

ST PAUL'S HOSTEL

England & Wales · Charity number 1043921

Details

Other names ST PAULS HOSTEL (WORCESTER)

Status Registered

Legal form Charitable company

Company number [03009035](#)

Registered 1995-02-06

Register [View on the Charity Commission register](#)

Contact

Address St. Pauls Hostel
Tallow Hill
Worcester
WR5 1DB

Phone 01905 723729

Email finance@stpaulshostel.co.uk

Website www.stpaulshostel.co.uk

Activities

Objects: TO RELIEVE EITHER INDIVIDUALLY OR GENERALLY PERSONS IN THE WORCESTER AREA WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS

Activities: St. Paul's Hostel provides a 24-hour direct access hostel for homeless aged 16 or over in the City of Worcester. The charity provides support to clients across the county with a wide range of issues which caused their homelessness and provide the support and care necessary to enable our clients to assume the level of independence for which they are capable of taking responsibility.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Accommodation/housing
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups

Geography

- **Area of benefit:** WORCESTER AREA
- Worcestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,668,721	£1,638,377	£1,311,854	35
2024-03-31	£1,512,140	£1,505,882	£1,306,523	35
2023-03-31	£1,451,045	£1,482,293	£1,255,703	33
2022-03-31	£1,378,684	£1,313,911	£1,218,813	22
2021-03-31	£1,299,081	£1,193,063	£1,113,391	16

Trustees

Name	Role	Appointed
Claire Bolton		2015-01-15
Debbie Morris		2014-01-02
Jo-Anne Elizabeth Jefferson		2025-09-15
Karl Devere Archer		2017-01-19
Matthew Anthony Rothwell		2017-01-19
Michael Hudson		2024-10-22
Philip Fowler		2014-12-10
Samantha Cliff		2018-06-21

ST PAUL'S HOSTEL

England & Wales - Charity number 1043921

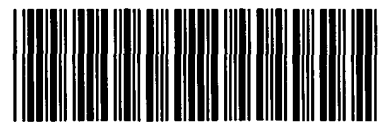
Accounts

Company registration number: 03009035
Charity registration number: 1043921



**ST PAUL'S HOSTEL
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

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COMPANIES HOUSE

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St Paul's Hostel
Company No. 03009035
Trustees' Report For The Year Ended 31 March 2025

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

Objectives and Activities

Aims and Objectives

The principal activity of the company, in the year under review, was that of providing accommodation for the single homeless. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the objectives and aims they have set.

In a country where no one should be homeless St Paul's Mission is:

To bring a sense of immediacy & action to the causes, symptoms & effects of homelessness.

With a Vision, to make all homelessness in Worcestershire temporary, by design.

St Pauls works to:

- Provide action not words
- To fight apathy & indifference
- To realise the potential of partnership working
- To empower and inspire
- To create choice and opportunity

Our values are:

1. **Integrity** - We act. People come to us in crisis, and they need support that's reliable, real, and rooted in action.
2. **Justice** - We challenge the idea that homelessness is inevitable or acceptable. We confront indifference in systems and attitudes, and advocate for people where barriers exist.
3. **Collaboration** - We know we can't do this alone. Our best work happens in partnership - with residents, with agencies, and with our community. We invest in relationships that make change possible.
4. **Respect**-We Walk alongside people, not ahead of them. We believe everyone has strengths and potential - and we support people to build trust, rediscover their value, and make changes at their own pace.
5. **Equity** - We create conditions where people can make meaningful choices - often for the first time in their lives. That means tackling barriers, offering tailored support, and expecting different outcomes.
6. **Accountability** - We're honest about what we can and can't do. We work within our limits, stay grounded, and communicate openly - with residents, partners, and each other.

Public Benefit

The main areas of activity and whom we try to help are described below. Also, we aid people who find themselves needing help to alleviate drug or alcohol addiction, often closely related to rough sleeping or homelessness.

The capabilities we have, to meet these objectives include safe and secure accommodation, individual and group counselling, wellbeing sessions, life skills training, job coaching and training.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Main Achievements

Summary of Main Achievements

- a. **The Team** - Retention of Staff remains incredibly high with only 1 member of the team moving on for a career change and another to help with grandchildren.
- b. **Training and development** - the team took part in training which included: NEBOSH certification, Mental Health First Aid, Suicide Prevention, Trauma Informed Practice.
- c. **Referrals** - We had 308 referrals in 2024-25. 50% were rough sleeping and an increase of 12% year on year. We designed an online referral system and opted to take referrals from Worcestershire only, tackling homelessness on our doorstep and improving partnerships.
- d. **Move On** - In 2024-25 successful move on accounted for 34% of the 23 departures from the hostel; with residents reinstating relationships with family, moving into St Paul's resettlement house or taking on their own accommodation.
- e. **Occupancy** - Hostel occupancy levels have remained high at 94.3% this year and the hostel accommodation has helped over 60 people this year.

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St Paul's Hostel Trustees' Report (continued) For The Year Ended 31 March 2025

Main Achievements - continued

f. **Counselling** - The Cognitive Behavioural Therapy (CBT) counselling service provided over 900 hours of Counselling to both St Paul's residents and individuals referred from partner agencies, with a utilisation rate of 96%

g. **Provision of Holistic Therapies** - including Mindfulness, Thought Therapy and Hypnotherapy for 10 hours per week which has helped over 50 people inside and outside of the Hostel community.

h. **Kitchen Scheme** - Thirteen residents have taken part in our kitchen assistant scheme.

i. **Partner Agencies** - This year St Paul's has continued to work closely with partner agencies including Maggs Day Centre, Emerging Futures and Worcester City Council as part of the Rough Sleeper Drug and Alcohol Treatment Grant funded by the Office for Health Improvement and Disparities. This grant also enabled us to work with an NHS Psychologist providing much needed mental health support to St Paul's residents and host drop-in clinics with the local Drug and Alcohol service.

St Paul's Hostel

St Paul's hostel is central to our service. It has facilities for 42 people plus two self-contained resettlement flats on the same site. The charity provides single room accommodation, nutritious food and tenancy support. The Project Workers undertake tasks to help people manage their accommodation and build self-efficacy to establish themselves as able to live an inter-dependent life.

St Paul's Resettlement Service

St Paul's own 2 properties which are known as resettlement properties. These 8 beds provide the next step from the hostel, using the Housing Ready philosophy. From this stage, staff offer Housing Management services to help a person retain the tenancy, building resilience and self- efficacy.

St Paul's Counselling Service

The in-house CBT counselling service provides almost immediate access to an accredited counsellor for crisis intervention or therapy. Service utilization is above 94% and we have further reduced the waiting time for appointments.

Housing First Project (WISSH from 01st April 2025)

The Worcestershire Housing First Pilot, funded by the Business Rates Retention funding from Worcestershire County Council and 5 district councils ended on 31 March 2025. From the 1st April 2025, it has been replaced by a reduced service with reduced staffing. (WISSH).

Financial Review

Financial Position

High levels of occupancy and a higher level of grants, legacies and donations have helped to reduce the budgeted deficit for this financial year, which was welcome news. The key financial risk for the coming year continues to be the funding of those services not funded by Housing Benefit Income, namely Counselling and Therapeutic Services, Support Services and the Kitchen Service Project. However, we have been fortunate in already securing some part funding for these activities for the next financial year.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in accordance with the guidance issued by the Charity Commission and have considered the desirability of holding sufficient funds to meet unexpected disruption of the income flow. The level of reserves held at the year-end were as follows: -

- a) Total funds (Restricted and Unrestricted) - £1,311,854 (2024: £1,306,522)
- b) Restricted funds - £85,000 (2024: £0)
- c) Designated funds - £300,000 (2024: £300,000)
- d) Non liquid funds (held as fixed assets/programme related investments) - £505,502 (2024: £558,980)

After making allowances for items B to D above free reserves amounted to £421,352 (2024: £447,542). These free reserves are considered reasonable and appropriate for the size of the charity.

The designed fund of £300,000 is in relation to anticipated future development costs,

On this basis, The Trustees consider that the reserves are at a realistic level to ensure the effective and efficient running of the charity.

Risk Management

There is an up-to-date Risk Management Policy. Risks are identified, assessed and controlled with some High Probability and/or High Impact risks being elevated from the Leadership and Management Team to the Finance Sub-Committee, or the Board of Trustees. Monitoring procedures have been put in place to evaluate on a continuing basis, levels of risk exposure and to review at a Board (strategic) and Leadership and Management (operational) level.

St Paul's Hostel Trustees' Report (continued) For The Year Ended 31 March 2025

Future Developments

Our future plans will focus on:

- Creating a work force of people who have the right skills, competencies, and attitude of mind to work in a Trauma Informed way.
- Deliver Trauma-Informed services that meet the needs of the homeless person and prevent the need to re-access homeless services in the future.
- Change public attitudes towards homelessness at the local and regional level, so that the public want change and homelessness is less likely.
- Have sustainable income and a capital investment programme, so we can help homeless people until homelessness is ended.
- Secure Recovery & Reconnect Team funding (£235k).
- Agree with Sanctuary new lease and clarify redevelopment pathway.
- Plan and begin to deliver 50th anniversary profile-raising campaign.
- Launch new data tools and quarterly impact reporting.

Structure, Governance and Management

Trustee Selection Methods

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles are known as "Trustees". The Board of directors is referred to as the "Council of Trustees".

Every member currently contributes £1 and from the membership is elected the Council of Trustees who in their turn may appoint a Management Committee to organise the day-to-day running of the charity. The Council of Trustees in office during the year is shown on the previous page together with the legal details of the charity.

While the first Point of Contact for potential trustees is the CEO, the Chair of Trustees coordinates selection of Trustees, thereby preserving the necessary separation between governance and operations.

The term of office for the Chair and Vice Chair shall be as near as possible to three years. However, a retiring officer may, if the Trustees think fit and he/she is willing to continue in office, be re-elected. The maximum term of office is ten years. The secretary and one third of other Council members must retire at each Annual General Meeting but may offer themselves for re-election.

The Management Team is supported by the Finance and General Purposes sub-committee of Trustees who make recommendations to the Board of Trustees on finance, property, strategic planning and human resources matters and execute any delegated matter set by Trustees.

The Council of Trustees is aware of the specific needs of the charity's client group and the balance of expertise of existing trustees. Potential new Trustees are identified by the Trustees, often from the large pool of volunteers and are invited to offer themselves for election to the Council.

Induction and Training of Trustees

Most Trustees are already aware of the charity's work prior to their appointment and indeed the profile of the charity and its work is the primary motivation to volunteer. Trustees understand their duties as charity trustees and company directors and training is offered with external national providers. They meet the Chief Executive and Finance Manager and visit the services to understand the culture and ethos of St Paul's. They have available up to date guidance on responsibilities for being a Trustee published by the Charity Commission.

Governance and Management

St Paul's Hostel has a Council of Trustees which meets on a regular basis. The Council (the term 'Board' is used) of Trustees met four times in 2024/25. In addition to the members of the Council of Trustees, the Chief Executive and Finance Manager along with the 4 Service Managers and Fundraising Manager (together this is the Leadership and Management Team) attend *Trustee Board meetings*.

A General Purposes and Finance Sub-Committee was established in October 2012 in view of the expansion of services being offered and to enable more detailed discussion on the financial figures outside of the full Trustees meetings. This Committee is also responsible for setting pay and remuneration for key management personnel based on current market rates. There were four meetings in the period. The Chief Executive and Finance Manager attend these.

The Trustees delegate the responsibility for the day-to-day operation of the charity to Management staff led by the Chief Executive with delegated powers. In addition to the full and part time staff, the charity also uses volunteer workers whose value cannot be precisely measured in terms of cost. The volunteers are under the supervision and coordination of each Service Manager. Volunteers have numerous roles, but the majority provide daily kitchen serving duties.

At the present time, the staff consists of:

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**St Paul's Hostel
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Induction and Training of Trustees - continued

- 1 Chief Executive
- 1 Finance Manager and Company Secretary (part time)
- 1 Facilities Manager
- 1 Hostel Manager
- 1 Deputy Housing Manager
- 10 Project Workers (full and p/time)
- 2 Housekeepers (part time)
- Up to 4 Relief Workers (part time)
- 1 Fund Raising Manager
- 1 Finance Officer (part time)
- 1 Admin Officer (part time)
- 1 Chef and Catering Manager
- Up to 2 part time Kitchen Assistants (often found from residents or former residents)

The Worcestershire Housing First service finished at the end of March 25 and has been replaced by a one year support service contract (WISSH). This new contract will employ:

- 1 Housing First Service Manager
- 4 Housing First Case Managers (was 6 at Mar 25)
- 1 Peer Support Worker

In addition, the Hostel staff are supported by up to 20 volunteers.

Key Management Remuneration

Total remuneration paid to key management personnel was £74,972 (year: £94,562) during the year (excluding employers pension contributions).

Organisational Structure

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee incorporated on 12 January 1995. The company was established under a Memorandum of Association which defines the company's objects and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

St Paul's Hostel was an unincorporated charity prior to incorporation, whose activities began in 1977. The objects of the unincorporated body were broadly similar to the current charity.

Related Parties

None of our trustees receive remuneration or any benefit from their work with the charity. Any connection between a trustee or senior management of the charity with any grant providers, customers, suppliers or beneficiaries must be disclosed to the board of trustees.

The trustees and management also aim to maintain and develop sustainable relationships with local authorities and other charities/organisations as required.

**St Paul's Hostel
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Reference and Administrative Details

Trustees

Mr Karl Archer
Ms Claire Bridges
Ms Samantha Cliff
Mr Philip Fowler
Mr Michael Hudson (appointed 22/10/2024)
Ms Debra Morris
Mr Matthew Rothwell
Mr Andrew Pascoe (appointed 10/06/2025) (resigned 01/12/2025)
Ms Jo-Anne Jefferson (appointed 15/09/2025)

Company Secretary

Mrs Deborah Collins (appointed 01/10/2024)

Charity Number

1043921

Company Number

03009035

Auditors

RD Accounting Limited
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Bankers

CAF Bank Limited
25 Kings Hill Avenue
West Malling

**St Paul's Hostel
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Statement of Trustees' Responsibilities

The trustees (who are also the directors of St Paul's Hostel for the purposes 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. Under company law the trustees must not approve the financial statement unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgments and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of Disclosure of Information to Auditors

Each of the persons who are trustees at the time when this trustees' report is approved has confirmed that:

- so far as the trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware; and
- they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The trustees' report was approved by the board of trustees and signed on its behalf by:

Philip Fowler

Mr Philip Fowler

Trustee

Date 12/08/2025

Independent Auditor's Report to the Members of St Paul's Hostel

Opinion

We have audited the financial statements of St Paul's Hostel (the "charity") for the year ended 31 March 2025 which comprise the Statement of Financial Activities (including Income and Expenditure Account), Balance Sheet, Cash Flow Statement and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 27 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is *sufficient and appropriate to provide a basis for our opinion.*

Conclusions Relating to Going Concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on Other Matters Prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Director's Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Director's Report included within the Trustees' Report have been prepared in accordance with applicable legal requirements.

Independent Auditor's Report (continued) to the Members of St Paul's Hostel

Matters on Which We Are Required to Report by Exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's Report included within the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records or returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of Trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 1—6, the trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our audit process involves determining a suitable materiality level and assessing the overall risk of material misstatement, including how fraud may occur. Our core procedures in relation to fraud and error include:

- Identifying laws and regulations that could reasonably give rise to a material misstatement in the financial statements.
- Enquiring with management and office holders on their own considerations on fraud
- Considering financial pressures, incentives, opportunity, and motivations that may lead to fraud.
- Reviewing areas where management is required to make significant subjective judgements (the key areas identified for St Paul's Hostel include fixed asset valuation/depreciation and allocation of restricted fund expenditure)
- Ensuring expenditure is within the scope of the charities' aims and objectives, is in line with restricted funding requirements and is properly authorised.
- Reviewing manual journal entries to ensure they are appropriate and no subject to any bias, thus reducing the risk of misstatement due to management override of controls.

Our procedures are tailored to the specific risks we have identified for St Paul's Hostel and are based on our detailed knowledge and understanding of the charity and its environment.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use Of Our Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters that we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Independent Auditor's Report (continued)
to the Members of
St Paul's Hostel**

R Dunkley

--
Richard Dunkley FCCA CTA (Senior Statutory Auditor)
for and on behalf of RD Accounting Limited, Statutory Auditor

Date 12/08/2025

RD Accounting Limited
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

St Paul's Hostel
Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 March 2025

		Unrestricted funds	Restricted funds	2025 Total funds	2024 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	86,605	-	86,605	161,398
Charitable activities:	4				
Hostel, Housing & Resettlement		884,459	656,957	1,541,416	1,325,985
Other trading activities	5	540	-	540	2,828
Investments	6	27,141	-	27,141	21,929
Other	7	13,019	-	13,019	-
		<u>1,011,764</u>	<u>656,957</u>	<u>1,668,721</u>	<u>1,512,140</u>
EXPENDITURE ON:					
Raising funds	9	17,394	(30,413)	(13,019)	-
Charitable activities:	9				
Hostel, Housing & Resettlement		(1,083,814)	(541,544)	(1,625,358)	(1,505,882)
		<u>(1,066,420)</u>	<u>(571,957)</u>	<u>(1,638,377)</u>	<u>(1,505,882)</u>
NET INCOME BEFORE INVESTMENT GAINS		(54,656)	85,000	30,344	6,258
Net (losses)/gains on investments		(25,013)	-	(25,013)	44,562
NET INCOME		<u>(79,669)</u>	<u>85,000</u>	<u>5,331</u>	<u>50,820</u>
NET MOVEMENT IN FUNDS		(79,669)	85,000	5,331	50,820
RECONCILIATION OF FUNDS:					
Total funds brought forward		1,306,523	-	1,306,523	1,255,703
TOTAL FUNDS CARRIED FORWARD	23	<u><u>1,226,854</u></u>	<u><u>85,000</u></u>	<u><u>1,311,854</u></u>	<u><u>1,306,523</u></u>

The notes on pages 14 to 24 form part of these financial statements.

St Paul's Hostel
Comparative Statement of Financial Activities (including Income and Expenditure
Account)
For The Year Ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM:				
Donations and legacies	3	108,688	52,710	161,398
Charitable activities:	4			
Hostel, Housing & Resettlement		878,448	447,537	1,325,985
Other trading activities	5	2,828	-	2,828
Investments	6	21,929	-	21,929
		1,011,893	500,247	1,512,140
EXPENDITURE ON:				
Charitable activities:	9			
Hostel, Housing & Resettlement		(994,137)	(511,745)	(1,505,882)
NET INCOME BEFORE INVESTMENT GAINS		17,756	(11,498)	6,258
Net gains on investments		44,562	-	44,562
NET INCOME		62,318	(11,498)	50,820
Transfers between funds	23	1,790	(1,790)	-
NET MOVEMENT IN FUNDS		64,108	(13,288)	50,820
RECONCILIATION OF FUNDS:				
Total funds brought forward		1,242,415	13,288	1,255,703
TOTAL FUNDS CARRIED FORWARD	23	1,306,523	-	1,306,523

The notes on pages 14 to 24 form part of these financial statements.

**St Paul's Hostel
Balance Sheet
As At 31 March 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible Assets	14	128,002	-	128,002	181,480
Investment Properties	15	377,500	-	377,500	377,500
		505,502	-	505,502	558,980
CURRENT ASSETS					
Debtors	16	30,119	-	30,119	50,688
Investments	17	511,844	-	511,844	536,857
Cash at bank and in hand		359,948	85,000	444,948	365,044
		901,911	85,000	986,911	952,589
Creditors: Amounts Falling Due Within One Year	18	(143,739)	-	(143,739)	(124,046)
NET CURRENT ASSETS (LIABILITIES)		758,172	85,000	843,172	828,543
TOTAL ASSETS LESS CURRENT LIABILITIES		1,263,674	85,000	1,348,674	1,387,523
Creditors: Amounts Falling Due After More Than One Year	19	(36,820)	-	(36,820)	(81,000)
NET ASSETS		1,226,854	85,000	1,311,854	1,306,523
FUNDS OF THE CHARITY					
Restricted Funds				85,000	-
Unrestricted Funds:					
Unrestricted Funds				818,390	873,046
Revaluation Reserve				408,464	433,477
				1,226,854	1,306,523
TOTAL FUNDS	23			1,311,854	1,306,523

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

On behalf of the board

Philip Fowler

Mr Philip Fowler

Trustee

Date 12/08/2025

The notes on pages 14 to 24 form part of these financial statements.

**St Paul's Hostel
Statement of Cash Flows
For The Year Ended 31 March 2025**

	Notes	2025 £	2024 £
Cash flows from operating activities			
Net cash generated from operations	1	106,561	30,774
Net cash generated from operating activities		<u>106,561</u>	<u>30,774</u>
Cash flows from investing activities			
Purchase of tangible assets		(20,498)	(6,764)
Interest received		4,049	3,656
Dividends received		23,092	18,273
Net cash generated from investing activities		<u>6,643</u>	<u>15,165</u>
Cash flows from financing activities			
Repayment of other loans		(33,300)	(36,000)
Increase in cash and cash equivalents		<u>79,904</u>	<u>9,939</u>
Cash and cash equivalents at beginning of year	2	<u>365,044</u>	<u>355,105</u>
Cash and cash equivalents at end of year	2	<u><u>444,948</u></u>	<u><u>365,044</u></u>

St Paul's Hostel
Notes to the Statement of Cash Flows
For The Year Ended 31 March 2025

1. Reconciliation of income to cash generated from operations

	2025	2024
	£	£
Net income	5,331	50,820
<i>Adjustments for:</i>		
Interest income	(4,049)	(3,656)
Income from investments	(23,092)	(18,273)
Depreciation of tangible assets	69,636	68,388
Profit on disposal of tangible assets	(13,020)	-
Net fair value losses/(gains) recognised in profit or loss	25,013	(44,562)
<i>Movements in working capital:</i>		
Decrease/(increase) in trade and other debtors	20,569	(24,360)
Increase in trade and other creditors	26,173	2,417
Net cash generated from operations	106,561	30,774

2. Cash and cash equivalents

Cash and cash equivalents, as stated in the Statement of Cash Flows, relates to the following items in the Balance Sheet:

	2025	2024
	£	£
Cash at bank and in hand	444,948	365,044

3. Analysis of changes in net funds

	As at 1 April 2024	Cash flows	As at 31 March 2025
	£	£	£
Cash at bank and in hand	365,044	79,904	444,948
Debts falling due within one year	(36,000)	6,480	(29,520)
Debts falling due after more than one year	(81,000)	44,180	(36,820)
	248,044	130,564	378,608

St Paul's Hostel Notes to the Financial Statements For The Year Ended 31 March 2025

1. General Information

St Paul's Hostel is a company limited by guarantee, incorporated in England & Wales, registered number 03009035 and registered charity number 1043921. The registered office is .

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements 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 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

2.2. Going Concern Disclosure

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2.3. Incoming Resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Rental income in respect of the hostel and resettlement housing is included on an accruals basis in the period to which it relates.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. *On these occasions, the legacy is treated as a contingent asset and disclosed.*

Income from government and other grants are recognised at fair value, when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

2.4. Donated Goods and Services

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised (refer to the trustees' annual report for more information about their contribution).

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The charity currently pays a management charge to Fortis Living for the use of the hostel (cira £78,000 per annum). Given the unique nature of the property and its purposes a market rental can not be measured accurately and therefore there are no donated facilities transactions recognised in respect of this facility.

2.5. Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Where costs cannot be directly attributed to particular headings they are included in central overhead (support) costs. These include project management, finance, administration and general office overheads.

**St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025**

2.6. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold	nil
Motor Vehicles	25% on reducing balance
Fixtures & Fittings	over 4 to 8 years

Larger capital works are included within fixtures and fittings and depreciated over 7 to 8 years.

2.7. Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

2.8. Leasing and Hire Purchase Contracts

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. No assets are currently held under finance leases.

2.9. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

2.10. Social Investment

St Paul's owns two freehold properties, which are used as resettlement housing and thus specifically contribute to the charity's charitable purposes. These properties are held at market value provided this amount can be measured reliably otherwise they are measured at cost less any provision for diminution in value.

2.11. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

2.12. Pensions

The charitable company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period to which they relate.

