

Charity Registration No. 1004354

Company Registration No. 02567517 (England and Wales)

**THE UPPER ROOM (ST SAVIOUR'S)
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

THE UPPER ROOM (ST SAVIOUR'S)

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THE UPPER ROOM (ST SAVIOUR'S)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

S Tuke (Chair)
P Mawdsley (Treasurer)
J Hillman
J Marshall
D Nguyen (Appointed 12 August 2024)
A Patel (Appointed 12 August 2024)
P Schick
R Shaw
B Stevenson
C Wood
M Dudek (Resigned 19 March 2025)

Secretary

P Mawdsley

Charity number

1004354

Company number

02567517

Registered office

St Saviour Wendell Park Church
Cobbold Road
London
W12 9LN

Independent examiner

Begbies Chartered Accountants
9 Bonhill Street
London
EC2A 4DJ

Bankers

NatWest PLC
London
W6 0PZ

CCLA
One Angel Lane
London
EC4R 3AB

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and accounts for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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).

Our Vision and Mission

At The Upper Room our vision is to support and improve the lives of vulnerable people in our community — helping them build resilience and empowering them to make positive life choices. We work with socially disadvantaged adults and young people, particularly those at risk of crime, those experiencing crisis such as rough sleeping or food poverty, and those facing social exclusion.

Our mission is to:

- alleviate poverty
- provide personalised advice and support
- increase confidence and self-esteem
- enable people to be active members of the community
- improve physical and mental wellbeing
- improve employability
- reduce the risk of re-offending
- reduce the risk of homelessness

In 2024–25 we continued to respond to growing need, especially among young people at risk of crime and individuals in crisis, ensuring our support reaches those who need it most.

Why our work is important

We believe every person has potential — and that their potential should never be held back by poverty, social exclusion, or difficult life circumstances. Our work helps people unlock that potential and move forward with confidence, purpose and greater independence.

Through hot meals, driving lessons, employability and wellbeing support, and access to essentials like clothing and toiletries, we offer people both immediate relief and long-term opportunity.

Our impact extends beyond individuals. Many of those we support go on to inspire others — whether by volunteering, mentoring, or simply showing what's possible — creating powerful ripples of hope and resilience in our community.

Where we work

Our home is in Shepherd's Bush, West London, where our core services operate from our hub at St Saviour's Church.

Our UR4Driving programme has grown significantly, and now includes a partnership with North Paddington Youth Club, delivering outreach sessions to support under-18s in preparing for their theory test — with a pathway into practical driving lessons once they turn 18.

Across all our services, we reach thousands of people each year who are experiencing homelessness, food poverty, or the effects of trauma and isolation.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Structure, Governance and Management

The Upper Room is a registered charity with the Charity Commission and a company limited by guarantee, governed by a Memorandum and Articles of Association dated 11 December 1990.

Our Board of Trustees brings together a range of experience and expertise, with members taking on specific areas of oversight to support the organisation's development. Trustees serve three-year terms and may stand for re-election, up to a maximum of nine years (excluding any service prior to 2018).

We remain committed to robust governance, transparency, and ensuring that our leadership structures help us deliver our mission effectively and sustainably.

CHAIRMAN'S REPORT

Year after year I continue to be amazed by the dedication and commitment shown by everyone involved with The Upper Room. In often challenging circumstances they continually go above and beyond to ensure our clients receive the best possible service.

The word I hear most often around our work is respect. Staff, volunteers, clients and anyone who visits us are struck by the respect with which everyone is treated. This creates a positive and loving atmosphere. It also helps to sustain our ethos of seeing all our clients as individuals, striving to find the best, personalised solution for whatever challenges they are facing.

Of course, we can only provide this service if the charity is stable and well-run. As you will see from the financial section of this report, we are in a healthy position, with solid reserves and a good fundraising pipeline.

One of the factors in this has been the introduction of a Customer Relationship Management (CRM) system. This has greatly improved how we store our fundraising data, and also facilitated tickets for fundraising events.

It was with great regret that we said farewell to our Chief Executive Iain Cooper this year. A combination of factors meant that very reluctantly he felt he couldn't continue in the role. We wish him all the very best for the future.

We were delighted to welcome Peter Charalambides as our new Chief Executive. Peter has already made a very positive impact, combining skills and experience with a most engaging manner.

Our Fundraiser Fiona Cook left us to pursue fresh challenges after many years at The Upper Room. The grants Fiona secured during her time with us can be counted in the millions. In addition, her tireless involvement in local events made her a very well recognised figure in the West London community.

It is great to have Joyce Shaw on board as Fiona's replacement. Joyce has already achieved some notable successes, and we look forward to many more.

Later in the report you can read more about our projects and the many events that have taken place over the course of the year. I would just highlight the 45,000 meals we served, with more than 130 per session on a regular basis.

UR4Driving continued its success, with 37 practical passes during the year. We said goodbye to our Support Worker Roy Gelly, and welcomed Mark Lorenzo, who has already proved a great hit with our students, as a very empathetic listener and encourager.

Avisha Patel and Ellie Nguyen joined us as welcome additions to the board of Trustees, bringing some very valuable new skills to the team.

As always, we are extremely grateful for the support we receive from our landlords at St Saviour's – our home ever since the charity was founded more than 35 years ago.

It goes without saying that everything we do is for the benefit of our clients. Whilst statistics can tell part of the story, nothing can replace the human stories that our clients share with us. I would urge you to read the testimonials in this report, which really bring this to life.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Finally, I would just like to thank all of you who support The Upper Room, in whatever form, and help to make it such a remarkable place.

Simon Tuke

Chair of Trustees

Future Outlook

As we move forward, our focus is on doing more of what works, reaching those who need us most, and building a stronger, more resilient organisation.

We want to expand the UR4Driving programme by opening new hubs in other parts of London, so it's more accessible to those further afield. We will also build on the success of our group-based support work by launching more targeted interventions; particularly around immigration advice, digital inclusion and employability.

We're also looking at how technology can help us work smarter; whether that's through AI, better systems, or using data to improve the way we support people.

On the funding side, we'll keep developing relationships with corporate partners, and look to secure more stable, long-term funding, while continuing to manage our finances carefully.

Partnerships will remain key; we'll keep working closely with other organisations to offer a more joined-up service, especially in areas like housing, legal advice, and mental health.

None of this can happen without a supported team. We'll keep investing in staff and volunteers, making sure they have the training, space and support they need to thrive.

And as ever, we'll stay grounded in the voices of our guests; shaping what we do based on their experiences, and keeping that strong community presence that makes The Upper Room what it is.

Peter Charalambides

CEO (Chief Executive Officer)

OUR PROJECTS

UR4 Driving

Key outputs

Referrals from 46 different agencies

Theory tests taken: 77

Theory passes: 55

Practical tests taken: 77

Driving licences (practical passes): 37

Theory workshops/sessions: 353

Total attendees: 57

Total attendances: 855

Total lesson hours: 2,040

Number of regular driving instructors: 16

Current clients on roll by age:

18-25: 23

26-35: 32

36-45: 15

46-60: 13

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Ethnicity

Asian British/Indian/Bangladeshi/other	9
Black British/African/Caribbean	40
Mixed Ethnicity	15
White British/Irish	13
Other Nationalities	3
Not disclosed	3

Onward pathways

- Soft outcomes – on exit interview, 90% report improved confidence, and that the course had enhanced their lives.
- 80% returned to complete an exit review, and none have re-offended.
- Status of those who have successfully obtained a driving licence: in education at university, attending gas engineering and green energy retrofit training courses, apprenticeship with HSBC, part-time work at UR4Meals, Amazon driver, painter and decorator, labouring, hairdressing, temporary work. Others are unemployed but volunteering, seeking work, or are medically unfit for work.

