

**Bristol Hospitality Network**

**ANNUAL REPORT AND**

**FINANCIAL STATEMENTS**

**31 MARCH 2022**

**Company Registration Number 7308750**  
**Charity Number 1138498**

# **Bristol Hospitality Network**

**Year Ended 31 March 2022**

## **Annual Report and Financial Statements**

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## **Bristol Hospitality Network**

**Year Ended 31 March 2022**

## **Annual Report and Financial Statements**

### **Status**

Bristol Hospitality Network is a company limited by guarantee (registration number 7308750) incorporated on 8th July 2010 and granted charitable status by the Charity Commission under number 1138498 on the 21st of October 2010.

### **Trustees**

The following served as trustees during the year:

Sarah Webb (Chair, resigned 8 July 2022)  
Laura Barrow (Treasurer)  
Rhodri Jones (appointed 13 July 2021)  
Rachel Short  
Benjamin Whitnall (appointed 13 July 2021)  
Laura Harper (resigned 12 April 2021)  
Leila Nicholas (resigned 4 June 2021)  
George Perry (resigned 10 March 2022)  
John Stephen Watters (resigned 11 May 2021)

### **Registered Office**

Bristol Hospitality Network  
c/o ECFC  
Beaufort Street  
Easton  
Bristol  
BS5 0SQ

### **Bankers**

Unity Trust Bank plc  
Nine Brindley place  
Birmingham  
B1 2HB

### **Independent Examiner**

Geoff Archer  
Bristol Community Accountants CIC  
The Park  
Daventry Road  
Knowle  
Bristol  
BS4 1DQ

# **Bristol Hospitality Network**

**Year Ended 31 March 2022**

## **Trustees Annual Report**

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 March 2022.

Reference and administrative information set out on page 3 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

### **Structure, Governance and Management**

#### ***Organisation***

The Charity is controlled by its governing document, Memorandum and Articles of Association.

#### ***Risk Review***

The trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees monitor risk on an ongoing basis and have appropriate frameworks in place for risk management.

#### ***The Directors***

The Board of Directors, who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out below.

Sarah Webb (Chair, resigned 8 July 2022)  
Laura Barrow (Treasurer to 14 July 2022)  
Rhodri Jones (appointed 13 July 2021)  
Rachel Short  
Benjamin Whitnall (appointed 13 July 2021)

Laura Harper (resigned 12 April 2021)  
Leila Nicholas (resigned 4 June 2021)  
George Perry (resigned 10 March 2022)  
John Stephen Watters (resigned 11 May 2021)

James Collett (appointed 12 May 2022, Chair from 8 July 2022)  
Kugathas Kugarajah (appointed 12 May 2022)  
Emmanuel Kamuhanda (appointed 12 May 2022)  
Hannah Large (appointed 12 May 2022)  
Anita Mawondo (appointed 14 July 2022, Treasurer from 14 July 2022)

### **Objectives and activities**

#### ***Objects of the Charity***

To relieve financial hardship amongst those seeking asylum, and those granted refugee status, and their dependents who are destitute and living temporarily or permanently in Bristol and the surrounding areas, in particular but not exclusively by the provision of temporary accommodation, advice, information, support and advocacy, for the public benefit.

# Bristol Hospitality Network

**Year Ended 31 March 2022**

Such other charitable purposes for the public benefit and the benefit of those seeking asylum, and those granted refugee status, and their dependents who are destitute in such ways as the trustees shall determine.

## **Achievements and performance**

Bristol Hospitality Network (BHN) continued to work to support people who find themselves destitute while seeking asylum (we call these people our members).

### ***Hosting***

BHN continued to operate a men's hostel (BHN House) throughout the year, as well as coordinating a network of host households. This is a core area of BHN's work, finding accommodation for those asylum seekers who have no recourse to public funds and would otherwise be destitute.

