

Registered Charity Number: 1087606
Company Number: 03896342

Ben's Centre for Vulnerable People (Sheffield)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 December 2021

Ben's Centre for Vulnerable People (Sheffield)

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Ben's Centre for Vulnerable People (Sheffield)

Legal and administrative information For the year ended 31 December 2021

Patron

Rt Rev Ralph Heskett

resigned on 28 October 2021

Trustees

Ian (Ben) Sherman

Founding trustee

Shannon Gabbert (nee Roberts)

Chair

Cllr Anne Murphy

Stephen Givnan

Elizabeth Williams

Alan Brailey

Stephen Parker

Wendy Allen

resigned on 25 March 2021

Key management

Chief Executive

Daryl Bishop

Charity number

1087606

Company number

03896342

Registered office

22 Wilkinson Street

Sheffield

S10 2GB

Accountants

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

Independent Examiner

John O'Brien FAIA, FCCA, FACIE

Community Accounting Plus

Units 1 and 2, Northwest

41 Talbot Street

Nottingham

NG1 5GL

Ben's Centre for Vulnerable People (Sheffield)

Trustees' annual report

For the year ended 31 December 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 December 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

Structure, governance and management

The organisation is a charitable company limited by guarantee, established under a memorandum of association which established the objects and powers of the charity company, and is governed under its articles of association. The company registered as a charity in July 2001.

Under the articles, the trustees and other members of the board of trustees are elected or confirmed in office at each AGM. The Chair is elected for a two-year term.

The day-to-day management of the organisation is undertaken by the Chief Executive Officer (CEO), Daryl Bishop and is delivered from the Ben's Centre building five days a week (Monday to Friday) by our staff team. We also have a team of volunteers that make an invaluable contribution to our work.

In 2021, the Board of Trustees, CEO and Office Manager conducted a comprehensive review of our governance, policies and procedures. This was undertaken due to the development and advancement of Ben's Centre outpacing the level of governance, policies and procedures in place.

Thanks in no small part to the exceptional hard work of the Office Manager, Ben's Centre now has comprehensive governance in place, pertaining to all areas of our charitable work. In addition, we have upgraded our policies and procedures in health and safety, safeguarding, finance, HR and other essential areas. This process has been an important exercise for the board of trustees and senior management team. We can now move forward reassured that we have the processes in place to work to the best of our ability and develop Ben's Centre even further. As a part of the review we also introduced years and two yearly review protocols for all governance, policy and procedure forms dependent on their content.

Objectives and activities

Ben's Centre for Vulnerable People (Ben's Centre) is a registered charity with the principal objective of relieving poverty, sickness and distress of persons suffering from addiction and street culture in the Sheffield area. In particular, through the provision of a day centre offering advice, food, clothing and washing facilities

In practice the charity provides a day centre for street substance misusers and vulnerable adults in Sheffield City Centre and the surrounding areas. The centre is unique in the city as a 'damp centre', which enables substance misusers to access the centre whilst under the influence of drugs and/or alcohol. Ben's Centre provides its client with hot food and drinks, washing and laundry facilities, clothing store, amenities, a hot shower and toilets, advice, and comfort during opening hours. A key part of the services provided at Ben's Centre is our one to one client led work provided by our team of support workers as well as our Outreach service which supports people out on the street and not yet being supported by the day centre.

Ben's Centre for Vulnerable People (Sheffield)

Trustees' annual report - continued

For the year ended 31 December 2021

Trust building is the key to achieving successful outcomes with vulnerable people, enabling and empowering them to take positive and healthy steps forward with their lives and away from reliance on drugs and/or alcohol.

A range of skills-based activities are offered to develop Ben's Centre clients including cookery, arts & crafts, IT, health promotion and general life skills. Ben's centre is able to deliver its services with the help of a committed pool of volunteers who, between them, donate an average of 45 hours per week.

The trustees have taken due regard of the guidance on public benefit published by the Charity Commission.

Achievement and performance

2021 was another challenging year for Ben's Centre but also one for of impact and achievement. As we continued to navigate the Covid-19 pandemic and the repercussions of the pandemic on our community, the Ben's Centre staff, board and volunteers worked hard to support our clients and develop the charity.

Having moved into our new premises in November 2020, by early 2021 we were settled into the new building and our clients were becoming used to coming to a new premises for support. Following some essential fundraising efforts, the Office Manager secured funding to install a wet room in the building too. An important facility for the centre as many of our clients do not have access to hot water. We are often the only place where they can have a hot shower as well as other hygiene and clothes washing facilities.

