

Trustees' Annual Report for the period					
		Period start date		Period end date	
	5	April	2020		4 April 2021
From			To		

## Section A Reference and administration details

Charity name	His Place
Other names charity is known by	(Previous name) St Leonards Pentecostal Church
Registered charity number (if any)	1054331
Charity's principal address	His Place Church & Community Venue
	Robertson Street
	Hastings East Sussex
Postcode	TN34 1HL

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Christopher Sears	Chairperson		
2	Margaret Sears			
3	Nicola Roper	Treasurer		
4	Caroline Wheeler	Safeguarding Officer / Café Manager		
5	Trevor Webb		From 30 November 2020	
6				

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

Name	Dates acted if not for whole year
Burt West	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

Elected by church members when due at annual general meeting.

### Additional governance issues (Optional information)

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

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

#### Trustee Risk Management

Two of the trustees, Revd Christopher Sears (Chair) and Margaret Sears, are married and due to this they do not make or sign off any financial decisions alone or manage any banking or accounting matters between themselves.

#### Building Risk Management

The management of the building's safety risks continues to be a priority for the trustees, as might be expected from the building's A rating ('immediate risk of further rapid deterioration or loss of fabric; no solution agreed') on the Heritage at Risk Register. Monthly building inspections were instituted, and a structural engineer's report on the condition of the steel structure underpinning the south elevation was commissioned.

#### Covid-related Risk Management

Because of the financial risks arising from the pandemic, the trustees instituted more regular monitoring of income and expenditure, and scaled back expenditure to the essential minimum on building safety and maintenance in order to ensure the charity's survival. The trustees successfully applied for £5,000 from the Government's Covid-support funding; this came through in July 2020.

Financial management and banking policies were reviewed and updated to reduce the amount of money retained on site and to ensure the safety of staff making deposits, particularly in the months of lockdown when depositors were required to queue for long periods outside of the bank.

As the community café remained open for vulnerable clients throughout most of the pandemic lockdowns, the trustees instituted a continuous process of reviewing and updating risk assessments to ensure staff safety and compliance with the law. This was accompanied by a monthly review of operations regarding the management of communal spaces, social distancing, sanitisation and hygiene practices, and improved signage and communication with volunteers, church members and clients.

## Section C

## Objectives and activities

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

His Place is a free church (i.e., not affiliated to any denomination) in the Pentecostal tradition. The objects of the trust are for the benefit of the public: (a) to advance the Christian Faith; (b) to relieve sickness and financial hardship and to promote and preserve good health; (c) and to advance education. The means of delivering the objects are determined by the Church Council from time to time as it sees fit; in practice the beneficiaries are based in the towns of Hastings and St Leonards.

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

The trustees have had due regard to the Charity Commission's guidance on public benefit when reviewing the aims and objectives of the charity and planning future activities.

The trustees are committed to welcoming and supporting people of all faiths and none on their journeys of spiritual and mental wellbeing and/or exploration of the Christian faith. As part of their Christian mission, the trustees seek to provide spiritual and physical refreshment to people from Hastings and St Leonards, particularly those from marginalised groups who experience financial deprivation, poor health, and/or exclusion from common forms of social and cultural enrichment.

The His Place Community Café is open to all and is a haven for people who feel out of place or unwelcome in conventional commercial cafés but who need somewhere safe and accepting to be. There are also several community rooms which are let for free or at very affordable rates to charitable and self-help organisations, such as AA, Cancer Support and a hard of hearing group.

Since 2017, His Place has hosted Opus Theatre in its main worship space, an innovative arts venture led by the British-Argentine composer and pianist Polo Piatti, which seeks to bring musical performance and education of the highest international standards to Hastings. Revenue after costs from Opus's events is shared 50/50 with His Place and is ring-fenced for improvements to the church building and its facilities.

**Additional details of objectives and activities (Optional information)**

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

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

The trustees are committed to stabilising and strengthening the financial position of the charity. A key element of this is meeting the building's repair needs with a determined programme of fundraising from grants and donations, with a view to reducing the drain on income of emergency repairs and overly burdensome maintenance spends.

The charity relies on the generous labour of volunteers, which even in a year of pandemic lockdowns amounted to 5,500 hours. Over 80% of this contribution was made by the volunteers who keep the Community Café operating. Six volunteers also redecorated the community hall over two weeks.