During the year we hosted 34 asylum seekers experiencing destitution (32 men, 2 women), providing a total of 8202 nights of accommodation. This was spread across 21 different host households, with 13 members hosted in our men's house in Fishponds. We had six new host households registered, and at the end of the year we had no one on our waiting list being considered for hosting.

As at the time of this report, of the 34 individuals we hosted during the year, 3 have now got their leave to remain, 15 have submitted a fresh claim and are in receipt of Home Office support or are waiting for it to be provided, 7 have moved on to friends (including 2 marriages), and 9 are still hosted with us.

Our hosted members came from 18 countries, predominantly the Middle East and North Africa. The Afghan crisis has markedly increased the number of Afghans we supported this year, both due to increased asylum seekers and current seekers who are not able to return. We are pleased that two of the four Afghan members we hosted this year have received their Leave-to-Remain, and we fully expect the remaining two to receive theirs soon. The high number of Syrians we accommodate (around 20% of total hosted this year) reflects a struggle to prove their nationality, which is a common problem for the wider BHN member community.

We continue to support our hosted members through our network of volunteers and hosts and are always seeking new hosts to support destitute asylum seekers in Bristol, including providing move-on accommodation for those who were temporarily housed by the local authority during the Covid-19 lockdown.

### ***Other core activities***

#### ***HELP Team***

The team of seven volunteers and one staff member continued with a combination of remote and, increasingly, face-to-face working. The team are proud of having provided a sustained service throughout the Covid-19 crisis, and of being a point of consistent support which has helped to maintain people's mental health, as well as to progress their asylum claims and have their rights recognised.

Over the year we worked with 62 different people (44 people in the previous year), through 182 face-to-face meetings, phone and video calls, and casework. Most of the casework involved:

- helping people to understand asylum processes and their own cases, to find evidence for their claims
- finding and liaising with solicitors
- helping people access healthcare, prescriptions, and mental health support
- negotiating NHS fees and payments
- applying for Home Office accommodation once their fresh asylum claim had been made.

It is key for the recovery of people with poor mental or physical health that they can continue to live near their support networks. For more than half of the people we assisted with these applications to the Home

# Bristol Hospitality Network

## Year Ended 31 March 2022

Office, we provided evidence and advocacy to show that local accommodation was essential, and all of these were successful.

We continued working with Bristol City Council to identify the status and rights of people originally accommodated under 'Everyone In' and advising them of their options.

We began working on our new database and case recording system, which will be more robust, more user friendly and more reliable than our current systems. Volunteers and staff benefitted from valuable training from the Asylum Support Appeals Project (ASAP) and Refugee Action's Frontline Immigration Advice Project, who have assisted us with working towards our planned OISC registration in 2022-23.

### **Welcome Centre**

After a temporary closure due to Covid-19 restrictions in March 2020, we re-opened our Welcome Centre in May 2021, initially restricting it to 40 of our hosted members and volunteers. We met in the garden of ECFC and shared samosas from a local restaurant. We then started having hot lunch from September 2021 and we have since served 1,600 people with free hot lunches this year. We have gradually expanded the number of people at the drop-in and currently have an upper limit of 90 people. The Home Office has recently started using Bristol hotels to house asylum seekers who have newly arrived or are awaiting decisions. We are pleased to have been able to welcome these individuals at our drop-in for socialising, volunteering, and English classes.

### **Volunteers**

We are deeply thankful to all our volunteers who have done an amazing job in supporting our members during the Covid-19 pandemic, and the re-opening of the drop-in centre has made a real difference for our members. From 53 volunteers at the Welcome Centre, 30 volunteers (56%) were from asylum seeking/refugee backgrounds and 23 were UK-born volunteers (44%). We have had amazing lunches, activities, ESOL and started new computer classes for our members. Seven of our volunteers from asylum seeking backgrounds have completed Emergency First Aid Training Course, and we are looking to further upskill our members in the future. We have also conducted two induction sessions for new volunteers with further volunteer training scheduled for the year ahead. The total number of volunteers during the year was 90, including the 21 volunteer host households, 7 HELP team volunteers, and 9 trustees (a big increase on the 46 volunteers last year, due to the re-opening of the Welcome Centre).