3. Income from Donations and Legacies

	Unrestricted funds	Restricted funds	2025 Total funds
	£	£	£
Donations and gifts:			
Donations and gifts	36,392	-	36,392
Legacies	603	-	603
Grants:			
Grants	49,610	-	49,610
	<u>86,605</u>	<u>-</u>	<u>86,605</u>

St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

	Unrestricted funds £	Restricted funds £	2024 Total funds £
Donations and gifts:			
Donations and gifts	40,720	-	40,720
Legacies	13,967	-	13,967
Grants:			
Grants	54,001	52,710	106,711
	<u>108,688</u>	<u>52,710</u>	<u>161,398</u>

The following grants are included within the total income from donations and legacies above:

	Unrestricted funds £	Restricted funds £	2025 Total funds £
29th May 1961 Trust	5,000	-	5,000
Albert Hunt Charitable Trust	-	-	-
E Coomber	-	-	-
Earlby Properties	-	-	-
Garfield Weston	-	-	-
High Sheriff Grant	-	-	-
Nationwide Kitchen Grant	-	-	-
Turner Trust	-	-	-
WCF Worcestershire COM	-	-	-
West Mercia Police	-	-	-
Worcester County Council	-	-	-
Rough Sleepers Drug & Alcohol Service	-	-	-
Eveson Trust	40,000	-	40,000
Fine & Country	2,000	-	2,000
Sanctuary Housing	1,960	-	1,960
Groundworks UK	650	-	650
	<u>49,610</u>	<u>-</u>	<u>49,610</u>

	Unrestricted funds £	Restricted funds £	2024 Total funds £
29th May 1961 Trust	5,000	-	5,000
Albert Hunt Charitable Trust	7,000	-	7,000
E Coomber	5,000	-	5,000
Earlby Properties	5,000	-	5,000
Garfield Weston	25,000	-	25,000
High Sheriff Grant	4,000	-	4,000
Nationwide Kitchen Grant	32,500	-	32,500
Turner Trust	3,000	-	3,000
WCF Worcestershire COM	6,000	-	6,000
West Mercia Police	1,790	-	1,790
Worcester County Council	12,420	-	12,420
Rough Sleepers Drug & Alcohol Service	-	52,066	52,066
Eveson Trust	-	-	-
Fine & Country	-	-	-

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St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

Sanctuary Housing	-	-	-
Groundworks UK	-	-	-
	106,710	52,066	158,776
	106,710	52,066	158,776

4. Income from Charitable Activities

			2025
	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Hostel, Housing & Resettlement:			
Housing Benefit Rent	785,873	-	785,873
Private Rent	95,086	-	95,086
Grants	3,500	656,957	660,457
	884,459	656,957	1,541,416
	884,459	656,957	1,541,416
2024			
	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Hostel, Housing & Resettlement:			
Housing Benefit Rent	784,050	-	784,050
Private Rent	94,398	-	94,398
Grants	-	447,537	447,537
	878,448	447,537	1,325,985
	878,448	447,537	1,325,985

5. Income from Other Trading Activities

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Fundraising events	540	2,828
	540	2,828
	540	2,828

6. Investment Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Bank interest receivable	4,049	3,656
Dividends from investments	23,092	18,273
	27,141	21,929
	27,141	21,929

7. Other Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Gain on disposal of tangible fixed assets held for charity's own use	13,019	-
	13,019	-
	13,019	-

**St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025**

8. Net Income/(Expenditure)

The net income is stated after charging/(crediting):

	2025	2024
	£	£
Bad debts	2,878	4,042
Depreciation of tangible fixed assets - owned	69,636	68,388
Gain/Loss on disposal of tangible fixed assets	(13,019)	-
	-	-

9. Analysis of Expenditure

	Activities undertaken directly	Support costs (see note 10)	2025 Total
	£	£	£
Raising funds	13,019	-	13,019
Hostel, Housing & Resettlement	1,338,525	286,833	1,625,358
	1,351,544	286,833	1,638,377

	Activities undertaken directly	Support costs (see note 10)	2024 Total
	£	£	£
Hostel, Housing & Resettlement	1,254,006	251,876	1,505,882
	1,254,006	251,876	1,505,882

10. Support Costs

	2025 Hostel, Housing & Resettlement £
Employee costs	187,280
General administration	98,861
Governance costs	692
	286,833

	2024 Hostel, Housing & Resettlement £
Employee costs	176,352
General administration	73,241
Governance costs	2,283
	251,876

St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

11. Auditor's Remuneration

Remuneration received by the charitable company's auditors and their associates during the year was as follows:

	2025	2024
	£	£
Audit Services		
Audit of the company's financial statements	5,000	4,684

12. Staff Costs

Staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	867,372	810,259
Social security costs	77,041	67,735
Other pension costs	18,426	17,675
	<u>962,839</u>	<u>895,669</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

13. Average Number of Employees

Average number of employees during the year was: 35 (2024: 35)

14. Tangible Assets

	Motor Vehicles	Fixtures & Fittings	Total
	£	£	£
Cost			
As at 1 April 2024	3,000	511,514	514,514
Additions	-	20,498	20,498
Disposals	-	(17,360)	(17,360)
As at 31 March 2025	<u>3,000</u>	<u>514,652</u>	<u>517,652</u>
Depreciation			
As at 1 April 2024	1,313	331,721	333,034
Provided during the period	421	69,215	69,636
Disposals	-	(13,020)	(13,020)
As at 31 March 2025	<u>1,734</u>	<u>387,916</u>	<u>389,650</u>
Net Book Value			
As at 31 March 2025	<u>1,266</u>	<u>126,736</u>	<u>128,002</u>
As at 1 April 2024	<u>1,687</u>	<u>179,793</u>	<u>181,480</u>

15. Investment Property

	2025
	£
Fair Value	
As at 1 April 2024 and 31 March 2025	<u>377,500</u>

Following professional valuations, social Investment properties have been revalued in previous years to £377,500 with an original cost of £150,009.

St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

16. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	25,172	28,288
Other debtors	4,947	22,400
	30,119	50,688

17. Current Asset Investments

	2025	2024
	£	£
Listed investments	511,844	536,857
	511,844	536,857

18. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Trade creditors	44,560	21,335
Other loans	29,520	36,000
Other creditors	4,110	7,457
Taxation and social security	26,395	19,349
Accruals and deferred income	39,154	39,905
	143,739	124,046

19. Creditors: Amounts Falling Due After More Than One Year

	2025	2024
	£	£
Other loans	36,820	81,000
	36,820	81,000

20. Loans

An interest free loan from Platform Housing was taken out in December 2019 to cover extensive capital works undertaken at the Hostel (as represented within fixed assets). The loan is deemed to be a 'Concessionary Loan' in accordance with paragraph PBE34.88 of FRS102 and therefore has not been discounted.

An analysis of the maturity of this loan is given below:

	2025	2024
	£	£
Amounts falling due within one year or on demand:		
Other loans	29,520	36,000
	29,520	36,000
Amounts falling due between one and five years:		
Other loans	36,820	81,000
	36,820	81,000

St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

21. Deferred Income

Deferred income movements in the year were as follows:

	2025	2024
	£	£
Balance at the start of the period	28,897	25,000
Income deferred in the current period	32,224	28,897
Amounts released in income from previous periods	(28,897)	(25,000)
Balance at the end of the period	<u>32,224</u>	<u>28,897</u>

Incoming resources are deferred in accordance with section 5.24 of the Statement of Recommended Practice (FRS102) whereby income is subject to performance-related conditions.

22. Pension Commitments

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £18,426 (2024: £17,675).

At the balance sheet date contributions of £NIL were due to the fund and are included in creditors.

23. Movement in Funds

	As at 1 April 2024	Income	Expenditure	As at 31 March 2025
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	573,046	1,011,764	(1,066,420)	518,390
Designated:				
Revaluation Reserve	433,477	-	(25,013)	408,464
Development Fund	300,000	-	-	300,000
	<u>733,477</u>	<u>-</u>	<u>(25,013)</u>	<u>708,464</u>
Total unrestricted funds	<u>1,306,523</u>	<u>1,011,764</u>	<u>(1,091,433)</u>	<u>1,226,854</u>
Restricted funds				
Housing First	-	357,078	(357,078)	-
WCC PHE Trauma Grant	-	80,457	(80,457)	-
National Lottery Grant	-	91,957	(91,957)	-
Mary Hill Trust	-	23,140	(13,140)	10,000
Bransford Trust - Kitchen Funding	-	10,000	(10,000)	-
DMF Ellis Trust	-	9,325	(9,325)	-
Sanctuary Housing - Kitchen Funding	-	5,000	(5,000)	-
Michael Marsh Charitable Trust	-	5,000	(5,000)	-
Kildare Trust	-	35,000	-	35,000
Montal Trust	-	5,000	-	5,000

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St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

Refurbishment of bathrooms	-	15,000	-	15,000
National Lottery - Creating Choices Project	-	20,000	-	20,000
Total restricted funds	-	656,957	(571,957)	85,000
Total funds	1,306,523	1,668,721	(1,663,390)	1,311,854
	As at 1 April 2023	Income	Expenditure	Transfers
	£	£	£	£
Unrestricted funds				As at 31 March 2024
General:				£
General unrestricted fund	553,500	1,011,893	(994,137)	1,790
Designated:				
Revaluation Reserve	388,915	-	44,562	-
Development Fund	300,000	-	-	-
	688,915	-	44,562	-
Total unrestricted funds	1,242,415	1,011,893	(949,575)	1,790
Restricted funds				
Housing First	13,288	337,678	(350,966)	-
Nationwide Kitchen Grant	-	32,500	(32,500)	-
WCF - Mindfulness Services	-	6,000	(6,000)	-
West Mercia Police (CCTV)	-	1,790	-	(1,790)
WCC PHE Trauma Grant	-	64,485	(64,485)	-
National Lottery Grant	-	57,794	(57,794)	-
Total restricted funds	13,288	500,247	(511,745)	(1,790)
Total funds	1,255,703	1,512,140	(1,461,320)	-

Kildare Trust £35,000

This grant supports the employment of a Transition / Move-on - Complex Needs Worker for 12 months. The role provides direct support to 42 residents, including liaison with external agencies, and is aimed at building skills, resilience, and preparedness for successful move-on from the hostel.

Montal Trust £5K

This grant supports the employment of a Transition / Move-on - Complex Needs Worker for 12 months. The role provides direct support to 42 residents, including liaison with external agencies, and is aimed at building skills, resilience, and preparedness for successful move-on from the hostel.

Mary Hill £10K Marketing Costs

This grant funding is to support activities aimed at raising the profile of the hostel. The funding is being applied to the development of digital assets, including photography and resident case study videos for inclusion in a new website, to enhance awareness of the charity's work and its impact.

Rowlands Trust £5K Refurb of bathrooms

Provides partial grant funding towards the refurbishment and upgrade of residents' bathroom facilities. The funding has been allocated specifically for capital improvements to enhance the quality, accessibility, and hygiene of accommodation for service users.

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St Paul's Hostel
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

23. Movement in Funds - continued

B & Q £10K Refurb of Bathrooms

Provides partial grant funding towards the refurbishment and upgrade of residents' bathroom facilities. The funding has been allocated specifically for capital improvements to enhance the quality, accessibility, and hygiene of accommodation for service users.

National Lottery - Creating Choices Project - £20K

Award Dates of the Funds

- Montal Dec '24
- Kildare Jan '25
- Rowlands Feb '25
- B&Q Jan '25
- Mary Hill Sept 24.

24. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

25. Related Party Disclosures

Key management personnel (including directors) received compensation of £74,972 (2024: £0)

During the year Deborah Collins (company secretary) provided Accountancy & Bookkeeping services totalling £24,885 (2024: £NIL) and holistic services including Mindfulness and Thought Therapy to residents and staff totalling £38,761 (2024: £31,911) through her company, Just One Thought Ltd.

26. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

27. FRC's Ethical Standard - Provision Available for Small Entities

In common with other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

ST PAUL'S HOSTEL

England & Wales - Charity number 1043921

Accounts



St Paul's Hostel

(A company limited by guarantee)

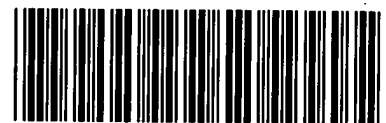
Report and Financial Statements

Year ended: 31 March 2024

Charity no: 1043921

Company no: 03009035

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Legal and administrative information

Company number: 03009035 (England and Wales)

Charity number: 1043921

Trustees: D J Morris
P A Fowler
C Bridges
K D Archer
M A Rothwell
S Cliff
F Martin (resigned 25/04/24)
D Glover
D De Saulles (resigned 05/12/23)
M W Hudson (appointed 22/10/24)

Chief Executive: Ms E L Burlace

**Company Secretary
& Finance Manager:** D A Collins (appointed 01/10/24)
C P Ginty (resigned 01/10/24)

Registered Office: Hillborough
Tallow Hill
Worcester
Worcestershire
WR5 1DB

**Independent
Auditors:** RD Accounting Limited (Statutory Auditors)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HR Advisor: June Mills HR Solutions

Chair's Report for the year ended 31 March 2024

This year, our 47th year, has flown by as we continue our mission of helping people live through homelessness.

We have and continue to work with mainly single adults who experience a multitude of challenges.

The Hostel has remained full, often with a long waiting list. It is difficult to have to turn people away.

We had the opening of the front garden in memory of one of our founding trustees, Robin Sykes. Thank you to everyone that attended the opening.

We continued to deliver a county wide Housing First service working with a cohort of people with complex needs. Our ongoing analysis shows that Housing First works.

The outlook into 2024 and beyond looks challenging, with fundraising becoming more competitive combined with a general downturn in people making donations. The support of charitable funds and organisations such as the National Lottery, remain very important.

Central Government funding, especially around Housing First, remains unclear. Funding for Housing First after March 2025 is yet to be approved or indeed may not carry on.

The team at St Paul's remain dedicated and hard working in what is sometimes a stressful environment.

A big thank you to my fellow Trustees for their work and also a thank you to everyone that supports St Paul's.

Fundraising

Although we have been successful in securing some multi-year funding, the fundraising landscape is a challenging one. We see the impact of the current economic climate. The number of donors and the amounts being donated has reduced and the number of fundraising activities done on our behalf have decreased as has the income generated from such events.

That said, we were humbled by the response for our Christmas Campaign. For people experiencing homelessness, Christmas for most, is not the joyous, family filled occasion often seen depicted in adverts. Christmas can be the most challenging and loneliest time of the year. It can also be a trigger of past trauma. Through the generosity of the community, we were able to provide every resident with a gift box and toiletry hamper, themed supper evenings throughout December building social interaction and trusted relationships, a hearty Christmas Luncheon sponsored by local businesses, single bedding sets for new residents and ample chocolates and treats.

We were successful in securing funding from several grant-giving organisations including Core Costs, something that can be challenging when compared to a specific project related funding.

- National Lottery Community Fund. We were delighted to have been successful in securing funding from the National Lottery Community Fund. The grant award of £480,656 over the next 5 years helps us to continue to support people who are experiencing homelessness in our communities. Although the funding does not cover all our expected costs, it helps us to secure essential roles and expand service delivery to enable us to a) continue to deliver the trauma informed elements of our work and b) build on the successes to date and further develop the support and services that enable our beneficiaries to recover.
- Public Health England and Worcester City Council have both been instrumental in enabling us to continue to deliver essential counselling services to our residents. Combined, these grants totalled in excess of £70,000 with £52,000 coming from the Rough Sleeper Drug & Alcohol Training grant
- Garfield Weston Foundation. £25,000 per year for 2 years. 2023-24 sees the final tranche of this Core Cost grant award..
- Sanctuary Housing Group – Community Investment Fund. Funding through this programme has supported our Peer Mentor Programme.

Charity of the Year:

We are grateful for the support we have received over the years from our charity partners. These relationships are pivotal in breaking down barriers in the community and raising awareness of homelessness.

We are delighted that the Black Pear Joggers chose St Paul's as their chosen charity this year. A local group of enthusiastic runners who, over the year raised over £1300 for St Paul's.

The 1st Big Worcester Quiz 24th May

This event was developed as a precursor to the Big Worcester Sleep Out with all funds raised contributing to the overall fundraising target.

The event enabled us to engage with supporters of the Sleep Out as well as give others who may not feel able to sleep out, the opportunity to be part of the wider aim and raising awareness of the issues surrounding homelessness with a wider audience.

The event was hosted at The Alma Inn, Worcester with all 60 tickets being sold out. The event was well attended with representation from all the charities and their beneficiaries, along with local businesses and other supporters. The evening raised over £450, and we look forward to building this event into our annual events calendar.

Big Worcester Sleep Out 13th October

For the first time, this year's event was held at a new venue, that being Worcestershire County Cricket Ground. The challenges we have experienced throughout the year, were reiterated in a lower attendance and a lesser amount of funds being raised with the amount raised being just over £8,500. However, a majority of those attended, were first time attendees and feedback from the event was positive.

Along with funds raised at the Big Worcester Quiz, all funds were distributed between St Paul's Hostel, Worcester Warriors Foundation and MAGGS Day Centre.

Open Days

We are delighted that we have been able to continue to invite supporters to the hostel to see first-hand the impact of their donations. Our guests had the opportunity to meet residents whilst given a tour of our facilities and seeing some of the projects we have established.

"Well after just a few hours at St Paul's, it became obvious that the work done there extends far beyond typical job responsibilities. I didn't expect the staff to be so involved in the resident's lives – supporting them not just practically, but emotionally as well. They offer more than just a bed and a hot meal; they give them hope and a sense of direction. One quote that stuck with me from someone I interviewed was "If it wasn't for this place, I'd be six feet under." You could tell he meant it.

It was really moving to feel the sense of community that exists there, and I take my hat off to all the people who've made that possible. It's not a job many could do!"

Our priorities for 2024-25 are:

- *Sustain and improve existing services*
- *Develop stronger relationships with partners and local authorities in the County*
- *Secure funding for Housing First beyond 2025*
- *Influence local and national policy and decision making*
- *Secure ongoing sustainable funding for our support services*

Philip Fowler

Date 11 / 12 / 2024

Philip Fowler - Chair and Trustee

Trustees' Annual Report for the year ended 31 March 2024

The Trustees present their report and the audited financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Trustees of the charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year are detailed on page 2.

Structure

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee incorporated on 12 January 1995. The company was established under a Memorandum of Association which defines the company's objects and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

St Paul's Hostel was an unincorporated charity prior to incorporation, whose activities began in 1977. The objects of the unincorporated body were broadly similar to the current charity.

Governance and Management

St Paul's Hostel has a Council of Trustees which meets on a regular basis. The Council (the term 'Board' is used) of Trustees met three times in 2023/24. In addition to the members of the Council of Trustees, the Chief Executive and Finance Manager along with the 3 Service Managers and Fundraising Manager (together this is the Leadership and Management Team) attend Trustee Board meetings.

A General Purposes and Finance Sub-Committee was established in October 2012 in view of the expansion of services being offered and to enable more detailed discussion on the financial figures outside of the full Trustees meetings. This Committee is also responsible for setting pay and remuneration for key management personnel based on current market rates. There were four meetings in the period. The Chief Executive and Finance Manager attend these.

The Trustees delegate the responsibility for the day-to-day operation of the charity to Management staff led by the Chief Executive with delegated powers. In addition to the full and part time staff, the charity also uses volunteer workers whose value cannot be precisely measured in terms of cost. The volunteers are under the supervision and coordination of each Service Manager. Volunteers have numerous roles, but the majority provide daily kitchen serving duties.

At the present time, the staff consists of:

- 1 Chief Executive
- 1 Finance Manager and Company Secretary (part time)
- 1 Housing Manager
- 2 Housing Officers
- 1 Housing Services Manager (part time)
- 9 Project Workers (full and p/time)
- 2 Housekeepers (part time)
- Up to 3 Relief Workers (part time)
- 1 Fund Raising Manager
- 1 Finance Officer (part time)
- 1 Chef and Catering Manager
- Up to 3 part time Kitchen Assistants (often found from residents or former residents)

The Worcestershire Housing First service continues for at least 2023-25 and St Paul's Hostel was awarded the two-year contract to provide the support service. This service currently employs:

- 1 Housing First Service Manager
- 6 Housing First Case Managers (will be 5 in 2023-25)
- 1 Peer Support Worker

In addition, the Hostel staff are supported by up to 20 volunteers

Trustees' Annual Report for the year ended 31 March 2024 (continued...)

Recruitment and appointment of new trustees

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles are known as "Trustees". The Board of directors is referred to as the "Council of Trustees".

Every member currently contributes £1 and from the membership is elected the Council of Trustees who in their turn may appoint a Management Committee to organise the day-to-day running of the charity. The Council of Trustees in office during the year is shown on the previous page together with the legal details of the charity.

While the first Point of Contact for potential trustees is the CEO, the Chair of Trustees coordinates selection of Trustees, thereby preserving the necessary separation between governance and operations.

The term of office for the Chair and Vice Chair shall be as near as possible to three years. However, a retiring officer may, if the Trustees think fit and he/she is willing to continue in office, be re-elected. The maximum term of office is ten years. The secretary and one third of other Council members must retire at each Annual General Meeting but may offer themselves for re-election.

The Management Team is supported by the Finance and General Purposes sub-committee of Trustees who make recommendations to the Board of Trustees on finance, property, strategic planning and human resources matters and execute any delegated matter set by Trustees.

The Council of Trustees is aware of the specific needs of the charity's client group and the balance of expertise of existing trustees. Potential new Trustees are identified by the Trustees, often from the large pool of volunteers and are invited to offer themselves for election to the Council.

Induction and training of new trustees

Most Trustees are already aware of the charity's work prior to their appointment and indeed the profile of the charity and its work is the primary motivation to volunteer. Trustees understand their duties as charity trustees and company directors and training is offered with external national providers. They meet the Chief Executive and Finance Manager and visit the services to understand the culture and ethos of St Paul's. They have available up to date guidance on responsibilities for being a Trustee published by the Charity Commission.

Risk management

There is an up-to-date Risk Management Policy. Risks are identified, assessed and controlled with some High Probability and/or High Impact risks being elevated from the Leadership and Management Team to the Finance Sub-Committee, or the Board of Trustees. Monitoring procedures have been put in place to evaluate on a continuing basis, levels of risk exposure and to review at a Board (strategic) and Leadership and Management (operational) level.

OBJECTIVES & AIMS

The principal activity of the company, in the year under review, was that of providing accommodation for the single homeless. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the objectives and aims they have set.

The main objective of the charity is as follows: "to provide relief either generally or individually of persons in the Midlands who are suffering from homelessness, poverty or are in conditions of need, hardship or distress particularly but not exclusively by the provision of accommodation and related support services." From this we have crafted our mission: *to help people live through homelessness.*

Trustees' Annual Report for the year ended 31 March 2024 (continued...)

Our values are:

- a. Respect for others. We will always treat people in the way we would want to be treated ourselves.
- b. People can change. With encouragement, perseverance and through appropriate relationships, people can change.
- c. Fairness. We will treat everyone in our services fairly. This means we will do our very best to get everyone what they need. Being fair does not mean everyone will always get the same things, as it depends on a person's assessed need.
- d. Self-help. Individual responsibility for change is important, if change is to occur.
- e. Knowing our limits. We know what we are good at and what we are not. There are limits to the help we can offer and where we cannot help, we always explain why.
- f. The Community. The individual is important, but we have a bias towards the well-being of the community.
- g. A strength-based approach. In helping people, we take into account what a person has and what they can do, rather than what they do not have and what they cannot do.

ACHIEVEMENTS AND PERFORMANCE

Summary of Main Achievements

- a. Hostel occupancy levels have remained high at 97.9% this year and the hostel accommodation has helped over 70 people this year.
- b. Provision of the Cognitive Behavioural Therapy (CBT) counselling service to over 50 people with a utilisation rate of 94%. The waiting time is less than 2 days with compares very favourably to national NHS guidance under the IAPT programme¹.
- c. In 2023-24 we enhanced our therapeutic services with alternative therapies, including Mindfulness and Thought Therapy for 20 hours per week which has helped over 40 people inside and outside of the Hostel community.
- d. Five residents have taken part in our kitchen assistant scheme.
- e. This year St Paul's has worked closely with the local Primary Care Network to provide health care and advice to residents. This included an Advanced Nurse Practitioner on site once a week and running a clinic to provide Health Checks to residents over 40, checking Cholesterol and blood pressure. These health checks removed hurdles for residents who might not otherwise attend a GP surgery and miss the warning signs of ill health.

