FIRST CHOICE HOUSING

England & Wales · Charity number 1139863

Details

Other names	FCH
Status	Registered
Legal form	Trust
Registered	2011-01-14
Register	View on the Charity Commission register

Contact

Address	First Choice Housing 11-12 Commercial Road Swindon SN1 5NF
Phone	01793 630739
Email	info@firstchoicehousing.co.uk
Website	https://firstchoicehousing.co.uk/

Activities

Objects: THE OBJECTS OF THE ORGANISATION ARE FOR THE BENEFIT OF THE PUBLIC: THE RELIEF OF POVERTY, HARDSHIP AND DISTRESS AMONG HOMELESS PERSONS, PEOPLE WITH MENTAL ILLNESS AND/OR ASYLUM SEEKERS IN PARTICULAR BUT NOT EXCLUSIVELY THOSE LIVING IN THE SWINDON BOROUGH, BY PROVISION OF, OR ASSISTANCE WITH THE PROVISION OF ACCOMMODATION, SUPPORT AND ADVICE.

Activities: Providing accommodation to the homeless.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Accommodation/housing
- **Who:** The General Public/mankind

Downloaded from opencharities.uk/ew/1139863

Geography

- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£719,318	£658,970	£108,987	3
2024-01-31	£372,585	£354,721	-	-
2023-01-31	£177,527	£170,841	-	-
2022-01-31	£42,612	£40,913	-	-
2021-01-31	£17,587	£12,797	-	-

Trustees

Name	Role	Appointed
Christine Obiero		2026-01-12
Nelson Mandela		2025-05-29
RUTH DEACON		

Downloaded from opencharities.uk/ew/1139863

FIRST CHOICE HOUSING

England & Wales - Charity number 1139863

Accounts

CHARITY REGISTRATION NUMBER: 1139863

First Choice Housing

Unaudited Financial Statements

31 January 2025

First Choice Housing
Providing shelter plus

Philip O Ochama
Chartered Accountant

Contents

Contents i

Charity Information: ii

Trustees' Annual Report 1

Independent Examiner's Report to the Trustees of First Choice Housing 6

Statement of Financial Activities 7

Statement of Financial Position 8

Notes to the Financial Statements 9

Charity Information:

References and administration

Registered charity name:	First Choice Housing
Charity registered number:	1139863
Principal Office:	Suite 9 – 10 Focal Point 27 – 35 Fleet Street Swindon, SN1 1RQ
The Trustees:	Mrs. Ruth Deacon Miss. S D Adams Miss. N Orioro
Accountant:	Philip O Ochama FCCA Flat. 20, The Fanshawe Gale Street, Dagenham. Essex RM9 4UT

Trustees' Annual Report

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2025.

Governance and management structure

The charity is governed by the trust deed dated 8th December 2010 as amended on 21st March 2019 as amended by resolution dated 28th August 2019.

The constitution requires that there shall be a minimum of 3 trustees but there is no maximum. New trustees must be appointed by a resolution passed by a simple majority at a meeting of the existing trustees.

The trustees must hold at least four meetings each year. The chair of trustees leads all meetings. The day-to-day activities of the charity are managed by the director of client services and the director of strategy and operations.

Objectives and activities

The objects of the organisation are for the benefit of the public: the relief of poverty, hardship and distress among homeless persons, people with mental illness and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

First Choice Housing (FCH) provides housing to individuals aged 18+ in supported living accommodation alongside education, training, and employment (ETE) skills support services and signposting to mental health services. Most clients are referred to us by Swindon Borough Council's Homeless Prevention Team. Other referral partners include The Probation Office, Seetec Plus, The Harbour Project and Swindon Night Shelter. We also receive self and public referrals through visits to our offices and our website.

At the point of referral clients may be rough sleeping, sofa surfing, or facing imminent eviction. Once referred to us, FCH staff complete needs and risk assessments. We use a points-based system to determine our ability to meet the individual's needs. Should the referral be accepted, the client signs a license agreement and is allocated a room in a shared house in a preferred location in Swindon where possible and assigned a support worker.

Support workers work with clients to create support plans outlining needs and support strategies. Each client will have 3 hours support every week to help them make and track progress towards their goals. In some cases, we work alongside third-party organisations to support our clients depending on their needs for example mental health, alcohol and drugs addiction and accessing resources to enable clients to get back to work or to acquire permanent housing.

We source 3-8-bedroom properties from local landlords for our work with those experiencing homelessness.