### **Equity, Diversity, and Inclusion**

During the year we developed our work around Equity, Diversity, and Inclusion (ED&I). BHN has committed to being member-led in decision making and developing the leadership of our members within the charity. We know we have a long journey ahead. This year we made ED&I one of our three key priorities and allocated substantial staff time to the development of this work.

We have developed a plan to make BHN member-led including our new Community Engagement Team (CET) which will decide our BHN priorities for the next three years via wide research with members, recruiting new trustees and staff with lived experience of the asylum system and developing an advisory board to guide the board of trustees on members views on key decisions. We are training all our new trustees, staff, advisory board, and CET to ensure we develop the leadership potential of our members to its fullest extent.

Since the year end, we are very pleased that new trustees have been appointed. We have some with refugee backgrounds, including one who was previously hosted by BHN.

Recently we have added to our existing values of Solidarity; Equity; Mutual Empowerment; Hospitality; Integrity and Creative Resistance, a key additional value of Anti-Oppression (recognising the structural oppression in society and working together to raise the power of our members). You can find more about this at <https://www.bhn.org.uk/our-story>

# Bristol Hospitality Network

## Year Ended 31 March 2022

Staff, members and trustees once again filled out our annual survey, which this year focused on how BHN could become more member-led and also improve our equity, diversity and inclusion. We were pleased to see that 85% of respondents felt that we listen well to shared views and feedback. 60% of respondents were members of BHN, which is an increase on last year. Overall, feedback was positive, with the majority of respondents stating we do 'very well' in creating an inclusive space, providing safe accommodation and caring for member needs. We didn't score as highly for 'being led by members' and 'making public aware' of our work, helping us see that these are areas of improvement for BHN. Comments also pointed to how we could improve our ED&I, focusing primarily on having more members in leadership positions, involved in strategy, and delivering the work. Others stated that we needed to think about how best this could be achieved, when current members are destitute asylum seekers. The survey also showed us that our work to find placements on courses for members had become more effective over the past year, which is something to celebrate.

### **Public Benefit**

The trustees have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to the guidance on public benefit published by the Charity Commission.

### **Financial Position**

The organisation finished the year with a deficit of £14,430. Overall, income fell by 30% in the financial year of 2022 compared to the financial year 2021. Expenditure increased by 18% (vs 9% increase in 20/21), reflecting the ongoing growth in the activities of the charity in response to need. These increases included a significant increase in solidarity fund payments to support our members and an increase in staffing costs with a growing team.

A huge thank you to all those who have supported BHN financially this year including The Burden Trust, The Big Give (and all our donors, including The Medlock Charitable Trust), The Souter Charitable Trust, Bristol City Council, Lloyds Bank Foundation, Brisdoc, John James Foundation, The Leathersellers' Company and new trust funders, Austin Hope Pilkington Trust, Amazon Community, J&M Britton, Tuixen Foundation and Arnold Clark Community Fund. Also, to our many, dedicated individual donors, particularly those who donate regularly.

### **Future Developments**

We expect costs to increase by 23% next financial year following our Host Expansion project and our intention to increase total headcount. In order to meet this increase in costs we are setting a 20% increase in fundraising target. In addition, we have built up reserves in the current year and expect to draw upon these in the year ahead to fund our ongoing activities.

There is continued demand for the provision of accommodation and solidarity for destitute asylum seekers in Bristol, which is the core activity of BHN. The organisation has continued to raise sufficient grants and donations to cover operating costs to date, with campaigns planned and a strategy in place to raise the required funds to ensure that the organisation can continue to operate and to meet its financial obligations for at least the next 12 months and with reasonable expectation for the foreseeable future. As such, BHN continues to adopt the going concern basis in preparing the financial statements.