How our activities deliver public benefit

The main areas of activity and whom we try to help are described below. Also, we aid people who find themselves needing help to alleviate drug or alcohol addiction, often closely related to rough sleeping or homelessness.

The capabilities we have to meet these objectives include safe and secure accommodation, individual and group counselling, wellbeing sessions, life skills training, job coaching and training.

The CEO co-opted to the Board of Healthwatch Worcestershire, with specific responsibilities for homelessness health services.

¹ 75% finish the course of treatment within 6 weeks or 95% within 18 weeks.

Trustees' Annual Report for the year ended 31 March 2024 (continued...)

St Paul's Hostel

St Paul's hostel is central to our service. It has facilities for 42 people plus two self-contained resettlement flats on the same site. The charity provides single room accommodation, nutritious food and tenancy support. The Project Workers undertake tasks to help people manage their accommodation and build self-efficacy to establish themselves as able to live an inter-dependent life.

St Paul's Resettlement Service

St Paul's owns 2 properties and rents 1 House of Multiple Occupation (HMO) that are known as resettlement properties. These 13 beds provide the next step from the hostel, using the *Housing Ready* philosophy. From this stage, staff offer Housing Management services to help a person retain the tenancy, building resilience and self-efficacy. In 2024, the 1 rented HMO will be handed back to its owner, due to low occupancy.

St Paul's Counselling Service

The in-house CBT counselling service provides almost immediate access to an accredited counsellor for crisis intervention or therapy. Service utilization is above 94% and we have further reduced the waiting time for appointments.

Housing First Project

The Worcestershire Housing First Pilot, funded by the Business Rates Retention funding from Worcestershire County Council and 5 district councils continues until 31 March 2025. During the 4 years of operation, it has rehomed 56 people, who had previously been deemed very difficult to house by Local Authorities. Unfortunately, 3 people in that service have died. The University of Worcester has completed an evaluation using a similar framework to the national Housing First pilots in Manchester, Liverpool and Birmingham. The Worcestershire Housing First pilot is not part of the 3 national pilots; however, the tenancy sustainment rates compare more than favourably to these pilots.

Financial Review

High levels of occupancy and a higher level of grants, legacies and donations have helped to reduce the budgeted deficit for this financial year, which was welcome news. The key financial risk for the coming year continues to be the funding of those services not funded by Housing Benefit Income, namely Counselling and Therapeutic Services and the Kitchen Service Project. However, we have been fortunate in already securing some part funding for these activities for the next financial year.

Plans for future periods

Our future plans will focus on:

- Creating a work force of people who have the right skills, competencies, and attitude of mind to work in a Trauma Informed way.
- Deliver Trauma-Informed services that meet the needs of the homeless person and prevent the need to re-access homeless services in the future.
- Change public attitudes towards homelessness at the local and regional level, so that the public want change and homelessness is less likely.
- Have sustainable income and a capital investment programme, so we can help homeless people until homelessness is ended.

Trustees' Annual Report for the year ended 31 March 2024 (continued...)

Reserves policy

The Trustees have reviewed the charity's needs for reserves in accordance with the guidance issued by the Charity Commission and have considered the desirability of holding sufficient funds to meet unexpected disruption of the income flow. The level of reserves held at the year-end were as follows: -

- a) Total funds (Restricted and Unrestricted) - £1,306,523 (2023: £1,255,703)
- b) Restricted funds - £0 (2023: £13,288)
- c) Designated funds - £300,000 (2023: £300,000)
- d) Non liquid funds (held as fixed assets/programme related investments) - £558,980 (2023: £620,604)

After making allowances for items B to D above the free reserves amounted to £447,543 (2023: £321,811). These free reserves are considered reasonable and appropriate for the size of the charity.

The designed fund of £300,000 is in relation to anticipated future development costs, the trustees consider this expenditure will be incurred within the next 3 years.

On this basis, The Trustees consider that the reserves are at a realistic level to ensure the effective and efficient running of the charity.

Related Parties

None of our trustees receive remuneration or any benefit from their work with the charity. Any connection between a trustee or senior management of the charity with any grant providers, customers, suppliers or beneficiaries must be disclosed to the board of trustees.

The trustees and management also aim to maintain and develop sustainable relationships with local authorities and other charities/organisations as required.

Trustees' responsibilities

The trustees (who are also directors of St Paul's Hostel for the purposes of company law) are responsible for preparing the Trustees' Annual 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102)
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 11 / 12 / 2024

Philip Fowler

Philip Fowler – Chair and Trustee

Independent Auditor's Report

Opinion

We have audited the financial statements of St Paul's Hostel (the 'charitable company') for the year ended 31 March 2024 which comprise the statement of financial activities, balance sheet, cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement at the end of the Trustees Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Our audit process involves determining a suitable materiality level and assessing the overall risk of material misstatement, including how fraud may occur. Our core procedures in relation to fraud and error include:

- Identifying laws and regulations that could reasonably give rise to a material misstatement in the financial statements.
- Enquiring with management and office holders on their own considerations on fraud
- Considering financial pressures, incentives, opportunity, and motivations that may lead to fraud.
- Reviewing areas where management is required to make significant subjective judgements (the key areas identified for St Paul's Hostel include fixed asset valuation/depreciation and allocation of restricted fund expenditure)
- Ensuring expenditure is within the scope of the charities' aims and objectives, is in line with restricted funding requirements and is properly authorised.
- Reviewing manual journal entries to ensure they are appropriate and not subject to any bias, thus reducing the risk of misstatement due to management override of controls.

Our procedures are tailored to the specific risks we have identified for St Paul's Hostel and are based on our detailed knowledge and understanding of the charity and its environment.

There is an inherent risk that our audit will not detect all irregularities, including those resulting in material misstatement in the financial statements or non-compliance with regulation. This risk is greater in respect of fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation (i.e. gives a true and fair view).

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

R Dunkley

Richard Dunkley (Senior Statutory Auditor)
RD Accounting Limited (Statutory Auditor)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Date: 11 / 12 / 2024

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2024

		<u>Total</u> <u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2024</u>	<u>Total</u> <u>Funds</u> <u>2023</u>
	<u>Notes</u>	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	111,516	104,775	216,291	275,645
Charitable activities	4	878,448	395,472	1,273,920	1,156,952
Investment income	3	21,929	-	21,929	18,448
Total Income and Endowments		<u>1,011,893</u>	<u>500,247</u>	<u>1,512,140</u>	<u>1,451,045</u>
EXPENDITURE ON					
Direct charitable activities	5	702,977	475,557	1,178,534	1,122,183
Central overhead costs	6	291,160	36,188	327,348	360,110
Total Expenditure		<u>994,137</u>	<u>511,745</u>	<u>1,505,882</u>	<u>1,482,293</u>
NET INCOME / (EXPENDITURE)		17,756	(11,498)	6,258	(31,248)
Transfers between Funds	21	1,790	(1,790)	-	-
Net incoming/(outgoing) for the year before other recognised gains and losses		19,546	(13,288)	6,258	(31,248)
Gains/(losses) on revaluation of investment	13	44,562	-	44,562	(19,362)
Revaluation of social investments	11	-	-	-	87,500
Net movement in funds	19	<u>64,108</u>	<u>(13,288)</u>	<u>50,820</u>	<u>36,890</u>
Total funds brought forward		<u>1,242,415</u>	<u>13,288</u>	<u>1,255,703</u>	<u>1,218,813</u>
Total funds carried forward		<u>1,306,523</u>	<u>-</u>	<u>1,306,523</u>	<u>1,255,703</u>

Company registration number: 03009035

Balance Sheet as at 31 March 2024

		Unrestricted Funds	Restricted Funds	2024 Total Funds	2023 Total funds
	Notes	£		£	£
FIXED ASSETS					
Tangible assets	10	181,480	-	181,480	243,104
Social investments	11	377,500	-	377,500	377,500
		<u>558,980</u>	<u>-</u>	<u>558,980</u>	<u>620,604</u>
CURRENT ASSETS					
Debtors	12	50,688	-	50,688	26,328
Investments	13	536,857	-	536,857	492,295
Cash at bank and in hand		<u>365,044</u>	<u>-</u>	<u>365,044</u>	<u>355,105</u>
		<u>952,589</u>	<u>-</u>	<u>952,589</u>	<u>873,728</u>
CREDITORS					
Amounts falling due within one year	14	<u>(124,046)</u>	<u>-</u>	<u>(124,046)</u>	<u>(121,629)</u>
NET CURRENT ASSETS		<u>828,543</u>	<u>-</u>	<u>828,543</u>	<u>752,099</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,387,523</u>	<u>-</u>	<u>1,387,523</u>	<u>1,372,703</u>
CREDITORS					
Amounts falling due after more than one year	16	<u>(81,000)</u>	<u>-</u>	<u>(81,000)</u>	<u>(117,000)</u>
NET ASSETS		<u>1,306,523</u>	<u>-</u>	<u>1,306,523</u>	<u>1,255,703</u>
FUNDS					
Unrestricted funds	19			573,046	553,500
Designated funds				300,000	300,000
Revaluation reserve				433,477	388,915
Restricted funds				-	13,288
				<u>1,306,523</u>	<u>1,255,703</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

11 / 12 / 2024

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

Philip Fowler

P Fowler - Chair

Statement of Cash Flows for the year ended 31 March 2024

	<u>2024</u>	<u>2023</u>
	£	£
Net income / (expenditure) for year	6,258	(31,248)
Dividends receivable	(18,273)	(16,717)
Interest receivable	(3,593)	(1,666)
Depreciation and impairment of tangible fixed assets	68,388	71,188
(Increase) / decrease in debtors	(24,360)	(6,023)
Increase / (decrease) in creditors	(33,583)	(137,012)
Net cash flow from operating activities	<u>(5,163)</u>	<u>(121,478)</u>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(6,764)	(7,641)
Proceeds from sale of tangible fixed assets		
Interest received	3,593	1,666
Dividends received	18,273	16,717
Net cash flow from investing activities	<u>15,102</u>	<u>10,742</u>
Net increase / (decrease) in cash and cash equivalents	9,939	(110,736)
Cash and cash equivalents at the beginning of the reporting period	355,105	465,841
Cash and cash equivalents at the end of the reporting period	<u>365,044</u>	<u>355,105</u>

Notes forming part of the financial statements for the year ended 31 March 2024

1 Accounting policies

(a) Basis of preparation

St Paul's Hostel is a charitable private company (incorporated in England / Wales). In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activity was that of providing accommodation for the single homeless and further details can be found in the trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The charity does not currently have any endowment funds.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Rental income in respect of the hostel and resettlement housing is included on an accruals basis in the period to which it relates.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from government and other grants are recognised at fair value, when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Where costs cannot be directly attributed to particular headings they are included in central overhead (support) costs. These include project management, finance, administration and general office overheads.

Notes forming part of the financial statements for the year ended 31 March 2024

(continued..)

(e) **Investments**

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

(f) **Pension costs**

The charitable company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period to which they relate.

(g) **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Freehold property	nil
Fixtures and fittings	over 4 to 5 years
Motor vehicles	25% on reducing balance
Capital works programme	over 7 to 8 years

(h) **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. No assets are currently held under finance leases.

(i) **Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(j) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(k) **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(l) **Programme related social investments**

St Paul's owns two freehold properties, which are used as resettlement housing and thus specifically contribute to the charity's charitable purposes. These properties are held at market value provided this amount can be measured reliably otherwise they are measured at cost less any provision for diminution in value.

(m) **Donated Goods, Services and Facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised (refer to the trustees' annual report for more information about their contribution).

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The charity currently pays a management charge to Fortis Living for the use of the hostel which amounts to £44,784 per annum. Given the unique nature of the property and its purposes a market rental can not be measured accurately and therefore there are no donated facilities transactions recognised in respect of this facility.

Notes forming part of the financial statements for the year ended 31 March 2024
(continued...)

2 Income from donations and legacies

		2024	2023
		£	£
Gifts and donations	(See note 22)	57,515	53,693
Grants		158,776	221,952
		<u>216,291</u>	<u>275,645</u>

Grants received, included in the above, are as follows:

		2024	2023
		£	£
19th May 1961 Charitable Trust		5,000	-
29th May Charity		-	5,000
Albert Hunt Charitable Trust		7,000	7,000
Archer Trust		-	2,000
Arnold Clark		-	2,000
ASDA Foundation		-	2,000
Beatrice Lang Trust		-	5,000
E Coomber		5,000	-
Earlby Properties		5,000	-
Eveson Trust		-	40,000
F&C Grant		-	1,000
Garfield Weston		25,000	25,000
Hedley Foundation		-	2,000
High Sheriff Grant		4,000	-
Mentor Worcestershire - Grant		-	750
Montal Charitable Trust		-	5,000
Nationwide Kitchen Grant		32,500	25,000
Peer Mentor Programme		-	2,600
Public Health England		-	19,255
Roger & Douglas Turner Charitable Trust		-	3,000
Rough Sleepers Drug & Alcohol Service		52,066	22,702
Rowlands Trust		-	10,000
Turner Trust		3,000	-
WCF Worcestershire COM		6,000	-
West Mercia Police		1,790	-
Willis Trust Wellness Grant		-	2,000
Worcester Community Funding		-	3,000
Worcester County Council		12,420	36,645
Worcestershire Advance		-	1,000
		<u>158,776</u>	<u>221,952</u>

3 Investment income

		2024	2023
		£	£
Dividends received		18,273	14,084
Deposit account interest		3,656	54
		<u>21,929</u>	<u>14,138</u>

Notes forming part of the financial statements for the year ended 31 March 2024 (continued..)

4 Incoming Resources from Charitable Activities

	2024	2023
	£	£
Housing Benefit Rent	784,050	679,654
Private Rent	94,398	88,842
Worcester City Council - Housing First	337,678	335,036
Rough Sleeping Accommodation Programme	64,485	51,260
National Lottery Community Fund	57,794	-
Sundry Income	-	2,160
	<u>1,338,406</u>	<u>1,156,952</u>

5 Direct expenditure on charitable activities

	2024	2023
	£	£
Hostel, Housing First & Resettlement costs		
Salaries, NI & Pension	728,578	724,876
Rents	19,426	21,900
Utilities	75,041	58,996
Repairs, Maintenance & Service Charges	75,750	80,987
Insurances	20,105	16,305
Telephone	8,413	6,940
Food Costs	79,335	70,290
Client Welfare	47,540	46,178
Counselling Costs	80,529	57,118
Cleaning Consumables	26,437	23,495
Other Costs	7,369	3,521
Bad Debt Provision	4,042	6,289
Fundraising Costs	5,969	5,288
	<u>1,178,534</u>	<u>1,122,183</u>

6 Central overhead / support costs

	2024	2023
	£	£
Salaries, NI & Pension	167,091	161,542
Office Costs	13,511	14,296
IT Costs	13,682	18,106
Legal, Consultancy & Professional fees	6,897	31,613
Subscriptions	3,897	6,377
Accountancy & Audit Fees	7,248	7,205
Staff Training/Welfare	44,963	48,382
Bank Charges	1,671	1,401
Depreciation & (profit)/loss on disposal of assets	68,388	71,188
	<u>327,348</u>	<u>360,110</u>

Notes forming part of the financial statements for the year ended 31 March 2024
(continued...)

7 Net Incoming/(outgoing) resources

Net resources are stated after charging/(crediting):

	2024	2023
	£	£
Independent Auditor's fee	3,384	3,550
Fee for preparation of accounts	1,300	1,200
Depreciation - owned assets	68,388	71,188
Operating leases for property	19,426	21,900
Operating leases for equipment	13,685	11,277

8 Trustees remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

There were no trustees' expenses paid for the year ended 31 March 2024 (2023: NIL).

Notes forming part of the financial statements for the year ended 31 March 2024 (continued...)

9 Staff costs

	2024	2023
	£	£
Wages and salaries	812,103	798,308
Employers National Insurance	68,142	70,412
Defined contribution pension costs	17,771	17,185
	<u>898,015</u>	<u>885,904</u>

The average monthly number of employees during the year was 35 (2023: 33). The average number of full-time equivalent employees was estimated to be 24 (2023: 23)

No employees received emoluments in excess of £60,000 during the year (excluding employer's pension contributions).

Total remuneration paid to key management personnel was £94,562 (2023: £90,638) during the year (excluding employers pension contributions).

The charity contributes to individual pension schemes, which are defined contribution pension schemes, and the amounts charged to the income and expenditure accounts for the year are as stated above.

10 Tangible Fixed Assets

	Fixtures, Fittings and Equipment	Motor Vehicles	Totals
	£	£	£
COST			
As at 1st April 2023	504,750	3,000	507,750
Additions	6,764	-	6,764
Disposals	-	-	-
As at 31st March 2024	<u>511,514</u>	<u>3,000</u>	<u>514,514</u>
DEPRECIATION			
As at 1st April 2023	263,896	750	264,646
Charge for the year	67,825	563	68,387
Eliminated on disposal	-	-	-
As at 31st March 2024	<u>331,721</u>	<u>1,313</u>	<u>333,033</u>
NET BOOK VALUE			
At 31st March 2023	<u>240,853</u>	<u>2,250</u>	<u>243,103</u>
At 31st March 2024	<u>179,793</u>	<u>1,688</u>	<u>181,481</u>

Notes forming part of the financial statements for the year ended 31 March 2024
(continued...)

11 Social Investments – programme related

	2024	2023
	£	£
COST OR VALUATION		
At 1st April 2023	377,500	290,000
Additions	-	-
Revaluations	-	87,500
Disposals	-	-
At 31st March 2024	<u>377,500</u>	<u>377,500</u>

Following professional valuations, social Investment properties have been revalued to £377,500 with an original cost of £150,009.

12 Debtors: Amounts falling due within one year

	2024	2023
	£	£
Trade debtors	48,491	20,800
Prepayments & accrued income	2,197	5,528
	<u>50,688</u>	<u>26,328</u>

13 Current asset investments

	2024	2023
	£	£
COIF Charities Investment Fund	536,857	492,295
	<u>536,857</u>	<u>492,295</u>

The movement in the year of £44,562 is in relation to changes in market value, there were no disposals in the year. The original cost of the investment was £300,000.

14 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade Creditors	21,335	14,980
Accruals	11,008	17,061
Deferred Income (see following note)	28,897	25,000
Social Security & other taxes	19,349	26,454
Other Creditors	7,457	2,134
Concessionary loan - Platform Housing	36,000	36,000
	<u>124,046</u>	<u>121,629</u>

Notes forming part of the financial statements for the year ended 31 March 2024
(continued...)

15 Deferred incoming resources

Incoming resources are deferred in accordance with section 5.24 of the Statement of Recommended Practice (FRS102) whereby income is subject to performance-related conditions.

	1.4.23	Received during the year	Released to revenue	31.03.24
	£	£	£	£
Natonwide (Kitchen Grant)	25,000	-	(25,000)	-
National Lottery		86,691	(57,794)	28,897
	<u>25,000</u>	<u>86,691</u>	<u>(82,794)</u>	<u>28,897</u>

16 Creditors due over 1 year

	2024	2023
	£	£
Concessionary loan - Platform Housing	81,000	117,000
	<u>81,000</u>	<u>117,000</u>

An interest free loan from Platform Housing was taken out in December 2019 to cover extensive capital works undertaken at the Hostel (as represented within fixed assets). The loan is deemed to be a 'Concessionary Loan' in accordance with paragraph PBE34.88 of FRS102 and therefore has not been discounted.

17 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2024	2023
	£	£
Not later than one year	1,080	2,514
Later than one and not later than five years	-	1,080
Later than five years	-	-
	<u>1,080</u>	<u>3,594</u>

18 Related parties

During the year Deborah Collins (company secretary) provided holistic services including Mindfulness and Thought Therapy to residents and staff through her company, Just One Thought Ltd. The total for these services amounted to £31,911 (2023: £8,140).

Notes forming part of the financial statements for the year ended 31 March 2024 (continued.)

19 Movement in funds

	At 1.4.23	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.24
	£	£	£	£	£	£
Unrestricted funds						
General Fund	553,500	1,011,893	(994,137)	-	1,790	573,046
Revaluation reserve	388,915	-	-	44,562	-	433,477
Development Fund	300,000	-	-	-	-	300,000
	1,242,415	1,011,893	(994,137)	44,562	1,790	1,306,523
Restricted funds						
Worcester City Council - Housing First	13,288	337,678	(350,966)	-	-	-
Nationwide Kitchen Grant	-	32,500	(32,500)	-	-	-
WCF - Mindfulness Services	-	6,000	(6,000)	-	-	-
West Mercia Police (CCTV)	-	1,790	-	-	(1,790)	-
WCC PHE Trauma Grant	-	64,485	(64,485)	-	-	-
National Lottery Grant	-	57,794	(57,794)	-	-	-
	13,288	500,247	(511,745)	-	(1,790)	-
Total Funds	1,255,703	1,512,140	(1,505,882)	44,562	-	1,306,523

Notes forming part of the financial statements for the year ended 31 March 2024 (continued.)

Prior year movement in funds

	At 1.4.22	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.23
	£	£	£	£	£	£
Unrestricted funds						
General Fund	855,808	975,630	(990,778)	-	(287,160)	553,500
Revaluation Reserve	320,777	-	-	68,138	-	388,915
Development Fund	-	-	-	-	300,000	300,000
	1,176,585	975,630	(990,778)	68,138	12,840	1,242,415
Restricted funds						
Worcester City Council - Housing First	39,615	335,036	(361,363)	-	-	13,288
Nationwide Kitchen Grant	-	25,000	(25,000)	-	-	-
Worcester City Council - Street Café	2,613	-	-	-	(2,613)	-
Rowlands Trust - Hostel Rooms Upgrade	-	10,000	(10,000)	-	-	-
WCC PHE Trauma Grant	-	31,417	(31,417)	-	-	-
Rough Sleeping Accommodation Programme	-	51,260	(41,033)	-	(10,227)	-
Rough Sleepers Drug & Alcohol Service	-	22,702	(22,702)	-	-	-
	42,228	475,415	(491,515)	-	(12,840)	13,288
Total Funds	1,218,813	1,451,045	(1,482,293)	68,138	-	1,255,703

20 Purpose of funds

Development Fund

This is a newly designed fund provided to allow for future development of the hostel site.

Worcester City Council – Housing First

A pilot scheme commenced mid-March 20, funded by Worcester City Council. Housing First is an internationally recognised and evidence-based model of housing and support for those with chronic housing, health and social care needs. The aim of Housing First is to end repeat and chronic homelessness for a group of people for whom other services are ineffective. The overall philosophy of Housing First is to provide a stable, independent home and intensive personalised support and case management, to homeless people with multiple and complex needs. Housing First is a different model because it provides housing 'first', as a matter of right, rather than 'last' or as a reward.

Nationwide Kitchen Grant

The community grant supports society's most vulnerable people. The grant is for a period of two years to fund a Kitchen Assistant Training and Employment Programme. Whilst undertaking on-site training, residents work with our full-time Chef & Catering Manager to provide daily meals for our residents. They learn basic catering skills, education on dietary needs, nutritional value, growing & using fresh produce from our established 'kitchen garden' and cooking on a budget. The success of this programme has enabled us to offer employment and progression routes for residents throughout its lifetime.

WCF – Mindfulness Services

Expansion of Holistic Therapy Services to the wider community enabling people experiencing homelessness access to vital mental health provision that they would otherwise be unable to.

West Mercia Police (CCTV)

Enabling the essential upgrade of the hostel's CCTV equipment

National Lottery Community Fund

Supporting salary costs for the Hostel Manager, a contribution towards the Catering Manager salary and some operational costs, including a contribution towards increased utility costs.

WCC - PHE Trauma Grant

To provide weekly on-site counselling to the residents of St Paul's.

21 Material transfers between funds

The funds transfers in the year are as follows: -

The West Mercia Police grant of £1,790 was used to purchase new CCTV which has been capitalised as a Fixed Asset, therefore the fund balance has been cleared to £NIL.

Notes forming part of the financial statements for the year ended 31 March 2024
(continued...)

