity, being interviewed by existing trustees and attending a trustee meeting. Trustees are elected each year at the AGM and normally hold office until the following AGM but may also be co-opted onto the board until the next AGM. New trustees are provided with the constitution, previous trustee minutes, relevant policies and procedures, and an existing trustee acts as a 'buddy' for the first few months.

### **Objectives**

*The Objects of the Charity are:*

- 1) to promote and safeguard the environment for the public benefit in Portsmouth and the surrounding area, by working to prevent and minimise waste disposal, reduce carbon emissions and raw material use through the provision and support of community resource sharing, re-use and repair initiatives.
- 2) the advancement of the education of the public regarding the protection of the environment and sustainable living in Portsmouth and the surrounding area, through the sharing, repairing and re-use of products.

*The Values of the Charity are:*

- a) Open
- b) Kind
- c) Simple

## **Activities, Achievements and Performance**

2024 has been an important year for consolidating and tweaking our projects as we completed our first full year of running the Library of Things and learnt more about the seasonality of certain things, as well as increasing membership and engagement and getting more feedback from the community that we serve. It has also been an exciting year as we expanded our workshop offering and secured funding beyond the pilot stage.

[Repair Café Portsmouth](#) continues to enable people to get help to fix rather than ditch their broken things, whether that's household electricals, toys, jewellery, IT, fabric etc. But the key is that those that



bringing their items in become co-repairers, learning more about their items and helping with the fixes. We continue to input data into the [Open Repair Alliance Dataset](#), to support lobbying for changes around Right to Repair. During the year we saw 1,324 items and managed to help fix 71%, saving 13,941 kg CO2 and 1,807 kg of waste for residents.

“Have been lucky enough to have had their help on several occasions, repairing - a Dyson vac, table lamp, garden strimmer, sharpening secateurs knives. I don't think there is anything they can't achieve and repair.”

**Wendy**

[Portsmouth Library of Things](#) had a brilliant first full calendar year with a further 364 members joining, borrowing 1,174 items, saving £95,545 and 62,671 kg CO2, and the library stock grew to just over 500 things. Most borrowed items include the thermal imaging cameras, carpet and pressure washers, drills and the badge maker.

“Love the whole ethos, repair and borrow! So far I've borrowed: a drill, power washer and carpet cleaner - saved me so much money. And the volunteers are just gorgeous, helpful and friendly!”

**Diane**



[Workshops](#) have continued to include the Thermal Imaging Camera workshops in conjunction with Switched On Portsmouth, but we're most excited to have launched our Women's DIY Skill Share series this autumn. Each hour and a half session are for women, by women, and currently include Drilling 101, Plugs 101 & Sawing 101. Thirty-seven women have participated to date, with many more booked for 2025, and all giving brilliant feedback. These have been made possible by funding from Portsmouth Community Lottery, and we're now

looking to develop two more (Taps 101 & Decorating 101) with support from the Partnership Foundation.

“Fantastic class today learning how to cut wood safely. I now feel confident to try the different saws myself and it's even better that I can borrow the tools rather than forking out to buy them all myself. Highly recommend to all!!!”

**Stacey**

In January, we concluded the Time After Time project, by running the city's first **E-waste Amnesty Week**. Throughout the week we promoted the city [map](#) of places to donate, sell, repair or recycle unwanted small electrical items. We profiled several charity shops across the city where resalable items could be taken, and over 400 items were donated and the website received over 3,700 visits.

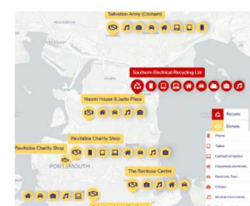


**Donate with Purpose**

- help local charities
- declutter
- support the community



Donate things with a plug, cable or battery that you no longer need



We had a lot of interest from other areas of the country, so developed a [toolkit](#) and [webinar](#) for others to learn from our work and adapt it for their communities. We plan to repeat this each year to continue to build on the public awareness.

We've continued to spread the word through radio interviews, newspaper articles, social media content and by attending community events across the city. We started to engage with University students, including exhibiting the Time After Time mobile sculpture in the Union, Library and a Unite Student Housing block, and hosting a 'clean your laptop fan' session at the Union's Climate Week. A small group of students have expressed an interest in hosting a Repair Café at the University, which we're planning in 2025.



Our Founder & CEO has continued to engage with the national work on Repair & Reuse, including work to host the first Repair Café in Parliament, work around International Repair Day and the [Repair & Reuse Declaration](#). In December, Portsmouth City Council became one of the first councils to support the Declaration. We continue to support the wider climate agenda in the city, with highlights being Clare's visionary speech at the city's [2040 Vision](#) Conference and hosting an exhibition in our Hub as part of Photo Fringe.