### **Reserves Policy**

The Trustees typically aim to have three to six months total expenditure available in unrestricted reserves. This is to allow sufficient time to respond if income is reduced, giving the organisation time to find alternative income streams, or to scale back activities if required. A significant proportion of our income comes from voluntary donations; we rely on the ongoing support of our regular donors.

In the previous year the Trustees made an explicit decision for the charity to raise additional grant funding to cover the emergency Covid-19 response, while allowing voluntary donation income to be set aside to build up reserves. This was due to an expectation of a c15-20% increase in forecast expenditure and the anticipation of a challenging fundraising environment in the year ahead (with expectations of a c40% drop

## Bristol Hospitality Network

Year Ended 31 March 2022

in income). In the event, we saw a 18% increase in costs, and 30% drop in income in the year so we did not need to call upon as much of the opening reserves as expected. Total free reserves at year-end correspond to unrestricted reserves of £151,905 which represents eight months' expenditure (at 2021-22 spending levels). At the year end, the Trustees elected to designate £30,000 of these unrestricted reserves to cover a proposed increase in solidarity fund for the next two years. This reduces the free reserves to £121,905 which is sufficient to cover seven months' expenditure at 2021-22 spending levels. Given that we are forecasting significant increase in costs next year, the Trustees deem it appropriate to hold this level of free reserves.

### Trustees' Responsibilities in relation to the Financial Statements

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The above report has been prepared in accordance with the special provisions relating to the small companies' regime as set out in part 15 of the Companies Act 2006.

Approved by the trustees and signed on their behalf by:

DocuSigned by:

Anita Mawondo

B692288FD96D4DE...

Date: 01/12/2022

Anita Mawondo MAAT  
Director/Treasurer



## Bristol Hospitality Network

Year Ended 31 March 2022

### Independent Examiner's Report to the Trustees

I report on the unaudited accounts for the year ended 31<sup>st</sup> March 2022 set out on pages 9 -20.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) 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 charity'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

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:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
  - the accounts do not accord with those records; or
  - 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
- 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 charities 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.

DocuSigned by:  
  
7D20A50E086A4A2...

01/12/2022

Geoff Archer  
Bristol Community Accountants CIC  
The Park,  
Daventry Road,  
Knowle,  
Bristol,  
BS4 1DQ

**Bristol Hospitality Network****Year Ended 31 March 2022****Statement of Financial Activities (including Income and Expenditure Account)**

		Unrestricted	Restricted	Total	Total Funds
		Funds	Funds	Funds	2021
	Note	£	£	£	£
<b>Income from:</b>					
Voluntary Income	2	87,512	2,510	90,022	90,982
Other Trading Activities	3	-	-	-	250
Charitable Activities	4	89,039	27,007	116,046	199,303
<b>Total Incoming Resources</b>		<b>176,551</b>	<b>29,517</b>	<b>206,069</b>	<b>290,535</b>
<b>Expenditure on:</b>					
Charitable Activities	5	184,442	35,426	219,868	183,028
Other	6	631	-	631	3,339
<b>Total Resources Expended</b>		<b>185,073</b>	<b>35,426</b>	<b>220,499</b>	<b>186,367</b>
<b>Net Incoming Resources</b>		<b>(8,522)</b>	<b>(5,908)</b>	<b>(14,431)</b>	<b>104,168</b>
<b>Total Funds at 01 April 2021</b>		<b>160,427</b>	<b>8,460</b>	<b>168,887</b>	<b>64,719</b>
Transfers Between Funds		-	-	-	-
<b>Total Funds at 31 March 2022</b>	7	<b>151,905</b>	<b>2,552</b>	<b>154,457</b>	<b>168,887</b>

All of the activities of the Charity are classed as continuing.