22 Donations and gifts

Details	Amount £
Legacy - D. Smith	13,750
Legacy - R. Widdowson	217
Worcester Big Sleepout	2,828
St Peter's Baptist Church - Kitchen Vouchers	400
Rodway Family Charitable Trust	1,500
Worcester Mayor's Donation (Xmas Dinner)	350
Dumbeck Charity	500
John Wynn	981
Centurion Management	452
Groundworks UK	1,350
Bromyard Road Methodist Church	300
Worcester City Parish Relief	800
Frank Hillebrand	1,962
Ben Mannion	981
Spring Masters Ltd	1,000
Six Masters Charity	4,500
Black Pear Joggers	1,381
Sanctuary H A	450
St Martin's in the Cornmarket	300
Branwell's Construction	1,000
PCC of St George & St Mary Magdalene	1,000
The Hollybush Quiz Night	580
Rotary Club of Worcester	250
Total Donations £250 and above	36,831
Anonymous, sundry smaller & Personal donations	18,260
Gift Aid	2,424
Total Donations	<u>57,515</u>

ST PAUL'S HOSTEL

England & Wales - Charity number 1043921

Accounts



St Paul's Hostel

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2023

Charity no: 1043921

Company no: 03009035

THURSDAY



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COMPANIES HOUSE

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Legal and administrative information

Company number: 03009035 (England and Wales)

Charity number: 1043921

Trustees:
D J Morris
P M Kinsella (resigned 03/01/2023)
P A Fowler
C Bridges
K D Archer
M A Rothwell
S Turner
F Martin
D Glover
D De Saulles

Chief Executive: Mr J Sutton

**Company Secretary
& Finance Manager:** D A Collins (resigned 29/09/2023)
C P Ginty (appointed 29/09/2023)

Registered Office: Hillborough
Tallow Hill
Worcester
Worcestershire
WR5 1DB

**Independent
Auditors:** RD Accounting Limited (Statutory Auditors)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HR Advisor: June Mills HR Solutions

Chair's Report for the year ended 31 March 2023

This year, our 46th year, the challenges and disruptions brought about by the Covid-19 pandemic have, by and large, now disappeared. There were a few occasions this year when additional Covid protection measures were introduced but nothing compared to the two previous years.

At the AGM in December 2022, Claire Bridges, handover over to myself. Unusually, Claire had volunteered for two periods as Chair. This was agreed by the Board to provide continuity over the pandemic. The Board elected Philip as the Chair along with Frances Martin and Debbie Morris as Vice Chairs.

Highlights 22/23

There have been many highlights in 22/23. These include hosting two High Sheriff visits - the latter concluding with the presentation of High Sheriff awards to two members of staff, one volunteer and four residents or former residents.

The first awards in memory of one of the founding trustees, Robin Sykes, took place at an event hosted by Worcester City Council in the summer. The awards were presented by Sue Sykes. The refurbished front garden, to be named after Robin, had to be postponed, due to the death of the late Queen Elizabeth and will be rescheduled for the spring of 2023.

St Paul's Hostel was successful in continuing to deliver the support service of the pan-county Housing First service. The service will be slightly smaller because Wyre Forest District Council have decided to not continue alongside the other five councils.

Hostel and Resettlement Services

Operations of the services remain very busy. With the exception of a short period in the summer, the hostel service has remained at or near capacity all year. It has not been possible to fill all the Resettlement Houses of Multiple Occupation (HMO). It has become clear that many residents prefer the hostel and feel isolated in these settings. Alongside the support in the hostel our direct access counselling service continued to be effective. Worcestershire Public Health were able to fund counselling this year using two grants from the Office of Health Inequalities (OHID). Additionally with this funding we established alternative therapeutic activities under the leadership of Debbie Collins the Finance Manager and Company Secretary.

Debbie's skills set is complementary but different from counselling and includes mindfulness, life coaching and hypnotherapy. One of the Peer Mentors has linked up with the Birmingham based Hep C Trust and regular clinics are established for bloodborne viruses. St Paul's co-developed with Cranstoun a new Peer Mentoring development and employment framework. This brings much needed coherence to the recruitment, training and development and employment in Peer Mentoring, or employed roles. A new Peer Mentor has undergone training using this framework and is now a Level 1 Peer Mentor supporting the work of Cranstoun, the Drug & Alcohol treatment provider, in the city.

Strategic Objectives

Our strategic objectives require St Paul's Hostel to explain and influence community decision makers about the causes of homelessness and local homeless policy. A comprehensive report was written for Worcestershire County Council Public Health which was used to inform the Joint Strategic Needs Assessment (JSNA). Later in 2022 St Paul's was also approached by a research company, Revealing Reality, to support their commissioned work with the UK Health Security Agency response to Covid.

The CEO has spoken at several public events about our work including Ombersley Golf Club and the Herefordshire and Worcestershire Human Resources annual conference at the Bransford Hotel. He undertook a number of interviews about homelessness and the housing crisis on regional radio.

The quarterly Open House days have re-started after nearly a three-year Covid imposed break. Decision makers, funders and supporters are welcomed to the hostel to see and hear for themselves what we do and talk to some of the people we help.

St Paul's have continued to support external organisations. The Worcestershire Adult Safeguarding Board (WASB) was supported by the co-option of the CEO as a member of the County wide Assurance Panel. The panel monitors the progress against the recommendation re the 2020 Thematic Review into the deaths of rough sleepers in the county. In January 2023, the Assurance Panel concluded not all of the recommendations had been satisfactorily completed and reported such to the Independent Chair of the WASB.

The establishment of a new county Voluntary Sector Alliance has been supported with a Trustee and CEO attending launch events. This Alliance was founded to support the local NHS, but it has also replaced the 'voice of the sector' functions undertaken by Worcestershire Voices. In January 2023 Worcestershire Voices was folded.

In the late winter, Trustees agreed a proposal by Cranstoun, the local drug and alcohol treatment provider, with Manchester Metropolitan University and Queens' University Belfast, to support the co-development and testing of a Wearable Overdose Detection Device and Alert System (WODDAS). The project will be agreed by the summer of 2023 and the pilot of new technology is expected to be in late 2023 or early 2024.

Fundraising

We were successful in securing funding from several grant-giving organisations including Core Costs, something that can be challenging when compared to a specific project related funding. Some of the funding we have secured is as follows:

- Nationwide Community Foundation. We were awarded £50,000 over two years to support the Kitchen Assistant Training programme. With this came the opportunity to work with their grants and media teams to produce a moving and inspiring video "Steve's Story." This video has been an excellent and important resource when seeking funding from other trusts and foundations. <https://www.youtube.com/watch?v=l4RIDi8J53A>
- Garfield Weston Foundation. We were successful in securing £25,000 towards core costs. This grant was then followed by a successful application for multi-year funding, and we have been awarded an additional £25,000 per year for Core Costs for a further two years.
- Eveson Trust. We are grateful for the on-going support from the Eveson Trust and for their grant award of £40,000 towards core costs.
- Rowlands Trust. We were awarded £10,000 towards the refurbishment of the Hostel rooms.

Charity of the Year:

The charity has benefited from two charity partnerships this year: Hewett Recruitment and Worcestershire Advance. The support we have received has been exceptional and has included:

Hewett Recruitment

- a) Delivered employment workshop at the hostel.
- b) Supported our Christmas Shoe Box Appeal for Housing First Residents. 48 Shoes Boxes were donated by all attendees at the Hereford & Worcester Chamber of Commerce HR event to donate a Shoe Box. This meant that every Housing First participant received a Christmas Gift.
- c) Big Worcester Sleep Out 2022 - Provided Corporate sponsorship and submitted a team to attend the event.
- d) Donated a Christmas Tree to the hostel and decorations.
- e) Helped decorate residents' rooms.
- f) As a result of the HR conference, one of the attendees have asked their staff to donate food items that will be delivered to the hostel in the coming weeks.
- g) Hewett Fest - Live music festival in February raised over £1,500.

Worcestershire Advance

- a) Sponsored Bike project Peer Mentor
- b) Attended the Big Worcester Sleep Out
- c) Supporting our Christmas Campaign by donating £250 which enabled our residents to have excellent desserts during the Christmas period.

The Bike mentor oversees the day-to-day running of the project and they have received training from a professional bike mechanic and in-turn teaches those skills to residents. They have salvaged and restored several discarded bikes and has developed a loan system for those residents who do not own a bike. A purpose-built shed was supplied and fitted by D J Timber Buildings Ltd, a local company, which provides a safe place to store bike spares and a work base for restoration.

Big Worcester Sleep Out 14th October 2022

The lead up to the event was surrounded by some uncertainty due to the future of Worcester Warriors Rugby Football Club who went into administration. However, the support received was still excellent.

The event would not have been possible without the hard work, dedication, and determination from the team at the Worcester Warriors Foundation and former staff of the club, who gave their time freely on the evening of the event. We were again supported by AC Catering and the Rapid Response Emergency team who provided an evening BBQ and breakfast for all those attending.

We saw a 65% increase in the number of people attending compared to 2021 with 47% of those attending the event for the first time. In total, the event raised over £10,000 for St Paul's Hostel, Worcester Warriors Foundation and Maggs Day Centre.

Open Days

In October 2023, the Open Days, something we introduced before Covid, were re-started. These events provide our supporters the opportunity to visit the hostel and see first-hand the impact of their support, but also it is an opportunity to invite people not familiar with our work. This year we were privileged to host one of the charity's founders, the Reverend Frank Hillebrand. Frank was one of the original founders who back in the 1970s decided to get together and do something about the number of people who were sleeping on the streets. Frank gave an inspiring and moving account of how St Paul's was started and the problems and challenges they had.

Looking Forward To 2023-24

The strategic challenges for 2023 – 2024 will continue to emerge from the consequences of the geo-political backdrop in Europe and the consequent Cost of Living Crisis.

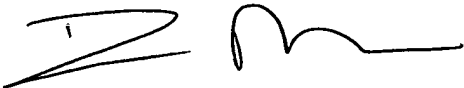
We envisage fundraising and leveraging a fair share of any additional state funding to become more difficult at a time when demand, and the complexity of the problems people face, are increasing. The operational challenges for 2023-24 are likely to be influencing the continuation of funding for Housing First and retaining high quality staff.

Our priorities for 2023-24 are:

- a) Sustain existing services and existing capacity.
- b) Collaborate within the informal or formal alliances to develop additional or improved services to support our mission.
- c) Influence County strategies so they work towards making homelessness in Worcestershire, rare, brief, and non-recurrent.

Date 20/12/2023

Debbie Morris – Vice Chair and Trustee



Trustees' Annual Report for the year ended 31 March 2023

The Trustees present their report and the audited financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Trustees of the charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year are detailed on page 2.

Structure

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee incorporated on 12 January 1995. The company was established under a Memorandum of Association which defines the company's objects and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

St Paul's Hostel was an unincorporated charity prior to incorporation, whose activities began in 1977. The objects of the unincorporated body were broadly similar to the current charity.

Governance and Management

St Paul's Hostel has a Council of Trustees which meets on a regular basis. The Council (the term 'Board' is used) of Trustees met four times in 2022/23. In addition to the members of the Council of Trustees, the Chief Executive and Finance Manager along with the 3 Service Managers and Fundraising Manager (together this is the Leadership and Management Team) attend Trustee Board meetings.

A General Purposes and Finance Sub-Committee was established in October 2012 in view of the expansion of services being offered and to enable more detailed discussion on the financial figures outside of the full Trustees meetings. There were four meetings in the period. The Chief Executive and Finance Manager attend these.

The Trustees delegate the responsibility for the day-to-day operation of the charity to Management staff led by the Chief Executive with delegated powers. In addition to the full and part time staff, the charity also uses volunteer workers whose value cannot be precisely measured in terms of cost. The volunteers are under the supervision and coordination of each Service Manager. Volunteers have numerous roles, but the majority provide daily kitchen serving duties.

At the present time, the staff consists of:

- 1 Chief Executive
- 1 Finance Manager and Company Secretary (part time)
- 1 Housing Manager
- 2 Housing Officers
- 1 Housing Services Manager (part time)
- 9 Project Workers (full and p/time)
- 2 Housekeepers (part time)
- Up to 2 Relief Workers (part time)
- 1 Fund Raising Manager
- 1 Finance Officer (part time)
- 1 Chef and Catering Manager
- Up to 3 part time Kitchen Assistants (often found from residents or former residents)

The Worcestershire Housing First Pilot service ended in March 2023 after 3 years. A very slightly smaller service is to be continued for at least 2023-25 and St Paul's Hostel were awarded the contract to provide the support service. This service currently employs:

- 1 Housing First Service Manager
- 6 Housing First Case Managers (will be 5 in 2023-25)
- 1 Peer Support Worker

In addition, the Hostel staff are supported by up to 20 volunteers

Trustees' Annual Report for the year ended 31 March 2023 (continued...)

Recruitment and appointment of new trustees

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles are known as "Trustees". The Board of directors is referred to as the "Council of Trustees".

Every member currently contributes £1 and from the membership is elected the Council of Trustees who in their turn may appoint a Management Committee to organise the day-to-day running of the charity. The Council of Trustees in office during the year is shown on the previous page together with the legal details of the charity.

While the first Point of Contact for potential trustees is the CEO, the Chair of Trustees coordinates selection of Trustees, thereby preserving the necessary separation between governance and operations.

The term of office for the Chair and Vice Chair shall be as near as possible to three years. However, a retiring officer may, if the Trustees think fit and he/she is willing to continue in office, be re-elected. The maximum term of office is ten years. The secretary and one third of other Council members must retire at each Annual General Meeting but may offer themselves for re-election.

The Management Team is supported by the Finance and General Purposes sub-committee of Trustees who make recommendations to the Board of Trustees on finance, property, strategic planning and human resources matters and execute any delegated matter set by Trustees.

The Council of Trustees is aware of the specific needs of the charity's client group and the balance of expertise of existing trustees. Potential new Trustees are identified by the Trustees, often from the large pool of volunteers and are invited to offer themselves for election to the Council.

Induction and training of new trustees

Most Trustees are already aware of the charity's work prior to their appointment and indeed the profile of the charity and its work is the primary motivation to volunteer. Trustees understand their duties as charity trustees and company directors and training is offered with external national providers. They meet the Chief Executive and Finance Manager and visit the services to understand the culture and ethos of St Paul's. They have available up to date guidance on responsibilities for being a Trustee published by the Charity Commission.

Risk management

There is an up-to-date Risk Management Policy. Risks are identified, assessed and controlled with some High Probability and/or High Impact risks being elevated from the Leadership and Management Team to the Finance Sub-Committee, or the Board of Trustees. Monitoring procedures have been put in place to evaluate on a continuing basis, levels of risk exposure and to review at a Board (strategic) and Leadership and Management (operational) level.

Objectives and aims

The principal activity of the company, in the year under review, was that of providing accommodation for the single homeless. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the objectives and aims they have set.

The main objective of the charity is as follows: "to provide relief either generally or individually of persons in the Midlands who are suffering from homelessness, poverty or are in conditions of need, hardship or distress particularly but not exclusively by the provision of accommodation and related support services." From this we have crafted our mission: *to help people live through homelessness*.

Our values are:

- a. Respect for others. We will always treat people in the way we would want to be treated ourselves.
- b. People can change. With encouragement, perseverance and through appropriate relationships, people can change.

Trustees' Annual Report for the year ended 31 March 2023 (continued...)

- c. Fairness. We will treat everyone in our services fairly. This means we will do our very best to get everyone what they need. Being fair does not mean everyone will always get the same things, as it depends on a person's assessed need.
- d. Self-help. Individual responsibility for change is important, if change is to occur.
- e. Knowing our limits. We know what we are good at and what we are not. There are limits to the help we can offer and where we cannot help, we always explain why.
- f. The Community. The individual is important, but we have a bias towards the well-being of the community.
- g. A strength-based approach. In helping people, we take into account what a person has and what they can do, rather than what they do not have and what they cannot do.

Achievements and Performance

Summary of Main Achievements

- a. Hostel occupancy levels have remained high at 92% this year and the hostel accommodation has helped over 60 people this year.
- b. Provision of the Cognitive Behavioural Therapy (CBT) counselling service to over 70 people. The waiting time is less than 2 days with compares very favourably to national NHS guidance under the IAPT programme
- c. ¹ In 2022-23 we enhanced our therapeutic services with alternative therapies, including mindfulness for 5 hours per week.
- d. Three residents have taken part in our kitchen assistant scheme.
- e. St Paul's supports the Worcester Cares Homeless Forum. The membership expanded to include all Worcester Street kitchens (soup kitchens) and this year the City Council have incorporated Worcester Cares as the de facto City Homelessness forum supporting the City Council in its consideration of services as well as providing collaborative solutions, such as food, to people in or near crisis.

How our activities deliver public benefit

The main areas of activity and whom we try to help are described below. Also, we aid people who find themselves needing help to alleviate drug or alcohol addiction, often closely related to rough sleeping or homelessness.

The capabilities we have to meet these objectives include safe and secure accommodation, individual and group counselling, wellbeing sessions, life skills training, job coaching and training.

The CEO co-opted to the Board of Healthwatch Worcestershire, with specific responsibilities for homelessness health services.

St Paul's Hostel

St Paul's hostel is central to our service. It has facilities for 42 people plus two self-contained resettlement flats on the same site. The charity provides accommodation, now all single rooms, nutritious food and tenancy support. The Project Workers undertake tasks to help people manage their accommodation and build self-efficacy to establish themselves as able to live an inter-dependent life.

St Paul's Resettlement Service

St Paul's own 2 properties and rent 2 Houses of Multiple Occupation (HMO) that are known as resettlement properties. These 18 beds provide the next step from the hostel, using the *Housing Ready* philosophy. From this stage, staff offer Housing Management services to help a person retain the tenancy, building resilience and self-efficacy. In 2023 one of the 2 rented HMOs, will be handed back to its owner, due to low occupation.

¹ 75% finish course of treatment within 6 weeks or 95% within 18 weeks.

Trustees' Annual Report for the year ended 31 March 2022 (continued...)

St Paul's Counselling Service

The in-house CBT counselling service provides almost immediate access to an accredited counsellor for crisis intervention or therapy. Service utilization is above 96% and we have further reduced the waiting time for appointments.

Housing First Project

The Worcestershire Housing First Pilot, funded by the Business Rates Retention funding from Worcestershire County Council and 6 district councils continued until 31 March 2023. During the 3 years of operation, it has rehomed over 50 people, who had previously been deemed very difficult to house by Local Authorities. Unfortunately, 3 people in that service have died. The University of Worcester will publish an evaluation using similar framework to the national Housing First pilots in Manchester, Liverpool and Birmingham. The Worcestershire Housing First pilot is not part of the 3 national pilots; however, the tenancy sustainment rates compare more than favorably to these pilots.

Financial Review

High levels of occupancy and a higher level of grants, legacies and donations have helped substantially to reduce the budgeted deficit for this financial year, which was welcome news. The key financial risk for the coming year continues to be the funding of those services not funded by Housing Benefit Income, namely Counselling and Therapeutic Services and the Kitchen Service Project. However, we have been fortunate in already securing some part funding for these activities for the next financial year.

Plans for future periods

Our future plans will focus on:

- Creating a work force of people who have the right skills, competencies, and attitude of mind to work in a Trauma Informed way.
- Deliver Trauma-Informed services that meet the needs of the homeless person and prevent the need to re-access homeless services in the future.
- Change public attitudes towards homelessness at the local and regional level, so that the public want change and homelessness is less likely.
- Have sustainable income and a capital investment programme, so we can help homeless people until homelessness is ended.

Reserves policy

The Trustees have reviewed the charity's needs for reserves in accordance with the guidance issued by the Charity Commission and have considered the desirability of holding sufficient funds to meet unexpected disruption of the income flow. The level of reserves held at the year-end were as follows: -

- a) Total funds (Restricted and Unrestricted) - £1,255,703 (2022: £1,218,813)
- b) Restricted funds - £13,288 (2022: £42,228)
- c) Designated funds - £300,000 (2022: £Nil)
- d) Non liquid funds (held as fixed assets/programme related investments) - £620,604 (2022: £596,651)

After making allowances for items B to C above free reserves amounted to £321,811 (2022: £579,934)

The designed fund of £300,000 is in relation to anticipated future development costs, the trustees consider this expenditure will be incurred within the next 3 years.

On this basis, The Trustees consider that the reserves are at a realistic level to ensure the effective and efficient running of the charity.

Trustees' Annual Report for the year ended 31 March 2023 (continued...)

Related Parties

None of our trustees receive remuneration or any benefit from their work with the charity. Any connection between a trustee or senior management of the charity with any grant providers, customers, suppliers or beneficiaries must be disclosed to the board of trustees.

The trustees and management also aim to maintain and develop sustainable relationships with local authorities and other charities/organisations as required.

Trustees' responsibilities

The trustees (who are also directors of St Paul's Hostel for the purposes of company law) are responsible for preparing the Trustees' Annual 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102)
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by Board of Trustees on 6th December 2023

Debbie Morris – Vice Chair and Trustee



Independent Auditor's Report

Opinion

We have audited the financial statements of St Paul's Hostel (the 'charitable company') for the year ended 31 March 2023 which comprise the statement of financial activities, balance sheet, cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement at the end of the Trustees Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Our audit process involves determining a suitable materiality level and assessing the overall risk of material misstatement, including how fraud may occur. Our core procedures in relation to fraud and error include:

- Identifying laws and regulations that could reasonably give rise to a material misstatement in the financial statements.
- Enquiring with management and office holders on their own considerations on fraud
- Considering financial pressures, incentives, opportunity, and motivations that may lead to fraud.
- Reviewing areas where management is required to make significant subjective judgements (the key areas identified for St Paul's Hostel include fixed asset valuation/depreciation and allocation of restricted fund expenditure)
- Ensuring expenditure is within the scope of the charities' aims and objectives, is in line with restricted funding requirements and is properly authorised.
- Reviewing manual journal entries to ensure they are appropriate and not subject to any bias, thus reducing the risk of misstatement due to management override of controls.

Our procedures are tailored to the specific risks we have identified for St Paul's Hostel and are based on our detailed knowledge and understanding of the charity and its environment.

There is an inherent risk that our audit will not detect all irregularities, including those resulting in material misstatement in the financial statements or non-compliance with regulation. This risk is greater in respect of fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

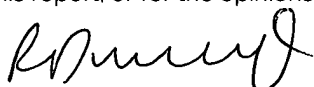
As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation (i.e., gives a true and fair view).

