

Charity Registration No. 1115780

Company Registration No. 05830147

GLOUCESTER CITY MISSION

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

Trustee's report

For the year ended 30th June 2021

Structure, governance and management

The Trustees present their annual report and accounts for the year ended 30th June 2021. Reference and administrative information set out on page 3 forms part of this report. Gloucester City Mission (GCM) is both a registered charity - number 1115780 and a company limited by guarantee - number 05830147. The principal governing instrument is the Memorandum and Articles of Association. The charitable Company was incorporated on 26th May 2006.

Objectives

Gloucester City Mission was established to:-

- advance the Christian faith on an inter-denominational basis
- to relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in Gloucestershire

The Trustees continue to regard and consider the Charity Commission's general guidance on the organisation's public benefit in the review of its aims and objectives and in planning future developments.

Review of activities

Throughout the uncertainties over the past year we have continued to focus on supporting people who are rough sleeping, homeless or vulnerable in and around Gloucester. We moved out of our day centre in November and have completely adapted the way in which we work this year and now operate out of 5 venues rather than one day centre. This is much more cost effective and enables us to work directly with clients 6 days a week.

Our Current Premises-

Retreat - Head Office

Revive Coffee House – Coffee Shop, kitchen and Outreach Base.

Restore – Clothing and provision store.

Replenish – Wednesday lunch,

Renew – A warehouse space.

Mo – Mobile outreach van.

In March 2021 we employed an Operations Manager to oversee the multiple locations we are working out of.

Due to Covid we have been severely restricted in the fundraising events that we can hold this year and have seen a drop in donations from individuals, churches, schools, and businesses. We continue to receive no statutory funding or lottery grants. However we were supported with a range of grants for core funding and emergency funding to sustain our work during the pandemic.

We have followed Government restrictions closely and flexi-furloughed six members of staff, this included the coffee shop staff when it had to close during lockdown. We stopped meeting indoors and switched to takeaway food provision and more focused outreach.

Due to Government restrictions, we were unable to operate a Winter Shelter this year. We have already increased our outreach provision so that we can have teams out 6 days a week and support clients in the emergency hotels with clothes, toiletries and food. We had also started life skills courses so that as clients get housed, we can enable them to be more independent in terms of cooking and budgeting, but these sessions have had to be temporarily stopped during lockdown.

Trustee's report

For the year ended 30th June 2021 (continued)

Review of activities (continued)

We have employed two ex-homeless and currently unemployed clients in our new not for profit coffee shop called Revive.

We continue to provide support and provisions (food, clothes, toiletries, advice, face masks) for the increasing number of rough sleepers in the city as well as the vulnerable members in accommodation.

The council provided emergency accommodation in hotels, but many clients were soon evicted for a range of reasons so that they were back out on the streets. We continue to support them with tents and sleeping bags as well as food and provisions. However, we saw a spate of tents being burned down or shredded so clients moved further away from the city centre, we now support these clients by using our outreach van (Mo).

By shifting our model so that instead of us solely being a relief charity, we are also a charity that can focus on developing greater independence amongst clients. Through the coffee shop for example we now have a base that will enable us to have a base to run life skills sessions such as Alpha, basic numeracy, budgeting and literacy courses, IT courses, offering cooking skills, crochet, and other craft clubs etc. for two days a week. However, we are only able to use this for courses two days a week. Therefore, we are looking for a more permanent centre for running these courses. Research shows that 84% of clients have mental health issues caused by trauma earlier in their lives. Our aim is to offer them love and support and to upskill them, this will also enable them to find ways to break up their days rather than falling into the trap of drinking or using drugs to get them through the day.

We have been working with Gloucester Rugby Club and Gloucester Cathedral to run walking rugby sessions once a week for the past few years as well as working with a partner agency to provide weekly football sessions. All sessions offer clients the opportunity to socialise, learn team skills, develop their communication and coordination skills, develop healthier lifestyles and be treated 'normally'.

Financial Review

2021 showed a surplus of £28,396 (2020: surplus £58,268) and overall the funds increased to £188,135. The trustees consider that these are sufficient to allow GCM to continue the present level of activity, and ensure it has adequate resources to enable GCM to relocate its administrative offices and reach more beneficiaries by adapting how it provides services to beneficiaries.

Reserves Policy

During this year, GCM has been updating its reserves policy to designate funds for specific matters. Please see note 11 for further details.

Investment policy and powers

The GCM trustees have set-aside limited monies in a deposit account held with Virgin Money.

Risk management

The GCM trustees are conscious of their responsibilities to evaluate and monitor the risks to which GCM is exposed, and a continuous review of risks is undertaken by staff. The trustees review the result of this review on a regular basis.

