

Charity Registration No. 1115780

Company Registration No. 05830147

# GLOUCESTER CITY MISSION

## ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2022

## Trustee's report

For the year ended 30<sup>th</sup> June 2022

### Structure, governance and management

The Trustees present their annual report and accounts for the year ended 30<sup>th</sup> June 2022. Reference and administrative information set out on page 5 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 26<sup>th</sup> 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

The year has been somewhat dominated by us finding, negotiating, renovating and moving into our new building – Renew in Eastgate Street. An offer was made on securing a 10 year lease in April 2021 and we took partial occupancy in November 2021. This was due to the landlords wanting to start a full refurbishment of the property both internally and externally. We were granted possession of the top two floors on 22nd November which gave us a week to set up the Winter Shelter. We were then given full occupancy internally in February 2022 and complete occupancy of the whole grounds and building in March 2022.

The building now houses our offices, drop in rooms, meeting rooms, the Training Centre, a wellbeing garden and an opticians' clinic. Courses currently on offer include art, music therapy, gardening, Narcotics Anonymous, basic skills literacy, Alpha, Discipleship and crafts. Whilst this work was going on we continued to run our usual operations with Outreach Teams supporting clients on the streets on Mondays, Tuesdays, Thursdays, Fridays and Saturdays. Our Wednesday Lunch operates out of St Mary's Congregational Church and is a time for people to come for food but also time for social interaction support and advice, vaccinations and giving out Covid testing kits.

Once a month we also now run a Prayer and Praise session after lunch in the church. Our Revive Coffee House continues to grow both in terms of sales but also in terms of raising awareness about our work and being a drop off point for donations. All of our cooking takes place in the commercial kitchen upstairs at Revive and we also have our warehouse store Replenish within the Shopping Centre. Our clothes store, Restore, is now open twice a week and sees an average of 8 clients per day coming for clothes, toiletries and emergency equipment. It has been good that other organisations and agencies are now referring clients to come to Restore when they need items. As in previous years we have been incredibly well supported by the public with donations of clothing, toiletries etc. We keep a list on our website of items that we are in need of. We started sending staff out on Mobile Outreach to support rough sleepers who don't want to engage or access provision in the city. These four or five entrenched rough sleepers live in camps away from the city centre. Staff attended national conferences of Homeless Link, Housing Justice and City Mission Movement UK along with regional meetings. In February we invited Housing Justice to come and carry out a full inspection of the Winter Shelter. We await the published report, but it was a very positive experience.



## Trustee's report

For the year ended 30<sup>th</sup> June 2021 (continued)

### Review of activities (continued)

#### Partnerships

As we have continued to grow over these past two years a key driver has been to develop stronger partnerships with external organisations and to raise awareness of our work beyond our traditional supporters. As a charity we have stepped up our promotional work with partners across the city and will continue to do so. By having a corporate presence with an exhibition stand at The Gathering Festival, as well as at Gloucester Rugby Club and Gloucester City AFC in the form of advertising boards and match sponsorships we have been able to reach many new supporters. Over this past year we have seen a significant increase in the number of corporate organisations who have offered to support us both financially and through volunteer days. We have been supported in some form by 42 churches and 9 schools but have been limited somewhat in visiting places but have still been able to have carried out visits to 14 churches and 6 schools. We continue to work closely with various NHS teams and were able to give out significant numbers of testing kits, as well as having vaccination sessions for clients at Wednesday lunches and in the Winter Shelter. All shelter guests were Covid tested every evening during this past winter. The Big City Sleepout was very successful and raised over £11,300. We had sleep outs over three consecutive nights to mark World Homeless Day. 160 people slept out at either one of our organised sleepouts at Kingsholm Stadium, Gloucester Cathedral, the Eastgate Shopping Centre or Gloucester City AFC. We also had churches, schools and companies who arranged their own sleepouts. We were supported by the following organisations and companies who have supported us this year, several for the first time.; Spirax Sarco, HSBC, Speedy Skips, Card factory, Grape Tree, Cheltenham Harriers Athletics Club, Klass, Water Coolers Direct, Cellular Technologies Ltd PPIB Insurance, Pitt, Godden & Taylor, Lloyds Bank, Tesco, Asda, Morrisons and Tidal Training, Mears Group and Elijah Willow. Work with Gloucester Cathedral included speaking on World Homeless Sunday and holding our first ever Carol Concert there to a packed out audience. Other key partnerships include CCP - weekly football sessions, Gloucester Rugby Foundation and Gloucester Cathedral Community Engagement team for walking rugby and Art therapy sessions, Mindsong - Music therapy weekly sessions, Vision Care for Homeless People - weekly optician's appointments.