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Richard Dunkley (Senior Statutory Auditor)
RD Accounting Limited (Statutory Auditor)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Date:

22/12/2023

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2023

	<u>Notes</u>	<u>Total Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2023</u> £	<u>Total Funds 2022</u> £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	186,526	89,119	275,645	293,706
Charitable activities	4	770,656	386,296	1,156,952	1,070,840
Investment income	3	18,448	-	18,448	14,138
Total Income and Endowments		975,630	475,415	1,451,045	1,378,684
EXPENDITURE ON					
Direct charitable activities	5	730,785	391,398	1,122,183	1,006,445
Central overhead costs	6	259,993	100,117	360,110	307,466
Total Expenditure		990,778	491,515	1,482,293	1,313,911
NET INCOME / (EXPENDITURE)		(15,148)	(16,100)	(31,248)	64,773
Transfers between Funds	21	12,840	(12,840)	-	-
Net incoming/(outgoing) for the year before other recognised gains and losses		(2,308)	(28,940)	(31,248)	64,773
Gains/(losses) on revaluation of investments	13	(19,362)		(19,362)	40,649
Revaluation of social investments	11	87,500		87,500	-
Net movement in funds	19	65,830	(28,940)	36,890	105,422
Total funds brought forward		1,176,585	42,228	1,218,813	1,113,391
Total funds carried forward		1,242,415	13,288	1,255,703	1,218,813

Company registration number: 03009035


Balance Sheet as at 31 March 2023

	<u>Notes</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u>	<u>2023</u> <u>Total Funds</u> £	<u>2022</u> <u>Total funds</u> £
FIXED ASSETS					
Tangible assets	10	243,104	-	243,104	306,651
Social investments	11	377,500	-	377,500	290,000
		<u>620,604</u>	<u>-</u>	<u>620,604</u>	<u>596,651</u>
CURRENT ASSETS					
Debtors	12	26,328	-	26,328	20,305
Investments	13	492,295	-	492,295	511,657
Cash at bank and in hand		316,817	38,288	355,105	465,841
		<u>835,440</u>	<u>38,288</u>	<u>873,728</u>	<u>997,803</u>
CREDITORS					
Amounts falling due within one year	14	(96,629)	(25,000)	(121,629)	(222,641)
NET CURRENT ASSETS		<u>738,811</u>	<u>13,288</u>	<u>752,099</u>	<u>775,162</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,359,415</u>	<u>13,288</u>	<u>1,372,703</u>	<u>1,371,813</u>
CREDITORS					
Amounts falling due after more than one year	16	(117,000)	-	(117,000)	(153,000)
NET ASSETS		<u>1,242,415</u>	<u>13,288</u>	<u>1,255,703</u>	<u>1,218,813</u>
FUNDS					
Unrestricted funds	19			553,500	855,808
Designated funds				300,000	-
Revaluation reserve				388,915	320,777
Restricted funds				13,288	42,228
				<u>1,255,703</u>	<u>1,218,813</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

The financial statements were approved by the Board of Trustees on 6th December 2023 and were signed on its behalf by:

D Morris – Vice Chair and Trustee




Statement of Cash Flows for the year ended 31 March 2023

	<u>2023</u>	<u>2022</u>
	£	£
Net income / (expenditure) for year	(31,248)	64,773
Dividends receivable	(16,717)	(14,084)
Interest receivable	(1,666)	(54)
Depreciation and impairment of tangible fixed assets	71,188	71,197
(Increase) / decrease in debtors	(6,023)	(9,287)
Increase / (decrease) in creditors	(137,012)	(117,368)
Net cash flow from operating activities	<u>(121,478)</u>	<u>(4,823)</u>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(7,641)	(28,495)
Proceeds from sale of tangible fixed assets		
Interest received	1,666	54
Dividends received	16,717	14,084
Net cash flow from investing activities	<u>10,742</u>	<u>(14,357)</u>
Net increase / (decrease) in cash and cash equivalents	(110,736)	(19,180)
Cash and cash equivalents at the beginning of the reporting period	465,841	485,021
Cash and cash equivalents at the end of the reporting period	<u>355,105</u>	<u>465,841</u>

Notes forming part of the financial statements for the year ended 31 March 2023

1 Accounting policies

(a) Basis of preparation

St Paul's Hostel is a charitable private company (incorporated in England / Wales). In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activity was that of providing accommodation for the single homeless and further details can be found in the trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The charity does not currently have any endowment funds.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Rental income in respect of the hostel and resettlement housing is included on an accruals basis in the period to which it relates.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from government and other grants are recognised at fair value, when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Where costs cannot be directly attributed to particular headings they are included in central overhead (support) costs. These include project management, finance, administration and general office overheads.

Notes forming part of the financial statements for the year ended 31 March 2023

(continued...)

(e) **Investments**

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

(f) **Pension costs**

The charitable company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period to which they relate.

(g) **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Freehold property	nil
Fixtures and fittings	over 4 to 5 years
Motor vehicles	25% on reducing balance
Capital works programme	over 7 to 8 years

(h) **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. No assets are currently held under finance leases.

(i) **Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(j) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(k) **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(l) **Programme related social investments**

St Paul's owns two freehold properties, which are used as resettlement housing and thus specifically contribute to the charity's charitable purposes. These properties are held at market value provided this amount can be measured reliably otherwise they are measured at cost less any provision for diminution in value.

(m) **Donated Goods, Services and Facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised (refer to the trustees' annual report for more information about their contribution).

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The charity currently pays a management charge to Fortis Living for the use of the hostel which amounts to £44,784 per annum. Given the unique nature of the property and its purposes a market rental can not be measured accurately and therefore there are no donated facilities transactions recognised in respect of this facility.

Notes forming part of the financial statements for the year ended 31 March 2023
(continued...)

2 Income from donations and legacies

		2023	2022
		£	£
Gifts and donations	(See note 22)	53,693	121,545
Grants		221,952	172,161
		<u>275,645</u>	<u>293,706</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Eveson Trust	40,000	30,000
Worcester County Council	36,645	34,944
Garfield Weston	25,000	30,000
Nationwide Kitchen Grant	25,000	-
Rough Sleepers Drug & Alcohol Service	22,702	-
Public Health England	19,255	24,088
Albert Hunt	7,000	5,000
Rowlands Trust	10,000	-
Beatrice Lang Trust	5,000	-
29th May Charity	5,000	-
Montal Charitable Trust	5,000	-
Roger & Douglas Turner Charitable Trust	3,000	-
Worcester Community Funding	3,000	22,450
Peer Mentor Programme	2,600	-
Archer Trust	2,000	4,000
Arnold Clark	2,000	-
Hedley Foundation	2,000	-
ASDA Foundation	2,000	-
Willis Trust Wellness Grant	2,000	-
Worcestershire Advance	1,000	-
F&C Grant	1,000	-
Mentor Worcestershire - Grant	750	-
National Lottery		10,000
Platform Housing		5,880
B&Q Foundation		4,800
Sir Jules Thor		1,000
	<u>221,952</u>	<u>172,161</u>

3 Investment income

	2023	2022
	£	£
Dividends received	16,717	14,084
Deposit account interest	1,731	54
	<u>18,448</u>	<u>14,138</u>

Notes forming part of the financial statements for the year ended 31 March 2023 (continued...)

4 Incoming Resources from Charitable Activities

	2023	2022
	£	£
Housing Benefit Rent	679,654	662,031
Private Rent	88,842	83,677
Worcester City Council - Housing First	335,036	316,456
Sundry Income	2,160	8,676
	<u>1,105,692</u>	<u>1,070,840</u>

5 Direct expenditure on charitable activities

	2023	2022
	£	£
Hostel, Housing First & Resettlement costs		
Salaries, NI & Pension	724,876	666,148
Rents	66,684	65,340
Utilities	58,996	50,224
Repairs & Renewals	36,203	23,519
Insurances	16,305	14,909
Telephone	6,940	5,951
Food Costs	70,290	59,257
Client Welfare	20,221	20,221
Counselling Costs	57,118	34,278
Cleaning Consumables	23,495	18,302
Other Costs	3,521	4,855
Bad Debt Provision	6,289	12,751
	<u>1,090,938</u>	<u>975,755</u>

	2023	2022
	£	£
Project costs		
Fundraising Costs	5,288	5,589
Direct Project Costs	-	9,999
Client Welfare	25,957	15,102
Staff Training	-	-
	<u>31,245</u>	<u>30,690</u>

Total direct expenditure on charitable activities	<u>1,122,183</u>	<u>1,006,445</u>
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Notes forming part of the financial statements for the year ended 31 March 2023
(continued...)

6 Central overhead / support costs

	2023	2022
	£	£
Salaries, NI & Pension	161,542	159,078
Office Costs	14,296	12,193
IT Costs	18,106	16,194
Legal, Consultancy & Professional fees	31,613	4,120
Subscriptions	6,377	4,760
Accountancy & Audit Fees	7,205	5,959
Staff Training/Welfare	48,382	32,501
Staff Recruitment	-	-
Bank Charges	1,401	1,464
Depreciation & (profit)/loss on disposal of assets	71,188	71,197
	<u>360,110</u>	<u>307,466</u>

7 Net Incoming/(outgoing) resources

Net resources are stated after charging/(crediting)

	2023	2022
	£	£
Independent Auditor's fee	3,550	2,344
Fee for preparation of accounts	1,200	1,200
Depreciation - owned assets	71,188	71,197
Operating leases for property	66,684	65,340
Operating leases for equipment	11,277	6,859

8 Trustees remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

There were no trustees' expenses paid for the year ended 31 March 2023 (2022: NIL).

Notes forming part of the financial statements for the year ended 31 March 2023 (continued..)

9 Staff costs

	2023	2022
	£	£
Wages and salaries	798,308	730,306
Employers National Insurance	70,412	59,748
Defined contribution pension costs	17,185	15,172
	<u>885,904</u>	<u>805,226</u>

The average monthly number of employees during the year was 33 (2022: 31). The average number of full-time equivalent employee was estimated to be 23 (2022: 22)

No employees received emoluments in excess of £60,000 during the year (excluding employer's pension contributions).

Total remuneration paid to key management personnel was £90,638 (2022: £95,323) during the year (excluding employers pension contributions).

The charity contributes to individual pension schemes, which are defined contribution pension schemes, and the amounts charged to the income and expenditure accounts for the year are as stated above.

10 Tangible Fixed Assets

	Fixtures, Fittings and Equipment	Motor Vehicles	Totals
	£	£	£
COST			
As at 1st April 2022	565,528	3,500	569,028
Additions	4,641	3,000	7,641
Disposals	(65,419)	(3,500)	(68,919)
As at 31st March 2023	<u>504,750</u>	<u>3,000</u>	<u>507,750</u>
DEPRECIATION			
As at 1st April 2022	260,354	2,023	262,377
Charge for the year	68,961	2,227	71,188
Eliminated on disposal	(65,419)	(3,500)	(68,919)
As at 31st March 2023	<u>263,896</u>	<u>750</u>	<u>264,646</u>
NET BOOK VALUE			
At 31st March 2022	<u>305,174</u>	<u>1,477</u>	<u>306,651</u>
At 31st March 2023	<u>240,854</u>	<u>2,250</u>	<u>243,104</u>

Notes forming part of the financial statements for the year ended 31 March 2023
(continued...)

11 Social Investments – programme related

	2023	2022
	£	£
COST OR VALUATION		
At 1st April 2022	290,000	290,000
Additions	-	-
Revaluations	87,500	-
Disposals	-	-
At 31st March 2023	<u>377,500</u>	<u>290,000</u>

Following professional valuations, social Investment properties have been revalued to £377,500 with an original cost of £150,009.

12 Debtors: Amounts falling due within one year

	2023	2022
	£	£
Trade debtors	23,800	14,605
Prepayments & accrued income	5,528	5,700
	<u>29,328</u>	<u>20,305</u>

13 Current asset investments

	2023	2022
	£	£
COIF Charities Investment Fund	492,295	511,657
	<u>492,295</u>	<u>511,657</u>

The movement in the year of £19,362 is in relation to changes in market value, there were no disposals in the year. The original cost of the investment was £300,000.

14 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade Creditors	14,980	14,028
Accruals	17,061	14,753
Deferred Income (see following note)	25,000	133,897
Social Security & other taxes	26,454	22,459
Other Creditors	2,134	1,504
Concessionary loan - Platform Housing	36,000	36,000
	<u>121,629</u>	<u>222,641</u>

Notes forming part of the financial statements for the year ended 31 March 2023
(continued...)

15 Deferred incoming resources

Incoming resources are deferred in accordance with section 5.24 of the Statement of Recommended Practice (FRS102) whereby income is subject to performance-related conditions.

	1.4.22	Received during the year	Released to revenue	31.03.23
	£	£	£	£
Worcester City Council - Housing First	83,897		(83,897)	-
Natonwide	50,000		(25,000)	25,000
	<u>133,897</u>	<u>-</u>	<u>(108,897)</u>	<u>25,000</u>

16 Creditors due over 1 year

	2023	2022
	£	£
Concessionary loan - Platform Housing	117,000	153,000
	<u>117,000</u>	<u>153,000</u>

Amounts due over 5 years is £NIL (2022: £NIL).

An interest free loan from Platform Housing was taken out in December 2019 to cover extensive capital works undertaken at the Hostel (as represented within fixed assets). The loan is deemed to be a 'Concessionary Loan' in accordance with paragraph PBE34.88 of FRS102 and therefore has not been discounted.

17 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2023	2022
	£	£
Not later than one year	2,514	28,069
Later than one and not later than five years	1,080	3,594
Later than five years	-	-
	<u>3,594</u>	<u>31,663</u>

18 Related parties

During the year Deborah Collins (company secretary & finance manager) provided holistic services including Mindfulness and Thought Therapy to residents and staff through her company, Just One Thought Ltd. The total for these services amounted to £8,140 (2022: None).

Notes forming part of the financial statements for the year ended 31 March 2023 (continued.)

19 Movement in funds

	At 1.4.22	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.23
	£	£	£	£	£	£
Unrestricted funds						
General Fund	855,808	975,630	(990,778)	-	(287,160)	553,500
Revaluation reserve	320,777	-	-	68,138	-	388,915
Development Fund	-	-	-	-	300,000	300,000
	1,176,585	975,630	(990,778)	68,138	12,840	1,242,415
Restricted funds						
Worcester City Council - Housing First	39,615	335,036	(361,363)	-	-	13,288
Nationwide Kitchen Grant	-	25,000	(25,000)	-	-	-
Worcester City Council - Street Café	2,613	-	-	-	(2,613)	-
Rowlands Trust - Hostel Rooms Upgrade	-	10,000	(10,000)	-	-	-
WCC PHE Trauma Grant	-	31,417	(31,417)	-	-	-
Rough Sleeping Accommodation Programme	-	51,260	(41,033)	-	(10,227)	-
Rough Sleepers Drug & Alcohol Service	-	22,702	(22,702)	-	-	-
	42,228	475,415	(491,515)	-	(12,840)	13,288
Total Funds	1,218,813	1,451,045	(1,482,293)	68,138	-	1,255,703

Notes forming part of the financial statements for the year ended 31 March 2023 (continued..)

Prior year movement in funds

	At 1.4.21	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.22
	£	£	£	£	£	£
<u>Unrestricted funds</u>						
General Fund	779,521	997,600	(929,730)	-	8,417	855,808
Revaluation reserve	280,128	-	-	40,649	-	320,777
	1,059,649	997,600	(929,730)	40,649	8,417	1,176,585
<u>Restricted funds</u>						
Eveson Trust - Support Worker	19,116	-	(20,154)	-	1,038	-
Worcester City Council - Housing First	22,950	316,456	(299,791)	-	-	39,615
Rowlands Trust - Hostel Rooms Upgrade	4,800	-	(4,800)	-	-	-
Worcester City Council - Street Café	6,876	5,736	(9,999)	-	-	2,613
Bike Project Fund	-	12,128	(2,673)	-	(9,455)	-
WCF Fund - Trauma Informed Manager	-	20,000	(20,000)	-	-	-
B&Q Foundation	-	4,800	(4,800)	-	-	-
Platform KA Salary	-	5,880	(5,880)	-	-	-
Archer Trust	-	4,000	(4,000)	-	-	-
WCC PHE Trauma Grant	-	12,084	(12,084)	-	-	-
	53,742	381,084	(384,181)	-	(8,417)	42,228
<u>Total Funds</u>	1,113,391	1,378,684	(1,313,911)	40,649	-	1,218,813

20 Purpose of funds

Development Fund

This is a new designed fund provided to allow for future development of the hostel site.

Worcester City Council – Housing First

A pilot scheme commenced mid-March 20, funded by Worcester City Council. Housing First is an internationally recognised and evidence-based model of housing and support for those with chronic housing, health and social care needs. The aim of Housing First is to end repeat and chronic homelessness for a group of people for whom other services are ineffective. The overall philosophy of Housing First is to provide a stable, independent home and intensive personalised support and case management, to homeless people with multiple and complex needs. Housing First is a different model because it provides housing 'first', as a matter of right, rather than 'last' or as a reward.

Nationwide Kitchen Grant

The community grant supports society's most vulnerable people. The grant is for a period of two years to fund a Kitchen Assistant Training and Employment Programme. Whilst undertaking on-site training, residents work with our full-time Chef & Catering Manager to provide daily meals for our residents. They learn basic catering skills, education on dietary needs, nutritional value, growing & using fresh produce from our established 'kitchen garden' and cooking on a budget. The success of this programme has enabled us to offer employment and progression routes for residents throughout its lifetime.

Rowlands Trust

A grant for an essential upgrade and maintenance program; specifically, towards to cost of refurbishing hostel rooms.

Worcester City Council – Street Café

Worcester City Council provided a grant to the Street Feeding Stations (AKA Soup Kitchens) during the summer. This was to support their Homeless Prevention work. St Paul's acted as the bank and undertook a very simple contract with the City Council, subsequently distributing the allocation equitably to each SFS. This approach was taken because one of the SFS is not a charity and picking one from 5 would have created tension between them.

WCC - PHE Trauma Grant

To provide weekly on-site counselling to the residents of St Paul's.

Rough Sleeping Accommodation Programme

The Rough Sleeping Accommodation Programme is a national initiative, received via Worcester City Council. The funding is helping people with histories of sleeping rough or at risk of sleeping rough by providing specialist staff to support occupants towards independent living.

Rough Sleepers Drug & Alcohol Service

The aim of this funding is to provide additional support to people experiencing, or are at risk of, rough sleeping. It is not to replace funding for a service that already exists or posts that do not meet this aim.

21 Material transfers between funds

The funds transfers in the year are as follows: -

Rough Sleeping Accommodation Program - A contract for this work was never produced by the council. The project was cancelled, and the member of staff incorporated into the Housing First project. The £10,227 remaining has been taken as a contribution to St Paul's overheads.

The Street Café project has ended therefore the small balance remaining has been taken to general funds.

Notes forming part of the financial statements for the year ended 31 March 2023
(continued...)

22 Donations and gifts

Details	Amount £
Earlby Property	5,750
Six Masters Charity	5,000
Estate of Mrs T L Little	4,879
Worcester Big Sleepout	3,434
Hewitt Recruitment	1,518
Susanah Stennet	1,442
SPH	1,000
Thursfield Legal	1,000
Edward & Doherty Cadbury	1,000
Springmaster	1,000
John Wynn	981
Worcester Parish Relief	800
Natalie James	800
Worcester Severn Valley Rotary Club	740
Estate of Mrs Barbara Arnold	500
A V Brand Funeral Directors	500
The Provincial Grand Chapter	500
K Greenfield	500
C M Aavold Charitable Trust	300
St Martins Cornmarket	300
Bromyard Methodist Church	300
C Blackman	250
Pauline Thorpe	250
Total Donations £250 and above	32,744
Anonymous Donations over £250	1,365
Anonymous, sundry smaller & Personal donations	17,737
Gift Aid	1,847
Total Donations	<u>53,693</u>

ST PAUL'S HOSTEL

England & Wales - Charity number 1043921

Accounts



St Paul's Hostel

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2022

Charity no: 1043921

Company no: 03009035

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Legal and administrative information

Company number: 03009035 (England and Wales)

Charity number: 1043921

Trustees: D J Morris
P M Kinsella
P A Fowler
C Bridges
H N Watts resigned 02/01/2022
K D Archer
M A Rothwell
S Turner
F Martin
D Glover
D De Saulles

Chief Executive: Mr J Sutton

**Company Secretary
& Finance Manager:** D A Collins

Registered Office: Hillborough
Tallow Hill
Worcester
Worcestershire
WR5 1DB

**Independent
Auditors:** RD Accounting Limited (Statutory Auditors)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HR Advisor: June Mills HR Solutions

Chair's Report for the year ended 31 March 2022

This year, our 45th started where the last ended; still amongst the unforeseen challenges, disruptions and delays brought about by the Covid-19 pandemic and national response to it.

All of our services continued to operate throughout the pandemic with only very limited restrictions to protect staff and beneficiaries. Covid pandemic mitigation measures – mask wearing, routine testing, hand washing etc – remained in place.

The uptake of the vaccine offer was strong. There were a few beneficiaries who were vaccine hesitant, but with the use of modest incentives the vast majority took the offer. For those vaccine hesitant we worked with local Public Health and Healthwatch Worcestershire to understand how attitudes could be changed. Attitudes were stubborn and there was only limited success in changing minds.

In early December 2021 six residents in the hostel tested positive and some staff also caught the infection. The outbreak lasted 3 weeks.

We are proud that covid infections did not occur in the hostel for 623 days after the first lockdown in 2020. There were no deaths in the beneficiary or staff community and no cases of hospitalisation. Regretfully, in November 2021, the husband of a member of the hostel staff, died as a result of Covid infection.

There are two important County strategies that are expected to be consulted upon before publication later this year. Both strategies are important to the beneficiaries of St Paul's.

- a) Worcestershire County Council Health and Well Being Board decided to consult the public, on the revised direction of travel for the 2022-25 Health and Well Being strategy. The consultation will seek public feedback on a proposal that the strategy has more of an 'upstream' focus, including the wider social and economic determinants of health. The public consultation begins in April 2022.
- b) The district councils are reviewing the county homelessness strategy that is due for review by the end of 2022. In the autumn of 2021, the CEO was invited to contribute to initial phase of the strategic review. This included the agreement of a unifying purpose, strategic objectives and strategic principles. A consultation of this strategy is anticipated in the late summer 2022.

The Health and Care Bill is expected to achieve Royal Assent in the summer. The main purpose of the legislation is to establish a legislative framework that supports collaboration and partnership-working to integrate services for patients. Locally, St Paul's is working within the Voluntary and Community Sector (VCS) to understand the implications of the new arrangement and to develop a VCS - ICS Alliance.

St Paul's Hostel has joined an alliance innovative in Worcester, called the Worcester Grass Roots Alliance (WGA). The other members are Transition Worcester, Duckworth Trust, Worcester Community Trust, Worcester Environmental Group and Tolladine Mission. The WGA is a Community Benefit Society (CBS) and is registered with the Financial Conduct Authority. It combines the benefits of charitable status (taxation concessions) with some of the characteristics of a share company. It has limited liability and the ability to issue share capital and potentially return interest on capital invested. The WGA has a number of projects it wishes to jointly pursue including a new City base 'hub', but also to pursue decarbonisation, new housing and improvements to the local environment.

Recruitment and retention of staff has become more difficult. Trustees took the decision to adopt the Real Living Wage rather than the legally mandated National Living Wage. In their considerations they took into account the cost-of-living crisis that emerged in the spring of 2022. Adopting the Real Living Wage is good for society because it helps to reduce poverty, a key causation of homelessness.

Towards the end of the year, Worcester City Council asked us to help them with the Rough Sleeper Accommodation Programme (RSAP). The RSAP programme was born out of the Department for Levelling Up, Housing and Communities capital investment funding from the 2020 pandemic and is delegated to Local Authorities with capital grants administered through Homes England. In Worcester there will be 8 new self-contained accommodation units, purchased and renovated from the open market by Citizen Housing. These units will be ring fenced for people who experience long-term or recurrent homelessness, and the capital will support the units for 30-years. The 'Housing-Led' approach, a close cousin to the Housing First philosophy, is to be used and our expertise made St Paul's a natural partner.

Chair's Report for the year ended 31 March 2022 (Continued...)

Fundraising

- a) We were very fortunate to receive continued support from Grants, Donations and Legacies this year, which has allowed us to fund our in-house Counselling, refurbishment of the front-garden and staff and resident well-being sessions. We are very grateful for the ongoing support we have received during these difficult times. Further analysis is included in the notes to the accounts.
- b) Cycle project: We launched our first Crowdfunding appeal to secure funding towards the launch of our Bike Maintenance project. The appeal successfully raised £12K.
- c) Big Sleep Out 2021 took place at the Sixways Stadium in Oct 21. Numbers were down on the previous year, as a result of the continuing impact of COVID-19. The event raised over £18K and was split between Maggs Day Centre, Warriors Foundation and ourselves. We look forward to the 2022 event.

Hostel and Resettlement

Together the hostel and our resettlement Houses of Multiple Occupation (HMO) use the 'Housing Ready' approach. Inflow into the hostel and outflow into the HMOs has slowed as a result of Covid-19 and the lock down. This year transitions remained quite static. Over the year a minor restructuring was undertaken to create two Housing Officer positions, working for the Housing Manager. Over the period 1 April 2021 to 31 March 2022:

- a) Number of referrals accepted was 50
- b) Number of referrals declined was 95
- c) Number of counselling hours delivered was 583
- d) Number who abandoned their placement was 8
- e) Number who moved out of St Paul's to Social Housing 6
- f) Number moved out of St Paul's to PRS 4
- g) Number who move from Resettlement to Social Housing 1
- h) Number who moved from Resettlement to PRS 1

2021 – 2022 has been positive in many ways. The mini restructure has been successful in enabling us to focus on key areas such as support to residents and staff, referrals, occupancy and rent payments. Overall, the atmosphere within the Hostel is positive, with residents feeling settled and secure.