First Choice Housing
Trustees' Annual Report
Year ended 31st January 2025

All funds received are used to facilitate housing for the homeless. That includes renting houses from private landlords, bringing them to the required HMO standards and the responsibility for utilities. We ensure that each client has all the basics they require to settle into the accommodation upon being accepted as a tenant. The rooms are fully furnished to include bed, mattress and bedding, wardrobe, bedside drawer, and chest of drawers. The kitchen is fully equipped, washing machine, fridge freezer, cooker and oven, microwave, kettle, toaster, utensils, and cutlery. The charity carries out repairs, refurbishment, and routine maintenance of the properties.

To ensure the guidance on public service is adhered to, trustees met 5 times to discuss and review our services as per the trust deed. We met with representatives from the Housing Team Swindon Borough Council to discuss how we could work together to improve the services that we provide and to ensure that we support our clients towards moving on to long term independent living.

Trustees ensured that the relevant Laws are adhered to for example working with the vulnerable, data protection, health and safety, tax, and employment.

Trustees have carried out and reviewed a risk assessment to ensure that risks to the service users, employees, and the public have been identified and weighted. Mitigation is in place to minimise risk of harm and to make sure any harm that might arise is a minor consequence of carrying out the purpose.

Staff training has been a key component of staff induction and continued professional development.

During the year, two volunteers have supported the charity routinely with office administrative duties for example one-to-one meetings with clients to review support plans during staff shortages.

One of our landlords has supported with minor repairs of properties. This has reduced costs incurred for this purpose.

Three service users have volunteered to clean communal areas, gardening and clearing of waste when we have staff shortages due to illnesses or leave.

One service user has supported the charity with painting of rooms at end of tenancy in preparation for occupation by new clients.

We also engaged our volunteers in surveys of their experiences when volunteering with us. Volunteers have supported in trialling the functionalities of our new website.

Achievements and performance

Fifty-six beds were made available to provide short term accommodation to those experiencing homelessness and to support clients to meet their individual goals. We had 84 referrals for housing in the financial year. We were able to provide accommodation to 57% of the referrals due to limited capacity.

Our services keep clients safe in their accommodation therefore limiting opportunistic illnesses that homeless people face when out on the streets. Through surveys, clients have indicated reduced stress and anxiety due to having a safe place to leave. The average length of stay in our properties in the last financial year was 245 days.

Of all client goals set in the financial year, 18.4% have been completed and 65.7% in progress. Some goals have been abandoned when clients move on or are no longer relevant to the client.

Having an address is a stepping stone towards rebuilding self-esteem and confidence and integrating back to life in the community. Clients can access vital services requiring a proof of address like applying for a bank account, education & training, and employment. 43.4% of our clients were engaged in either part-time work, education, training, or volunteering during the last financial year.

27 clients moved on, with 18 being planned end of tenancy and 9 unplanned evictions. Of the planned end of tenancy, 25.9% were reunited with family, 37% moved on to own accommodation through private rental market after gaining employment and 7.4%% acquired sheltered accommodation.

We employed two full time and one part time staff and offered various contracts to local traders ranging from professionals to maintenance contractors therefore offering employment opportunities to the community. These range from handy men to skilled professionals like plumbers, electricians, and carpenters.

All requirements around landlord certification are met to ensure safety of clients in the accommodation.

We have a business plan that is reviewed quarterly for sustainability of the charity's work. This ensures that our service users continue to receive much needed services without disruption.

Systems are in place for accounting purposes. We collaborate with other housing providers to discuss client needs and for referrals. We also collaborate with organisations supporting individuals to get back to work.

How the impact is measured

1. VCSE strength checker used and findings used to complete risk assessment for the charity, review of policies, developments of a detailed business plan. All these have been done to ensure sustainability of our work, safety, and protection of the rights of both clients and employees.

2. We use the Homelessness Outcomes Star to track client progress over time. For effective monitoring and evaluation, we record all information relevant to a client's goals following any planned or unplanned interaction.

Clients and support workers will have in-depth reviews using the tool every six months from the day they join FCH and then annually.

We work on, monitor, and measure the following:

a) Capacity to live independently by:

-Making own food and maintaining hygiene standards in rooms and common areas. This is especially important for those who have been sleeping rough for a sustained period.

-Sustained college/training attendance and completion of courses.

-Maintaining volunteering or paid work for at least 3 months

-Attendance of support meetings, probation services appointments, GPs, or counselling appointments.