Project activities

We closed the Croydon satellite at the end of 2024 and have maintained a fairly regular referral rate across South London; attendance has not been overly affected.

Our project support worker Roy left for a new job role in September and we have now recruited Mark, another past graduate from the UR4 Driving programme, who started in March 2025. He has made a great start supporting and mentoring new students on the programme.

We are continuing a strong relationship with North Paddington Youth Club, a collaboration to prevent young people being drawn into crime. The club won a grant from Westminster City Council to deliver theory tuition and tests to 60 young people from the borough during 2025, and our Training Support Worker Sam Drinkwater has been teaching weekly workshops to facilitate this. We look forward to many more successful collaborations with them and other youth clubs in future.

We are still a service which is oversubscribed, with a regular waiting list of 20-25 and a waiting time of around two months to join. About 50% of our referrals still come from the probation service.

It remains difficult to get access to driving tests, but not impossible, and we are still able to provide a full service to our students.

Testimonial

JK passed his test in May 2024

What was life like for you prior to engaging with UR4Driving?

Prior to this I had recently come out of prison and was attempting to find my feet. I didn't know what line I wanted to take, but I knew that I wanted to get my driving licence.

This is a big achievement!! What difference has having a licence made to you as a person, and your future?

Not only the licence, but the support from Sam, Elaine (Reeve, Project Manager) and Roy has been immense! I considered going down the route of construction and they supported me by contributing a payment to a course where I learnt to operate machinery.

It was great to feel that support, and through street soccer (one of the charities on offer to do volunteering with) I met someone (a colleague) who recommended a Personal Training Course for me, which did me the world of good.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

With the support of UR4Driving I kept pushing, and slowly but surely doors started to open. I am now licensed to drive, qualified and working as a Personal Trainer, I am also qualified to operate a dumper and a roller on a construction site.

What impact has the UR4 Driving programme had on your life?

It's taught me that hard work pays off and that if you push towards a goal, people will see that and assist you in reaching that goal.

I wouldn't say there's anything more that can be improved, maybe just to be more strict with people that are timewasters, because a lot of people are lazy and don't want to take the steps necessary to achieve their goals.

If you were telling someone else about UR4Driving, what would you say to them?

Grab the opportunity with both hands and run with it, put in the voluntary hours and embrace the people you meet. Anyone you meet within voluntary work will certainly have a clean heart and be willing to help with anything you need.

For us, it was great to see JK grow in confidence and motivation during his time on the programme. Through his volunteering as a Street Soccer coach he was also picked to play for England in the Homeless World Cup; the team reached the final in Seoul, Korea and we were so thrilled to have helped him access such an amazing opportunity!

JK very quickly got himself a car and has had regular employment as a personal trainer. We wish him continued success in his new career.

UR4Meals

Leadership and Staff Development

- Ashley Robinson has settled into the role of Project Manager, completing leadership training and encouraging a supportive environment through one-to-one meetings, team meetings, structured Work From Home (WFH) days and good communication across the team.
- Tayo Ohieku has stepped up as Senior Support Worker, effectively leading the project during Ashley's annual leave.

Kitchen Operations

- The chef team operates efficiently, with balanced shifts preventing burnout.
- Three new backup chefs have made themselves available to us, ensuring kitchen continuity.

Security Improvements

- In July Sam Ajasa was hired as an in-house security staff member, replacing the outside contractor. This change has reduced costs and provided better systems at the point of entry to the building.

Partnerships and Donations

- The Latymer Upper School partnership continues to provide valuable student volunteers each week.
- Another donation from Chiswick Cheese Market has bolstered emergency meat purchases amidst supplier shortages.
- Savills helped facilitate food collections from around 46 schools and churches during Harvest season.

Infrastructure and Logistics

- A new cargo bike, acquired in December 2024, supports weekly donations from Chiswick House and other local deliveries.

Data Management

- Our volunteer Emma Bostock continues to provide excellent support with daily data collation, ensuring all meals data sheets are input and organised into a comprehensive spreadsheet.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Media Exposure

- The project was featured on ITV News and the Dynamo (magician) Christmas Special.

Service Expansion

- Our Christmas Party saw record attendance with 120 service users. Nando's provided gifts, cakes and volunteers for the event. Social Bite again provided the food.
- Emergency support we provided this year included funding for more distant travel, and emergency accommodation for vulnerable individuals.

Future Plans

- Implementation of the CRM system to enhance volunteer and partner management.
- Continued recruitment of volunteers to address rising demand, particularly among refugees and asylum seekers.

This year the support from our external partners has been invaluable. There have been weekly drop-ins from Glass Door and monthly drop-ins from Turning Point and the NHS dental team. Citizens Advice attended sessions from April 2024 – January 2025 and restarted their weekly service with us in May 2025. The Rough Sleeping and Mental Health Programme (RAMHP) have made themselves available where needed; we have also had visits from NHS Opticians and National Energy Action.

Key Outputs

- Attendances - 17,461 over 249 sessions
- Meals - 45,005
- Toiletries - 4,486
- Clothing - 4,010
- Sleeping bags - 397
- Travel Support - 607
- TFL Saver Tickets - 2,371
- Sim Cards and Top Ups - 356
- Mobile Phones - 127
- 297 Volunteers who contributed 7,768 hours of their time

Correction to Previous Report (2023-24):

In our 2023–24 Annual Report, we reported 18,459 attendances for the UR4Meals service. The correct figure for that year was 15,220. The original figure included an additional quarter in error. We are committed to accurate reporting and are looking to strengthen our data collation processes.

Glass Door

We are extremely grateful to our advisors from Glass Door who attended two days a week. They supported 343 people, compared with 236 in the previous 12 months. 38% were rough sleeping, 27% were hidden homeless, and 32% not currently homeless. The majority of these were complex cases requiring in-depth support over a number of sessions.

- 19 guests received benefits
- 1 guest secured employment
- 30 guests had financial assistance
- 2 guests received health referrals
- 42 guests were housed
- 10 guests received ID
- 6 guests received E-visa advice
- 16 guests received food support

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Citizens Advice

Between April 2024 and January 2025 Citizens Advice Hammersmith & Fulham supported us with in-person advice sessions, working with 43 individuals on 204 issues. Please note there was a two month gap in provision due to staff changes at CAB, so this data reflects 10 months of activity rather than a full year.

60% of clients were male, 40% female, and 53% disclosed a disability or long-term health condition. Most were aged between 30 and 65.