Throughout 2021, the staff team and volunteers continued to navigate the changing Covid-19 restrictions and lockdowns that continued to be in place. Thanks to the new larger premises, they were able to do this without significantly limiting the number of clients able to access the day centre or the level of support provided. 2021 also saw the return of standard monthly meetings of the Board of Trustees in person. A return which was welcomed by each member of the board.

Our core service remained at the centre of all that we did in 2021 and our Centre Manager, Support Officers and Outreach team continued their exceptional work providing client centred support to our vulnerable clients. Led by the Chief Executive, the staff team completed new and refresher training to enable them to improve on the trauma informed support they already offer to those we help.

In 2020, our plans for income diversification were put on hold by the onset of the pandemic but in 2021 we were once again able to put these plans into action. We were able to take on a placement student to develop our Marketing and Communications strategy. This led to rapid improvements in our online marketing and social media platforms which has raised awareness of our work and improved our level of one off and regular donations. The student was kept on following the placement end on a part time basis to continue to build on the improvements made.

In 2021, led by the Chief Executive Officer and Office Manager and supported by the Board of Trustees, our plans for opening a charity shop in the centre of Sheffield were developed and the aim of the opening the shop in January 2022 agreed, following some required maintenance and remedial work. In September 2021 the trustees signed for a retail property on The Moor, Sheffield. The property is a free of charge arrangement by Community Spaces, Ben's Centre being responsible for the rates, utilities and maintenance on the premises. Either party are able to end the agreement with 30 days' notice. The building is to be used as an information hub on the ground floor and charity shop on the 1st and 2nd floors.

Ben's Centre for Vulnerable People (Sheffield)

Trustees' annual report - continued For the year ended 31 December 2021

Based on the above, 'Ben's Bazaar' was agreed by the Board of Trustees as a low risk venture for our charity, worth trialling as a potential profitable income stream in the long term. The board agreed the target of the shop's finances breaking even in its first financial year, followed by moderate profits in subsequent years, targets which will be reviewed on a regular basis by the staff team involved and the Board of Trustees.

2021 was another strong financial year for Ben's Centre, thanks to the efforts of the Chief Executive Officer and Officer Manager. Our fundraising through trust and grant funding applications supported both core running costs and project funding throughout the year. The team continued their work developing relationships locally with individuals and businesses to encourage one off and large donations to our work. Our improved Marketing and Communications also underpinned these efforts and increased attention from local media on our work, which in turn brought in new funding opportunities.

In 2021, we also entered our final year of funding (ending in August 2022) from the National Lottery Reaching Communities Fund, from which we were awarded 3 years of large grant funding to support the running and development of our charity. As a result, plans to apply for another Reaching Communities grant were put in place and regular reviews of alternative large grant funding opportunities undertaken, to ensure the uninterrupted running of our services moving forward.

Who we have supported in 2021

Approximately 25-30 clients access the day centre each working day. At their initial contact all clients are assessed before being welcomed into the centre so that we can gather a brief history of their background and potential risks and triggers. We rarely exclude anyone and feel that every member of society needs a place to go for a while and take a break from issues that are troubling them and causing distress thus preventing them from moving on in their lives. Since January 2021, 148 clients have been assessed for the day service. We also have 11 clients who are classed as "advanced" and are managing or addressing their substance misuse and preparing for a more independent lifestyle.

We also have an outreach team that patrols the city centre and surrounding area, engaging with people who are homeless or entrenched in street culture. We issue weather appropriate clothing, underwear, sun creams, food and drinks and rely heavily on donations from individuals and organisations to provide all that we can to support those most in need. The outreach team expect to see 20-30 people each day and form trust within street culture community, their purpose being that after a period of relationship building the clients will access Ben's Centre for additional support. The team actively engage in multidisciplinary meetings and information share with other agencies to get the best outcomes for our client group. This creates a safety net across the city and ensures all clients have some form of support. It is difficult to estimate how many individuals are seen on the streets, for obvious reasons as we are only able to gather limited information until they are fully assessed at the centre, however it is estimated that there is contact with around 285 individuals each the year.