-Ability to manage finances independently.

b) The number of clients who access services provided by agencies collaborating with us like probation services, Change Live Grow (CGL), IPSUM and Mind.

-Number of clients who manage their drug and alcohol misuse for a consistent period.

-Number of clients who do not re-offend during their stay with us.

3. Impact is also measured from testimonials.

"I am thrilled to have landed my dream job as a Control System Engineer, thanks to the amazing support from First Choice Housing. Their comprehensive services, including resume optimization, interview preparation, and job search strategies, were instrumental in my job search journey. The team's expertise and personalized approach made me feel confident and well-prepared. I wholeheartedly recommend First Choice Housing to anyone looking for professional and effective career assistance.' Mohammed

Financial review

The trustees have established a policy to maintain unrestricted cash reserves of not less than 3 months regular operating expenses to include rent for houses occupied by its clients.

The charity's principal source of funds is its contract with Swindon Borough Council, to provide supported living for the homeless, is the charity's principal source of funds. The resources are used to source, fund, maintain the accommodation including furnishing, to cater for utility bills, staffing and to cater for the support needed for various complex needs of some of our service users.

The main risk facing the charity is lack of funding or grants. This continues to hinder our ability to recruit highly skilled personnel with experience in working with the vulnerable with diverse needs. We therefore rely on other organisations to provide these services or volunteers to carry out some roles.

At the 31 January 2025 the charity's unrestricted cash reserves amounted to £108,988 (2024 £48,792).

The charity's financial position at the 31 January 2025 does not meet the current reserves policy however, a significant improvement from the previous year. The reserves are sufficient for core operating expenses for 3 months. The charity has a positive working relationship with Swindon Borough Council who continue to refer clients. As we diversify our services as planned and increase

our capacity for housing, the charity will be able to generate and maintain the required financial reserves.

Trustees' responsibilities statement

The trustees 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).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each 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, of the charity for that period.

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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust Deed. They 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' annual report was approved on 06/05/2025 and signed on behalf of the board of trustees by:

Mrs R Deacon

Trustee

First Choice Housing
Independent Examiner's Report to the Trustees of First Choice Housing
Year ended 31st January 2025

Independent Examiner's Report to the Trustees of First Choice Housing

I report to the trustees on my examination of the financial statements of First Choice Housing ('the charity') for the year ended 31 January 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity'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 member of the Association of Chartered Certified Accountants of the UK (ACCA), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Philip O Ochama

Independent Examiner

Flat. 20, The Fanshaw

Gales Street

Dagenham, Essex.

RM9 4UT.

First Choice Housing
Statement of Financial Activities.
Year ended 31st January 2025

Statement of Financial Activities

	Note	Unrestricted	2025 £	2024 £
Income and endowment				
Donations and legacies	4	-		237
Charitable activities	5	**719,168**		372,318
Investments income	6	**150**		30
Total Income		**719,317**		372,585
Expenditure				
Charitable activities	7 & 8	**658,970**		354,721
Total expenditure		**658,970**		354,721
Net income and movement in funds		**60,348**		17,864
Total funds B/Forward		48,640		30,776
Total funds C/Forward		**108,988**		**48,640**

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

First Choice Housing
Statement of Financial Position
As at 31st January 2025

Statement of Financial Position

	Note	2025 £	2025 £	2024 £	2024 £
Non - Current Assets					
Tangible Assets	13		**11,838**		**1,601**
Current Assets					
Debtors	14	90,051		58,344	
Cash and Bank Balances		38,901		13,604	
		128,952		71,948	
Current Liabilities					
Creditors: amounts falling due within 1 year	15	31,803		24,909	
Net Current Assets		97,150	97,150	47,039	47,039
Total assets less current liabilities			108,988		48,640
Net Assets			**108,988**		**48,640**
Funds of the charity					
Unrestricted funds			108,988		48,640
Total Charity funds	17		**108,988**		**48,640**

These financial statements were approved by the board of trustees and authorised for issue on 06/05/2025 , and are signed on behalf of the board by

SDAdams

Miss. S D Adams

Notes to the Financial Statements

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Suite 9-10, Focal Point, 27-35 Fleet Street, Swindon, SN1 1RO.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. **Accounting policies**

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Office equipment 25% on a straight line basis

Motor Vehicle 20% on a straight line basis

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024
Donations	**£**	**£**	**£**	**£**
Donations	-	=	237.00	237.00