#### Our 2022 strategy

A key focus for our work has been on meeting the needs of those who need help by going out to them on the streets, however this doesn't meet people's long term needs i.e. becoming more independent and not being reliant on the support of charities such as us. At all times we must still take into account the complex needs of the vast majority of those who we work with. It would appear that the need for accommodation is being met through many other much larger providers in the city who are working in partnership with the Local Authority, therefore, rather than looking to provide move-on accommodation we shall focus on our current provision and the Winter Shelter. The key focus this year is on continuing to develop Renew as a Training Centre so that people can learn new skills (and possibly in the long term accredited certification and/or the establishment of an Enterprise Project) as well as to develop confidence, communication skills, social skills and skills which enable them to be more independent. The training courses also mean that people spent more time on proactive activities and is a way of engaging with, and signposting people to, other agencies in the city. In addition to our current courses we hope to add; Basic Skills (Literacy, Numeracy, IT) Finance and budgeting Woodwork/Carpentry Housing Support Benefits support Cooking Keep fit, martial arts Wellbeing and Mindfulness through faith Bible Study Counselling (The list is of course not exhaustive and can be adapted and added to in response to specific needs, requests and partner links) Some of these courses will be run by GCM staff and volunteers whilst others will be run in partnership with other service providers who would have the skills to teach them and work with the specific needs of our participants

#### Targets for 2022-2023

- Recruit more volunteers and supporters from diverse backgrounds;
- Continue to grow awareness of our work and of the causes and effects of homelessness;
- For continued fundraising streams;
- Establishing strong partnerships for the Training Centre;
- To look at ways in which we can partner with local churches to encourage them to run community projects under our auspices;
- To continue to develop the offer available through Revive.



## Trustee's report

For the year ended 30<sup>th</sup> June 2022

### Review of activities (continued)

#### Clients supported from July 2021 to June 2022

	Outreach	Street link referrals	Wednesday lunch	Mobile outreach	Restore	Renew/courses
July	395	-	105	-	52	45
August	494	-	118	-	73	48
September	523	24	147	-	74	38
October	304	13	140	3	45	39
November	498	27	120	3	71	36
December	519	17	148	7	66	32
January	421	9	96	10	65	37
February	477	6	102	7	46	33
March	448	12	90	-	3	39
April	410	20	111	4	18	33
May	425	11	103	6	39	101
June	319	12	106	6	37	103
<b>TOTAL</b>	<b>5,233</b>	<b>151</b>	<b>1,386</b>	<b>46</b>	<b>589</b>	<b>584</b>

### Financial Review

2022 showed a deficit of £58,527 (2021: surplus £28,396) and overall the funds decreased to £129,608. 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 reach more beneficiaries by adapting how it provides services to beneficiaries.

### Reserves Policy

During this year, GCM again reviewed its reserves policy and allocated £19k of the setting up costs of Eastgate Street to the designated fund it had established in the previous year. Please see note 11 for further details. At 30<sup>th</sup> June, the free reserves of GCM amounted to £58k, which amounts to approximately 4 months of unrestricted routine expenditure. The restricted reserves at 30<sup>th</sup> June amounted to £59k and were funds held specifically for the winter shelter and supporting specific activities for our beneficiaries.

### Investment policy and powers

The GCM trustees have set-aside limited monies in two building society deposit accounts, one held with Virgin Money and the other with the Monmouthshire Building Society.

### 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.

### Public Benefit

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities GCM should undertake.