The trustees endeavour to make volunteering a rewarding activity at His Place and encourage where safely possible the recruitment and training of volunteers from its vulnerable adult users.

Most of His Place's volunteers are referred by GPs, mental health services, learning disability practitioners and other social care teams. Out of all the volunteers there are only four who are not engaged with some type of statutory service. The volunteers with mental health needs are seen to grow and improve in their health and His Place is included in their treatment reviews and acknowledged as a positive relationship for these people.

The trustees take seriously their responsibilities towards the safeguarding and well-being of their volunteers.

### Summary of the main achievements of the charity during the year

Many of His Place's activities and those that other charities offer at His Place were curtailed by the impact of Covid in 2020/21. But a surprising amount continued in one form or another and the trustees are grateful to all the volunteers who worked so diligently, responsibly and with such passion to continue to provide support services for vulnerable people.

#### Church services and other religious activities

- Two Sunday services (morning service in worship space attended by up to 60; evening café service attended by 20)
- Mid-week Bible Study, with up to 15 attendees
- Two House Groups (Bexhill and Hastings)
- Annual Healing Service
- Two 12-hour inter-church prayer days during the pandemic
- Representation at an inter-church Prayer and Praise event, covering Eastbourne, Hastings and Bexhill, re Covid
- Four baptisms in the sea

#### Outreach activities

His Place runs a range of outreach activities that are open to both church and community centre users, including community meals, walks, quiz nights, film nights in the café, painting and crafting groups, family play days and open mic nights (the latter in conjunction with One Hastings Many Voices). Many of these ran infrequently in 2020/21, but they proved remarkably resilient in springing back to life whenever lockdown restrictions were eased.

#### Café

His Place operates a not-for-profit community café, which is staffed by a team of 10 volunteers and is open for 25 hours a week (excepting Thursdays and Sundays). After the first, severe lockdown it continued to operate throughout the year, offering home-made, allergy-friendly food and drinks at very affordable prices. During the year under review, the café purchased a new dishwasher and completed payments on its coffee machine.

The café space continued to act as an informal, safe meeting space for professionals from Social Services, Homeworks, and the local Mental Health Community Team to meet their clients for 1:1 meetings.

#### His Place Community Centre

The Community Centre continued to offer or host, where lockdown regulations permitted, a range of activities, including:

- **Disability-friendly exercise and activity days**

On Wednesday mornings, usually attended by 14 people from two care settings with their carers for social engagement with other café users, games and other activities. Participants included people with significant physical disabilities and young adults with learning disabilities.

- **Mental Health Hastings**

Activities on Wednesdays and Saturdays offering peer support, workshops (craft, mindfulness, fishing for health, music, suicide awareness, managing on a budget, life skills) in partnership with His Place and the 1066 Crafters group. In March 2021, this work secured a grant of £10k from National Lottery Awards for All.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The trustees have a policy of maintaining a minimum of three months' expenditure in the current account.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

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



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

## Section F Other optional information

## Section G Declaration

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Nicola Roper	Caroline Wheeler
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Safeguarding Officer
<b>Date</b>	1/2/22	

- **Mental Health Safe Place**

A drop-in on Mondays, Wednesdays and Saturdays during the Covid lockdowns for signposting access to social care and mental health first aid support.

- **Monthly Meet and Greet Community Lunch**

Approximately 30 attendees, mainly retired or unemployed people.

**Hastings Safe Space**

Hastings Safe Space ran from His Place for a second year, offering a safe zone on Saturday nights for people affected by alcohol, or who lack transport to return home or who require First Aid or other support that does not warrant an ambulance call-out. This NHS/Rother CCG-run community project is staffed by volunteers and generates a modest income and goodwill for His Place. The value of the service was underlined on one occasion when local street pastors brought in a stabbing victim who was kept alive by Safe Space's emergency medic team until an ambulance arrived. He made a full recovery and returned to thank the volunteers for their role in saving his life.

**Snowflake**

Due to the pandemic, the regular winter homeless shelter scheme in Hastings had to switch from offering overnight accommodation to providing hot meals to rough sleepers and people in temporary accommodation. To facilitate this, His Place made its café kitchen available to homeless charity Snowflake. Every night from early November 2020 to the end of March 2021, Snowflake's volunteers turned out 150 hot meals from the kitchen.