As with last year, it's hard to express our thankfulness for all the work of the amazing **volunteers and staff** that have supported the charity throughout the year. We now have an established team of 42 volunteers who regularly help deliver the Repair Café and Library of Things sessions at the hub and community pop-up events. Alongside that we have volunteers who help behind the scenes with marketing, book-keeping, window design, sign writing, graphic design, system development and fundraising. We continue to partner with Hive Portsmouth, the University of Portsmouth and Action Asylum to build our volunteer team and give opportunities for building confidence and education to a diverse range of people. We've seen several volunteers leave, mainly as they have found employment, having built confidence through volunteering.

Our staffing structure changed slightly during the year as we employed a Hub Lead to increase our focus on the 'customer experience' of those coming to the Hub. Our Operations Co-Ordinator continues to focus on the smooth running of our systems and leads on workshops, and our CEO is now paid for a portion of their time.

Volunteers and staff have received a range of training across the year, including First Aid, PAT and the most fun – fire extinguisher training.



## Financial Review

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

Total incoming resources for the year were £100,465. Net incoming resources were £25,944. Reserves at 31<sup>st</sup> December 2024 were £62,699, including £40,084 restricted)

## **Risk Management**

Financial sustainability and the charity's financial model remain a key risk, given its dependency on grant income. Having identified the basic core team and associated costs that are needed to operate the charity, income generation focusses on securing funding for this; with additional project specific expenditure, including associated staffing costs, only committed once funding has been secured. The financial position is kept under scrutiny, through regular management accounts, cashflow forecast and monitoring of the charity's pipeline of potential and actual grant/funding applications.

Ensuring the wellbeing of a small team to deliver a significant workload is also a key area on the board's agenda.

A risk log for the projects and hub is continuously reviewed and mitigations put in place as available, such as insurance cover, DBS checks, PAT and training.

## **Reserves Policy**

The trustees recognise the value and importance of having reserves in place and aims to have reserves equivalent of six months of operating costs. At 31<sup>st</sup> December 2024, free reserves amounted to £22,615. Our forecast expenditure for 2025 plans is £49,384 with secured funding for the next 3 years from Reaching Communities covering this expenditure, we will build our reserves and increase our income streams to build sustainability.

## **Principal Funding Sources**

The charity's main source of income is grant funding, with additional income coming from donations for repairs, donations and membership to the Library of Things, regular donors and Gift Aid.

## **Environmental Impact**

Environmental sustainability is at the heart of our charity, and whether making decisions at a trustee meeting or in day-to-day matters, we constantly have the planet sitting at the table to recognise our impact and continually look to learn from others on how to improve and reduce our environmental impact.

## **Plans for the Future**

We're so grateful to end the year with news that National Lottery Reaching Communities believe in our work and are supporting us for three years, providing time to grow and improve the charity's financial sustainability. The continued support from Postcode Lottery will also enable us to expand our membership, especially in the most deprived areas of the city in 2025.

The focus for 2025 is predominantly to build our Library Membership and usage, alongside developing our workshops. These are both areas where income could be increased to improve our financial sustainability, and to address the identified needs in our community. We will work on improving our 'customer journey' and increase awareness of our projects by doing outreach events at community settings such as foodbanks, pantries, community centres, libraries, supermarkets and schools.

We will look to increase accessibility to our projects by diversifying our Repair Café pop-up locations, exploring Library locker solutions and having secured some funding from the Portsmouth Bus Improvement Fund, encourage people to come to us by more sustainable means.

We intend to maintain our existing connections with local community groups, businesses and the Council and continue to improve our links with the University, Royal Navy and Refugee and Asylum Seeker groups in the city.

**Declaration**

The Trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees:

Signature	_____	_____
Name	Benjamin Leveritt	Genna Handley
Position	Chair of Trustees	Trustee
Date	Saturday 10 <sup>th</sup> May 2025	Saturday 10 <sup>th</sup> May 2025



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's report on the  
accounts**

**Section A Independent Examiner's Report**

**Report to the trustees** Charity Name  
Share (Portsmouth)

**On accounts for the year ended** 31 December 2024 **Charity no (if any)** 1200905

**Set out on pages** One and two

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2024.

**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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of 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.

\* Please delete the words in the brackets if they do not apply.