## Trustee's report

For the year ended 30<sup>th</sup> June 2022 (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 22<sup>nd</sup> November 2022

Mr N Gleich  
Chair



## Trustees, Officers & Organisations

For the year ended 30<sup>th</sup> June 2022

**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

**Registered 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 30<sup>th</sup> June 2022

I report to the trustees on my examination of the financial statements of Gloucester City Mission (the charity) for the year ended 30<sup>th</sup> June 2022.

## 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).

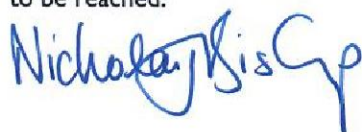
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 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 30<sup>th</sup> June 2022**

	Note	Unrestricted General Fund £	Designated funds £	Restricted Funds £	2022 £	2021 £
<b>Incoming from:</b>						
Voluntary income	2	178,799	-	36,642	215,441	204,948
Investment income		354	-	-	354	-
Other		24,821	-	-	24,821	11,371
<b>Total income</b>		<b>203,974</b>	<b>-</b>	<b>36,642</b>	<b>240,616</b>	<b>216,319</b>
<b>Expenditure on:</b>						
Charitable activities	3	244,032	19,000	36,111	299,143	187,923
<b>Total resources expended</b>		<b>244,032</b>	<b>19,000</b>	<b>36,111</b>	<b>299,143</b>	<b>187,923</b>
<b>Net (expenditure)/income for the year</b>		<b>(40,058)</b>	<b>(19,000)</b>	<b>531</b>	<b>(58,527)</b>	<b>28,396</b>
<b>Net movement in funds</b>		<b>(40,058)</b>	<b>(19,000)</b>	<b>531</b>	<b>(58,527)</b>	<b>28,396</b>
Fund balances at 1 <sup>st</sup> July 2021		79,305	50,000	58,830	188,135	159,739
<b>Fund balances at 30<sup>th</sup> June 2022</b>		<b>39,247</b>	<b>31,000</b>	<b>59,361</b>	<b>129,608</b>	<b>188,135</b>

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.

*Michael J. ...*



**Gloucester City Mission**  
**Balance sheet**  
**At 30<sup>th</sup> June 2022**

**Company number 05830147**

	Note	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	7	12,108	9,945
		<u>12,108</u>	<u>9,945</u>
<b>CURRENT ASSETS</b>			
Debtors	8	1,334	8,180
Cash at bank and in hand		117,066	173,253
		<u>118,400</u>	<u>181,433</u>
<b>CREDITORS: amounts falling due within 1 year</b>	9	900	3,243
<b>NET CURRENT ASSETS</b>		<u>117,500</u>	<u>178,190</u>
<b>NET ASSETS</b>		<u>129,608</u>	<u>188,135</u>
<b>FUNDS</b>			
Restricted funds	10	59,361	58,830
Designated funds (unrestricted)	11	31,000	50,000
General (unrestricted)	12	39,247	79,305
		<u>129,608</u>	<u>188,135</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30<sup>th</sup> June 2022.



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 22<sup>nd</sup> November 2022.

Mr N Gleich  
Chair

## Notes to the financial statements

For the year ended 30<sup>th</sup> June 2022

### 1 Accounting policies

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#### 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 1<sup>st</sup> January 2015. Gloucester City Mission is a Public Benefit Entity as defined by FRS102.

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

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

#### Going concern

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 fixtures and fittings 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 30<sup>th</sup> June 2022

### 2 Voluntary income

	2022 £	2021 £
Donations, fundraising income and grants received during the year	199,849	196,768
Gift aid recovered	15,592	8,180
	<b>215,441</b>	<b>204,948</b>

### 3 Expenditure on charitable activities

	2022 £	2021 £
Staff costs and expenses	186,641	123,490
Premises and equipment costs	52,116	30,552
Working with the homeless	6,947	4,045
Revive costs (excluding staff costs)	11,517	16,367
Eastgate Street set-up costs	19,200	-
Fundraising costs	1,085	167
Communications, publicity, conferences and training	4,420	1,003
Outreach vehicle running costs	-	1,300
Depreciation	5,332	4,142
Independent Examiner's fee	900	900
Loss on disposal of tangible fixed assets	-	2,049
Other costs	10,985	3,908
	<b>299,143</b>	<b>187,923</b>

### 4 Related party transactions

During the year one Trustee (2021: one) received reimbursement of expenses amounting to £170. (2021 £90) No Trustee received remuneration during 2022 or 2021.