The most common issues were:

Issue	Cases	Clients
Housing	47	19
Benefits & Tax Credits	65	14
Immigration & Asylum	38	11
Universal Credit	25	9

Case Study

ME, 47, is a mother of three young girls, living in a small two-bedroom home in Shepherd's Bush. Before COVID-19 she had a successful career in the travel industry, fluent in three languages, with Italian as her mother tongue. However, the pandemic cost her her job, and her husband's reduced working hours created severe financial strain. Their struggles worsened when he was diagnosed with liver disease. With little support, ME turned to The Upper Room for help.

Initially, she relied on takeaway meals to feed her family. As restrictions eased, The Upper Room provided more than just food – offering clothes, school items, and ongoing support. With our help, she updated her CV and secured a job at a special educational needs school. However, financial challenges persist, especially during school holidays. The Upper Room continues to assist with hot meals for the whole family, food bank vouchers, supermarket vouchers and holiday provisions.

ME is deeply grateful for the support that has helped her regain stability. She has built a strong connection with the team and says she would continue visiting even if she no longer needed assistance, simply to stay connected to the community that stood by her during difficult times.

UR4 Jobs

UR4Jobs supports individuals facing significant barriers to employment through a holistic programme combining employability support, wellbeing services and language learning. Our service users include ex-offenders (particularly graduates of the UR4Driving programme), individuals with a history of homelessness or addiction, and migrants navigating language and systemic barriers. In 2024–25, the programme delivered three core services: a weekly Jobs Club offering CV support, job search guidance, interview prep and referrals; a peer-led Polish Support Group focused on wellbeing, language, and employability; and weekly ESOL (English for Speakers of Other Languages) classes helping participants build communication skills and confidence. The team also delivered external training to volunteers, and partnered with local organisations on seasonal community projects.

Key Data & Demographics

This year UR4Jobs more than doubled its activity, delivering 503 support sessions to 202 unique beneficiaries. We supported 80 individuals with job search and CV writing, and arranged 12 placements and 22 job interviews, resulting in 10 job offers. Nearly 80% of our service users are men, with a significant proportion being Polish speakers and other foreign nationals (around 70%). Age-wise, a quarter of clients are under 30, while one-third are over 50 – highlighting the diverse needs and life stages we engage with.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Identifying Needs and Measuring Impact

While employment is often the presenting issue, the barriers our guests face are broad and complex. In addition to CV and job search support, around 30% of our sessions address essential life administration: setting up email and bank accounts, accessing healthcare, navigating Universal Credit, and acquiring ID. These seemingly small tasks often reflect deeper issues such as digital exclusion, language barriers, and poor access to services. Through our work we've identified five key enablers for employment: mental and physical wellbeing, stable housing, basic life skills (especially digital and communication), valid documentation, and job readiness. Our services, alongside partner referrals, aim to address these building blocks, though for those with complex needs, long-term multi-agency collaboration remains crucial.

External Partnerships

UR4Jobs collaborates with over a dozen valued partners who offer routes into employment, training, or specialist support. These include Social Bite, Action West London, Connection Crew, OAPA (Only A Pavement Away), Park Royal Open Workshop, Restart Lives, XO Bikes and several local training colleges. We also work closely with legal, housing and wellbeing support services such as Citizens Advice, Glass Door, East European Resource Centre, Lawstop and RISE (Recovery Intervention Services Ealing). These partnerships are fundamental to achieving sustainable outcomes for our clients, and allow us to provide more joined-up and targeted support.

Case Studies

Our casework demonstrates the breadth and depth of support required to move people forward. RM, a young Indian postgraduate, faced homelessness due to visa-related work restrictions. With our help, he secured part-time employment through OAPA, allowing him to remain housed and continue his studies.

MK, a Polish national in his 60s, had experienced long-term homelessness and trauma. Through ongoing support, we helped him recover his documentation, resolve his status, access housing, and eventually re-engage with his community. He now volunteers regularly, offering others the support he once received.

Harvest Appeal

For our 2024 Harvest Appeal we constructed a far more resilient and weatherproof processing area, and this came into its own as our Harvest workers, Stephen and Mietek, spent countless hours sorting out the huge number of donations, filling crate after crate with essentials such as canned goods, pasta and rice.

To help kickstart our appeal, we visit several schools and churches to talk about our work, and we are always encouraged and impressed by the level of interest in homelessness. In total, around 46 schools and churches collected on our behalf, many of them accumulating so many donations that it required two or even three trips to collect them all. A huge thank you to the team from Savills estate agents in Turnham Green for helping out with many of these collections.

Loading up with donations is hard work, involving carrying dozens of heavy plastic bags out to our vehicles, but this task is made far more pleasurable when schools enlist the services of their very excited and enthusiastic students to bring them out for us!

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Harvest Donations

Churches

All Hallows Church, Greenford
All Saints Church, Fulham
Ravenscourt Baptist Church, Hammersmith
St Barnabas Church, Kensington
St Columba's Church of Scotland, Knightsbridge
St Dunstan's Church, East Acton
St Dunstan's Church, Feltham TW13
St Etheldreda's Church, Fulham
St George's, Campden Hill
St James's Church, Hampton Hill
St John's Church, Fulham/Walham Green
St John's Wood Church
St Mary Abbots Church, Kensington
St Michael and All Angels, Bedford Park
St Peter's Church, Hammersmith
St Philip's Church, Kensington
St Saviour Wendell Park
St Stephen's Church, Westbourne Park
The Church of the Holy Innocents, Hammersmith

Schools

All Saints C of E Primary School, Fulham
Belmont Primary School, Chiswick
Brackenbury Primary School
Cavendish Primary School
Ealing Fields High School
Grove Park Primary School, Chiswick
Heathfield Nursery and Infant School
Hill House International Junior School, Kensington
John Betts Primary School
Kensington Wade School
Kew Green Prep School
Latymer Prep School
Orchard House School, Chiswick
St John XXIII Catholic Primary School
St Mary Abbots C of E Primary School, Kensington
St Mary's Catholic Primary School, Brook Green
St Mary's Catholic Primary School, Isleworth
St Nicholas Primary School, Shepperton
Strand on the Green Infant and Nursery School
Wendell Park Primary School
Willcocks Nursery School
William Hogarth School W4

Corporate

12 Hammersmith Grove/Cushman and Wakefield

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Keen to Be Green

At The Upper Room we remain firmly committed to reducing our environmental impact, and promoting sustainable practices across everything we do. Guided by our updated Environmental Policy (March 2025), we have strengthened our work around the 3Rs – Reduce, Reuse, Recycle – and continue to adopt practical, responsible approaches in line with UK environmental standards.

This year, our green efforts have focused on:

- **Digital-first communication:** We prioritise electronic documents, and have further reduced unnecessary printing across the organisation.
- **Energy use and efficiency:** We've taken steps to reduce heating, lighting and equipment energy use within our premises.
- **Sustainable transport:** We now make use of a newly acquired electric cargo bike, which has significantly reduced our reliance on vans for local deliveries and collections. Staff and volunteers are also encouraged to walk, cycle or use public transport where possible.
- **Reducing waste:** Surplus food from local supermarkets is regularly used in our kitchen, helping to prevent food waste.
- **Staff engagement:** Environmental awareness is embedded in our team training, encouraging everyone to take responsibility and contribute to our sustainability goals.

We continue to review and improve our practices, with the aim of being as green as possible – not just in intention, but in everyday action.