**The notes on pages 11 - 20 form part of these financial statements**

# Bristol Hospitality Network

Year Ended 31 March 2022

## Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
<b>CURRENT ASSETS</b>			
Debtors	13	0	1,847
Cash at Bank		155,310	168,072
Cash Held		357	227
		<b>155,667</b>	<b>170,146</b>
<b>CURRENT LIABILITIES</b>			
Creditors falling due within one year	14		
Accruals		(1210)	(1,259)
		<b>(1210)</b>	<b>(1,259)</b>
		154,457	168,887
<b>Net Current Assets</b>			
<b>Total Assets less Current Liabilities</b>		<b>154,457</b>	<b>168,887</b>
Represented by:			
<b>CAPITAL AND RESERVES - Charitable Funds</b>			
Restricted Fund		2,552	8,460
Unrestricted Fund		151,905	160,427
<b>Total Charitable Funds</b>	7	<b>154,457</b>	<b>168,887</b>

The notes on pages 11 – 20 form part of these financial statements

### Directors' Statements

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements were approved by the trustees on 10 November 2022 and are signed on their behalf by:

.....  
  
 B692288FD95D4DE... Anita Mawondo, Director/Treasurer

# **Bristol Hospitality Network**

**Year Ended 31 March 2022**

## **Notes to the Financial Statements**

### **1 Accounting policies**

a) The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1<sup>st</sup> January 2015, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

Under the SORP 2015, where there is no specific requirement to adopt a specific accounting requirement a charity may follow their existing accounting policies provided that the policies and disclosures made are consistent with accepted accounting practice. This charity has decided that the accounting policies set out below, which it followed prior to SORP 2015, shall continue to be followed.

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

The charity meets the definition of a public benefit entity as defined by FRS 102.

b) Income from donations is included in income when this is received, except as follows:  
a. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.  
b. When donors impose conditions, which must be fulfilled before the charity becomes entitled to use such income, the income is deferred until such conditions have been met.

c) Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.

d) Most expenditure is directly attributable to specific activities and has been included in those cost categories. Support costs have been allocated 100% towards the charitable activities of the charity.

e) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

f) Financial Instruments: The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

g) Pension Scheme: contributions in respect of the charity's defined contribution pension scheme are charged to the income and expenditure accounts for the year in which they are payable to the scheme. Differences between the contributions payable and contributions actually paid during the year are shown as either accruals or prepayments at the year end.

h) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees and designated for specific purposes as determined by the trustees from time to time.

i) Restricted funds can only be used for restricted purposes within the charity's objects.

### 2 Voluntary Income

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Donations - General	84,664	2,510	87,174	88,127
Donations – Moveable Feast	-	-	-	-
Gift Aid	2,848	-	2,848	2,855
	<b>87,512</b>	<b>2,510</b>	<b>90,022</b>	<b>90,982</b>

<i>Voluntary Income – prior year</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2021</i>
	£	£	£
<i>Donations - General</i>	85,607	2,520	88,127
<i>Donations – Moveable Feast</i>	-	-	-
<i>Gift Aid</i>	2,855	-	2,855
	<b>88,462</b>	<b>2,520</b>	<b>90,982</b>

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 3 Other Trading Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Movable Feast Events	-	-	-	250
	-	-	-	<b>250</b>

<i>Other Trading Activities: prior year</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2021</i>
	£	£	£
<i>Movable Feast Events</i>	250	-	250
	250	-	250

### 4 Incoming Resources from Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Grants	89,039	27,007	116,046	199,303
	<b>89,039</b>	<b>27,007</b>	<b>116,046</b>	<b>199,303</b>

<i>Incoming Resources from Charitable Activities: prior year</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2021</i>
	£	£	£
<i>Grants</i>	99,283	100,020	199,303
	99,283	100,020	199,303

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 5 Expenditure on Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
BHN House	50,384	-	50,384	37,790
Welcome Centre	5,570	9,368	14,938	21,358
Solidarity Payments	21,490	12,250	33,740	33,430
Host Network	12,055	2,400	14,455	15,318
Syria Project	-	-	-	-
Moveable Feast	-	-	-	(638)
Training and Supervision	1,599	-	1,599	2,109
Volunteer Co-ordination	3,440	7,957	11,397	5,403
Help Team	10,940	3,378	14,318	14,273
Database Project	2,883	-	2,883	-
Core Salaries	59,435	-	59,435	43,111
Office Costs	15,068	72	15,140	8,650
New Roots	-	-	-	772
Insurance	1,578	-	1,578	1,453
	<b>184,442</b>	<b>35,426</b>	<b>219,868</b>	<b>183,028</b>