5. Charitable activities

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024
	£	**£**	**£**	**£**
Housing Benefits Contracts	719,168	719,168	372,318	372,318

6. Investment income

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024
	£	£	£	£
Interest Receivable	150	150	30	30

7. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024
	£	£	£	£
Supporting the homeless	608,190	608,190	332,930	332,930
Support costs	50,780	50,780	21,791	21,791
	658,970	658,970	354,721	354,721

8. Expenditure on charitable activities by activity type

	Direct activities	Support costs	Total Funds 2025	Total Funds 2024
	£	£	£	£
Supporting the homeless	608,190		608,190	332,930
Governance costs	-	50,780	50,780	21,791
	608,190	50,780	658,970	354,721

9. Net income

Net income is stated after charging	2025	2024
	£	£
Depreciation	2,327	736

10. Independent examination fees

	2025 £	2024 £
Fees payable to independent examiner	**3,500**	3,900

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025 £	2024 £
Wages and salaries	130,616	90,571
Employers' national insurance	24,613	6,558
Employers pension costs	4,471	1,124
	159,700	98,253

The average head count of employees during the year was 3 (2024: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
Directors/Support workers	2	2
Maintenance workers	1	1
	3	3

Two employees received employee benefits of more than £60,000 during the year (2024: Nil).

12. Trustee remuneration and expenses

The following individuals served as trustees during the year Miss. Nicole Orioro, Miss. Stacey D Adams and Mrs. Ruth Deacon and they each received re-imburseable expenses of £300 each (a total of £900) towards costs of board meetings attendance costs.

13. Tangible fixed assets

Cost	M / V	Equipment	Total 2025 £	Total 2024 £

1st February	-	2,944	2,944	1,607
Additions	9,675	2,889	12,564	1,337
31st January	**9,675**	**5,833**	**15,508**	**2,944**
Depreciation				
1st February	-	1,343	1,343	607
charge for the period	1,290	1,037	2,327	736
31st January	**1,290**	**2,380**	**3,670**	**1,343**
Net book value				
31st January	**8,385**	**3,453**	**11,838**	**1,601**

14. Debtors

	2025 £	2024 £
Prepayments and other accrued income	69,001	45,254
Other debtors	21,050	13,090
	90,051	**58,344**

15. Creditors: amounts falling due within one year

	2025 £	2024 £
Accruals and deferred income	10,413	8,484
Social security and other tax liabilities	4,825	4,845
Pension liabilities	5,194	-
Credit card liabilities	11,371	2,413
Other loans	-	9,167
	31,803	**24,909**

16. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £4,471 (2024: £1,124).

17. Analysis of charitable funds

Unrestricted funds

			Total 2025	Total 2024
General funds	Restricted	Unrestricted	£	£
1st February	-	48,640	48,640	30,776
Income	-	719,317	719,317	372,585
Expenditure	-	658,970	658,970	354,721
31st January	-	**108,988**	**108,988**	**48,640**

18. Analysis of net assets between funds

			Total 2025	Total 2024
Assets	Restricted	Unrestricted	£	£
Tangible fixed assets	-	11,838	11,838	1,601
Current assets	-	128,952	128,952	71,948
Creditors less than 1 year	-	31,803	31,803	24,909
Total	-	**108,988**	**108,988**	**48,640**

19. Related parties

Mrs Winfred Oluoch, an employee responsible for the day to day running of the charity, made a loan to the charity on 14 November 2023 of £10,000. This loan was repayable over a period of 24 months by monthly instalments and interest is being charged at a rate of 9.1 %. During this financial period the loan was fully repaid with no interest charged to the charity.

20. Detailed statement of financial activities

	Total 2025 £	Total 2024 £
Income and endowments		
Donations and legacies		
Donations	-	237.00
Charitable activities		
Housing benefits	719,167.74	372,318.00
Investment income		
Interest receivable	149.51	30.00
Total income	**719,317.25**	**372,585.00**
Expenditure		
Expenditure on charitable activities		
Wages and salaries	130,616.09	90,571.00
Employer's NIC	24,613.39	6,558.00
Employer's Pension	4,470.84	1,124.00
Rent	253,469.24	157,732.00
Rates and water	25,103.97	13,831.00
Light and heating	52,510.29	15,543.00
Repairs and maintenance	75,454.03	46,497.00
Insurance	2,334.83	1,457.00
Other establishment costs	41,952.15	10,458.00
Legal and professional fees	8,650.00	5,528.00
Telephone and communications	2,233.80	1,298.00
Other office costs	26,519.42	1,536.00