Volunteers

This year, we were supported by a remarkable 312 volunteers who generously gave their time across our services, fundraising activities and behind-the-scenes operations. Together, they contributed a total of 8,407 hours — the equivalent of more than four full-time staff — demonstrating the vital role volunteers continue to play at the heart of The Upper Room.

Corporate Development

This year The Upper Room continued to build on the strong foundations laid by our previous CEO, Iain Cooper, deepening relationships with existing partners and welcoming new businesses into our growing community of corporate supporters.

We're proud to have retained excellent partnerships with a number of organisations who have supported us through a mix of funding, volunteering and event sponsorship. In total corporate partners contributed over £76,000 in revenue this year.

Our corporate cook-in challenge days remain the most popular and impactful route for businesses to connect with our work. These immersive sessions bring teams into our kitchen to prepare, cook and serve over 150 meals alongside our chefs — offering both a practical volunteering opportunity and a deeper understanding of the challenges our guests face.

We were also fortunate to welcome several high-profile visitors during the year, helping to raise awareness of our work and the issues we tackle.

Looking ahead, we aim to expand our corporate network by continuing to build on the good name and strong reputation of The Upper Room, both locally and beyond. Mike Halson, who has recently taken on the role of Communications Manager (having spent the last 6 years as our Administrator and IT expert) will now take the lead on managing these relationships, working closely with the CEO to grow our reach and impact. We are excited about the opportunities to deepen our existing partnerships and create new ones in the year ahead.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Cancer Screening

In 2024-25 The Upper Room launched its Cancer Screening Pilot Service to address inequalities in screening uptake among people facing homelessness and social exclusion. Delivered through our W12 hub and partner sites across West London, the project supported individuals to access bowel, breast, cervical and prostate screenings. Over nine months, we engaged 100 clients, with 41 identified as eligible and 24 successfully booked into screening services. Key enablers included GP registration support, transport and food vouchers, and short-term accommodation.

Despite challenges — such as trust in healthcare systems and screening eligibility gaps — we demonstrated that personalised, flexible support can make preventative healthcare accessible to even the most marginalised. The service not only empowered individuals, but also fostered trust and engagement with wider health services. This pilot lays the foundation for expanding targeted, community-based health interventions in the future.

Fundraising Events Roundup

April saw the second and third Winter Lectures in the 2024 series, following on from the very popular evening with Simon Reeve in January. Renowned producer Robert Fox entertained us with stories from his decades of working on numerous award-winning plays and films alongside leading stars from both sides of the Atlantic. The final lecture saw the incredibly talented Jan Ravens showcasing her astonishing repertoire of comic impressions, updated to include an uncannily accurate parody of Liz Truss.

We greatly appreciate the support we have received from St Michael and All Angels Church for many years. June saw one of the highlights, when we once again attended the annual Bedford Park Green Days festival. We had an extremely busy two days, running a very successful stall with a tombola and raffle, ably assisted as ever by supporters and Friends of The Upper Room, as well as volunteers from Nando's.

In September, we were delighted to be involved in the inaugural Askew Road Arts Festival. Local artists were invited to submit A3-sized entries on the theme of 'A Postcard from Askew Road', and these were all then auctioned off at the end of the festival in Arthur's Coffee House. All the proceeds were generously donated to The Upper Room.

October saw around 20 sponsored runners — including teams from Hearst and from Octopus — taking part in the Royal Parks Half Marathon in aid of The Upper Room. That month also saw the return of Jan Ravens to an Upper Room event, this time interviewing her fellow star from Radio Four's *Dead Ringers*, Jon Culshaw. The entire 90-minute conversation was a comic tour de force.

In November, Hartswood Tennis Club hosted our annual Book Swap, organised by our Trustee Bridget Stevenson. As ever this was a very relaxed and sociable event, with a steady stream of visitors enjoying coffee and cakes while perusing a wide selection of books and the beautiful jewellery created by Sarah Houston.

For two weeks in November our friends at Artists at Home ran an online Christmas auction featuring dozens of locally produced paintings, photographs and ceramics. Thanks to the incredible generosity of the participating artists, the bulk of the proceeds were donated to The Upper Room.

In December, we once again took part in the Big Give Christmas Match-funding Challenge to raise funds for our UR4Driving project. We set ourselves the challenging target of £60,000, and were delighted to reach it with a few hours to spare. We are exceptionally grateful to the three match-funding donors — two of our long-time supporters, plus the anonymous Big Give 'Champion', who was told of our work by an employee and decided to make a very large donation. A massive thank-you too to everyone who supported the campaign, including numerous individual donors and organisations, most notably Artists at Home, The Olive Tree Trust, Octopus Electric Vehicles and Hearst Networks EMEA.

December also saw our annual Carol Concert at St Saviour's Church. We welcomed friends to an evening of traditional carols, with the added bonus of several numbers beautifully performed by the Addison Singers' Chamber Choir with conductor Matthew Hough and organist Jonathan Turton. As ever, this was a wonderful curtain-raiser for the festive season.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Our 2025 events calendar commenced in March, with our tireless trustee Bridget Stevenson hosting her annual Bridge Event at Hartwood Tennis Club. The competition was fierce but fun and thoroughly enjoyed by all who attended.

The following day, we put on our biggest ever audience event: 'An Evening with David Tennant'. Demand for tickets was so great that we had to move to a bigger venue – St Peter's Acton Green Church. The audience of over 700 included not only David Tennant fans and Doctor Who fans from around the UK, but a number who flew in especially from Europe and, in one case, the USA! Despite the additional costs incurred due to the scale of the event, the evening was a huge success. At the end of the evening, David revealed six signed items that he was donating for a special online auction, which subsequently attracted enormous interest and generosity. A huge thank you to everyone at St Peter's for all their assistance at this event.

RISK MANAGEMENT

The Trustees have recognised that there are risks to which the charity, the staff and the volunteers are exposed. We have established a Risk and Audit Committee, and a risk register is in place which is regularly reviewed.

This Committee assesses all risks, and ensures the risks are managed as set out in the risk plan and regularly monitored. Good governance is in place, and Policies are reviewed annually by the Board. These include Financial Controls, HR, Safeguarding, GDPR and a Volunteer Policy. Disclosure and Barring Service (DBS) checks are routinely applied for from the Board level on down, to ensure our organisation observes the necessary safeguards for users of our services. The Charity uses Peninsula, a third-party provider of HR and Health and Safety services, to ensure effective management of Health and Safety, recruitment and equal opportunities.

We also have a health and safety policy and food hygiene policy, and risk assessments carried out on a regular basis. We have a zero-tolerance policy against abuse, for the security and wellbeing of our staff and volunteers.

FINANCE REPORT

The Upper Room recorded a deficit of £35,935 for the financial year ending 31st March 2025, a smaller loss than had been anticipated in the budget set at the start of the year.

At the start of the 2024/2025 financial year, the Trustees set an income and expenditure budget that anticipated the use of some of the charity's general unrestricted funds to meet a portion of the planned expenditure. The aim of this approach was to reduce the level of unrestricted reserves to around £250,000 at the end of the financial year, from a figure of £282,130 at the start of the financial year. Our year-end unrestricted reserves are £269,707, so above the target level set at the start of the year, reflecting a strong fundraising effort and good control of costs during the year.