Trustee's report

For the year ended 30th June 2021 (continued)

Statement of Trustees' Responsibilities

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

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

In preparing these financial statements the Trustees are required to:

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

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

The trustees' report was approved by the Board of Trustees 20th April 2022



Mr N Gleich
Chair



Trustees, Officers & Organisations

For the year ended 30th June 2021

Trustees The Trustees who served during the year and up to the date these accounts were approved are as follows:

Mr N Gleich (Chair)
Mr D Maxted
Mrs M Edwards
Mr A Jones
Mr O Bennett
Mr D Wallace
Mrs L Nicholls
Mrs J Ridgway (Treasurer)

Day to day running of the Charity is delegated by the Board of Trustees to the staff team, led by Mr K Howie (Centre Manager).

**Charity
Number** 1115780

**Company
Number** 05830147

**Principal
Office** 72 Eastgate Street
Gloucester
GL1 1QN

**Independent
Examiner** Mr Nicholas J Bishop
Pitt Godden & Taylor LLP
Unit 3
Ambrose House
Meteor Court
Barnett Way
Barnwood
Gloucester GL4 3GG

Bankers HSBC plc, Gloucester

Independent Examiner's Report to the Trustees of Gloucester City Mission

For the year ended 30th June 2021

I report to the trustees on my examination of the financial statements of Gloucester City Mission (the charity) for the year ended 30th June 2021.

Responsibilities and basis of report

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

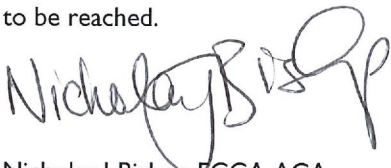
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act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

Independent examiner's statement

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

- accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements 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
- the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

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



Nicholas J Bishop FCCA ACA
Pitt Godden & Taylor LLP

Unit 3 Ambrose House
Meteor Court
Barnett Way
Barnwood
Gloucester
GL4 3GG

Dated:

Gloucester City Mission
Statement of Financial Activities
For the year ended 30th June 2021

	Note	Unrestricted General Fund £	Designated funds £	Restricted Funds £	2021 £	2020 £
Incoming from:						
Voluntary income	2	181,884	-	23,064	204,948	223,319
Investment income		-	-	-	-	386
Other		11,371	-	-	11,371	4,241
Total income		193,255	-	23,064	216,319	227,946
Expenditure on:						
Charitable activities	3	164,859	-	23,064	187,923	169,678
Total resources expended		164,859	-	23,064	187,923	169,678
Net income for the year		28,396	-	-	28,396	58,268
Transfers between funds:		(50,000)	50,000	-	-	-
Net movement in funds		(21,604)	50,000	-	28,396	58,268
Fund balances at 1 st July 2020		100,909	-	58,830	159,739	101,471
Fund balances at 30th June 2021		79,305	50,000	58,830	188,135	159,739

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

All income and expenditure for the current and prior year are derived from continuing operations.

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

Gloucester City Mission
Balance sheet
At 30th June 2021

Company number 05830147

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	7	9,945	4,024
		9,945	4,024
CURRENT ASSETS			
Debtors	8	8,180	-
Cash at bank and in hand		173,253	157,090
		181,433	157,090
CREDITORS: amounts falling due within 1 year	9	3,243	1,375
NET CURRENT ASSETS		178,190	155,715
NET ASSETS		188,135	159,739
FUNDS			
Restricted funds	10	58,830	58,830
Designated funds (unrestricted)	11	50,000	-
General (unrestricted)	12	79,305	100,909
		188,135	159,739

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30th June 2021.

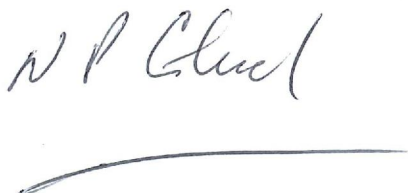
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

The financial statements were approved by the Trustees on 20th April 2022.

Mr N Gleich
Chair



Notes to the financial statements

For the year ended 30th June 2021

I Accounting policies

Charity information

Gloucester City Mission is a company limited by guarantee, incorporated in England and Wales. The registered office is 72 Eastgate Street, Gloucester GL1 1QN.

Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities (update bulletin 1) applying FRS102, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2015. Gloucester City Mission is a Public Benefit Entity as defined by FRS102.

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

Going concern

Although the charity was forced to furlough a number of employees due to the COVID-19 pandemic, charitable activities have now resumed at a strong level and there has been no significant negative impact on the charity. At the time of approving the financial statements, the directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Incoming resources

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

Tangible fixed assets

These are stated at cost. Depreciation is provided on the motor vehicle and other equipment on a straight-line basis at a rate of 25% per annum.

Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Fund Structure

The resources of the charity are classified according to restrictions imposed on their origin in accordance with the SORP. Unrestricted funds are available for use at the discretion of the directors in furtherance of their charitable objectives. Restricted funds are subject to specific conditions by donors as to how they may be used. Designated funds are those earmarked by the Board of Trustees for particular purposes. Whilst such funds are kept separate for administrative purposes, they do not constitute legally separate funds. Details of the individual funds are outlined in notes 10 to 12.