Overall, Ben's Centre has had another successful year. We have once more risen to the challenge of navigating the pandemic and the effects on our service. Our staff team have not only continued to work to an exceptionally high standard but have also training and developed in their roles too. Our income diversification plans have begun to be implemented and our marketing has been improved. A full review of our governance, policies and procedures was also undertaken. Our fundraising remains strong and the charity's long term sustainability continues to be the main focus of the Board of Trustees and Senior Management Team. Finally and most importantly, we continue to have a positive impact on the vulnerable people we support. Providing security, consistency, one to one trauma informed care and comfort to each of our clients.

Ben's Centre for Vulnerable People (Sheffield)

Trustees' annual report - continued

For the year ended 31 December 2021

Future Plans

As a part of the Ben's Centre Business Plan 2021-23 we have identified the following key areas:

- To improve and develop our client support through staff training, partnership working with other sector organisations, growing our service provision and through other opportunities.
- **To strengthen Ben's Centre's income generation and in doing so, improve the charities sustainability and resilience.**
- **To ensure Ben's Centre has the governance, policies and procedures in place to support its growth and development.**
- To continue our ongoing work to build and invest in a board of trustees, staff team and volunteer base so they may work effectively, feel supported and have the confidence and capacity to fulfil the charities work and to meet any challenges in their role along the way.

As we move forward, the importance of developing new income streams for Ben's Centre continues to be a priority for the Board of Trustees and senior management team. Over the past three years, Ben's Centre has benefitted from a substantial grant from the National Lottery Reaching Communities Fund. This funding has been crucial in enabling our team to develop our service and to better support our clients and we have been very grateful for the support. This funding ended in August 2022 and the Board of Trustees and senior management team have worked hard to strengthen our tried and tested income streams, as well as to develop new ones to ensure our continued sustainability.

These include but are not limited to:

- Applying again to the National Lottery Reaching Communities Fund to follow on from our previous grant funding. This application is once more for three years of funding and will focus on helping to sustain our current services, which have been developed thanks to the generous funding we have previously received. The final outcome of this application is expected in October/November 2022.
- Continuing to apply for small to medium sized grants on a regular basis.
- Applying for more large grant funding streams, such as the Lloyds Bank Foundation and the Hodge Foundation.
- Opening *Ben's Bazaar*, our first charity shop as a means of supporting the core costs of our charitable work.
- Continuing to improve our marketing and communications to attract more regular individual donations as well as attract donations/partnerships with local businesses and high-net-worth individuals.
- Review of tendering opportunities as a means of bringing in new income for the charity.

Contingency Planning:

The ending of the Reaching Communities Funding changes our expected income from August 2022 substantially and though we are working hard to ensure that gap is filled by the activities detailed above, it is the Board of Trustees responsibility to ensure contingencies are in place should our income fall short of our expenditure once the funding ends.

The Board of Trustees and senior management team have reviewed what these contingencies may be and what they will mean for the service. Any contingencies will aim first and foremost to keep secure the positions of Ben's Centre employees and the continued running of the service. A comprehensive contingency plan is in place by September 2022, agreed by the Chief Executive Officer and Board of Trustees so actions can be taken without hesitation, should our income fall short.

Ben's Centre for Vulnerable People (Sheffield)

Trustees' annual report - continued For the year ended 31 December 2021

The Board of Trustees is confident that, thanks to our strengthened reserves, should we face any financial difficulties in 2022 or 2023, we will be able to weather those difficult periods in the short term whilst we work to build our income back up.

Reserves policy

The trustees have agreed that Ben's Centre should aim to maintain unrestricted reserves at a level which equates to running costs for six months. This provides sufficient funds to enable the organisation to respond to a sudden loss of income or unforeseen liability and to ensure that it can continue to provide a service for our vulnerable client group for a reasonable amount of time. This target was approximately £147,000 for 2021.

Actual free reserves held at 31 December 2021 were £224,319 which is above target. The excess reserves will be utilised if there are short-term funding gaps, as previously mentioned.

The trustees regularly review the level of reserves held and discuss any foreseeable expenditure for major repairs and planned schedules of work. Free reserves are now being held in a separate account from our current account to give a clearer visualisation of the financial situation.

