

Birmingham Christmas Shelter

Trustees' Annual Report and Receipts and Payments
accounts for the year ended 30 June 2022

Registered Charity number 1002891

Birmingham Christmas Shelter
Receipts and payments
accounts for the year ended 30
June 2022

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TRUSTEE'S ANNUAL REPORT:

The Trustees of Birmingham Christmas Shelter ("the charity") have pleasure in presenting their annual report and accounts for the year 1 July 2021 to 30 June 2022.

OBJECTIVES AND ACTIVITIES:

The objects of the charity are to provide relief for the homeless and lonely adults (over 16's) in the West Midlands, particularly through the provision of food, clothing and shelter over the Christmas period.

The charity achieves its objects by the following activities and in planning such activities, the Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit:

- We provide food, warmth, shelter, clothing and friendship to homeless and lonely adults of Birmingham and surrounding districts during the Christmas period, regardless of gender, colour, race, religion, disability or sexual orientation.
- The functioning of the shelter is wholly dependent on the time freely given by all of our very generous volunteers and service providers.
- The Trustees are supported by a network of senior volunteers, who act as area team supervisors, and over 300 trained volunteers.
- The only paid staff at the shelter is a professionally trained mixed gender security team on duty on site 24 hours a day while guests are present. They are employed to support the guests, volunteers and Trustees and maintain safety and wellbeing and ensure that weapons and non-prescribed mind-altering substances are not brought into the shelter. All security staff are first aid trained.
- All Trustees are DBS checked.

A new company was previously set up under the name of "Birmingham Homeless Shelter". This was to enable, in the future, a potential retail business to undertake selling of second hand and other donated items to raise funds for the shelter. No trading has taken place during the financial year.

ACHIEVEMENTS, PERFORMANCE AND FUTURE PLANS:

It's been 2 years since we last held our shelter due to the COVID pandemic and a lot has changed since then.

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We found out in the last quarter of 2020 that our venue, St George's, was undergoing a major renovation and restructuring. This resulted in a number of rooms that we had use of in the past being no longer available to us, which included the kitchen and the dining area, and with us having to change our shelter operandum.

We hired in the extra facilities we needed. Re-planned out the area's we had available to us to fit in our operation which included using the main hall not only as the main function room in the day and for sleeping at night but also as a dining area during meal times. A model we had used in the past when we were at St Martin's.

We introduced a new cleaning regime to help combat the spread of Covid and we also set up a Covid testing tent at the entrance to the site to ensure that only people who tested negative for Covid would enter the building. As a consequence of this and our cleaning regime, there was no transmission of Covid amongst people attending the shelter. The NHS was very supportive in supplying PPE and clinical grade cleaning products and for running a Covid vaccination centre at the site.

Having successfully changed our operational plan, trained our volunteers, and notified the other agencies of our opening and closing times, Public Health Birmingham notified us, just a couple of days before we opened, that we were not allowed to have communal sleeping. This late notice could have scuppered our plans totally but through the sheer will that we would be having a shelter this year, the plan was rapidly changed again. Volunteers for the late evening and night shifts were re-organised, service providers and agencies were updated with the new plan and opening/closing times.

We opened our doors between 8am – 8 pm everyday from 24th December to 28th December at St George's Community Hub, Newtown. During this time, we welcomed regular guests and new faces, serving three hot meals, constant hot and cold drinks and sandwiches and snacks between the main mealtimes.

We received a great response to our call for donations in cash and in goods from commercial catering equipment, food and grocery suppliers, Birmingham City Council's Commercial Waste, hygiene suppliers, individuals and local businesses. A special thanks again goes to the owner of the building we used, for waiving the rent charges. No donations were wasted and leftover items were either passed on to other local charities or kept for fundraising activities.

As there was no sleeping on site and to assist our guests in getting to and from the shelter the use of local taxis was implemented as public transport was very limited or non-existent. Trident Reach also supported us during the shelter by finding accommodation on a daily basis for the guests with nowhere to go. Regrettably there were still some guests who slept on-site in the outdoors just so that they could be with us the next day.

We offered our guests a full programme of entertainment including bingo, karaoke, arts and crafts and films in the cinema room. All our guests received a Christmas present and a free goodie bag of donated goods when they left on the last day which contained a full change of clothing, gloves, hat & scarf, toiletries, chocolates and other small essential items. We were also able to offer emergency clothing and sleeping bags where necessary.

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Our shelter was also supported by a team of service providers who gave their time and skills for free, enabling us to have hairdressers, chefs, housing agencies, masseuses and entertainers.