**Signed:**  **Date:** 24/04/25

**Name:** Salina Ali

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

**Address:** University of Portsmouth

Richmond Building
Portland Street
Portsmouth
PO1 3DE

**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.

No matters to report.

Statement of Financial Activities for the year to 31 December 2024

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR TO 31 DECEMBER 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Period to 31-Dec-23 Total Funds £
<b>Income</b>					
Donations and Legacies		19,085	0	19,085	24,574
Donated Services	3	29,645	0	29,645	28,947
Grants received		0	51,735	51,735	52,557
		<u>48,730</u>	<u>51,735</u>	<u>100,465</u>	<u>106,078</u>
<b>Expenditure</b>					
Cost of Raising Funds		414	3,103	3,517	3,365
Charitable Activities		50,274	20,730	71,004	65,958
		<u>50,688</u>	<u>23,833</u>	<u>74,521</u>	<u>69,323</u>
<b>Net Income/(Expenditure)</b>		<u>(1,958)</u>	<u>27,902</u>	<u>25,944</u>	<u>36,755</u>
<b>Funds Brought Forward</b>		<u>24,573</u>	<u>12,182</u>	<u>36,755</u>	<u>0</u>
<b>Total Funds Carried Forward</b>		<u><u>22,615</u></u>	<u><u>40,084</u></u>	<u><u>62,699</u></u>	<u><u>36,755</u></u>

**Balance Sheet as at 31 December 2024**

**BALANCE SHEET  
AS AT 31 DECEMBER 2024**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds As at 31-Dec-24</b>	<b>Total Funds As at 31-Dec-23</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Current Assets</b>					
Debtors	5	100	0	100	2,807
Cash at bank and in hand		23,010	40,119	63,129	34,072
		<hr/>	<hr/>	<hr/>	<hr/>
		23,110	40,119	63,229	36,879
<b>Creditors</b>					
Amounts falling due within one year	6	495	35	530	124
		<hr/>	<hr/>	<hr/>	<hr/>
		495	35	530	124
<b>Net Current Assets</b>					
		<hr/>	<hr/>	<hr/>	<hr/>
		22,615	40,084	62,699	36,755
<b>FUNDS</b>					
	7				
Unrestricted				22,615	24,573
Restricted				40,084	12,182
<b>TOTAL FUNDS</b>					
				<hr/>	<hr/>
				62,699	36,755

The financial statements were approved by the Board of Trustees and authorised for issue on Saturday 10<sup>th</sup> May 2025 and signed on its behalf by:

.....

Samantha Kynes

**NOTES TO THE FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 01 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historic cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be reliably measured.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the trustees.

Restricted funds can only be used for restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2024.

**Trustees' Expenses**

There were no trustees' expenses paid for the year ended 31 December 2024.

**3. DONATED GOODS AND SERVICES**

	<b>Year to 31-Dec-24 £</b>	<b>Period to 31-Dec-23 £</b>
Rent	18,500	18,500
Rates - Mandatory	9,481	8,554
Rates - PCC Discretionary	1,185	1,069
MyTurn	220	220
Three Rings	0	95
Microsoft	259	259
AlpKit Foundation - Voucher	0	250
	<u>29,645</u>	<u>28,947</u>

The Independent Examination was also provided free by the University of Portsmouth.

**4. STAFF COSTS**

Total staff costs were comprised:

	<b>Year to 31-Dec-24 £</b>	<b>Period to 31-Dec-23 £</b>
Wages and Salaries	29,464	20,432
Social Security Costs	0	0
Pension Costs	237	80
	<u>29,701</u>	<u>20,512</u>

No employees have total benefits over £60k for this charity.

The charity operates a defined contribution workplace pension scheme for staff. The funds paying the pension scheme contributions this year came from specific restricted grants.

The average number of full-time equivalent employees during the year was 1.05 (2013: 0.4).

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>As at 31-Dec-24 £</b>	<b>As at 31-Dec-23 £</b>
Deposits	100	100
Accrued Income	0	2,300
Prepayments	0	407
	<u>100</u>	<u>2,807</u>

Notes to the Financial Activities for the period from 01 January to 31 December 2024