Small company provisions

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

The trustees declare that they have approved the trustees' report above on 1st September 2022 and signed on behalf of the trustees by:

Print name:

Position:

EE Williams

Trustee

EE Williams

Independent Examiner's report to the trustees of Ben's Centre for Vulnerable People (Sheffield) ('the Company)

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement


Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

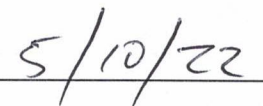
1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed:


John O'Brien FAIA, FCCA, FACIE
Community Accounting Plus
Units 1 and 2, Northwest
41 Talbot Street
Nottingham
NG1 5GL

Date:



Ben's Centre for Vulnerable People (Sheffield)
Statement of Financial Activities (incorporating an income and expenditure statement)
for the year ended 31 December 2021

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	£	£	2021 £	£	£	2020 £
Income from:							
Donations and grants	2	73,724	38,032	111,756	63,459	23,660	87,119
Charitable activities	3	33,661	190,284	223,945	39,449	226,752	266,201
Donated goods and textiles		496	-	496	-	-	-
Investments - bank interest		20	-	20	23	-	23
Other		1,849	-	1,849	141	-	141
Total income		109,750	228,316	338,066	103,072	250,412	353,484
Expenditure on:							
Information hub and shop	4	3,427	2,567	5,994	-	-	-
Other charitable activities	5	39,238	247,816	287,054	12,783	217,198	229,981
Total expenditure		42,665	250,383	293,048	12,783	217,198	229,981
Net income/(expenditure)		67,085	(22,067)	45,018	90,289	33,214	123,503
Transfer between funds	11	-	-	-	11,155	(11,155)	-
Net movement on funds		67,085	(22,067)	45,018	101,444	22,059	123,503
Total fund brought forward		168,807	62,034	230,841	67,363	39,975	107,338
Total funds carried forward		235,892	39,967	275,859	168,807	62,034	230,841

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

Ben's Centre for Vulnerable People (Sheffield)
Balance Sheet
as at 31 December 2021

	Notes	2021 £	2020 £
Current assets			
Debtors	9	26,819	21,376
Cash at bank and in hand		291,282	227,266
Total current assets		318,101	248,642
Creditors: amounts falling due within one year	10	(42,242)	(17,801)
Net current assets		275,859	230,841
Total assets less current liabilities		275,859	230,841
Creditors: amounts falling due after more than one year		-	-
Total net assets		275,859	230,841
Funds of the Charity			
General funds		224,319	168,807
Designated funds	12	11,573	-
Total Unrestricted funds		235,892	168,807
Restricted funds	11	39,967	62,034
Total funds	13	275,859	230,841

For the year ending 31 December 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP.

The financial statements were approved and authorised for issue by the Board on 1st September 2022 and signed on its behalf by:

Print name: EE Williams
Position: Trustee
EE Williams

Ben's Centre for Vulnerable People (Sheffield)
Notes to the Accounts
for the year ended 31 December 2021

1 Accounting Policies

(a) General

Ben's Centre for Vulnerable People (Sheffield) is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is 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 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

Ben's Centre for Vulnerable People (Sheffield) meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably.

Income received in advance of services provided, or for a specified period of time, is deferred until the criteria for income recognition are met

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated goods - the value to the charity of donated goods sold is recognised as income when sold, as it is deemed impractical to estimate the fair value of donated goods for resale because of the volume of low-value items.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(f) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Ben's Centre for Vulnerable People (Sheffield)
Notes to the Accounts - continued
for the year ended 31 December 2021

1 Accounting Policies - continued

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(h) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(i) Taxation

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

(j) Operating leases

The charity classifies the lease of the property, photocopier and telephone system; the title to the equipment remains with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from donations and grants

	Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	Total 2020
	£	£	£	£	£	£
Donations	55,516	-	55,516	53,459	-	53,459
Lloyds Bank Foundation for England & Wales	5,208	-	5,208	-	-	-
Paul Grant Charitable Trust	10,000	-	10,000	10,000	-	10,000
Sheffield Town Trust	3,000	-	3,000	-	2,078	2,078
South Yorkshire's Community Foundation	-	5,000	5,000	-	5,000	5,000
The Brelms Trust	-	5,000	5,000	-	5,000	5,000
The Grocers' charity	-	5,000	5,000	-	-	-
The JG Graves Trust	-	3,000	3,000	-	6,000	6,000
Foodinate	-	332	332	-	582	582
Sheffield City Council Community Covid Response Grant	-	14,000	14,000	-	5,000	5,000
<i>Information hub and shop</i>						
B&Q Foundation	-	5,000	5,000	-	-	-
Sheffield City Council ward pot	-	700	700	-	-	-
	73,724	38,032	111,756	63,459	23,660	87,119