<i>Expenditure on Charitable Activities: prior year</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2021</i>
	£	£	£
<i>BHN House</i>	24,483	13,307	37,790
<i>Welcome Centre</i>	5,658	15,700	21,358
<i>Solidarity Payments</i>	18,403	15,027	33,430
<i>Host Network</i>	-	15,318	15,318
<i>Syria Project</i>	-	-	-
<i>Moveable Feast</i>	(638)	-	(638)
<i>Training and Supervision</i>	1,039	1,070	2,109
<i>Volunteer Co-ordination</i>	-	5,403	5,403
<i>Help Team</i>	4,614	9,659	14,273
<i>Database Project</i>	-	-	-
<i>Core Salaries</i>	15,574	27,537	43,111
<i>Office Costs</i>	4,663	3,986	8,650
<i>New Roots</i>	-	772	772
<i>Insurance</i>	-	1,453	1,453
	<b>73,796</b>	<b>109,232</b>	<b>183,028</b>

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 6 Other Costs

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Governance	620	-	620	3,324
Communications	11	-	11	15
	<b>631</b>	<b>-</b>	<b>631</b>	<b>3,339</b>

<i>Other Costs: prior year</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2021</i>
	£	£	£
<i>Governance</i>	3,324	-	3,324
<i>Communications</i>	15	-	15
	<b>3,339</b>	<b>-</b>	<b>3,339</b>



# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 7 Movement in Funds

Project	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers	Closing Balance £
Bristol Impact Fund	-	7,957	(7,957)	-	-
Solidarity Fund	-	4750	(4,750)	-	-
Covid-19 Response - Solidarity	7,500	13,800	(21,300)	-	-
COVID-19 Support Fund	-	500	(500)	-	-
Help Team Fund	960	2,510	(918)	-	2,552
Total Restricted Funds	8,460	29,517	(35,426)	-	2,552
Total Unrestricted Funds	160,427	176,551	(185,073)	(30,000)	121,905
Designated Funds	-	-	-	30,000	30,000
Total Funds	<b>168,887</b>	<b>206,069</b>	<b>(220,499)</b>	<b>-</b>	<b>154,457</b>

#### Movement in Funds Prior year

Project	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers	Closing Balance £
Volunteer Co-ordination Project	14,322	-	(14,322)	-	-
New Roots Project	772	-	(772)	-	-
Host Network Project	58	-	(58)	-	-
Solidarity Fund	-	680	(680)	-	-
Covid-19 Response - Solidarity	-	25,300	(17,800)	-	7,500
Covid-19 Response - Resilience	-	28,934	(28,934)	-	-
Host Expansion Project	-	15,666	(15,666)	-	-
COVID-19 Support Fund	-	30,000	(30,000)	-	-
Help Team Fund	-	1,960	(1,000)	-	960
Total Restricted Funds	15,152	102,540	(109,232)	-	8,460
Total Unrestricted Funds	49,567	187,995	(77,135)	-	160,427
Total Funds	<b>64,719</b>	<b>290,535</b>	<b>(186,367)</b>	<b>-</b>	<b>168,887</b>

There were no transfers from restricted to unrestricted funds in the year.

Grants and donations which the donor or grant-maker has designated for a specific purpose, or which must be spent within a specified time frame have been treated as restricted income, along with restricted grant income. Funds have been allocated to the relevant projects which have taken place during the year, with the corresponding expenditure treated as restricted.

# Bristol Hospitality Network

## Year Ended 31 March 2022

Of the Unrestricted Funds at the year end, £30,000 was designated by Trustees to cover a proposed increase in the Solidarity Fund for the next two years.