Depreciation	2,327.00	736.00
Other interest payable and similar charges	1,475.43	589.00
Sundry expenses	6,565.39	562.00
Website costs	673.72	701.00
Total expenditure	**658,969.59**	**354,721.00**
Net income	**60,347.66**	**17,864.00**

FIRST CHOICE HOUSING

England & Wales - Charity number 1139863

Accounts

CHARITY REGISTRATION NUMBER: 1139863

First Choice Housing

Unaudited Financial Statements

31 January 2024

UHY ROSS BROOKE
Chartered accountants
16 Dorcan Business Village
Murdock Road
Dorcan
Swindon
Wiltshire
SN3 5HY

First Choice Housing

Financial Statements

Year ended 31 January 2024

	Page
Trustees' annual report	1
Independent examiner's report to the trustees	6
Statement of financial activities	7
Statement of financial position	8
Notes to the financial statements	9
The following pages do not form part of the financial statements	
Detailed statement of financial activities	18

First Choice Housing

Trustees' Annual Report

Year ended 31 January 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2024.

Reference and administrative details

Registered charity name	First Choice Housing
Charity registration number	1139863
Principal office	Suite 9-10 Focal Point 27-35 Fleet Street Swindon SN1 1RQ
The trustees	
	Mrs R Deacon Miss S D Adams Mrs N Orioro Mrs W Oluoch (Resigned 31 July 2023)
Accountants	UHY Ross Brooke Chartered accountants 16 Dorcan Business Village Murdock Road Dorcan Swindon Wiltshire SN3 5HY

Structure, governance and management

The charity is governed by the trust deed dated 8 December 2010 as amended on 21 March 2019 as amended by resolution dated 28 August 2019.

The constitution requires that there shall be a minimum of 3 trustees but there is no maximum. New trustees must be appointed by a resolution passed by a simple majority at a meeting of the existing trustees.

The trustees must hold at least four meetings each year. The chair of trustees leads all meetings. The day-to-day activities of the charity are managed by the director of client services and the director of strategy and operations.

Objectives and activities

The objects of the organisation are for the benefit of the public; the relief of poverty, hardship and distress among homeless persons, people with mental illness and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

First Choice Housing has continued to work with Swindon Borough Council and other stakeholders to find short term accommodation for the homeless. Alongside this we provide individualised support for example, collaborating with relevant organisations for support with substance abuse, mental health support services, managing GP and hospital appointments, communication with job centre, and budgeting to manage service charge and other personal needs. We support our clients in managing and resolving conflicts that emerge in a shared accommodation as well as with neighbours. We work with the police and probation services to support the needs of some of our service users to prevent them from re-offending. We also work with other providers to get our service users back into work, for example referral to Seetec Plus work and health programme. Some clients have attained CSCS cards. We make referrals to Swindon College and New college Swindon for our service users who need to develop their English speaking and writing skills in order to find work and volunteering opportunities. First Choice Housing has sourced 10 houses within the local community accommodating up to 42 individual male adults at any one time. This helps to build stronger communities where individuals have a sense of belonging and develop self confidence that they need to start off with after homelessness.

All funds received are used to facilitate housing for the homeless. That includes renting houses from private landlords and bringing them to the required HMO standards, fully furnishing the house and maintenance of the properties including repairs to damages caused by clients, some of whom have complex needs.

To ensure the guidance on public service is adhered to, trustees met 4 times a year to discuss and review our services as per the trust deed and met with the Housing Team Swindon Borough Council to discuss the services that we provide. Trustees ensured that the relevant Laws are adhered to for example working with the vulnerable, data protection, health and safety, tax and employment. Trustees have carried out and reviewed a risk assessment to ensure that risks to the service users, the employees and the public have been identified and weighted. Mitigation is in place to minimise risk of harm and to make sure any harm that might arise is a minor consequence of carrying out the purpose.

During the fiscal year, our volunteers did office administrative duties, one-to-one meetings with clients to review support plans, minor repairs of properties, cleaning of communal areas, gardening and clearing of waste.