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	Total 2020
	£	£	£	£	£	£
Sheffield City Council Core Services	-	60,284	60,284	-	52,499	52,499
The National Lottery Community Fund	-	130,000	130,000	29,145	172,020	201,165
Sheffield City Council - enhanced cleaning	1,600	-	1,600	-	-	-
Move More Empowered Communities	9,400	-	9,400	-	-	-
Sheffield CCG	2,500	-	2,500	-	-	-
Sheffield City Council BAME - Community Safety Fund	-	-	-	500	-	500
South Yorkshire Policy and Crime Commissioners	-	-	-	-	2,233	2,233
<i>Other charitable income</i>						
Student placement fees	20,161	-	20,161	9,804	-	9,804
	33,661	190,284	223,945	39,449	226,752	266,201

Ben's Centre for Vulnerable People (Sheffield)
Notes to the Accounts - continued
for the year ended 31 December 2021

4 Expenditure on information hub and shop

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Repairs and maintenance	2,404	2,203	4,607	-	-	-
Utilities and rates	696	-	696	-	-	-
Other costs	327	364	691	-	-	-
	3,427	2,567	5,994	-	-	-

The information hub and shop (Ben's Bazaar) was set up in late 2021 to:

- Provide client involvement placements in the information hub and retail training
- Provide a drop off point for those who aren't ready to meet at the Day Centre, and for the general public to get information on organisations and charities in Sheffield.
- raise funds by selling donated items in the charity shop (opened in January 2022)

5 Expenditure on other charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Staff costs - salaries	5	9,248	173,509	182,757	(3,661)	171,935	168,274
Volunteer costs		90	616	706	246	848	1,094
Other staff costs		2,035	1,428	3,463	453	-	453
Payroll and other services		1,310	-	1,310	1,129	-	1,129
Catering		1,931	1,208	3,139	661	1,514	2,175
Activities		2,460	1,694	4,154	525	165	690
Rent		-	40,510	40,510	-	11,313	11,313
Premises repairs and maintenance		9,371	1,128	10,499	558	4,569	5,127
Premises utilities and rates		2,207	16,493	18,700	(399)	7,863	7,464
Premises relocation costs		-	-	-	1,206	4,036	5,242
Cleaning and health and safety		2,387	2,237	4,624	1,133	3,439	4,572
Telephone		761	3,652	4,413	100	5,608	5,708
Insurance		463	3,803	4,266	747	1,848	2,595
Office expenses		4,568	480	5,048	7,622	1,433	9,055
Other costs		1,747	38	1,785	1,623	108	1,731
Accountancy costs		420	840	1,260	-	-	-
Independent examiners fee	8	240	180	420	840	-	840
Compliance and support consultancy		-	-	-	-	2,519	2,519
		39,238	247,816	287,054	12,783	217,198	229,981

5 Staff costs

	2021 £	2020 £
Salaries	173,582	158,991
Employer's National Insurance contributions	10,563	10,119
Employer's allowance	(4,339)	(3,661)
Employer's pension contributions	2,951	2,825
	182,757	168,274

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 10 (2020: 10).

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2020: £nil). No trustees received any out of pocket expenses during the year (2020: One trustee received travel expenses of £23). No other trustees were reimbursed any out of pocket expenses during the year. No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees and the CEO. The total employee benefits of the key management personnel was £30,277 (2020: £21,415).

Ben's Centre for Vulnerable People (Sheffield)
Notes to the Accounts - continued
for the year ended 31 December 2021

7 Related Party Transactions

Anne Marie Murphy, a trustee, is a local councillor. Ben's Centre receives funding from Sheffield City Council - Anne Marie is not in a position to influence any funding received from Sheffield City Council.

There were no other related party transactions during the year.

8 Independent examination fees

No other payments were made to the independent examiner's organisation.