### 5 Employees

#### Number of employees

The average monthly number of employees was:

	2022 £	2021 £
Working with the homeless	5	5
Administration	1	1
	<b>6</b>	<b>6</b>

#### Employment costs

Wages and salaries	174,295	113,095
Employers national insurance	6,532	6,378
Pension contributions	3,797	2,653
	<b>184,624</b>	<b>122,126</b>

There were no employees whose annual remuneration was £60,000 or more during 2022 or 2021

# Notes to the financial statements: (continued)

For the year ended 30<sup>th</sup> June 2022

	Equipment £	TOTAL £
<b>7 Tangible fixed assets</b>		
<b>COST</b>		
At 1 <sup>st</sup> July 2021	13,834	13,834
Additions	7,494	7,494
Disposals	-	-
At 30 <sup>th</sup> June 2022	21,328	21,328
<b>DEPRECIATION</b>		
At 1 <sup>st</sup> July 2021	3,889	3,889
Charge for year	5,331	5,331
On disposals	-	-
At 30 <sup>th</sup> June 2022	9,220	9,220
<b>NET BOOK VALUE</b>		
At 30 <sup>th</sup> June 2022	12,108	12,108
At 30 <sup>th</sup> June 2021	9,945	9,945

## 8 Debtors

	2022 £	2021 £
Gift aid recoverable from HMRC	1,334	8,180
	1,334	8,180

## 9 Creditors

	2022 £	2021 £
Accrued expenditure – Independent Examiner's Fee	900	1,800
Taxes and social security	-	1,443
	900	3,243



## Notes to the financial statements: (continued)

For the year ended 30<sup>th</sup> June 2022

<b>10 Restricted funds</b>	Winter shelter	Working with homeless	Total
Balance at 1 <sup>st</sup> July 2021	54,560	4,270	58,830
Income for the year	34,563	2,079	36,642
Expenditure for the year	(34,710)	(1,401)	(36,111)
Balance at 30 <sup>th</sup> June 2022	54,413	4,948	59,361

## 11 Designated funds

During the previous year, the Trustees determined to designate £50,000 of the general unrestricted funds for future premises matters. 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. During this year, GCM did secure a new lease premises and utilised £19k of this designated fund equipping the Eastgate Street property, so enabling the winter shelter to open on 1<sup>st</sup> December 2021. At 30<sup>th</sup> June 2022 £31,000 was left in this designated fund.

	Restricted Funds £	Designated Funds £	General Funds £	TOTAL £
<b>12 Analysis of net assets between funds</b>				
<b>Fund balances at 30<sup>th</sup> June 2022 are represented by:</b>				
Tangible fixed assets	-	-	12,108	12,108
Current assets	59,361	31,000	28,039	118,400
Creditors	-	-	(900)	(900)
	59,361	31,000	39,247	129,608

## Notes to the financial statements: (continued)

For the year ended 30<sup>th</sup> June 2022

### 13 Comparative statement of financial activity

Prior year comparative SOFA

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

### 14 Comparative analysis of net assets between funds

	Restricted Funds £	Designated Funds £	General Funds £	TOTAL £
<b>Fund balances at 30<sup>th</sup> June 2021 are represented by:</b>				
Tangible fixed assets	-	-	9,945	<b>9,945</b>
Current assets	58,830	50,000	72,603	<b>181,433</b>
Creditors	-	-	(3,243)	<b>(3,243)</b>
	<b>58,830</b>	<b>50,000</b>	<b>79,305</b>	<b>188,135</b>

### 15 Related Party Transactions

There were no disclosable related party transactions during the year (2021 – none).