The consequences of all of this was that financially we ended up spending more money on holding a shelter than we had ever done in the past. The number of guests attending had also fallen to a low of an average of just 43 guests per day over the five days we were open. However, the shelter was well received by all those that did attend, both guests and volunteers.

Planning is now underway for Christmas 2022, where the need to find new premises, which would better meet our needs, is paramount. A budget will be implemented for the next financial year to help plan and control our expenditure and fundraising has recommenced to support the budget.

FINANCIAL REVIEW:

Birmingham Christmas Shelter is entirely dependent on donations from local companies, individuals, local churches and other supporting organisations and receives no central government or local authority funding.

All expenditure relates to the primary purpose of providing the shelter and associated activities at Christmas.

RESERVES POLICY:

The Charity's policy on reserves is to hold at least one year's funding in the bank.

STRUCTURE, GOVERNANCE AND MANAGEMENT:

Birmingham Christmas Shelter is a registered charity governed by a Declaration of Trust dated 31.3.1990 and amended 31.3.2009 and 11.11.2014.

REFERENCE AND ADMINISTRATIVE INFORMATION:

TRUSTEES:

Martin Moseley – Treasurer
Shirley Mallon – Secretary
Kerrie Lo
David-Jack Hanson
Zak Ullah

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Tej Jhite
Kevin Jarvis (Appointed Executive Trustee 2/2/22)

It is the policy of the Charity to rotate the chair on a monthly basis between the Executive
(voting) Trustees.

CHARITY NUMBER:

1002891

REGISTERED OFFICE:

Birmingham Christmas Shelter
PO Box 17677
Moseley
Birmingham B13 3PS

INDEPENDENT EXAMINER:

Karen Hanlan ACA
Karen Hanlan Independent Examiner Ltd
Registered Company in the UK: 07778482
1 Saracen Close
Ettington, CV37 7SZ

BANKERS:
HSBC CAF Bank
25 Kings Hill
West Malling
Kent
ME19 4JU

Approved by the Board and signed on its behalf by Martin Moseley



Martin Moseley (Treasurer and Executive Trustee)

Date: 26/4/23

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**Independent Examiner's Report to the Trustees of Birmingham Christmas
Shelter on the receipts and payments accounts for the year ended 30 June
2022.**

I report to the trustees on my examination of the accounts of the Birmingham Christmas
Shelter ('the charity') for the year ended 30 June 2022 which are set out on pages 7 and 8..

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in
accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 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 giving me cause to believe that in any material
respect:

- 1) accounting records were not kept in respect of the Charity as required by section 130
of the 2011 Act;
- 2) the accounts do not accord with those records.
or

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.

K Hanlan

Karen Hanlan, Institute of Chartered Accountants in England & Wales
Karen Hanlan Independent Examiner Limited
1 Saracen Close
Ettington
CV37 7SZ
Date: 26/4/23

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Receipts and Payments

	Un-restricted funds 2022	Restricted funds 2022	Total funds 2022	Total funds 2021
RECEIPTS				
Donations received	22,302	2,000	24,302	6,662
Other income(fundraising events)	7,433	-	7,433	139
Bank Interest	57	-	57	6
Total receipts	29,792	2,000	31,792	6,807
PAYMENTS				
Storage	5,755	-	5,755	3,398
Security	6,975	-	6,975	-
Shower Block Hire	3,516	2,000	5,516	-
Other materials & equipment hire	3,901	-	3,901	785
Insurance	1,349	-	1,349	599
Telephone/postage/printing	464	-	464	176
Website costs	45	-	45	986
Companies House Fee	-	-	-	13
Independent Examiners fee	350	-	350	-
Bank charges & fees	398	-	398	96
Sundry	1,998	-	1,998	396
Total payments	24,751	2,000	26,751	6,449
NET OF RECEIPTS AND PAYMENTS	5,041	-	5,041	358
Cash funds last year end	100,680	-	100,680	100,322
Cash funds this year end (note 1)	105,721	-	105,721	100,680

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Statement of Assets and Liabilities

1) Cash funds

CAF Current account
 CAF Gold Deposit account
 Paypal

Cash at bank and in hand

2) Assets retained for the charity's own use

Mattresses (purchased 2016)
 HP 250 G7 Notebook (purchased 2021)
 Cannon MG5750 Printer (purchased 2021)

Approved by the Trustees and signed on
 their behalf by:

Martin Moseley

Martin Moseley, Treasurer and Trustee

Date 26/4/23

2022	2021
£	£
12,942	38,644
90,053	60,238
2,726	1,798
105,721	100,680

5,070
685
99
5,854