Achievements and performance

Forty two beds made available to provide short term accommodation to the homeless and to support individuals in integrating back to life in the community. Service users can have an address, a basic need for all humans and a requirement by employers and service providers. We employ three full time staff and offer various contracts to traders from within the community ranging from professionals to maintenance people therefore offering employment opportunities to the community. We keep service users safe in their accommodation therefore limiting opportunistic illnesses that homeless people face when out on the streets. All requirements around landlord certification are met to ensure the safety of clients in the accommodation. We have a business plan that is reviewed quarterly for sustainability of the charity's work. This ensures that our service users continue to receive much needed services without disruption.

We have had meetings with potential funders to discuss requirements and options for grant application. We collaborate with other housing providers to discuss client needs and for referrals. We also collaborate with organisations supporting individuals to get back to work.

How the impact is measured

We used findings from the VCSE strength checker to complete a risk assessment for the charity, review of policies and the development of a detailed business plan. All these have been done to ensure sustainability of our work, safety and protection of the rights of both clients and employees.

Impact of services is deduced from client surveys including information on:
% of clients who have indicated that they are settled in a secure and suitable place to live in a fit condition
% of clients who indicate that they have skills needed to manage and keep a place to live in
% of clients who indicate that they are motivated and can live as independently as possible
% of clients who have reported an improvement in social involvement with the local community
% of clients who have undertaken skills training
% of clients who have improved their ability to look ahead, plan and stick to goals
% of clients referred to other agencies
% of clients who can manage their finances and to keep up with paying rent and service charge.

Impact is also measured from testimonials.

Financial review

The trustees have established a policy to maintain unrestricted cash reserves of not less than 3 months regular operating expenses to include rent for houses occupied by its clients.

The charity's principle source of funds is its contract with Swindon Borough Council, to provide supported living for the homeless, is the charity's principal source of funds. The resources are used to source, fund, maintain the accommodation including furnishing, to cater for utility bills, staffing and to cater for the support needed for various complex needs of some of our service users.

The main risk facing the charity is lack of funding or grants. This continues to hinder our ability to recruit highly skilled personnel with experience in working with the vulnerable with diverse needs. We therefore rely on other organisations to provide these services or volunteers to carry out some roles.

At the 31 January 2024 the charity's unrestricted cash reserves amounted to £48,792 (2023 - £30,776).

The charity's financial position at the 31 January 2024 does not meet the current reserves policy however the trustees are confident this will be achieved during 2024. The charity has a positive working relationship with Swindon Borough Council who continue to refer clients. As more properties are sourced and occupied the charity will be able to generate & maintain the required financial reserves.

Trustees' responsibilities statement

The trustees 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).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each 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, of the charity for that period.

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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust Deed. They 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' annual report was approved on ..... and signed on behalf of the board of trustees by:

Mrs R Deacon
Trustee

First Choice Housing

Independent Examiner's Report to the Trustees of First Choice Housing

Year ended 31 January 2024

I report to the trustees on my examination of the financial statements of First Choice Housing ('the charity') for the year ended 31 January 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity'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 member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

2. the financial statements do not accord with those records; or

3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

L Hobbs

L Hobbs FCCA of UHY Ross Brooke
Independent Examiner

5th June 2024

16 Dorcan Business Village
Murdock Road
Dorcan
Swindon
Wiltshire
SN3 5HY

First Choice Housing

Statement of Financial Activities

Year ended 31 January 2024

	Note	2024 Unrestricted funds £	2024 **Total funds** £	2023 Total funds £
Income and endowments				
Donations and legacies	**4**	237	237	1,000
Charitable activities	**5**	372,318	372,318	176,527
Investment income	**6**	30	30	–
Total income		372,585	372,585	177,527
Expenditure				
Expenditure on charitable activities	**7,8**	354,721	354,721	161,275
Total expenditure		354,721	354,721	161,275
Net income and net movement in funds		17,864	17,864	16,252
Reconciliation of funds				
Total funds brought forward		30,776	30,776	14,524
Total funds carried forward		48,640	48,640	30,776

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

First Choice Housing

Statement of Financial Position

31 January 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible fixed assets	**13**	1,601	1,000
Current assets			
Debtors	**14**	58,344	27,498
Cash at bank and in hand		13,604	11,260
		71,948	38,758
Creditors: amounts falling due within one year	**15**	24,909	8,982
Net current assets		47,039	29,776
Total assets less current liabilities		48,640	30,776
Net assets		48,640	30,776
Funds of the charity			
Unrestricted funds		48,640	30,776
Total charity funds	**17**	48,640	30,776

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

Miss S D Adams
Trustee

The notes on pages 9 to 16 form part of these financial statements.