In the early spring new hard-wearing flooring was fitted in the majority of the hostel corridors to replace the tired looking linoleum flooring that became difficult to keep clean. Corridor walls were also given a fresh coat of paint and together this has brightened up the hostel. The TV room also received a make-over.

Residents of the hostel can take part in boxing, run by a volunteer and in the summer, yoga has been added to evening activities.

Renovation of the enclosed courtyard that is used to enter the hostel main entrance took place in December 2021. The space now has wooden planters, trellis work, wooden cladding around the hostel entrance and a small water feature. This front garden will be re-named the *Robin Sykes Memorial Garden* after one of the founding trustees who sadly died in 2019.

Three Peer Mentor roles have been created. The purpose of these roles is to give opportunities for growth and development for residents by assigning additional responsibilities and roles. One role is responsible for maintaining the gardens, another for cycle maintenance and the third has wider responsibilities including chaperoning Residents to appointments and harvesting feedback from Residents about their experiences of health services. The role has a dual function as the first 'Community Link' for Healthwatch Worcestershire. In this Community Link role the Peer Mentor provides feedback from residents about Health and Social Care services and Drug and Alcohol services to Healthwatch Worcestershire, who in turn use it towards their statutory role to represent patient voices in state-funded health and social care services. Our close relationship with Healthwatch provided an opportunity to host a focus group to examine the experiences of residents with the pharmaceutical services. Pharmaceutical services are an important service to people who experience homelessness and this was the first time they had been consulted on what they needed from the pharmaceutical services.

Worcestershire Housing First pilot. The service has now completed two years and will be extended for a third year. The service capacity expanded in Redditch Borough and Malvern Hills District Councils this year by an additional Case Manager in each, albeit the funding is only for 12 months. The service has nearly 40 Participants and to date none have returned to rough sleeping. It is important to remember the limits of Housing First; it is not a panacea for the consequences of many years of social deprivation, health disparity or addiction, but it does (and the international evidence supports this) end recurrent homelessness for about 80% of people who

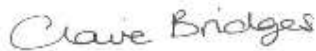
use it. The Year 3 evaluation will focus upon those Participants who are still struggling with tenancy sustainment who may in due course be unable to retain their homes resulting from eviction or surrender.

Chair's Report for the year ended 31 March 2022 (Continued...)

The strategic challenge for the next five years will emerge from the consequences of the geo-political backdrop in Europe and the consequent domestic policies government decide to mitigate the economic impact. We envisage fundraising and leveraging a fair share of any additional state funding to become more difficult at a time when demand, and complexity of the problems people face, are increasing. The operational challenges for 2022-23 are likely to be influencing the continuation of funding for Housing First and retaining high quality staff.

Our priorities for 2022-23 are:

- a) Sustain existing service and existing capacity.
- b) Collaborate within the informal or formal alliances to develop additional or improved services to support our mission.
- c) Influence County strategies so they work towards making homelessness in Worcestershire, rare, brief and non-recurrent.
- d) Confirm/deliver the City Hub project with WGA partners which will provide a single point of contact for those in need comprising day/night community cafe, wrap around advice/support/counselling to get people off the streets; food/clothes bank, urgent and "stepping stone" residential accommodation
- e) Long term plan for modernised hostel with wrap around support services, enhanced kitchen project, communal garden and fruit/vegetable garden, cycle workshop and allied independent "stepping stone" residential accommodation



Claire Bridges – Chair and Trustee

Date 14th November 2022

Trustees' Annual Report for the year ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. 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 2015).

Structure

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee incorporated on 12 January 1995. The company was established under a Memorandum of Association which defines the company's objects and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

St Paul's Hostel was an unincorporated charity prior to incorporation, whose activities began in 1977. The objects of the unincorporated body were broadly similar to the current charity.

Governance and Management

St Paul's Hostel has a Council of Trustees which meets on a regular basis. The Council (the term 'Board' is used) of Trustees met four times in 2021/22. In addition to the members of the Council of Trustees, the Chief Executive and Finance Manager along with the 3 Service Managers and Fundraising Manager (together this is called Leadership and Management Team) attend Trustee Board meetings.

A General Purposes and Finance Sub-Committee was established in October 2012 in view of the expansion of services being offered and to enable more detailed discussion on the financial figures outside of the full Trustees meetings. There were four meetings in this period. The Chief Executive and Finance Manager also attend these meetings.

The Trustees delegate the responsibility for the day-to-day operation of the charity to Management staff led by the Chief Executive with delegated powers. In addition to the full and part time staff, the charity also uses volunteer workers whose value cannot be precisely measured in terms of cost. The volunteers are under the supervision and coordination of each Service Manager. Volunteers have numerous roles but the majority provide daily kitchen serving duties.

At the present time, the staff consists of:

- 1 Chief Executive
- 1 Finance Manager/ Company Secretary (part time)
- 1 Housing Manager
- 2 Housing Officers
- 1 Housing Services Manager
- 9 Project Workers (full and p/time)
- 2 Housekeepers (part time)
- Up to 2 Relief Workers (part time)
- 1 Fund Raising Manager
- 1 Finance Officer (part time)
- 1 Chef and Catering Manager
- 2 part time Kitchen Assistants (residents or former residents)

The Worcestershire Housing First Pilot service began in mid-March 2020 and continues to be funded until March 2023. This currently employs;

- 1 Housing First Service Manager
- 7 Housing First Case Managers
- 2 Peer Support Workers

In addition, the staff are supported by up to 30 volunteers.

Trustees' Annual Report for the year ended 31 March 2022 (continued...)

Recruitment and appointment of new trustees

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles are known as "Trustees". The Board of directors is referred to as the "Council of Trustees".

Every member currently contributes £1 and from the membership is elected the Council of Trustees who in their turn may appoint a Management Committee to organise the day to day running of the charity. The Council of Trustees in office during the year is shown on the previous page together with the legal details of the charity.

While the first Point of Contact for potential trustees is the CEO, the Chair of Trustees coordinates selection of Trustees, thereby preserving the necessary separation between governance and operations.

The term of office for the Chair and Vice Chair shall be as near as possible to three years. However, a retiring officer may, if the Trustees think fit and he/she is willing to continue in office, be re-elected. The maximum term of office is ten years. The secretary and one third of other Council members must retire at each Annual General Meeting but may offer themselves for re-election.

The Management Team is supported by the Finance and General Purposes sub-committee of Trustees who make recommendations to the Board of Trustees on finance, property, strategic planning and human resources matters and execute any delegated matter set by Trustees.

The Council of Trustees is aware of the specific needs of the charity's client group and the balance of expertise of existing trustees. Potential new Trustees are identified by the Trustees, often from the large pool of volunteers and are invited to offer themselves for election to the Council.

Induction and training of new trustees

Most Trustees are already aware of the charity's work prior to their appointment and indeed the profile of the charity and its work is the primary motivation to volunteer. Trustees understand their duties as charity trustees and company directors and training is offered with external national providers. They meet the Chair, Chief Executive and Finance Manager and visit the Hostel and various Projects to understand the culture and ethos of St Paul's. They have available up to date guidance on responsibilities for being a Trustee published by the Charity Commission.

Risk management

There is an up-to-date Risk Management Policy. Risks are identified, assessed and controlled with some High Probability and/or High Impact risks being elevated from the Leadership and Management Team to the Finance Sub-Committee, or the Board of Trustees. Monitoring procedures have been put in place to evaluate on a continuing basis, levels of risk exposure and to review at Board level (strategic) and Leadership and Management (operational) level.

Objectives and aims

The principal activity of the company, in the year under review, was that of providing accommodation for the single homeless. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular the trustees consider how planned activities will contribute to the objectives and aims they have set.

The main objective of the charity is as follows: "to provide relief either generally or individually of persons in the Midlands who are suffering from homelessness, poverty or are in conditions of need, hardship or distress particularly but not exclusively by the provision of accommodation and related support services." From this we have crafted our vision "that everyone has a place where they belong" and our mission is "to help people live through homelessness".

Our values are:

- a) Respect for others. We will always treat people in the way we would want to be treated ourselves.
- b) People can change. With encouragement, perseverance and through appropriate relationships, people can change.

Trustees' Annual Report for the year ended 31 March 2022 (continued...)

- c) Fairness. We will treat everyone in our services fairly. This means we will do our very best to get everyone what they need. Being fair does not mean everyone will always get the same things, as it depends on a person's assessed need.
- d) Self-help. Individual responsibility for change is important, if change is to occur.
- e) Knowing our limits. We know what we are good at and what we are not. There are limits to the help we can offer and where we cannot help, we always explain why.
- f) The Community. The individual is important but we have a bias towards the well-being of the community.
- g) A strength-based approach. In helping people, we take into account what a person has and what they can do, rather than what they do not have and what they cannot do.

Achievements and Performance

Summary of main achievements:

- a) Hostel occupancy levels have remained high at 93.4% this year and the hostel accommodation has helped over 60 people this year.
- b) Provision of the Cognitive Behavioural Therapy (CBT) counselling service to over 70 people. The waiting time is less than 2 days with compares very favourably to national NHS guidance under the IAPT programme*.
- c) Four residents have taken part in our kitchen assistant scheme.
- d) St Paul's supports the Worcester Cares Homeless Forum. The membership expanded to include all Worcester Street kitchens (soup kitchens), the co-design of an approach to support the use of Public Space Protection Orders and a pilot to reduce the amount of discarded sleeping bags in the city centre.

How our activities deliver public benefit

The main areas of activity and who we try to help are described below. Also, we aid people who find themselves needing help to alleviate drug or alcohol addiction, often closely related to rough sleeping or homelessness.

The capabilities we have to meet these objectives include safe and secure accommodation, individual and group counselling, life skills training, job coaching and training.

The CEO co-opted to the Board of Healthwatch Worcestershire, with specific responsibilities for homelessness health services.

St Paul's Hostel

St Paul's hostel is central to our service. It has facilities for 42 people plus two self-contained resettlement flats on the same site. The hostel provides accommodation, now all single rooms, nutritious food and tenancy support. The Project Workers (often called Support Workers) undertake tasks to help people manage their accommodation and build self-efficacy in order to establish themselves as able to live an inter-dependent life.

St Paul's Resettlement Service

St Paul's own 2 properties and rent 2 Houses of Multiple Occupation (HMO) that are known as resettlement properties. These 18 beds provide the next step from the hostel, using the Housing Ready philosophy. From

* 75% finish course of treatment within 6 weeks or 95% within 18 weeks.

this stage, staff offer Housing Management services to help a person retain the tenancy, building resilience and self- efficacy.

Trustees' Annual Report for the year ended 31 March 2022 (continued...)

St Paul's Counselling Service

The in-house CBT counselling service provides almost immediate access to an accredited counsellor for crisis intervention or therapy. Service utilization is above 93% and we have further reduced the waiting time for appointments.

Housing First Project

The Worcestershire Housing First Pilot, funded by the Business Rates Retention funding from Worcestershire County Council and 4 district councils, continues in its second year. To date it has rehomed over 50 people, who had previously been deemed very difficult to house by Local Authorities. Unfortunately, 3 people in this service have died this year. One had returned to rough sleeping. The University of Worcester will evaluate the pilot using similar framework to the national Housing First pilots in Manchester, Liverpool and Birmingham.

Financial Review

High levels of occupancy and a higher level of grants, legacies and donations have helped substantially to reduce the budgeted deficit for this financial year, which was welcome news. The key financial risk for the coming year, continues to be the funding of those services not funded by Housing Benefit Income, namely Counselling Services and the Kitchen Service Project. However, we have been fortunate in already securing some part funding for these activities for the next financial year.

Plans for future periods

Our future plans will focus on:

- Creating a work force of people who have the right skills, competencies and attitude of mind to work in a Trauma Informed way.
- Deliver Trauma-Informed services that meet the needs of the homeless person and prevent the need to re-access homeless services in the future.
- Change public attitudes towards homelessness at the local and regional level, so that the public want change and homelessness is less likely.
- Have sustainable income and a capital investment programme, so we can help homeless people until homelessness is ended.

Reserves policy

The Trustees have reviewed the charity's needs for reserves in accordance with the guidance issued by the Charity Commission and have taken into account the desirability of holding sufficient funds to meet unexpected disruption of the income flow. The level of 'free reserves' (excluding designated funds and revaluation reserves) is £837,844 (£779,521). There is currently a funding gap which may need to be partly funded by reserves, until a permanent solution has been found.

On this basis, The Trustees consider that the reserves are at a realistic level to ensure the effective and efficient running of the charity.

Related Parties

None of our trustees receive remuneration or any benefit from their work with the charity. Any connection between a trustee or senior management of the charity with any grant providers, customers, suppliers or beneficiaries must be disclosed to the board of trustees.

The trustees and management also aim to maintain and develop sustainable relationships with local authorities and other charities/organisations as required.

Trustees' responsibilities

The trustees (who are also directors of St Paul's Hostel for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Trustees' Annual Report for the year ended 31 March 2022 (continued...)

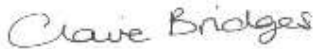
Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2015 (FRS 102)
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by Board of Trustees on 14th November 2022.



Claire Bridges – Chair and Trustee

Independent Auditor's Report

Opinion

We have audited the financial statements of St Paul's Hostel (the 'charitable company') for the year ended 31 March 2022 which comprise the statement of financial activities, balance sheet, cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charitable company has not kept adequate accounting records; or

- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement at the end of the Trustees Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Our audit process involves determining a suitable materiality level and assessing the overall risk of material misstatement, including how fraud may occur. Our core procedures in relation to fraud and error include:

- Identifying laws and regulations that could reasonably give rise to a material misstatement in the financial statements
- Enquiring with management and office holders on their own considerations on fraud
- Considering financial pressures, incentives, opportunity, and motivations that may lead to fraud
- Reviewing areas where management is required to make significant subjective judgements (the key areas identified here include fixed asset valuation/depreciation and allocation of restricted fund expenditure)
- Ensuring expenditure is within the scope of the charities aims, objectives and in line with funding requirements.
- Reviewing manual journal entries to ensure they are appropriate and no subject to any bias, thus reducing the risk of misstatement due to management override of controls

Our procedures are tailored to the specific risks we have identified for St Paul's Hostel and are based on our detailed knowledge and understanding of the entity and its environment.

There is an inherent risk that our audit will not detect all irregularities, including those resulting in material misstatement in the financial statements or non-compliance with regulation. This risk is greater in respect of fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Richard Dunkley (Senior Statutory Auditor)
RD Accounting Limited (Statutory Auditor)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Date: 14th November 2022

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2022

	<u>Notes</u>	<u>Total Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2022</u> £	<u>Total Funds 2021</u> £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	234,814	58,892	293,706	255,371
Charitable activities	4	748,648	322,192	1,070,840	1,029,291
Investment income	3	14,138	-	14,138	14,419
Total Income and Endowments		<u>997,600</u>	<u>381,084</u>	<u>1,378,684</u>	<u>1,299,081</u>
EXPENDITURE ON					
Direct charitable activities	5	670,689	335,756	1,006,445	892,411
Central overhead costs	6	259,041	48,425	307,466	300,652
Total Expenditure		<u>929,730</u>	<u>384,181</u>	<u>1,313,911</u>	<u>1,193,063</u>
NET INCOME / (EXPENDITURE)		67,870	(3,097)	64,773	106,018
Transfers between Funds	21	8,417	(8,417)	-	-
Net incoming/(outgoing) for the year before other recognised gains and losses		76,287	(11,514)	64,773	106,018
Gains/(losses) on revaluation of investments	13	40,649		40,649	80,663
Net movement in funds	19	<u>116,936</u>	<u>(11,514)</u>	<u>105,422</u>	<u>186,681</u>
Total funds brought forward		<u>1,059,649</u>	<u>53,742</u>	<u>1,113,391</u>	<u>926,710</u>
Total funds carried forward		<u>1,176,585</u>	<u>42,228</u>	<u>1,218,813</u>	<u>1,113,391</u>

Company registration number: 03009035

Balance Sheet as at 31 March 2022

		Unrestricted Funds	Restricted Funds	2022 Total Funds	2021 Total funds
	<u>Notes</u>	£		£	£
FIXED ASSETS					
Tangible assets	10	306,651	-	306,651	349,352
Social investments	11	290,000	-	290,000	290,000
		<u>596,651</u>	<u>-</u>	<u>596,651</u>	<u>639,352</u>
CURRENT ASSETS					
Debtors	12	20,305	-	20,305	11,018
Investments	13	511,657	-	511,657	471,008
Cash at bank and in hand		<u>277,632</u>	<u>188,209</u>	<u>465,841</u>	<u>485,022</u>
		<u>809,594</u>	<u>188,209</u>	<u>997,803</u>	<u>967,048</u>
CREDITORS					
Amounts falling due within one year	14	<u>(88,744)</u>	<u>(133,897)</u>	<u>(222,641)</u>	<u>(304,009)</u>
NET CURRENT ASSETS		<u>720,850</u>	<u>54,312</u>	<u>775,162</u>	<u>663,039</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,317,501</u>	<u>54,312</u>	<u>1,371,813</u>	<u>1,302,391</u>
CREDITORS					
Amounts falling due after more than one year	16	<u>(153,000)</u>	-	<u>(153,000)</u>	<u>(189,000)</u>
NET ASSETS		<u><u>1,164,501</u></u>	<u><u>54,312</u></u>	<u><u>1,218,813</u></u>	<u><u>1,113,391</u></u>
FUNDS					
Unrestricted funds	19			855,808	779,521
Revaluation reserve				320,777	280,128
Restricted funds				42,228	53,742
				<u><u>1,218,813</u></u>	<u><u>1,113,391</u></u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

The financial statements were approved by the Board of Trustees on 14th November 2022 and were signed on its behalf by:

Claire Bridges

C Bridges - Chair

Statement of Cash Flows for the year ended 31 March 2022

	<u>2022</u>	<u>2021</u>
	£	£
Net income / (expenditure) for year	64,773	106,018
Dividends receivable	(14,084)	(14,258)
Interest receivable	(54)	(161)
Depreciation and impairment of tangible fixed assets	71,197	68,487
(Increase) / decrease in debtors	(9,287)	5,524
Increase / (decrease) in creditors	(117,368)	(49,019)
Net cash flow from operating activities	<u>(4,823)</u>	<u>116,591</u>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(28,495)	(91,001)
Proceeds from sale of tangible fixed assets		500
Interest received	54	161
Dividends received	14,084	14,258
Net cash flow from investing activities	<u>(14,357)</u>	<u>(76,082)</u>
Net increase / (decrease) in cash and cash equivalents	(19,180)	40,509
Cash and cash equivalents at the beginning of the reporting period	485,021	444,512
Cash and cash equivalents at the end of the reporting period	<u>465,841</u>	<u>485,021</u>

Notes forming part of the financial statements for the year ended 31 March 2022

1 Accounting policies

(a) Basis of preparation

The financial statements of the charitable private company (incorporated in England and Wales), 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 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The charity does not currently have any endowment funds.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Rental income in respect of the hostel and resettlement housing is included on an accruals basis in the period to which it relates.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from government and other grants are recognised at fair value, when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Where costs cannot be directly attributed to particular headings they are included in central overhead (support) costs. These include project management, finance, administration and general office overheads.

Notes forming part of the financial statements for the year ended 31 March 2022

(continued...)

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

(e) Pension costs

The charitable company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period to which they relate.

(f) Tangible fixed assets and depreciation

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Freehold property	nil
Fixtures and fittings	over 4 to 5 years
Motor vehicles	25% on reducing balance
Capital works programme	over 7 to 8 years

(g) Finance and operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. No assets are currently held under finance leases.

(h) Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(j) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(k) Programme related social investments

St Paul's owns two freehold properties, which are used as resettlement housing and thus specifically contribute to the charity's charitable purposes. These properties are held at market value provided this amount can be measured reliably otherwise they are measured at cost less any provision for diminution in value.

(l) Donated Goods, Services and Facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised (refer to the trustees' annual report for more information about their contribution).

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The charity currently pays a management charge to Fortis Living for the use of the hostel which amounts to £43,063 per annum. Given the unique nature of the property and its purposes a market rental can not be measured accurately and therefore there are no donated facilities transactions recognised in respect of this facility.

Notes forming part of the financial statements for the year ended 31 March 2022

(continued...)

2 Income from donations and legacies

		2022	2021
		£	£
Gifts and donations	(See note 22)	121,545	78,431
Grants		172,161	176,940
		<u>293,706</u>	<u>255,371</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Eveson Trust	30,000	55,200
Worcester County Council	34,944	2,000
Garfield Weston	30,000	-
Public Health England	24,088	-
Worcester Community Funding	22,450	5,000
National Lottery	10,000	-
Platform Housing	5,880	-
Albert Hunt	5,000	-
B&Q Foundation	4,800	-
Archer Trust	4,000	-
Sir Jules Thor	1,000	-
Rowlands Trust	-	9,800
Street Café Grant - Worcester City Council	-	20,000
The Kildare Trust	-	25,000
Homeless Link- Personalisation for Housing First	-	10,500
Worcester City Council	-	10,000
Kildare Trust Bequest	-	10,000
Antonio Carluccio Foundation	-	10,000
Worcestershire Community Trust	-	8,500
CSHS (re Andy Howarth)	-	5,900
Morrisons	-	5,040
	<u>172,161</u>	<u>176,940</u>

3 Investment income

	2022	2021
	£	£
Dividends received	14,084	14,258
Deposit account interest	54	161
	<u>14,138</u>	<u>14,419</u>

Notes forming part of the financial statements for the year ended 31 March 2022 (continued...)

4 Incoming Resources from Charitable Activities

	2022	2021
	£	£
Housing Benefit Rent	662,031	591,891
Private Rent	83,677	88,733
Big Lottery Fund Grants	-	108,690
Worcester City Council - Housing First	316,456	237,817
Sundry Income	8,676	2,160
	<u>1,070,840</u>	<u>1,029,291</u>

5 Direct expenditure on charitable activities

	2022	2021
	£	£
Hostel, Housing First & Resettlement costs		
Salaries, NI & Pension	646,148	551,869
Rents	65,340	64,740
Utilities	50,224	44,280
Repairs & Renewals	23,519	14,636
Insurances	14,909	11,177
Telephone	5,951	8,370
Food Costs	59,257	53,071
Client Welfare	20,221	20,825
Counselling Costs	54,278	45,589
Cleaning Consumables	18,302	19,666
Other Costs	4,855	7,818
Bad Debt Provision	12,751	10,152
	<u>975,755</u>	<u>852,193</u>

	2022	2021
	£	£
Project costs		
Fundraising Costs	5,589	3,252
Direct Project Costs	9,999	13,124
Client Welfare	15,102	20,543
Staff Training	-	3,299
	<u>30,690</u>	<u>40,218</u>

Total direct expenditure on charitable activities	<u>1,006,445</u>	<u>892,411</u>
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Notes forming part of the financial statements for the year ended 31 March 2022
(continued...)

6 Central overhead / support costs

	2022	2021
	£	£
Salaries, NI & Pension	159,078	148,414
Office Costs	12,193	9,572
IT Costs	16,194	17,320
Legal, Consultancy & Professional fees	4,120	17,084
Subscriptions	4,760	4,815
Accountancy & Audit Fees	5,959	7,149
Staff Training/Welfare	32,501	26,421
Staff Recruitment	-	-
Bank Charges	1,464	1,390
Depreciation & (profit)/loss on disposal of assets	71,197	68,487
	<u>307,466</u>	<u>300,652</u>

7 Net Incoming/(outgoing) resources

Net resources are stated after charging/(crediting)

	2022	2021
	£	£
Independent Auditor's fee	2,344	3,000
Fee for preparation of accounts	1,200	1,820
Depreciation - owned assets	71,197	68,487
Operating leases for property	65,340	64,740
Operating leases for equipment	6,859	6,757

8 Trustees remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

There were no trustees' expenses paid for the year ended 31 March 2022 (2021: NIL).

Notes forming part of the financial statements for the year ended 31 March 2022 (continued...)

9 Staff costs

	2022	2021
	£	£
Wages and salaries	730,306	634,485
Employers National Insurance	59,748	52,480
Defined contribution pension costs	15,172	12,553
	<u>805,226</u>	<u>699,518</u>

The average monthly number of employees during the year was 31 (2021: 27). The average number of full-time equivalent employee was estimated to be 22 (2021: 19)

No employees received emoluments in excess of £60,000 during the year (excluding employer's pension contributions).