**Opus Theatre**

Opus Theatre had its fourth year of residency at His Place, but its ability to host concerts and to generate income both for itself and the repair of His Place's building was reduced to almost nil by the pandemic. In normal times, Opus holds regular concerts attended by an average of 500 people each. It is hoped that Opus will be able to renew a full programme of concerts and other music events in 2022.

**Grant Funding**

In July 2020, the trustees secured a £5,000 grant from the Government's Covid-support funding to help stabilise the financial situation during the pandemic.

In March 2021, the trustees were awarded £5,000 from the Sussex Community Foundation to fund activities and the community centre's running costs specifically for the benefit of socially isolated, elderly and/or unemployed clients.

See above under Mental Health Hastings for news too of a £10,000 grant from the National Lottery Community Fund to support MHH's activities at His Place.

The trustees also had the benefit of a heritage conservation adviser who was awarded a £5,000 contract under the Trinity Triangle Heritage Action Zone (TTHAZ) scheme to devise a project budget and fundraising strategy for four projected phases of repair to His Place's building.



## Receipts and payments accounts

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For the period from	07-Apr-20	To	06-Apr-21
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Building fund donation	76	656	-	732	-
Café sales	125	3,085	-	3,210	-
Church collection	15,338	-	-	15,338	15,395
Donation / Legacies	14,277	315	-	14,592	24,814
Fundraising Activities	-	-	-	-	7,649
Homeless Vouchers	100	600	-	700	-
Insurance Claim	1,580	3,692	-	5,272	-
Miscellaneous	3,045	5,000	-	8,045	15,822
Room hire	-	1,000	-	1,000	3,748
Awards 4 All - Mental Health Hastings	-	10,000	-	10,000	-
Sussex C Foundation - Carer / cared 4	-	5,000	-	5,000	-
<b>Sub total (Gross income for AR)</b>	<b>34,542</b>	<b>29,347</b>	<b>-</b>	<b>63,889</b>	<b>67,427</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,542</b>	<b>29,347</b>	<b>-</b>	<b>63,889</b>	<b>67,427</b>
<b>A3 Payments</b>					
Administration costs	290	49	-	340	-
Audio visual supplies / software	552	-	-	552	-
Christian outreach / church materials	325	-	-	325	-
Freelance / contract pay	-	1,330	-	1,330	-
Fundraising costs	54	-	-	54	91,514
Groceries	223	2,474	-	2,697	-
Insurance	3,964	-	-	3,964	-
Licences	400	508	-	908	-
Maintenance / building supply and services	14,458	124	-	14,582	-
Miscellaneous	430	1,297	-	1,727	50
Publicity and marketing	193	-	-	193	-
Phone and internet	1,015	-	-	1,015	-
Utilities	4,780	-	-	4,780	-
Volunteer expenses bus / mileage	1,325	406	-	1,731	-
Waste and clearance costs	438	742	-	1,181	-
QUA QUA mission	1,374	-	-	1,374	-
Catering equipment	131	2,912	-	3,043	-
Homeless vouchers	-	41	-	41	-
<b>Sub total</b>	<b>29,952</b>	<b>9,884</b>	<b>-</b>	<b>39,835</b>	<b>91,564</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>29,952</b>	<b>9,884</b>	<b>-</b>	<b>39,835</b>	<b>91,564</b>
<b>Net of receipts/(payments)</b>	<b>4,590</b>	<b>19,463</b>	<b>-</b>	<b>24,054</b>	<b>- 24,137</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	228	11,817	-	12,045	-
<b>Cash funds this year end</b>	<b>4,818</b>	<b>31,280</b>	<b>-</b>	<b>36,099</b>	<b>- 24,137</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account	4,034.23	13,146.63	-
	Bank Church Account	-	18,133.54	-
	Cash	784.12	-	-
	<b>Total cash funds</b>	<b>4,818</b>	<b>31,280</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		General	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



**Independent Examiner's Report to the Trustees of  
His Place  
For the Accounts Year Ended 6 April 2021**

I report to the trustees on my examination of the accounts of His Place for the year ended 6 April 2021.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trustee's accounts (which comprise the receipts and payments accounts and statement of assets and liabilities) carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



S.R. Sampson BFP FCA FCIE DChA

For and on behalf of Ashdown Hurrey Auditors Limited

20 Havelock Road

Hastings

East Sussex

TN34 1BP

Date: .....04/02/2022.....