Total income rose from £605,514 in 2023-2024 to £687,813 in 2024-2025. The largest driver again this year was a substantial increase in donations and gifts, growing from £174,972 in 2023-2024 to £221,563 in 2024-2025, an increase of 27%, coming after a significant increase in the prior year. Grant income also increased year-on-year from £333,376 to £346,059. The value attributed to donated food increased to £45,802 from £34,241, reflecting a record number of meals served during the year. Fundraising event income rose slightly from £42,900 to £45,145.

As interest rates remained high for the year, we earned £11,647 in interest from our cash reserves, which are mostly held in a short-dated money market fund managed by CCLA (Churches, Charities and Local Authorities Investment Management).

Expenditure increased from £664,024 in 2023-2024 to £723,748 in 2024-2025. Expenditure was very close to the budgeted level for the year. The increase was driven by a few key factors: an increase in staffing costs due to pay levels rising in line with inflation; an increase in client training reflecting a greater level of activity in the UR4Driving project; and an increase in fundraising costs. Fundraising costs rose from £54,409 to £80,100.

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

This increase had two main drivers: firstly higher event costs, mainly due to the highly successful Evening with David Tennant event which required the hiring of a large venue, and provision of security to ensure the safety of the 700 attendees; and secondly an increase in staff costs following a restructure of the fundraising team after the departure of our previous fundraising manager during the year. We expect these costs to reduce next year.

Our year-end balance sheet shows a healthy current net asset position of £273,379. Of this figure, unrestricted cash reserves make up £269,707. We again plan to reduce this figure slightly in the year ahead, as detailed in the Reserves Policy section below.

As ever, I must thank all the staff at The Upper Room for their dedication, professionalism and close adherence to the agreed budget. I am particularly indebted to our Finance Officer Veronica Tuke, who provides me with invaluable support in my role, and to the fundraising team which has included Joyce Shaw, Chris Francis, Fiona Cook and Temi Adigun at various points over the year.

RESERVES POLICY

The reserves policy of The Upper Room is to maintain a cash reserve which is at least equal to the calculated cost of an orderly wind-down of the organisation over a three-month period should it ever become unviable. We include in this figure three months of staff costs, plus statutory redundancy payments, as well as other contractual commitments that would fall due. We also aim to limit our reserves to approximately six months of our budgeted expenses. On this basis, our minimum reserve level at 31st March 2025 is £158,852, and our targeted maximum is £343,640. Our general, unrestricted reserve funds, i.e. those which have not been designated for a special purpose, stand at £269,707 as at 31st March 2025, so within this target range.

As our unrestricted reserves are towards the upper end of the policy limits, the board has agreed to target a small reduction in reserves to a level of £250,000 – which is almost exactly the mid-point of our reserve target range – at the end of the next financial year. The board has approved expense and income budgets for the 2025-2026 financial year accordingly.

DONORS

Our grateful thanks go to all those individuals, schools, community events, church and faith groups, organisations and grant-giving trusts who contribute to our work. We are continually humbled by the support of local people who volunteer at The Upper Room, giving their time and energy to the project. This extends to the generous giving at Harvest of non-perishable food that supplements our food stores hugely.

PUBLIC BENEFIT

The Trustees consider that the charitable company has complied with the duty to have due regard to public benefit as detailed in guidance published by the Charity Commission. All services are provided to our beneficiaries free of any charge.

GRANTS AND DONATIONS FROM GRANT-GIVING TRUSTS, CHARITABLE FOUNDATIONS AND OTHER INSTITUTIONS

CHURCH DONATIONS

St Etheldreda with St Clement, Fulham
St George's, Campden Hill
St James's Church, Hampton Hill
St John's Church, Notting Hill
St Michael and All Angels, Bedford Park
St Peter's Church, Hammersmith
St Peter's Church, Southfield Road
The Church of the Holy Innocents, Hammersmith

SCHOOL DONATIONS

The Hall School
Kensington Wade School
Orchard House School
St Mary's Brook Green School

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

GRANTS

Anonymous – in memory of Andy Stallman
BME Health Forum
Caritas Westminster
City & Metropolitan Welfare Charity
Co-op Local Community Fund
Hammersmith & Fulham Food For All Partnership (UK Harvest)
Hammersmith & Fulham Giving
Hammersmith United Charities
Hollick Family Foundation
Inner London Magistrates' Court's Poor Box Charity & Feeder Charity
King Charles III Charitable Fund
London Borough of Ealing
London Borough of Hammersmith and Fulham
London Catalyst
Montier Charitable Trust
North Paddington Youth Centre
Polish Relief Society
Roehampton University
The 29th May 1961 Charitable Trust
The Batchworth Trust
The Big Give Christmas Challenge 2024
The Big Give Trust Champion Funding (anonymous)
The Christopher Rowbotham Charitable Trust
The City Bridge Foundation/UR4Jobs
The City Bridge Foundation/UR4Meals
The Daisy Trust
The Drapers' Company
The French Huguenot Church of London Charitable Trust
The Girdlers' Company Charitable Trust
The J E Posnansky Charitable Trust
The Jongen Charitable Trust
The Leigh Trust
The London Community Foundation
The Mercers' Charitable Foundation
The Noel Buxton Trust
The Olive Tree Trust
The Souter Charitable Trust
The Speedomick Foundation
The Swire Charitable Trust
The Wogen Anniversary Trust
Wates Foundation

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

OTHER DONORS

39 Steps Entertainment Ltd
Apple
Artists at Home
Askew Road Arts Festival
Athora UK Services Ltd
Bain & Company/Bain Cares SCF
Braze
British Telecom
Chiswick Cheese Market
Expectation TV
Finlay Brewer
Foodinate
Hearst Networks UK EMEA (formerly AETN UK)
Horton and Garton
Marmalade Jewellery
Mleczko Delikatessen Ltd
Nando's
Oaktree Capital Management LP
Octopus Electric Vehicles
Paypal Giving Fund UK
Psychological Services UK Ltd
Savills (UK) Limited
Sky UK Ltd
Zelle International

IN-KIND DONORS

12 Hammersmith Grove
A&E Television Networks UK/Hearst
Addison Singers' Chamber Choir
All Saints Church Fulham
Andy Slaughter MP
Anna Schick
Barons Court Project
Beauty Banks
Bridget Stevenson
Butler and Lawlor
Café Connection
Chiswick Cheese Market
Chiswick House
Citizen's Advice (Hammersmith & Fulham)
City Harvest
COOK Shop
Crown and Sceptre carol singers
Cushman & Wakefield
David Lloyd, Acton Park
David Tennant
Deborah Frances-White
Deirdre Shaw
Dorsett Hotel
Dr Robinson
Eileen McGregor
Emma Bostock
Felix Project
Fiona Cook
Flame & Fire Bar and Grill, W6