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Suite 9-10, Focal Point, 27-35 Fleet Street, Swindon, SN1 1RQ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Office equipment	-	25% on a straight line basis

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	**Total Funds 2024 £**	Unrestricted Funds £	Total Funds 2023 £
Donations				
Donations	237	237	1,000	1,000

5. Charitable activities

	Unrestricted Funds £	**Total Funds 2024 £**	Unrestricted Funds £	Total Funds 2023 £
Housing Benefit	372,318	372,318	176,527	176,527

6. Investment income

	Unrestricted Funds £	**Total Funds 2024 £**	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	30	30	–	–

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	**Total Funds 2024 £**	Unrestricted Funds £	Total Funds 2023 £
Supporting the homeless	332,930	332,930	145,930	145,930
Support costs	21,791	21,791	15,345	15,345
	354,721	354,721	161,275	161,275

8. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	**Total funds 2024 £**	Total fund 2023 £
Supporting the homeless	332,930	–	332,930	145,930
Governance costs	–	21,791	21,791	15,345
	332,930	21,791	354,721	161,275

9. Net income

Net income is stated after charging/(crediting):

	2024 £	2023 £
Depreciation of tangible fixed assets	736	334

10. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	3,900	1,800

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	90,571	27,170
Social security costs	6,558	899
Employer contributions to pension plans	1,124	–
	98,253	28,069

The average head count of employees during the year was 3 (2023: 2). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Support workers	2	2
Maintenance workers	1	–
	3	2

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

12. Trustee remuneration and expenses

Winfred Oluoch served as a trustee until 31 July 2023 and received remuneration under an employment contract of £8,601 during that time.

13. Tangible fixed assets

	Equipment
	£
Cost	
At 1 February 2023	1,607
Additions	1,337
At 31 January 2024	2,944
Depreciation	
At 1 February 2023	607
Charge for the year	736
At 31 January 2024	1,343
Carrying amount	
At 31 January 2024	1,601
At 31 January 2023	1,000

14. Debtors

	2024	2023
	£	£
Prepayments and accrued income	45,254	19,182
Other debtors	13,090	8,316
	58,344	27,498

15. Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	8,484	1,409
Social security and other taxes	4,845	333
Credit card	2,413	2,253
Other loans	9,167	4,987
	24,909	8,982

16. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,124 (2023: £Nil).

17. Analysis of charitable funds

Unrestricted funds

	At 1 Feb 2023	Income	Expenditure	At 31 Jan 2024
	£	£	£	£
General funds	30,776	372,585	(354,721)	48,640

	At 1 Feb 2022	Income	Expenditure	At 31 Jan 2023
	£	£	£	£
General funds	14,524	177,527	(161,275)	30,776

18. Analysis of net assets between funds

	Unrestricted Funds £	**Total Funds 2024 £**
Tangible fixed assets	1,601	1,601
Current assets	71,948	71,948
Creditors less than 1 year	(24,909)	(24,909)
Net assets	48,640	48,640

	Unrestricted Funds £	Total Funds 2023 £
Tangible fixed assets	1,000	1,000
Current assets	38,758	38,758
Creditors less than 1 year	(8,982)	(8,982)
Net assets	30,776	30,776

19. Related parties

Mrs Winfred Oluoch, an employee responsible for the day to day running of the charity, made a loan to the charity on 14 November 2023 of £10,000. This loan is repayable over a period of 24 months by monthly instalments and interest is being charged at a rate of 9.1%. During this financial period interest totalling £78 had been paid by the charity.

The following pages do not form part of the financial statements.

First Choice Housing

Detailed Statement of Financial Activities

Year ended 31 January 2024

	2024 £	2023 £
Income and endowments		
Donations and legacies		
Donations	237	1,000
Charitable activities		
Housing Benefit	372,318	176,527
Investment income		
Bank interest receivable	30	–
Total income	372,585	177,527
Expenditure		
Expenditure on charitable activities		
Wages and salaries	90,571	27,170
Employer's NIC	6,558	899
Pension costs	1,124	–
Rent	157,732	83,211
Rates and water	13,831	16,821
Light and heat	15,543	5,472
Repairs and maintenance	46,497	12,504
Insurance	1,457	1,253
Other establishment	10,458	5,763
Legal and professional fees	5,528	3,648
Telephone	1,298	1,132
Other office costs	1,536	1,544
Depreciation	736	334
Other interest payable and similar charges	589	275
Sundry expenses	562	775
Website costs	701	474
	354,721	161,275
Total expenditure	354,721	161,275
Net income	17,864	16,252