Total remuneration paid to key management personnel was £95,323 (2021: £88,129) during the year (excluding employers pension contributions).

The charity contributes to individual pension schemes, which are defined contribution pension schemes, and the amounts charged to the income and expenditure accounts for the year are as stated above.

10 Tangible Fixed Assets

	Fixtures, Fittings and Equipment	Motor Vehicles	Totals
	£	£	£
COST			
As at 1st April 2021	554,962	3,500	558,462
Additions	28,495	-	28,495
Disposals	(17,929)	-	(17,929)
As at 31st March 2022	<u>565,529</u>	<u>3,500</u>	<u>569,029</u>
DEPRECIATION			
As at 1st April 2021	207,578	1,531	209,109
Charge for the year	70,705	492	71,197
Eliminated on disposal	(17,929)	-	(17,929)
As at 31st March 2022	<u>260,355</u>	<u>2,023</u>	<u>262,378</u>
NET BOOK VALUE			
At 31st March 2021	<u>347,384</u>	<u>1,969</u>	<u>349,352</u>
At 31st March 2022	<u>305,174</u>	<u>1,477</u>	<u>306,651</u>

Notes forming part of the financial statements for the year ended 31 March 2022
(continued...)

11 Social Investments – programme related

	2022	2021
	£	£
COST OR VALUATION		
At 1st April 2021	290,000	290,000
Additions	-	-
Revaluations	-	-
Disposals	-	-
At 31st March 2022	290,000	290,000

A freehold property with an original cost of £40,880 was revalued to £150,000 on 31 March 2013 by the trustees following an offer from a third party to purchase the property.

12 Debtors: Amounts falling due within one year

	2022	2021
	£	£
Trade debtors	14,605	116
Prepayments & accrued income	5,700	10,902
	20,305	11,018

13 Current asset investments

	2022	2021
	£	£
COIF Charities Investment Fund	511,657	471,008
	511,657	471,008

The movement in the year of £40,649 is in relation to changes in market value, there were no disposals in the year. The original cost of the investment was £300,000.

14 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade Creditors	14,028	9,408
Accruals	14,753	12,818
Deferred Income (see following note)	133,897	239,431
Social Security & other taxes	22,459	-
Other Creditors	1,504	6,352
Concessionary loan - Platform Housing	36,000	36,000
	222,641	304,009

Notes forming part of the financial statements for the year ended 31 March 2022
(continued...)

15 Deferred incoming resources

Incoming resources are deferred in accordance with section 5.24 of the Statement of Recommended Practice (FRS102) whereby income is subject to performance-related condition.

	1.4.21	Received during the year	Released to revenue	31.03.22
	£	£	£	£
Big Sleep Out	3,773	2,076	(5,849)	-
Worcester City Council - Housing First	231,659	93,052	(240,814)	83,897
Platform Housing - Salary from April 2021	4,000		(4,000)	-
Natonwide	-	50,000	-	50,000
	<u>239,432</u>	<u>145,128</u>	<u>(250,663)</u>	<u>133,897</u>

16 Creditors due over 1 year

	2022	2021
	£	£
Concessionary loan - Platform Housing	153,000	189,000
	<u>153,000</u>	<u>189,000</u>

Amounts due over 5 years is £6,000 (2021: £45,000).

An interest free loan from Platform Housing was taken out in December 2019 to cover extensive capital works undertaken at the Hostel (as represented within fixed assets). The loan is deemed to be a 'Concessionary Loan' in accordance with paragraph PBE34.88 of FRS102 and therefore has not been discounted.

17 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Not later than one year	28,069	28,069
Later than one and not later than five years	3,594	14,636
Later than five years	-	-
	<u>31,663</u>	<u>42,705</u>

18 Related parties

There were no related party transactions in the year (2021: None).

Notes forming part of the financial statements for the year ended 31 March 2022 (continued...)

19 Movement in funds

	At 1.4.21	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.22
	£	£	£	£	£	£
<u>Unrestricted funds</u>						
General Fund	779,521	997,600	(929,730)	-	8,417	855,808
Infrastructure fund	280,128	-	-	40,649	-	320,777
Revaluation reserve	-	-	-	-	-	-
	1,059,649	997,600	(929,730)	40,649	8,417	1,176,585
<u>Restricted funds</u>						
Eveson Trust - Support Worker	19,116	-	(20,154)	-	1,038	-
Worcester City Council - Housing First	22,950	316,456	(299,791)	-	-	39,615
Rowlands Trust - Hostel Rooms Upgrade	4,800	-	(4,800)	-	-	-
Worcester City Council - Street Café	6,876	5,736	(9,999)	-	-	2,613
Bike Project Fund	-	12,128	(2,673)	-	(9,455)	-
WCF Fund - Trauma Informed Manager	-	20,000	(20,000)	-	-	-
B&Q Foundation	-	4,800	(4,800)	-	-	-
Platform KA Salary	-	5,880	(5,880)	-	-	-
Archer Trust	-	4,000	(4,000)	-	-	-
WCC PHE Trauma Grant	-	12,084	(12,084)	-	-	-
	53,742	381,084	(384,181)	-	(8,417)	42,228
Total Funds	1,113,391	1,378,684	(1,313,911)	40,649	-	1,218,813

Notes forming part of the financial statements for the year ended 31 March 2022 (continued...)

Prior year movement in funds

	At 1.4.20	Incoming resources	Resources expended	Gains and losses	Transfers between funds	At 31.3.21
	£	£	£	£	£	£
<u>Unrestricted funds</u>						
General Fund	715,882	869,574	(805,935)	-	-	779,521
Infrastructure fund	199,465	-	-	80,663	-	280,128
Revaluation reserve	-	-	-	-	-	-
	915,347	869,574	(805,935)	80,663	-	1,059,649
<u>Restricted funds</u>						
Eveson Trust - Support Worker	-	55,200	(36,084)	-	-	19,116
Albert Hunt Trust	5,000	-	(5,000)	-	-	-
Worcester City Council - Housing First	1,240	240,814	(219,107)	-	-	22,947
National Lottery Community Fund - Wyre Severn Project	5,123	4,127	(9,250)	-	-	-
Rowlands Trust - Hostel Rooms Upgrade	-	4,800	(4,800)	-	-	-
Worcester City Council - Street Café	-	20,000	(13,124)	-	-	6,876
The National Lottery Community Fund (COVID Recovery)	-	104,563	(104,563)	-	-	-
	11,363	429,504	(391,928)	-	-	48,939
<u>Total Funds</u>	926,710	1,299,078	(1,197,863)	80,663	-	1,108,588

20 Purpose of funds

Eveson Trust – Support Worker

A grant was received from Eveson Trust to finance the role of Trauma Informed Practice Manager for 12 months, to better reflect our shift towards a trauma informed ethos.

Albert Hunt Trust

A grant was awarded to help pay salary costs for residents employed through our Kitchen Assistant Training Programme.

Worcester City Council – Housing First

A pilot scheme commenced mid-March 20, funded by Worcester City Council. Housing First is an internationally recognised and evidence-based model of housing and support for those with chronic housing, health and social care needs. The aim of Housing First is to end repeat and chronic homelessness for a group of people for whom other services are ineffective. The overall philosophy of Housing First is to provide a stable, independent home and intensive personalised support and case management, to homeless people with multiple and complex needs. Housing First is a different model because it provides housing 'first', as a matter of right, rather than 'last' or as a reward.

National Lottery Community Fund – Wyre Severn Project

A joint venture with Hereford based Vennture Charity, to examine how homelessness services can improve, by putting the people who have lived experiences, in the lead.

Rowlands Trust

A grant for an essential upgrade and maintenance program; specifically, towards to cost of refurbishing 3 hostel rooms.

Worcester City Council – Street Café

Worcester City Council provided a grant to the Street Feeding Stations (AKA Soup Kitchens) during the summer. This was to support their Homeless Prevention work. St Paul's acted as the bank and undertook a very simple contract with the City Council, subsequently distributing the allocation equitably to each SFS. This approach was taken because one of the SFS is not a charity and picking one from 5 would have created tension between them.

The National Lottery Community Fund – COVID Recovery

This grant was awarded as part of the National Lottery Reaching Communities, COVID Response Funding. The money was awarded to cover increased staffing costs and lost revenue. In addition, the funding enabled us to provide emergency resettlement support for 26 weeks, upgrading counselling room and kitchen garden.

Bike Project Fund

Funding was secured through a Crowdfunding Campaign. St Paul's Bike Maintenance project was established with the aim to provide residents with the skills and resources to repair and maintain their bikes as well as provide a safe storage area. We have partnered with an experienced bike mechanic who will provide training for our appointed Resident Bike Maintenance Mentor, who in-turn will support and teach other residents the skills they require. The mentor oversees the day to day running of the project.

WCF Fund - Trauma Informed Manager

A grant was awarded to fund the position of the TI Hostel Manager for the period of September 2021 - March 2022.

B&Q Foundation

A grant for the refurbishment of 4 hostel rooms.

Platform KA Salary

A grant was awarded to help pay for the salary costs of residents who are employed through our Kitchen Assistant Training Programme.

Archer Trust

This grant enabled residents to earn points which could be converted into reward vouchers, for doing jobs around the hostel such as gardening and cleaning.

WCC - PHE Trauma Grant

To provide weekly on-site counselling to the residents of St Paul's.

21 Material transfers between funds

The funds transfers in the year are as follows: -

- Eveson Trust Support Worker – to cover shortfall in funding for Trauma Informed Practice Manager
- Bike Project Fund – expenditure has been capitalised but the expenditure has been incurred, therefore the balance has been cleared to NIL.

Notes forming part of the financial statements for the year ended 31 March 2022
 (continued...)

22 Donations and gifts

Details	Amount £
Estate of Mrs L M Tittle	30,625
Estate of Mrs Grace Fuller	19,324
Spacehive Funding	12,128
Estate of Mr Frank Percival	11,439
Earlby Property	6,000
Worcester Big Sleepout	5,849
Six Masters Charity	3,000
Matthew Smith	1,851
Give As You Live	1,768
Sanctuary	1,250
St Martins	1,425
Arnold Clarke	1,000
Springmaster	1,000
Anne Darlaston	981
Worcester City Parish Church	750
D Greenfield	500
Dan J Clay	500
Pauline & David Thorpe	500
Bromyard Methodist Church	300
Carlie J Yardy	300
Rotary Club Worcester	250
Total Donations £250 and above	100,740
Anonymous Donations over £250	500
Anonymous, sundry smaller & Personal donations	18,586
Gift Aid	1,719
Total Donations	<u>121,545</u>

ST PAUL'S HOSTEL

England & Wales - Charity number 1043921

Accounts



St Paul's Hostel

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2021

Charity no: 1043921

Company no: 03009035

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Legal and administrative information

Company number: 03009035 (England and Wales)

Charity number: 1043921

Trustees:
D J Morris
P M Kinsella
P A Fowler
C Bridges
H N Watts
K D Archer
M A Rothwell
S Turner
F Martin
D Glover
D Saulles

Chief Executive: Mr J Sutton

**Company Secretary
& Finance Manager:** D A Collins

Registered Office: Hillborough
Tallow Hill
Worcester
Worcestershire
WR5 1DB

**Independent
Examiners:** RD Accounting Limited
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HR Advisor: June Mills HR Solutions

Chair's Report for the year ended 31 March 2021

This year, our 44th, started where the last ended, amongst the unforeseen challenges brought about by the Covid-19 pandemic and national response. The year ended with a gradual emergence from the measures and the roll out of vaccines for staff and residents.

The Government's 'Everyone In' directive in response to the Covid-19 pandemic, was unlike anything seen before. The lessons are emerging and will be captured by Lord Kerlake's Commission in the autumn of 2021. The National Audit Office report in January of this year, cited over 33,000 people rough sleeping or at risk of rough sleeping. In Worcestershire the numbers peaked at 154. These facts have shown, what we have always known, the scale of the homeless problem in England is much larger than the rough sleeping counts show.

The Worcestershire response to Covid-19 spawned ad-hoc structures between state and the VCS. These remained in place throughout 20/21 but meeting frequency and content has varied. Notably the CEO chaired the County Homeless Recovery Group.

In Worcester City our efforts over the past 4 years to nurture collaboration within the Worcester Cares Homeless and Vulnerable People Forum have paid off. It became the principle conduit to communicate information to street kitchens as well as coordinating Street Outreach and Emergency Accommodation capacity. The clutch of street kitchens joined the alliance, tentatively, in late 2019, but quickly became part of the alliance and assimilated into collaborative working. Notably at the request of West Mercia Police, all street kitchens agreed to relocate to one site, The Cross, in the early summer. As lockdown restrictions were eased, they relocated to Copenhagen Street before some re-located to the former Worcester Arts workshop on Sansome Street before Christmas.

Day to day operations focussed on reducing the likelihood of Covid-19 infections across all services and mitigating the impact should they occur. Following analysis of the government intent, we sought to protect the NHS by;

- a. Protecting the residents from Covid 19 infection.
- b. Keeping the hostel open
- c. Supporting the establishment of Ombersley Road (a 14-bed EA)
- d. Sustaining staffing and exploit funding opportunities

Contingency plans were written last year well ahead of the government lock down. CONPLAN RESILIENT PLACE and RESILIENT SENTINAL stipulated responses for the Housing Services and Housing First. They worked. There were no Covid-19 infections in any of our residents, Housing First Participants, or St Paul's staff. These contingency plans were refined in September with a County Council Public Health 'Table top' exercise whereby collective procedures were rehearsed should there be an outbreak at the hostel, or if the hostel were to be closed. Staff protective measures were further increased in September in response to rising local infections. All residents were issued with a face cloth and staff were required to wear face masks (rather than face cloths) at all times.

The Worcestershire Housing First Pilot began in March 2020. A Service Manager and four Case Managers were recruited by the early summer and the University of Worcester will provide a robust evaluation and this is supported by a Senior Lecturer in Health and Social Care. The transfer of *Participants* into the service was adjourned by district councils after the first intake in March. The team were re-deployed to the new Emergency Accommodation at 79 Ombersley Road, where they provided an intensive support to those accommodated. At the end of June, the City Council re-rolled 79 Ombersley Road as the new location for Safe Base to Stay and No Second Night Out Emergency Accommodation settings (previously at the Salvation Army) following Government guidance, only to use congregate sleeping as a last resort. This allowed the Housing First team to revert back to their primary role after a 12 week sojourn. Housing First has taken 33 people across the County, who were experiencing long-term rough sleeping, or for who alternative services had not worked. To date none of the participants have returned to rough sleeping and over 55% are now in permanent tenancy.

The housing operations in both the hostel and Resettlement Houses of Multiple Occupation (HMO) slowed down as a result of Covid-19. Over the period 1 April 2020 to 31 March 2021:

- a. Number of people referred to our service (total service referrals) 217
- b. Number of people accepted into hostel service - 23
- c. Number of people service transferred to resettlement service (from hostel or directly) - 5
- d. Number of people transferred from resettlement service to hostel (brought back to hostel) - 1
- e. Number of people Service Exit to: 39 in total
 - i. Another tenancy
 1. Social Housing - 6
 2. PRS - 5
 3. Other - 5
 - ii. Abandoned the service - 5
 - iii. Service Suspended - 7
 - iv. Rehabilitation service - 3
 - v. Exit for Rent arrears 4
 - vi. Returned or taken to prison - 4

Kitchen Assistant training statistics;

- a. Number of people who became volunteers in the kitchen - 9
- b. Number of people who became kitchen assistants - 4

Face to face counselling had to be suspended, but Zoom was used over the summer before the service resumed on site in the autumn. The counselling service statistics were:

- a. Number of counselling hours delivered. - 1,000
- b. Utilisation ratio - 92%

The Worcestershire Adult Safeguarding Board directed that a Thematic Review into the death of four rough sleepers be undertaken, rather than a Safeguarding Adult Review (SAR). The review considered the deaths of 4 rough sleepers in Worcestershire, one 'near-miss', as well as the circumstances around the death of transient rough sleeper Cardon Banfield in 2016. The report was published in September 2020 and its recommendations are being taken forward by Worcestershire Adult Safeguarding Board, overseen by the County Health and Well Being Board. The review is informative. It recognises the wicked problems around rough sleeping, addiction, self-neglect and individual liberty. The Terms of Reference precluded any consideration of the political decisions to decommission some homeless services and the scrutiny of those decisions.

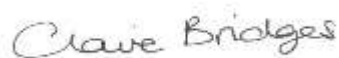
Starting in late 2019 the hostel upgrade programme slowed during the pandemic, but was almost complete by the end of the year. The electrical wiring has been overhauled, a new fire detection and alarm system, new CCTV, upgraded fire doors and bedroom doors with a new door locking and management system installed. The investment of some £330,000 has improved the safety and the look and feel of the hostel.

The decision to recruit a Fundraising Manager in the autumn of 2019 was astute. Covid 19 brought financial challenges namely additional staffing costs, expenditure on additional hygiene and cleaning. There were new sources of grants and donations as a result of the Covid 19 pandemic. We are grateful for the ongoing support we have received during these difficult times, and the extent of the grants and donations are analysed in the notes to the accounts.

Our priorities for 2021-22 are:

- a. Shape and influence:
 - i. The County Health and WB Board strategy to prioritise health inequalities.
 - ii. Lobby for a re-write of the Worcestershire Homeless and Rough Sleeper strategy.
 - iii. Worcester Cares. Strengthen this alliance to become the model for homeless forums.
 - iv. Support the work of the wider VCS to develop a new model for representation in Worcestershire.
- b. Transform and Deliver
 - i. A collaborative project to create a central Worcester "hub" - Community Café and wrap around services in the City Centre.
 - ii. Project Brief/Specification for future options of St Paul's accommodation and wrap around services
 - iii. Improve the environment at the front of the hostel by creating a green space and create a modest memorial garden to the rear of the hostel.
 - iv. A business model to deliver trauma-informed training and consultancy as a partnership between St Pauls and Zentano.
 - v. Improving the way we capture evidence, data and evaluation, which demonstrates our positive impact and outcomes

Claire Bridges - Chair and Trustee



Date 17 November 2021

Trustees' Annual Report for the year ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. 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 2015).

Structure

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee incorporated on 12 January 1995. The company was established under a Memorandum of Association which defines the company's objects and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

St Paul's Hostel was an unincorporated charity prior to incorporation, whose activities began in 1977. The objects of the unincorporated body were broadly similar to the current charity.

Governance and Management

St Paul's Hostel has a Council of Trustees which meets on a regular basis. In 2020/21 it met five times via Zoom due to Covid 19. In addition to the members of the Council of Trustees, the Chief Executive, Finance Manager and other members of the Leadership Team attend Council meetings. A General Purposes and Finance Sub-Committee was established in October 2012 in view of the expansion of services being offered and to enable more detailed discussion on strategy and the financial figures, outside of the full Trustees meetings. There were four meetings via zoom in the period.

The Trustees delegate the responsibility for the day to day operation of the charity to Management staff led by the Chief Executive. In addition to the full and part time staff, the charity also uses volunteer workers whose value cannot be measured in terms of cost. The volunteers are under the supervision of the Trauma Informed Practice Manager but the decision was taken to suspend the support of volunteers during 20/21, due to the additional risks to them posed by Covid 19.

At the present time, the staff consists of:

- 1 Chief Executive
- 1 Finance Manager/Company Secretary (part time)
- 1 Fund Raiser (part time)
- 1 Housing Services Manager
- 1 Trauma Informed Manager
- 3 Support Workers (full and p/time)
- 2 Domestic (part time)
- Up to 7 Relief Workers (part time)
- 1 Administrator
- 1 Finance Officer (part time)

Projects and additional services

- 1 Chef and Catering Manager
- 3 part time Kitchen Assistants
- 1 Housing First Service Manager
- 5 Housing First Case Managers

Trustees' Annual Report for the year ended 31 March 2021 (continued...)

Recruitment and appointment of new trustees

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles are known as "Trustees". The Board of directors is referred to as the "Council of Trustees".

Every member currently contributes £1 and from the membership is elected the Council of Trustees who in their turn may appoint a Management Committee to organise the day to day running of the charity. The Council of Trustees in office during the year is shown on the page 2, together with the legal details of the charity.

Whilst the first point of contact for potential trustees is the CEO, the Chair coordinates selection of Trustees, thereby preserving the necessary separation between governance and operations.

The term of office for the Chair and Vice Chair shall be as near as possible to three years. However, a retiring officer may, if the Trustees think fit and he/she is willing to continue in office, be re-elected. The maximum term of office is ten years. The secretary and one third of other Council members must retire at each Annual General Meeting but may offer themselves for re-election.

The Management Team is supported by the Finance and General Purposes sub-committee of Trustees who make recommendations to the Board of Trustees on finance, property, strategic planning and human resources matters and execute any delegated matter set by Trustees.

The Council of Trustees is aware of the specific needs of the charity's client group and the balance of expertise of existing trustees. Potential new Trustees are identified by the Trustees, often from the large pool of volunteers and are invited to offer themselves for election to the Council.

Induction and training of new trustees

Most Trustees are already aware of the charity's work prior to their appointment and indeed the profile of the charity and its work is the primary motivation to volunteer. The Trustees have adopted a Trustee induction policy, which includes ensuring new Trustees are aware of their duties as charity trustees and company directors as well as giving them an opportunity to get to know the charity, its projects and finances, by meetings with the Chair, Chief Executive and Finance Manager and by visits to the various projects. They have available up to date guidance on responsibilities for being a Trustee published by the Charity Commission.

Risk management

There is an up to date Risk Management Policy. Risks are identified, assessed and controlled with some High Probability and/or High Impact risks being elevated from the Leadership and Management Team to the Finance Sub-Committee, or the Board of Trustees. Monitoring procedures have been put in place to evaluate on a continuing basis, levels of risk exposure and to review at a Board (strategic) and Leadership and Management (operational) level.

Objectives and aims

The principal activity of the company, in the year under review, was that of providing direct access accommodation for the single homeless. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular the trustees consider how planned activities will contribute to the objectives and aims they have set.

The main objective of the charity is as follows: "to provide relief either generally or individually of persons in the Midlands who are suffering from homelessness, poverty or are in conditions of need, hardship or distress particularly but not exclusively by the provision of accommodation and related support services." From this we have crafted our vision "that everyone has a place where they belong" and our mission is "to help people live through homelessness".

Our values are:

- a) Respect for others. We will always treat people in the way we would want to be treated ourselves.
- b) People can change. With encouragement, perseverance and through appropriate relationships, people can change.

Trustees' Annual Report for the year ended 31 March 2021 (continued...)

- c) Fairness. We will treat everyone in our services fairly. This means we will do our very best to get everyone what they need. Being fair does not mean everyone will always get the same things, as it depends on a person's assessed need.
- d) Self-help. Individual responsibility for change is important, if change is to occur.
- e) Knowing our limits. We know what we are good at and what we are not. There are limits to the help we can offer and where we cannot help, we always explain why.
- f) The Community. The individual is important but we have a bias towards the well-being of the community.
- g) A strength-based approach. In helping people, we take into account what a person has and what they can do, rather than what they do not have and what they cannot do.

Achievements and Performance

Summary of main achievements:

- a) There were no Covid 19 infections, in staff or residents, throughout the period of this report.
- b) Hostel occupancy levels have remained high at 94.2%. This has made a difference with the prevention of street homelessness, with benefit to the public in Worcestershire and Worcester City and supported the national effort to protect the NHS.
- c) Provision of Cognitive Behavioural Therapy (CBT) counselling to over 55 people. Access to the counselling does not require a referral to NHS and the average waiting time is under 7 days.
- d) Four residents have taken part in our kitchen assistant scheme.

How our activities deliver public benefit

The main areas of activity and whom we try to help are described below. Also, we aid people who find themselves needing help to alleviate drug or alcohol addiction, often closely related to rough sleeping or homelessness.

The capabilities we have to meet these objectives include safe and secure accommodation, individual and group counselling, life skills training, job coaching and training.

St Paul's Hostel

St Paul's hostel is central to our service. It has facilities for 42 people. Double rooms are now single-occupied in line with Covid guidance. There are two self-contained resettlement flats on the same site. The Hostel is open 24 hours a day and provides accommodation, with single rooms, nutritious food and tenancy support. The Project Workers undertake tasks to help people manage their accommodation and build self-efficacy, in order to establish themselves as able to live an inter-dependent life.