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Gail's Bakery, Askew Road
Glass Door
Gosia Jaguś
Hartswood Road Tennis Club
Hillsong Church
Hogarth Health Club
Hyde Park Stables
Jamie Coia
Jan Ravens
John Culshaw
Jonathan Maitland
Luiza Gorzałczyńska
Marmalade Jewellery
Mega Events
Michael Pownall
Mike Halson
Mleczko Delikatessen Ltd
Nando's
Neptune Sustainability
Net-a-Porter
Octopus Electric Vehicles
Only A Pavement Away (OAPA)
Peter Wolton
Phil Schick
Polish School Ravenscourt Park
Recovery Intervention Services Ealing
Robert Fox
Royal Parks Half Marathon: Octopus Electric Vehicles runners
Royal Parks Half Marathon: Sarah Bennett
Royal Parks Half Marathon: Sarah Moore
Royal Parks Half Marathon: A&E/Hearst runners
Royal Parks Half Marathon: Ben Gale
Sarah Houston
Savills, Chiswick
Shoots and Leaves, W6
Simon Tuke
Sipsmith
Sobia Khan
Social Bite
St Michael & All Angels Church
St Peter's Church, Southfield Road
St Saviour Wendell Park Church
The Chiswick Calendar
The Oak, W12
The Queen Mother's Clothing Guild
The River Café
Tim Parlett
Torin Douglas
Troy Fores Masculet
Turning Point
Val Jozefiak
Wheelers of Turnham Green
Wrap Up London
and all our wonderful volunteers

THE UPPER ROOM (ST SAVIOUR'S)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Statement of trustees' responsibilities

The trustees, who are also the directors of The Upper Room (St Saviour's) for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

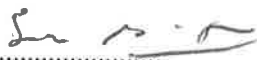
Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees.



S Tuke (Chair)

Trustee

Dated: 25 JUNE 2025

THE UPPER ROOM (ST SAVIOUR'S)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE UPPER ROOM (ST SAVIOUR'S)

I report to the trustees on my examination of the financial statements of The Upper Room (St Saviour's) (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants of England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Katherine Dee (FCA)

Begbies Chartered Accountants

9 Bonhill Street
London
EC2A 4DJ

Dated: 25/12/25

THE UPPER ROOM (ST SAVIOUR'S)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

Current financial year

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
	Notes				
<u>Income and endowments from:</u>					
Donations and legacies	2	261,429	351,995	613,424	543,589
Charitable activities	3	1,000	11,002	12,002	3,309
Fundraising activities	4	45,145	-	45,145	42,900
Investments - bank interest		11,647	-	11,647	9,666
Other income	5	5,000	595	5,595	6,050
Total income		324,221	363,592	687,813	605,514
<u>Expenditure on:</u>					
Raising funds	6	80,100	-	80,100	54,409
Charitable activities	7	256,430	387,218	643,648	609,615
Total resources expended		336,530	387,218	723,748	664,024
Net expenditure for the year/ Net movement in funds		(12,309)	(23,626)	(35,935)	(58,510)
Fund balances at 1 April 2024		283,243	26,071	309,314	367,823
Fund balances at 31 March 2025		270,934	2,445	273,379	309,313

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE UPPER ROOM (ST SAVIOUR'S)

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Prior year: 2023-2024		Unrestricted funds	Restricted funds discontinued charitable activity - counselling	Restricted funds general	Total
	Notes	2024 £	2024 £	2024 £	2024 £
<u>Income and endowments from:</u>					
Donations and legacies	2	175,183	-	368,406	543,589
Charitable activities	3	2,000	-	1,309	3,309
Fundraising activities	4	42,150	-	750	42,900
Investments - bank interest		9,666	-	-	9,666
Other income	5	6,050	-	-	6,050
Total income		235,049	-	370,465	605,514
<u>Expenditure on:</u>					
Raising funds	6	54,409	-	-	54,409
Charitable activities	7	226,659	18,890	364,066	609,615
Total resources expended		281,068	18,890	364,066	664,024
Net expenditure for the year/ Net movement in funds		(46,019)	(18,890)	6,399	(58,510)
Fund balances at 1 April 2023		329,261	18,890	19,672	367,823
Fund balances at 31 March 2024		283,242	-	26,071	309,313

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE UPPER ROOM (ST SAVIOUR'S)

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	13		1,227		1,112
Current assets					
Debtors	14	36,955		15,295	
Cash at bank and in hand		285,872		355,553	
		<u>322,827</u>		<u>370,848</u>	
Creditors: amounts falling due within one year	15	(50,675)		(62,647)	
Net current assets			272,152		308,201
Total assets less current liabilities			<u>273,379</u>		<u>309,313</u>
Income funds					
Restricted funds - general	18		2,445		26,071
<u>Unrestricted funds</u>					
Designated funds	19	1,227		1,112	
General unrestricted funds		269,707		282,130	
		<u>270,934</u>		<u>283,242</u>	
			<u>273,379</u>		<u>309,313</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 25 JUNE 2025



S Tuke (Chair)
Trustee

Company Registration No. 02567517

THE UPPER ROOM (ST SAVIOUR'S)

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash absorbed by operations	25		(80,727)		(94,824)
Investing activities					
Purchase of tangible fixed assets		(600)		-	
Interest received		11,647		9,666	
Net cash generated from investing activities			11,047		9,666
Net decrease in cash and cash equivalents			(69,680)		(85,158)
Cash and cash equivalents at beginning of year			355,553		440,711
Cash and cash equivalents at end of year			285,873		355,553

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

The Upper Room (St Saviour's) is a private company limited by guarantee incorporated in England and Wales. The registered office is St Saviour Wendell Park Church, Cobbold Road, London, W12 9LN.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known with reasonable certainty, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

The charity receives donated food. In accordance with the SORP these are recognised at fair value to the donor. Fair value is the price at which the food could be sold. Where the food would be unsaleable by the donor no value is recognised. Where food that would still be saleable is received an estimate is made of the value. It is estimated that 29% (2024: 28%) of the food received has sale value. Any stock of food held at the balance sheet date is of minimal value and accordingly not included in the accounts.

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

Grants are recognised when receivable. Where grants are for a specific future time period the funds are deferred. Multi-year grants which have implicit time apportionment are deferred to the extent that they are for future time periods.

Grants received by the charity that are donations towards general costs are shown as unrestricted income. Where the donor specifies that the funds may only be spent on specific items or projects the grants are shown as restricted income.

All grants received by the charity are voluntary income toward the costs of the charity and are not generated as a direct result of achieving specific levels, of output or charitable services, under contract. In accordance with the SORP these grants are shown as voluntary income rather than income from charitable activities.

1.5 Resources expended

Liabilities arise from legal or constructive obligations that commit the charity to expenditure. Where the commitment has arisen before the balance sheet date the expenditure is recognised in the accounts.

Costs of generating funds are those costs incurred in obtaining funds through events, grants, donations and other income streams.

Costs of participating in or running fundraising event are recognised in the period in which the fundraising event takes place. General costs of raising funds are recognised as the cost is incurred.

Costs relating to charitable activities are those costs incurred in undertaking charitable activities. These costs are either direct costs or an allocation of support and governance costs.

Governance costs are purely those necessary for the charity to meet the administrative requirements of the Charity Commission. Governance costs are apportioned over each charitable area in the same ratio as support costs.

Support Costs are allocated in proportion to charitable activities in the ratio of 46:41:13 Driving: Meals: Jobs (2024: 46:42:9:3 Driving: Meals: Jobs: Counselling). No material support costs have been estimated to arise in the current year or previous year in respect of fundraising.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	Once completed, over the term of the lease
Kitchen equipment	10 years
Computers	3 years
Electric bicycle	2 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Leasehold improvements comprise the costs of the construction of a mezzanine floor. In accordance with the accounting policy, the asset is depreciated over the term of the lease. The lease expired in March 2022 at which time the net book value was nil.