6. CREDITOR: AMOUNTS FALLING DUE WITHIN ONE YEAR

	As at 31-Dec-24 £	As at 31-Dec-23 £
Accruals	530	124
	<u>530</u>	<u>124</u>

7. MOVEMENT IN FUNDS FOR THE YEAR ENDED 31 DECEMBER 2024

	Balance as at 31-Dec-23 £	Income £	Expenditure £	Transfers £	Balance as at 31-Dec-24 £
<b>General Fund</b>	24,573	48,730	49,714	(974)	22,615
<b>Unrestricted funds</b>	<u>24,573</u>	<u>48,730</u>	<u>49,714</u>	<u>(974)</u>	<u>22,615</u>
<b>Restricted Funds</b>					
Portsmouth City Council	0	400	4	0	396
Partnership Foundation	0	500	0	0	500
Reaching Communities	0	22,415	6,259	0	16,156
Southampton University	1,945	0	1,816	0	129
Cobb	0	1,500	1,500	0	0
Lush	1,587	0	1,587	0	0
Awards for All	1,191	0	2,165	974	0
Postcode Lottery	3,002	25,000	5,099	0	22,903
Portsmouth Lottery	0	920	920	0	0
City Greening	154	0	154	0	0
Time after Time eWaste	3,833	1,000	4,833	0	0
OTIS	470	0	470	0	0
<b>Restricted Funds</b>	<u>12,182</u>	<u>51,735</u>	<u>24,807</u>	<u>974</u>	<u>40,084</u>
<b>Total</b>	<u>36,755</u>	<u>100,465</u>	<u>74,521</u>	<u>0</u>	<u>62,699</u>

**MOVEMENT IN FUNDS FOR THE PERIOD ENDED 31 DECEMBER 2023**

	Income £	Expenditure £	Transfers £	Balance as at 31-Dec-23 £
<b>General Fund</b>	56,021	31,448	0	24,573
<b>Unrestricted funds</b>	56,021	31,448	0	24,573
<b>Restricted Funds</b>				
CIL	2,900	2,900	0	0
Lush	5,000	3,413	0	1,587
Awards for All	10,000	8,809	0	1,191
Portsmouth Lottery	1,000	1,000	0	0
Postcode Lottery	14,190	11,188	0	3,002
City Greening	1,867	1,713	0	154
Southampton University	4,600	2,655	0	1,945
Time after Time eWaste	9,000	5,167	0	3,833
OTIS	1,500	1,030	0	470
	50,057	37,875	0	12,182
<b>Total</b>	106,078	69,323	0	36,755

**Portsmouth City Council** – funding from their Easy Travel Fund allowing us to reimburse bus fares for our members, co-repairers and workshop attendees, to encourage and build confidence in bus travel.

**Partnership Foundation** – funding to develop two additional elements of our Women’s DIY Skill Share series (Taps 101 & Decorating 101) as well as a small bursary to cover hidden costs such as childcare to make the workshops more accessible.

**Reaching Communities** – National Lottery funding which has been secured for three years to build on the initial pilot phase, so we can support more people and grow our impact. We aim to implement a more sustainable model that will continue to benefit the community long after this initial grant period.

**Southampton University** – funding for interns. During the summer we employed a Sustainability Projects Intern who improved our reporting on carbon emissions saved and our social media marketing. This past autumn we employed a Sustainability Marketing Intern who is now focused on developing our social media presence further, as well as working on other areas of marketing, and will be in post until Spring 2024.

**Cobb Charity** – funding to cover some increased costs linked with launching our workshops.

**Lush** – Charity Pot funding used to support the launch of our hub and costs that others were less inclined to support, such as utilities and systems.

## Notes to the Financial Activities for the period from 01 January to 31 December 2024

**Awards for All** – National Lottery funding which has been key in enabling us to employ our Operations Co-Ordinator this year to develop all our new systems and ensure the smooth running of the hub, as well as providing funding for volunteer training and expenses.

**Postcode Lottery** – funding for core costs in 2023/24 and was key in funding our Volunteers Co-Ordinator; enabling us to build our volunteer team to deliver our projects that reduce waste, carbon emissions and raw material use, alongside saving people money. A second grant was received at the end of 2024 in support of our continued development in 2025.

**Portsmouth Lottery** – funding to develop and launch the first three elements of our Women’s DIY Skill Share series, which include Drilling 101, Sawing 101 & Plugs 101.

**City Greening Fund** – a Portsmouth City Council fund specifically focused on increasing our Library items that help community groups and individuals across the city improve biodiversity.

**Time After Time E-waste Fund** – provided by Virgin Media O2 and Hubbub, which is for a specific project aimed at understanding why residents hold onto electrical and electronic waste and has developed a map of places around the city for repairing, selling, donating, and recycling e-waste. The project continues into next year and will include the city’s first e-waste amnesty week.

**ORIT** – Octopus Renewables Infrastructure Trust funding which supported the increase of tools and costs relating to improving home insulation to residents’ homes, e.g. a Thermal Imaging Camera.