Basic financial assets and liabilities

Basic financial assets and liabilities, which include debtors, cash and bank balances and other payables are measured at transaction price including transaction costs.

Notes to the financial statements: (continued)

For the year ended 30th June 2021

2 Voluntary income

	2021 £	2020 £
Donations, fundraising income and grants received during the year	196,768	219,682
Gift aid recovered	8,180	3,537
	204,948	223,319

3 Expenditure on charitable activities

	2021 £	2020 £
Staff costs and expenses	123,490	123,381
Premises and equipment costs	30,552	26,173
Working with the homeless	4,045	12,164
Revive costs (excluding staff costs)	16,367	-
Fundraising costs	167	902
Communications, publicity, conferences and training	1,003	2,800
Outreach vehicle running costs	1,300	453
Depreciation	4,142	1,341
Independent Examiner's fee	900	900
Loss on disposal of tangible fixed assets	2,049	-
Other costs	3,908	1,564
	187,923	169,678

4 Related party transactions

During the year one Trustee received reimbursement of expenses in the year. (2020: none). No Trustee received remuneration during 2021 or 2020.

5 Employees

Number of employees

The average monthly number of employees was:

Working with the homeless	5	4
Administration	1	1
	6	5

Employment costs

Wages and salaries	113,095	107,868
Employers national insurance	6,378	7,558
Pension contributions	2,653	3,266
	122,126	118,692

There were no employees whose annual remuneration was £60,000 or more during 2021 or 2020

Notes to the financial statements: (continued)

For the year ended 30th June 2021

	Motor Vehicle £	Equipment £	TOTAL £
7 Tangible fixed assets			
COST			
At 1 st July 2020	3,643	1,722	5,365
Additions	-	12,112	12,112
Disposals	(3,643)	-	(3,643)
At 30 th June 2021	-	13,834	13,834
DEPRECIATION			
At 1 st July 2020	911	430	1,341
Charge for year	683	3,459	4,142
On disposals	(1,594)	-	(1,594)
At 30 th June 2021	-	3,889	3,889
NET BOOK VALUE			
At 30 th June 2021	Nil	9,945	9,945
At 30 th June 2020	2,732	1,292	4,024

8 Debtors

	2021 £	2020 £
Gift aid recoverable from HMRC	8,180	-
	8,180	-

9 Creditors

	2021 £	2020 £
Accrued expenditure – Independent Examiner’s Fee	1,800	900
Other creditors – NEST pension paid in arrears	-	475
Taxes and social security paid in arrears	1,443	
	3,243	1,375

Notes to the financial statements: (continued)

For the year ended 30th June 2021

10 Restricted funds	Winter shelter	Working with homeless	Total
Balance at 1 st July 2020	54,560	4,270	58,830
Income for the year	-	23,064	23,064
Expenditure for the year	-	(23,064)	(23,064)
Balance at 30 th June 2021	54,560	4,270	58,830

11 Designated funds

During this year, the Trustees determined to designate £50,000 of the general unrestricted funds for future premises matters. Having moved as an interim measure to serviced office accommodation for the head office - Retreat, the charity was also making use of a number of different locations for actually carrying out their charitable activities. (see page 1 for further details). This designated fund was established to ensure the charity could respond as suitable premises came up for lease and confidently equip such premises to make them suitable for GCM's charitable activities including the winter shelter provision, training suite and head office.

	Restricted Funds £	Designated Funds £	General Funds £	TOTAL £
12 Analysis of net assets between funds				
Fund balances at 30th June 2021 are represented by:				
Tangible fixed assets	-	-	9,945	9,945
Current assets	58,830	50,000	72,603	181,433
Creditors	-	-	(3,243)	(3,243)
	58,830	50,000	79,305	188,135

Notes to the financial statements: (continued)

For the year ended 30th June 2021

13 Comparative statement of financial activity

Prior year comparative SOFA

	Unrestricted General Fund £	Restricted Funds £	2020 £	2019 £
Incoming from:				
Voluntary income	149,690	73,629	223,319	178,631
Investment income	386	-	386	351
Other	4,241	-	4,241	3,252
Total income	154,317	73,629	227,946	182,234
Expenditure on:				
Charitable activities	136,550	33,128	169,678	146,433
Total resources expended	136,550	33,128	169,678	146,433
Net income	17,767	40,501	58,268	35,801
Transfers between funds:	-	-	-	-
Net movement in funds	17,767	40,501	58,268	35,801
Fund balances at 1 st July 2019	101,471	-	101,471	65,670
Transfer relating to 2019 year-end	(18,329)	18,329	-	-
Fund balances at 30 th June 2020	100,909	58,830	159,739	101,471

14 Comparative analysis of net assets between funds

	Restricted Funds £	General Funds £	TOTAL £
Analysis of net assets between funds			
Fund balances at 30th June 2020			
were represented by:			
Tangible fixed assets	-	4,024	4,024
Cash	58,830	98,260	157,090
Creditors	-	(1,375)	(1,375)
	58,830	100,909	159,739