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors and accruals are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to personal pension schemes are charged as an expense as they fall due as shown in note 10.

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

2 Donations and legacies

	2025	2024
	£	£
Donations and gifts	221,563	174,972
Legacies receivable	-	1,000
Grants receivable	346,059	333,376
Donated food, materials and professional services	45,802	34,241
	<u>613,424</u>	<u>543,589</u>
Donations and gifts		
Gift aid	21,707	21,313
Donations from businesses, schools, churches and individuals	199,856	153,659
	<u>221,563</u>	<u>174,972</u>
Grants recognised in the year		
Anonymous, in memory of Andy Stallman	37,240	
City Bridge Foundation	49,877	
City & Metropolitan Welfare Charity	50,000	
Hammersmith United Charities	45,000	
HM Prison & Probation Service		10,000
Monday Charitable Trust		12,500
Porticus UK		33,750
The Batchworth Trust	12,500	
The Drapers' Company	7,500	15,000
The Girdlers' Company Charitable Trust	10,000	10,000
The Hollick Foundation	10,000	10,000
The Jongen Charitable Trust	15,000	
The London Community Foundation	6,250	10,000
The Mercers' Charitable Foundation	10,000	17,500
The National Lottery Community Fund Community Organisations Cost of Living Fund		65,702
The Olive Tree Trust	9,000	21,000
The Swire Charitable Trust	10,000	10,000
Other under £10,000 and anonymous	73,692	117,924
	<u>346,059</u>	<u>333,376</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

3 Charitable activities

	2025 £	2024 £
Performance related grant - Roehampton University	2,002	3,309
Performance related grant - BME Health Forum	10,000	-
	<u>12,002</u>	<u>3,309</u>
Analysis by fund		
Unrestricted funds	1,000	
Restricted funds - general	11,002	
	<u>12,002</u>	
For the year ended 31 March 2024		
Unrestricted funds		2,000
Restricted funds - general		1,309
		<u>3,309</u>

4 Fundraising activities

	Unrestricted funds £	Restricted funds general £	Total 2025 £	Total 2024 £
Fundraising events	45,145	-	45,145	42,900
	<u>45,145</u>	<u>-</u>	<u>45,145</u>	<u>42,900</u>
For the year ended 31 March 2024				
	42,150	750		42,900
	<u>42,150</u>	<u>750</u>		<u>42,900</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

5 Other income

	Unrestricted funds	Restricted funds general	Total 2025	Total 2024
	£	£	£	£
NI Employer's incentive	5,000	-	5,000	5,000
Miscellaneous income	-	595	595	1,050
	<u>5,000</u>	<u>595</u>	<u>5,595</u>	<u>6,050</u>
For the year ended 31 March 2024	<u>6,050</u>	<u>-</u>		<u>6,050</u>

6 Raising funds

	2025	2024
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events and other costs	26,353	10,620
Fundraising agents and grant monitoring	21,300	43,789
Staff costs	32,447	-
	<u>80,100</u>	<u>54,409</u>
Fundraising and publicity		

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

7 Charitable activities

	UR4Driving	UR4Meals	UR4Jobs	Total	UR4Driving	UR4Meals	UR4Jobs	UR4Counsel ling	Total
	2025	2025	2025	2025	2024	2024	2024	2024	2024
	£	£	£	£	£	£	£	£	£
Staff costs	83,222	136,499	43,403	263,124	94,235	117,427	28,504	8,154	248,320
Client training-lessons and test fees	106,321	-	542	106,863	93,707	-	873	-	94,580
Kitchen (food, health and safety)	23	8,077	629	8,729	169	6,324	-	-	6,493
Beneficiary awards	-	5,876	5,684	11,560	-	4,105	1,579	-	5,684
Volunteer expenses	4,672	5,646	33	10,351	7,341	4,213	70	48	11,672
Office costs	3,172	6,259	576	10,007	2,060	7,609	888	351	10,908
Motor expenses	-	215	-	215	-	-	-	-	-
Professional fees, security and consultancy	8,296	20,160	7,352	35,808	7,809	33,026	2,812	4,670	48,317
Staff training costs	400	1,044	30	1,474	119	1,331	58	240	1,748
Rent, rates and refuse	2,400	-	84	2,484	9,704	288	-	-	9,992
Sundry expense	-	-	-	-	-	2,864	3,044	980	6,888
Donated food and client assistance	-	45,802	-	45,802	-	34,241	-	-	34,241
	<u>208,506</u>	<u>229,578</u>	<u>58,333</u>	<u>496,417</u>	<u>215,144</u>	<u>211,428</u>	<u>37,828</u>	<u>14,443</u>	<u>478,843</u>
Share of support costs (see note 8)	66,922	58,983	18,722	144,627	59,124	53,353	11,414	4,361	128,252
Share of governance costs (see note 8)	1,205	1,062	337	2,604	1,162	1,048	224	86	2,520
	<u>276,633</u>	<u>289,623</u>	<u>77,392</u>	<u>643,648</u>	<u>275,430</u>	<u>265,829</u>	<u>49,466</u>	<u>18,890</u>	<u>609,615</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

Support costs are allocated in proportion to charitable activities in the ratio of 46:41:13 Driving: Meals: Jobs (2024: 46:42:9:3 Driving: Meals: Jobs: Counselling).

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs

	Support costs £	Governance costs £	2025 Support costs £	Governance costs £	2024 £
Staff costs	92,968	-	92,968	78,921	78,921
Depreciation	485	-	485	185	185
Computer	1,980	-	1,980	2,065	2,065
Miscellaneous expense	9,402	-	9,402	10,614	10,614
Office administration	973	-	973	1,490	1,490
Advertising, including staff	1,103	-	1,103	131	131
Professional fees	3,030	-	3,030	1,894	1,894
Rent & utilities	33,779	-	33,779	32,173	32,173
Staff training	907	-	907	779	779
Independent examination fees	-	2,520	2,520	-	2,520
Other governance	-	84	84	-	-
	<u>144,627</u>	<u>2,604</u>	<u>147,231</u>	<u>128,252</u>	<u>130,772</u>
Analysed between Charitable activities	<u>144,627</u>	<u>2,604</u>	<u>147,231</u>	<u>128,252</u>	<u>130,772</u>

Governance costs includes payments to the Independent Examiners of £2,520 inclusive of VAT (2024: £2,520).

9 Net movement in funds

The net movement in funds is stated after charging/(crediting):

	2025 £	2024 £
Fees payable for the independent examination of the charity's financial statements	2,520	2,520
Depreciation of owned tangible fixed assets	<u>485</u>	<u>185</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year except as disclosed in note 21. Reimbursed travel expenses totalled £nil (2024: £nil). The general insurance policy includes cover for the trustees.

11 Employees

The average monthly number of employees during the year was:

2025 Number	2024 Number
<u>15</u>	<u>14</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

11 Employees

(Continued)

Employment costs	2025 £	2024 £
Wages and salaries	345,102	291,570
Social security costs	28,109	21,942
Other pension costs	15,328	13,729
	<u>388,539</u>	<u>327,241</u>

During the year no employee earned over £60,000 per annum.