St Paul's Resettlement Service

The in-house CBT counselling service provides almost immediate access to an accredited counsellor for crisis intervention or therapy. Service utilization is above 92% and we have further reduced the waiting time for appointments. Money awarded from the Eveson Trust for this service, has allowed us to offer counselling services to Housing First participants and supervision sessions for staff.

Housing First Project

In March 20 we were asked to lead the Worcestershire Housing First Pilot, funded by the Business rate Retention funding from Worcestershire County council and 4 district councils. The University of Worcester will evaluate the pilot using similar framework to the national housing First pilots in Manchester, Liverpool and Birmingham. The staff recruited were used in an interim capacity to support the "Everyone In" efforts during the Covid-19 emergency. After a 12 week sojourn, the Housing First Team reverted back to their primary role and has taken on 33 people across the County. To date, none of the participants have returned to rough sleeping and over 55% are now in permanent tenancy.

Trustees' Annual Report for the year ended 31 March 2021 (continued...)

Financial Review

Increased occupancy and a higher level of grants and donations have helped to substantially reduce the budgeted deficit for this financial year, which has been welcome news. The key financial risk for the next financial year is to secure funding for those services not funded by Housing Benefit Income, namely Counselling Services and the Kitchen Service Project. The extent of the emergency Covid-19 pandemic is not yet known, but brings with it as yet, unknown financial risks.

Plans for future periods

Our future plans will focus on:

- Create a work force of people who have the right skills, competencies and attitude of mind to work in a Trauma Informed way.
- Deliver Trauma-Informed services that meet the need of the homeless person and prevent those using homeless services in the future.
- Change public attitudes towards homelessness, at the local and regional level so that the public want change and homelessness less likely.
- Have sustainable income and a capital investment programme so we can help homeless people until homelessness is ended.

Reserves policy

The Trustees have reviewed the charity's needs for reserves in accordance with the guidance issued by the Charity Commission and have taken into account the desirability of holding sufficient funds to meet unexpected disruption of the income flow. The level of 'free reserves' (excluding designated funds and revaluation reserves) is £779,251 (£715,882). We are paying back the £330K interest free loan to Platform Housing for the hostel capital refurbishment/investment programme over the next 7 years. There is also currently a continuing funding gap which may need to be partly funded by reserves, until a permanent funding solution has been found.

On this basis, the Trustees consider that these reserves are at a realistic level to ensure the effective and efficient running of the charity.

Related Parties

None of our trustees receive remuneration or any benefit from their work with the charity. Any connection between a trustee and senior management of the charity with any grant providers, customers, suppliers or beneficiaries must be disclosed to the board of trustees.

The trustees and management also aim to maintain and develop sustainable relationships with local authorities and other charities/organisations as required.

Trustees' responsibilities

The trustees (who are also directors of St Paul's Hostel for the purposes of company law) are responsible for preparing the Trustees' Annual 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2015 (FRS 102)
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

Trustees' Annual Report for the year ended 31 March 2021 (continued...)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time, the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by Board of Trustees on 17 November 2021



Claire Bridges - Chair and Trustee

Independent Auditor's Report

Opinion

We have audited the financial statements of St Paul's Hostel (the 'charitable company') for the year ended 31 March 2021 which comprise the statement of financial activities, balance sheet, cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or

- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement at the end of the Trustees Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Our audit process involves determining a suitable materiality level and assessing the overall risk of material misstatement, including how fraud may occur. Our core procedures in relation to fraud and error include:

- Identifying laws and regulations that could reasonably give rise to a material misstatement in the financial statements
- Enquiring with management and office holders on their own considerations on fraud
- Considering financial pressures, incentives, opportunity, and motivations that may lead to fraud
- Reviewing areas where management is required to make significant subjective judgements (the key areas identified here include fixed asset valuation/depreciation and allocation of restricted fund expenditure)
- Ensuring expenditure is within the scope of the charities aims, objectives and in line with funding requirements.
- Reviewing manual journal entries to ensure they are appropriate and no subject to any bias, thus reducing the risk of misstatement due to management override of controls

Our procedures are tailored to the specific risks we have identified for St Paul's Hostel and are based on our detailed knowledge and understanding of the entity and its environment.

For 2020/21 the risk of irregularities and fraud has increased due to the COVID-19 pandemic which has created additional income streams (e.g. Lottery Grant and increased support/donations) it has also changed some operational aspects, such as increased working from home for management staff. These changes have been factored into our audit risk.

There is an inherent risk that our audit will not detect all irregularities, including those resulting in material misstatement in the financial statements or non-compliance with regulation. This risk is greater in respect of fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Other matter - prior year comparatives

The prior period financial statements were not audited, therefore we do not express an opinion on the prior year statement of financial activities (SOFA). However, we have obtained sufficient, appropriate audit evidence that the opening balance do not contain misstatements that materially affect the current period's financial statements.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Richard Dunkley (Senior Statutory Auditor)
RD Accounting Limited (Statutory Auditor)
Chartered Certified Accountants
12C Two Locks
Hurst Business Park
Brierley Hill
DY5 1UU

Date: 17 November 2021

**Statement of Financial Activities (including summary income and expenditure account)
for the year ended 31 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	172,371	83,000	255,371	103,439
Charitable activities	4	682,784	346,507	1,029,291	813,584
Investment income	3	14,419	-	14,419	14,278
Total income		869,574	429,507	1,299,081	931,301
EXPENDITURE ON					
Direct charitable activities	5	551,293	341,118	892,411	721,874
Central overhead costs	6	254,642	46,010	300,652	219,188
Total expenditure		805,935	387,128	1,193,063	941,062
Net income/(expenditure)		63,639	42,379	106,018	(9,761)
Transfers between funds	21	-	-	-	-
Net incoming/(outgoing) for the year before other recognised gains and losses		63,639	42,379	106,018	(9,761)
Gains/(losses) on revaluation of investments	13	80,663	-	80,663	(12,764)
Net movement in funds		144,302	42,379	186,681	(22,525)
RECONCILIATION OF FUNDS					
Total funds brought forward	19	915,347	11,363	926,710	949,235
TOTAL FUNDS CARRIED FORWARD		<u>1,059,649</u>	<u>53,742</u>	<u>1,113,391</u>	<u>926,710</u>

Company registration number: 03009035

Balance Sheet as at 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	10	349,352	-	349,352	327,339
Social investments	11	<u>290,000</u>	<u>-</u>	<u>290,000</u>	<u>290,000</u>
		639,352		639,352	617,339
CURRENT ASSETS					
Debtors	12	11,018	-	11,018	16,542
Investments	13	471,008	-	471,008	390,345
Cash at bank and in hand		<u>191,849</u>	<u>293,173</u>	<u>485,022</u>	<u>444,512</u>
		673,875	293,173	967,048	851,399
CREDITORS					
Amounts falling due within one year	14	<u>(64,578)</u>	<u>(239,431)</u>	<u>(304,009)</u>	<u>(317,028)</u>
NET CURRENT ASSETS					
		<u>609,297</u>	<u>53,742</u>	<u>663,039</u>	<u>543,371</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		1,248,649	53,742	1,302,391	1,151,710
CREDITORS					
Amounts falling due after more than one year	16	<u>(189,000)</u>	<u>-</u>	<u>(189,000)</u>	<u>(225,000)</u>
NET ASSETS					
		<u>1,059,649</u>	<u>53,742</u>	<u>1,113,391</u>	<u>926,710</u>
FUNDS					
Unrestricted funds	19			779,521	715,882
Revaluation reserve				280,128	199,465
Restricted funds				<u>53,742</u>	<u>11,363</u>
TOTAL FUNDS					
				<u>1,113,391</u>	<u>926,710</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

The financial statements were approved by the Board of Trustees on 17 November 2021 and were signed on its behalf by:

Claire Bridges

C Bridges - Chair

Statement of Cash Flows for the year ended 31 March 2021

	2021 £	2020 £
Net income / (expenditure) for year	106,018	(9,761)
Dividends receivable	(14,258)	(14,044)
Interest receivable	(161)	(234)
Depreciation and impairment of tangible fixed assets	68,487	55,403
(Increase) / decrease in debtors	5,524	2,453
Increase / (decrease) in creditors	(49,019)	463,674
Net cash flow from operating activities	116,591	497,491
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(91,001)	(344,777)
Proceeds from sale of tangible fixed assets	500	
Interest received	161	234
Dividends received	14,258	14,044
Net cash flow from investing activities	(76,082)	(330,499)
Net increase / (decrease) in cash and cash equivalents	40,509	166,992
Cash and cash equivalents at the beginning of the reporting period	444,512	277,520
Cash and cash equivalents at the beginning of the reporting period	485,022	444,512

Notes forming part of the financial statements for the year ended 31 March 2021

1 Accounting policies

(a) Basis of preparation

The financial statements of the charitable private company (incorporated in England and Wales), 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 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The charity does not currently have any endowment funds.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Rental income in respect of the hostel and resettlement housing is included on an accruals basis in the period to which it relates.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from government and other grants are recognised at fair value, when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Where costs cannot be directly attributed to particular headings they are included in central overhead (support) costs. These include project management, finance, administration and general office overheads.

Notes forming part of the financial statements for the year ended 31 March 2021

(continued...)

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

(e) **Pension costs**

The charitable company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period to which they relate.

(f) **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Freehold property	nil
Fixtures and fittings	over 4 to 5 years
Motor vehicles	25% on reducing balance
Capital works programme	over 7 to 8 years

(g) **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. No assets are currently held under finance leases.

(h) **Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(j) **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(k) **Programme related social investments**

St Paul's owns two freehold properties, which are used as resettlement housing and thus specifically contribute to the charity's charitable purposes. These properties are held at market value provided this amount can be measured reliably otherwise they are measured at cost less any provision for diminution in value.

(l) **Donated Goods, Services and Facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised (refer to the trustees' annual report for more information about their contribution).

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The charity currently pays a management charge to Fortis Living for the use of the hostel which amounts to £43,063 per annum. Given the unique nature of the property and it purposes a market rental can not be measured accurately and therefore there are no donated facilities transactions recognised in respect of this facility.

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

2 Income from donations and legacies

	2021	2020
	£	£
Gifts and donations (see note 22)	78,431	77,439
Grants	<u>176,940</u>	<u>26,000</u>
	<u>255,371</u>	<u>103,439</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Eveson Trust	55,200	21,000
Rowlands Trust	9,800	-
Street Café Grant - Worcester City Council	20,000	-
The Kildare Trust	25,000	-
Homeless Link - Personalisation for Housing First	10,500	-
Worcester City Council	10,000	-
Kildare Trust Bequest	10,000	-
Antonio Carluccio Foundation	10,000	-
Worcestershire Community Trust	8,500	-
CSHS (re Andy Howarth)	5,900	-
Morrisons	5,040	-
Worcester Community Funding	5,000	-
Worcester County Council	2,000	-
Albert Hunt Trust	-	5,000
	<u>176,940</u>	<u>26,000</u>

3 Investment income

	2021	2020
	£	£
Dividends received	14,258	14,044
Deposit account interest	<u>161</u>	<u>234</u>
	<u>14,419</u>	<u>14,278</u>

4 Incoming Resources from Charitable Activities

	2021	2020
	£	£
Housing Benefit Rent	591,891	565,454
Private Rent	88,733	98,639
Big Lottery Fund Grants	108,690	102,782
National Lottery Community Fund	-	37,873
Vestia Community Trust (Fusion)	-	-
Worcester City Council - Housing First	237,817	6,676
Sundry Income	<u>2,160</u>	<u>2,160</u>
	<u>1,029,291</u>	<u>813,584</u>

Notes forming part of the financial statements for the year ended 31 March 2021 (continued...)

5 Direct expenditure on charitable activities

	2021	2020
	£	£
Hostel, Housing First & Resettlement costs		
Salaries, NI & Pension	551,869	399,034
Rents	64,740	64,963
Utilities	44,280	41,558
Repairs & Renewals	14,636	15,876
Insurances	11,177	9,585
Telephone	8,370	6,851
Food Costs	53,071	51,882
Client Welfare	20,825	9,585
Counselling Costs	45,589	40,070
Cleaning Consumables	19,666	14,914
Other Costs	7,818	1,456
Bad Debt Provision	10,152	11,809
	<u>852,193</u>	<u>667,583</u>
	2021	2020
	£	£
Project costs		
Fundraising Costs	3,252	14,308
Lottery Community Fund - Hereford Vennture grant share	-	25,370
Direct Project Costs (2021: Street Kitchen)	13,124	2,820
Client Welfare	20,543	6,241
Staff Training	3,299	5,552
	<u>40,218</u>	<u>54,291</u>
Total direct expenditure on charitable activities	<u>892,411</u>	<u>721,874</u>

6 Central overhead / support costs

	2021	2020
	£	£
Salaries, NI & Pension	148,414	107,141
Office Costs	9,572	8,783
IT Costs	17,320	8,988
Legal, Consultancy & Professional fees	17,084	16,253
Subscriptions	4,815	4,375
Accountancy & Audit Fees	7,149	3,613
Staff Training/Welfare	26,421	12,136
Staff Recruitment	-	1,012
Bank Charges	1,390	1,484
Depreciation & (profit)/loss on disposal of assets	68,487	55,403
	<u>300,652</u>	<u>219,188</u>

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

7 Net Incoming/(outgoing) resources

Net resources are stated after charging/(crediting):

	2021	2020
	£	£
Independent Examiner's fee	-	600
Independent Auditor's fee	3,000	-
Fees for Accountancy Services	1,820	754
Depreciation - owned assets	68,487	55,403
Operating leases for property	64,740	64,963
Operating leases for equipment	<u>6,757</u>	<u>6,769</u>

8 Trustees remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

There were no trustees' expenses paid for the year ended 31 March 2021 (2020: NIL).

9 Staff costs

	2021	2020
	£	£
Wages and salaries	634,485	461,875
Employers National Insurance	52,480	35,119
Defined contribution pension costs	<u>12,553</u>	<u>9,184</u>
	<u>699,518</u>	<u>506,178</u>

The average monthly number of employees during the year was 27 (2020: 24). The average number of full-time equivalent employee was estimated to be 16 (2020: 15)

No employees received emoluments in excess of £60,000 during the year (excluding employer's pension contributions).

Total remuneration paid to key management personnel was £88,129 (2020: £84,300) during the year (excluding employers pension contributions).

The charity contributes to individual pension schemes, which are defined contribution pension schemes, and the amounts charged to the income and expenditure accounts for the year are as stated above.

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

10 Tangible Fixed Assets

	Fixtures and fittings £	Motor vehicles £	Totals £
COST			
At 1st April 2020	477,218	15,250	492,468
Additions	91,001	-	91,001
Disposals	<u>(13,257)</u>	<u>(11,750)</u>	<u>(25,007)</u>
At 31st March 2021	<u>554,962</u>	<u>3,500</u>	<u>558,462</u>
DEPRECIATION			
At 1st April 2020	152,877	12,252	165,129
Charge for year	67,958	656	68,614
Eliminated on disposal	<u>(13,257)</u>	<u>(11,377)</u>	<u>(24,634)</u>
At 31st March 2021	<u>207,578</u>	<u>1,531</u>	<u>209,109</u>
NET BOOK VALUE			
At 31st March 2020	<u>324,341</u>	<u>2,998</u>	<u>327,339</u>
At 31st March 2021	<u>347,384</u>	<u>1,969</u>	<u>349,352</u>

11 Social Investments - programme related

	Freehold Property £	Totals £
COST OR VALUATION		
At 1st April 2020	290,000	290,000
Additions	-	-
Revaluations	-	-
Disposals	<u>-</u>	<u>-</u>
At 31st March 2021	<u>290,000</u>	<u>290,000</u>

A freehold property with an original cost of £40,880 was revalued to £150,000 on 31 March 2013 by the trustees following an offer from a third party to purchase the property.

12 Debtors: Amounts falling due within one year

	2021 £	2020 £
Trade debtors	116	12,024
Prepayments and accrued income	<u>10,902</u>	<u>4,518</u>
	<u>11,018</u>	<u>16,542</u>

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

13 Current asset investments

	2021 £	2020 £
COIF Charities Investment Fund	<u>471,008</u>	<u>390,345</u>

The movement in the year of £80,663 is in relation to changes in market value, there were no disposals in the year. The original cost of the investment was £300,000.

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade Creditors	9,408	6,736
Accruals	12,818	10,381
Deferred Income (see following note)	239,431	250,736
Social Security & other taxes	-	11,395
Other creditors	6,352	1,780
Concessionary loan - Platform Housing	<u>36,000</u>	<u>36,000</u>
	<u>304,009</u>	<u>317,028</u>

15 Deferred incoming resources

Incoming resources are deferred in accordance with section 5.24 of the Statement of Recommended Practice (FRS102) whereby income is subject to performance-related condition.

	1.4.20 £	Received during the year £	Released to revenue £	31.3.21 £
Eveson Charitable Trust - Support Worker	55,200	-	(55,200)	-
Big Sleep Out	2,419	1,354	-	3,773
National Lottery Community Funding	4,127	-	(4,127)	-
Worcester City Council - Housing First	188,990	280,486	(237,817)	231,659
Platform Housing - Salary from April 2021	-	4,000	-	4,000
	<u>250,736</u>	<u>285,840</u>	<u>(297,144)</u>	<u>239,432</u>

16 Creditors due over 1 year

	2021 £	2020 £
Concessionary loan - Platform Housing	<u>189,000</u>	<u>225,000</u>
	<u>189,000</u>	<u>225,000</u>

Amounts due over 5 years is £45,000 (2020: £81,000).

An interest free loan from Platform Housing was taken out in December 2019 to cover extensive capital works undertaken at the Hostel (as represented within fixed assets). The loan is deemed to be a 'Concessionary Loan' in accordance with paragraph PBE34.88 of FRS102 and therefore has not been discounted.

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

17 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Not later than one year	28,069	28,655
Later than one and not later than five years	14,636	42,705
Later than five years	<u>-</u>	<u>-</u>
	<u>42,705</u>	<u>71,360</u>

18 Related parties

There were no related party transactions in the year (2020: None).

Notes forming part of the financial statements for the year ended 31 March 2021 (continued...)

19 Movement in funds

	<u>At 1.4.21</u>	<u>Incoming resources</u>	<u>Resources expenses</u>	<u>Gains and losses</u>	<u>Transfers</u>	<u>At 31.3.21</u>
Unrestricted funds						
General fund	715,882	869,574	(805,935)	-	-	779,521
Infrastructure fund	199,465	-	-	80,663	-	280,128
Revaluation reserve						
	<u>915,347</u>	<u>869,574</u>	<u>(805,935)</u>	<u>80,663</u>	<u>-</u>	<u>1,059,649</u>
Restricted funds						
Eveson Trust - Support Worker	-	55,200	(36,084)	-	-	19,116
Albert Hunt Trust	5,000	-	(5,000)	-	-	-
Worcester City Council - Housing First	1,240	240,817	(219,107)	-	-	22,950
National Lottery Community Fund - Wyre Severn Project	5,123	4,127	(9,250)	-	-	-
Rowlands Trust - Hostel Rooms Upgrade	-	4,800	-	-	-	4,800
Worcester City Council - Street Café	-	20,000	(13,124)	-	-	6,876
The National Lottery Community Fund (COVID Recovery)	-	104,563	(104,563)	-	-	-
	<u>11,363</u>	<u>429,507</u>	<u>(387,128)</u>	<u>-</u>	<u>-</u>	<u>53,742</u>
Total funds	<u>926,710</u>	<u>1,299,081</u>	<u>1,193,063</u>	<u>80,663</u>	<u>-</u>	<u>1,113,391</u>

Notes forming part of the financial statements for the year ended 31 March 2021 (continued...)

Prior year movement in funds

	<u>At 1.4.20</u>	<u>Incoming resources</u>	<u>Resources expenses</u>	<u>Gains and losses</u>	<u>Transfers</u>	<u>At 31.3.21</u>
Unrestricted funds						
General fund	667,219	757,970	(754,294)	-	44,987	715,882
Infrastructure fund	45,000	-	-	-	(45,000)	-
Revaluation reserve	212,229	-	-	(12,764)	-	199,465
	924,448	757,970	(754,294)	(12,764)	(13)	915,347
Restricted funds						
Personalisation fund	6,228	-	(6,241)	-	13	-
Big Lottery Fund	18,559	102,782	(121,341)	-	-	-
Eveson Trust - Support Worker	-	21,000	(21,000)	-	-	-
Albert Hunt Trust	-	5,000	-	-	-	5,000
Worcester City Council - Housing First	-	6,676	(5,436)	-	-	1,240
National Lottery Community Fund - Wyre Severn Project	-	37,873	(32,750)	-	-	5,123
	24,787	173,331	(186,768)	-	13	11,363
Total funds	949,235	931,301	(941,062)	(12,764)	-	926,710

20 Purpose of funds

Eveson Trust - Support Worker

A grant was received from Eveson Trust to finance the role of Trauma Informed Practice Manager for 12 months, to better reflect our shift towards a trauma informed ethos.

Albert Hunt Trust

A grant was awarded to help pay salary costs for residents employed through our Kitchen Assistant Training Programme.

Worcester City Council - Housing First

A pilot scheme commenced mid-March 20, funded by Worcester City Council. Housing First is an internationally recognised and evidence-based model of housing and support for those with chronic housing, health and social care needs. The aim of Housing First is to end repeat and chronic homelessness for a group of people for whom other services are ineffective. The overall philosophy of Housing First is to provide a stable, independent home and intensive personalised support and case management, to homeless people with multiple and complex needs. Housing First is a different model because it provides housing 'first', as a matter of right, rather than 'last' or as a reward.

National Lottery Community Fund - Wyre Severn Project

A joint venture with Hereford based Vennture Charity, to examine how homelessness services can improve, by putting the people who have lived experiences, in the lead.

Rowlands Trust

A grant for an essential upgrade and maintenance program; specifically, towards to cost of refurbishing 3 hostel rooms.

Worcester City Council - Street Café

Worcester City Council provided a grant to the Street Feeding Stations [AKA Soup Kitchens] during the summer. This was to support their Homeless Prevention work. St Paul's acted as the bank and undertook a very simple contract with the City Council, subsequently distributing the allocation equitably to each SFS. This approach was taken because one of the SFS is not a charity and picking one from 5 would have created tension between them.

The National Lottery Community Fund - COVID Recovery

This grant was awarded as part of the National Lottery Reaching Communities, COVID Response Funding. The money was awarded to cover increased staffing costs and lost revenue. In addition, the funding enabled us to provide emergency resettlement support for 26 weeks, upgrading counselling room and kitchen garden.

21 Material transfers between funds

There are no transfer between funds during the year.

Notes forming part of the financial statements for the year ended 31 March 2021
(continued...)

22 Donations and gifts

Details	Amount £
AIM Foundation	5,000
Alan Flockhart	900
Alpkit Foundation	250
ASDA Foundation	300
Belinda Morgan	490
Bromyard Methodist Church	300
C Glossop	500
C4 Ltd	3,300
Clothworkers Fund	2,630
Earlby Property Investment & Consultancy	5,000
Estate of Grace Fuller	11,111
Estate of Robin Sykes	3,000
Felix Borchardt	609
Groundwork UK	500
J & B Mills	500
K Greenfield	600
Keith Judson	834
Little Malvern Priory	250
M & S Dawson	250
M E Ward	250
Masonic Charitable Foundation	250
Paul Hudson	570
Pauline & David Thorpe	500
Rock Kitchen Harris	500
Sean Wrafter - Worcester Haulage Ltd	1,200
Six Masters Charity	3,000
Springmasters Ltd	1,000
St Barnabas Church	250
St Martins with St Peters PCC	937
St Peter's Baptist Church	1,043
Tesco 'Bags of Help'	500
The Rodway Family Charitable Trust	500
WCC Xmas Quiz	720
WCF Grant - High Sheriff	3,000
Worcester Baptist Church	5,000
Worcester Cathedral	3,000
Worcester City Parish Relief	400
Worcs Lottery Fund	381
Total Donations £250 and above	59,325

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Anonymous Donations over £250	294
Anonymous, sundry smaller & personal donations	12,281
Gift Aid	6,531
Total Donations	<u>78,431</u>