9 Debtors

	2021 £	2020 £
Prepayments	26,819	21,376
	26,819	21,376

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,286	3,710
Accruals	2,893	1,020
Income received in advance - see below	37,063	13,071
	42,242	17,801
Income received in advance	13,071	13,286
Brought forward	(13,071)	(13,286)
Released in the year	37,063	13,071
Deferred in the year	37,063	13,071

11 Restricted funds

	Balance at 1-Jan-21 £	Income £	Expenditure £	Transfer £	Balance at 31-Dec-21 £
Sheffield City Council Core Grant 20-21	1,827	13,071	(14,898)	-	-
Sheffield City Council Core Grant 21-22	-	47,213	(43,020)	-	4,193
Sheffield City Council Garden Grant	262	-	(262)	-	-
Sheffield City Council Community Covid Response Grant	-	14,000	(9,800)	-	4,200
Sheffield City Council - ward pot	-	700	(700)	-	-
The National Lottery Community Fund - Finding Home Again	56,315	130,000	(163,637)	-	22,678
South Yorkshire's Community Foundation - covid response	2,369	-	(2,369)	-	-
Sheffield Town Trust	1,261	-	(1,261)	-	-
South Yorkshire's Community Foundation - Plant a seed	-	5,000	(3,227)	-	1,773
The Brelms Trust	-	5,000	(5,000)	-	-
B&Q Foundation	-	5,000	(1,867)	-	3,133
Foodinate	-	332	(332)	-	-
The Grocers' charity	-	5,000	(1,010)	-	3,990
The JG Graves Trust	-	3,000	(3,000)	-	-
	62,034	228,316	(250,383)	-	39,967

The main restricted funds are:

Sheffield City Council Core Grant

Funding granted to support the core costs of running the drop in centre and Outreach programme

South Yorkshire's Community Foundation - covid response

The grant funds a 3 years project to put in place a more formal program of regular interventions, and to maintain a safe staff ratio.

Other restricted funding is applied for to cover specific activities or costs

Ben's Centre for Vulnerable People (Sheffield)
Notes to the Accounts - continued
for the year ended 31 December 2021

11 Restricted funds - continued

Prior year comparison

	Balance at 1-Jan-20 £	Income £	Expenditure £	Transfer £	Balance at 31-Dec-20 £
Sheffield City Council Revenue Grant	8,807	13,286	(10,938)	(11,155)	-
Sheffield City Council Core Service Grant	-	39,213	(37,386)	-	1,827
Sheffield City Council Grant - covid response	-	5,000	(5,000)	-	-
Sheffield City Council Garden Grant	262	-	-	-	262
South Yorkshire Police	(1,128)	2,233	(1,105)	-	-
The National Lottery Community Fund	28,653	172,020	(144,358)	-	56,315
South Yorkshire's Community Foundation	3,381	-	(3,381)	-	-
South Yorkshire's Community Foundation - covid response	-	5,000	(2,631)	-	2,369
The Brelms Trust	-	5,000	(5,000)	-	-
Sheffield Town Trust	-	2,078	(817)	-	1,261
The JG Graves Charitable Trust	-	6,000	(6,000)	-	-
Foodinate	-	582	(582)	-	-
	<u>39,975</u>	<u>250,412</u>	<u>(217,198)</u>	<u>(11,155)</u>	<u>62,034</u>

12 Designated funds

	Balance at 1-Jan-21 £	Income £	Expenditure £	Transfer £	Balance at 31-Dec-21 £
Information centre and shop	-	-	(3,427)	15,000	11,573
	<u>-</u>	<u>-</u>	<u>(3,427)</u>	<u>15,000</u>	<u>11,573</u>

The trustees have set aside £15,000 of large donations in the year to help support the set up of the information centre and shop.

13 Net assets by fund

	General funds £	Designated funds £	Restricted funds £	2021 Total £
Current assets	266,561	11,573	39,967	318,101
Current liabilities	(42,242)	-	-	(42,242)
	<u>224,319</u>	<u>11,573</u>	<u>39,967</u>	<u>275,859</u>
<i>Net assets by fund - Prior year</i>	<i>General funds £</i>	<i>Designated funds £</i>	<i>Restricted funds £</i>	<i>2020 Total £</i>
Current assets	186,608	-	62,034	248,642
Current liabilities	(17,801)	-	-	(17,801)
	<u>168,807</u>	<u>-</u>	<u>62,034</u>	<u>230,841</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2021 £	2020 £
Operating lease payments:		
Within 1 year	49,519	41,964
Within 2 to 5 years	125,706	141,618
Over 5 years	7,842	-
	<u>183,067</u>	<u>183,582</u>

15 Prior year adjustment - reanalysis of income

The income analysis between donations and grants (note 2) and charitable activities (note 3) has been split to better show the funding of the charity.