Remuneration of key management personnel

The remuneration of key management personnel, including pension contributions, employer national insurance and prior to all deductions is as follows.

	2025 £	2024 £
Aggregate compensation	<u>59,000</u>	<u>58,446</u>

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible fixed assets

	Leasehold Improvements £	Kitchen equipment £	Computers £	Electric bicycle £	Total £
Cost					
At 1 April 2024	442,299	18,324	12,903	-	473,526
Additions	-	-	-	600	600
At 31 March 2025	<u>442,299</u>	<u>18,324</u>	<u>12,903</u>	<u>600</u>	<u>474,126</u>
Depreciation					
At 1 April 2024	442,299	17,212	12,903	-	472,414
Depreciation charged in the year	-	185	-	300	485
At 31 March 2025	<u>442,299</u>	<u>17,397</u>	<u>12,903</u>	<u>300</u>	<u>472,899</u>
Carrying amount					
At 31 March 2025	<u>-</u>	<u>927</u>	<u>-</u>	<u>300</u>	<u>1,227</u>
At 31 March 2024	<u>-</u>	<u>1,112</u>	<u>-</u>	<u>-</u>	<u>1,112</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

14 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	15,000	1,160
Prepayments and accrued income	6,955	14,135
	<u>21,955</u>	<u>15,295</u>
Amounts falling due after more than one year:		
Other debtors	15,000	-
	<u>15,000</u>	<u>-</u>
Total debtors	<u>36,955</u>	<u>15,295</u>

Other debtors includes £30,000 of a multi-year unrestricted grant of which £15,000 is payable within one year and £15,000 within two years of the balance sheet date.

15 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Deferred income - grants received for future time periods	16	39,540	52,031
Trade creditors		3,806	1,817
Accruals		7,329	8,799
		<u>50,675</u>	<u>62,647</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

16 Deferred income

	2025 £	2024 £
Arising from performance related grants	6,417	17,416
Arising from grants for future time periods	33,123	34,615
	<u>39,540</u>	<u>52,031</u>

	2025 £	2024 £
Deferred income brought forward	(52,031)	(68,917)
Recognised in the year	45,614	68,917
Provided in the year	45,957	52,031
	<u>39,540</u>	<u>52,031</u>

17 Statutory funding

The charity recognised £12,180 of income from government sources of funding during the year (2024: £84,781 of income from government sources of funding during the year including £65,702 from The National Lottery Community Fund).

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Balance at 1 April 2023 £	Movement in funds		Balance at 1 April 2024 £	Movement in funds		Balance at 31 March 2025 £
		Incoming resources £	Resources expended £		Incoming resources £	Resources expended 31 March 2025 £	
UR4Driving	19,673	163,065	(176,479)	6,259	201,463	(207,722)	-
UR4Meals	-	95,379	(90,897)	4,482	92,817	(96,448)	851
UR4Jobs	-	46,319	(30,989)	15,330	16,860	(32,190)	-
UR4Counselling	18,889	-	(18,889)	-	-	-	-
The National Lottery Community Fund Community Organisations Cost of Living Fund	-	65,702	(65,702)	-	-	-	-
Core funding	-	-	-	-	2,575	(2,575)	-
City Bridge Foundation UR4Meals	-	-	-	-	45,210	(45,210)	-
City Bridge Foundation Wellbeing/Jobs	-	-	-	-	4,667	(3,073)	1,594
	38,562	370,465	(382,956)	26,071	363,592	(387,218)	2,445

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds

(Continued)

The restricted funds represent income funds expendable at the discretion of the trustees in furtherance of the charity's object in accordance with the conditions imposed by the donor. The purpose of each fund is set out below:

Name of Restricted fund	Purpose of Fund
UR4Driving	Grants to fund the UR4Driving project
UR4Meals	Grants to fund the UR4Meals project
UR4Jobs	Grants to fund the UR4Jobs project
UR4Counselling	Grants to fund the UR4Counselling project
The National Lottery Community Fund	
Community Organisations Cost of Living Fund	
Core funding	
City Bridge Foundation UR4Meals (1035628)	Grants to fund the UR4Meals project
City Bridge Foundation UR4Meals (1035628)	Grants for fixed assets, admin and other core costs
City Bridge Foundation Wellbeing (1035628)	City Bridge Foundation is the funding arm of The City of London Corporation's charity, Bridge House Estates
	City Bridge Foundation is the funding arm of The City of London Corporation's charity, Bridge House Estates

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

19 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 April 2023 £	Resources expended £	Balance at 1 April 2024 £	Movement in funds		
				Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Fixed assets	1,297	(185)	1,112	600	(485)	1,227
UR4Driving	38,176	(38,176)	-	-	-	-
	<u>39,473</u>	<u>(38,361)</u>	<u>1,112</u>	<u>600</u>	<u>(485)</u>	<u>1,227</u>
Unrestricted Fund						
Purpose of Fund						
Fixed asset fund	Income invested in the charity's fixed assets based on the net book value					
UR4Driving	Legacy funds designated for the specific purpose of establishing a satellite UR4Driving project at a second location and furthering the project of franchising UR4Driving					

20 Analysis of net assets between funds

	Unrestricted	Restricted	Total	Unrestricted	Designated funds	Restricted	Total
	2025	2025	2025	2024	2024	2024	2024
	£	£	£	£	£	£	£
Fund balances at 31 March 2025 are represented by:							
Tangible assets	1,227	-	1,227	-	1,112	-	1,112
Current assets/(liabilities)	269,708	2,445	272,153	282,131	-	26,071	308,202
	<u>270,935</u>	<u>2,445</u>	<u>273,380</u>	<u>282,131</u>	<u>1,112</u>	<u>26,071</u>	<u>309,314</u>

THE UPPER ROOM (ST SAVIOUR'S)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	18,000	-
Between two and five years	82,268	-
In over five years	91,852	-
	<u>192,120</u>	<u>-</u>

A new lease was signed on the 7th May 2024, for a period of 12 years from 31st March 2022. The rent increases throughout the term, and the above rent is the total agreed to be paid without discounting or averaging.

The satellite location for the UR4Driving project ceased during the year with no further lease costs.

22 Related party transactions

Mrs V Tuke, the wife of chair of trustees, Mr Simon Tuke, received £23,921 (2024: £17,172) for bookkeeping services.

During the year, the charity received £1,469 (2024: £1,785) in donations from trustees and related parties.

23 Limited by Guarantee

The charitable company is limited by guarantee. The guarantee is limited to £1 for each member.

24 Analysis of changes in net funds

The charity had no material debt during the year.

25 Cash generated from operations

	2025 £	2024 £
Deficit for the year	(35,935)	(58,510)
Adjustments for:		
Investment income recognised in statement of financial activities	(11,647)	(9,666)
Depreciation of tangible fixed assets	485	185
Movements in working capital:		
(Increase) in debtors	(21,658)	(8,421)
Increase/(decrease) in creditors	519	(1,526)
(Decrease) in deferred income	(12,491)	(16,886)
Cash absorbed by operations	<u>(80,727)</u>	<u>(94,824)</u>