Project/Fund	Purpose/Use (and source of funding in year where applicable)
Bristol Impact Fund	Funding from Bristol City Council set to grant investment aiming to tackle inequality; grant funding to Voluntary, Community and Social Enterprise (VCSE) organisations in the city.
Solidarity Fund	Funding from various donors for supporting members with solidarity payments.
Covid-19 Response Fund - Solidarity	Funding from Bristol City Council and Crisis UK, for responding to impact of Covid-19 on our members through additional emergency support.
COVID-19 Support Fund	Funding from the Barrow Cadbury Trust for staffing and project costs of BHN's new Host Expansion Project (as above).
Volunteer Co-ordination Project	Funding from the Burden Trust for management of volunteers and member engagement – including staff costs.
New Roots Project	Creative gardening project - previously the Asylum Seekers Allotment Project.
Host Network Project	Funding from Brisdoc for supporting members provided with accommodation and those hosting them, includes staff and other costs e.g., travel.
Covid-19 Response Fund - Resilience	Funding from Lloyds Bank Foundation (from DCMS Community Match Challenge), for staffing and other core costs; to support charity resilience during Covid-19 crisis.
Host Expansion Project	Funding from Quartet Community Foundation and Bristol City Council for staffing costs of BHN's Host Expansion Project; to provide safe accommodation for those who are in the process of seeking asylum and would otherwise be homeless.
Help Team Fund	Funding from various donors for providing advocacy support to destitute asylum seekers.

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 8 Taxation

The charity is exempt from corporation tax on its charitable activities.

### 9 Trustee expenses

No trustees received remuneration or reimbursement for expenses within this or the prior period.

### 10 Company limited by guarantee

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

In the event of the company being wound up the liability of the members is limited to £1 each.

### 11 Analysis of prior year funds, as required by paragraph 4.2 of SORP 2015

	<i>Prior Year Unrestricted Funds £</i>	<i>Prior Year Restricted Funds £</i>	<i>Prior Year Total Funds £</i>
<b><i>Income from:</i></b>			
<i>Donations</i>	88,462	2,520	90,982
<i>Other Trading Activities</i>	250	-	250
<i>Charitable Activities</i>	99,283	100,020	199,303
<b><i>Total Incoming Resources</i></b>	<b>187,995</b>	<b>102,540</b>	<b>290,535</b>
<b><i>Expenditure on:</i></b>			
<i>Charitable Activities</i>	73,796	109,232	168,237
<i>Other</i>	3,339	-	3,495
<b><i>Total Resources Expended</i></b>	<b>77,135</b>	<b>109,232</b>	<b>186,367</b>
<b><i>Net Incoming Resources</i></b>	<b>110,860</b>	<b>(6,692)</b>	<b>104,168</b>
<b><i>Transfer between Funds</i></b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><i>Total Funds brought forward</i></b>	<b>49,567</b>	<b>15,152</b>	<b>64,719</b>
<b><i>Total Funds carried forward</i></b>	<b>160,427</b>	<b>8,460</b>	<b>168,887</b>

# Bristol Hospitality Network

Year Ended 31 March 2022

## Notes to the Financial Statements continued

### 12 Staff costs and numbers

	2022 £	2021 £
Wages and salaries	119,857	98,174
	<u>119,857</u>	<u>98,174</u>

No employee received emoluments of more than £60,000. The total value of salary and employee benefits paid to key management personnel was £40,839 (£33,572 – 2021).

The average monthly headcount was 9 (8 – 2021 equivalent to 4 FTE (4 – 2021)).

### 13 Debtors

	2022 £	2021 £
Debtors	0	1,847
	<u>0</u>	<u>1,847</u>

### 14 Creditors

	2022 £	2021 £
Accruals	(1210)	(1,259)
	<u>(1210)</u>	<u>(1,259)</u>

### 15 Related Party Transactions

Transactions with related parties: There were no related party transactions throughout the period.

Controlling party: The charitable company was under the control of the trustees throughout the period.