Virtual Cabinet Portal Digital Signatures

Digital Signature Verification

You can verify that this is a genuine Virtual Cabinet Document Portal signed document by uploading it to the following secure web page:

https://www.virtualcabinetportal.com/VerifySignedDocument

Signature Dates and Times

All dates and times shown in the signatures below are expressed in Coordinated Universal Time (UTC), which is generally equivalent to GMT. You can find out more about UTC at the following web page:

http://www.virtualcabinetportal.com/WhatIsUTC

Signature 1

Signed by Stacey Adams using authentication code cC9aODVmVSUqQ1ZH at IP address 46.64.133.63, on 2024/06/26 09:53:08 Z.

Stacey Adams's e-mail address is: staceydiana@hotmail.co.uk.

Signature 2

Signed by Winfred Oluoch using authentication code M2o0OEUkeG1ZamFu at IP address 90.193.3.198, on 2024/06/28 09:25:51 Z.

Winfred Oluoch's e-mail address is: r.deacon@care-cfe.org.

FIRST CHOICE HOUSING

England & Wales - Charity number 1139863

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st February 2022 **Period start date**
To 31st January 2023 **Period end date**

Charity name: First Choice Housing

Charity registration number: 1139863

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the organisation are for the benefit of the public: the relief of poverty, hardship and distress among homeless persons, people with mental illness and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	First Choice Housing has continued to work with Swindon Borough Council and other stakeholders to find short term accommodation for the homeless and to support with their individual needs for example reference to organisations for support with substance abuse, mental health support services, other medical needs, managing appointments, communication with job centre, and managing utility bills. We support our clients in managing and resolving conflicts that emerge between them in a shared accommodation as well as with neighbours. We work with the police and probation services to support the needs of clients. First Choice housing has sourced 6 houses accommodating up to 18 individual male adults at any one time.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All funds received are used to facilitate housing for the homeless. That includes renting houses from private landlords and bringing them to the required HMO standards. Fully furnishing the house and maintenance of the properties including repairs to damages caused by clients, some of whom have complex needs. To ensure the guidance on public service is adhered to, trustees met 4 times to discuss

		Swindon Borough Council to discuss the services that we provide. Trustees ensured that the relevant Laws are adhered to for example working with the vulnerable, data protection, health and safety, tax and employment. Trustees have carried out and reviewed a risk assessment to ensure that risks to the service users, the employees, and the public have been identified and weighted. Mitigation is in place to minimise risk of harm and to make sure any harm that might arise is a minor consequence of carrying out the purpose.

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	See trust deed
Policy on social investment including program related investment	Para 1.38	See trust deed
Contribution made by volunteers	Para 1.38	During the financial year our volunteers did office admin duties for example one-to-one meetings with clients to review support plans, minor repairs of properties, cleaning of common areas, gardening and clearing of waste.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	6 houses rented and brought to the required HMO standards to provide short term accommodation to the homeless and to support individuals in integrating back to life in the community. All requirements around landlord certification met to ensure safety of clients in the accommodation. Business plan discussed and reviewed for sustainability of the charity's work. Professional input sought on accounting for management of finances. Systems put in place for finance accounting purposes. Meetings with potential funders to discuss requirements and options for grant application. Collaboration with other housing providers to discuss client needs and for referrals. Collaboration with organisations supporting individuals to get back to work. Clients can get accommodation from First Choice Housing, a requirement by employers and

		VCSE strenghtchecker used and findings used to complete risk assessment for the charity, review of policies, developments of a detailed business plan. All these have been done to ensure sustainability of our work, safety and protection of the rights of both clients and employees. Impact deduced from client surveys including information on: % of clients who have indicated that they are settled in a secure and suitable place to live in a fit condition % of clients who indicate that they have skills needed to manage and keep a place to live in % of clients who indicate that they are motivated and can live as independently as possible % of clients who have reported an improvement in social involvement with the local community % of clients who have undertaken skills training % of clients who have improved their ability to look ahead, plan and stick to goals % of clients referred to other agencies % of clients who can manage their finances and to keep up with paying rent and service charge. Impact also measured from testimonials.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To hold reserves in case of drop in income and for scheduled expenses. The reserves can be used; Rent, utility bills and staff wages Expansion of for services as per our charity objects. Part of money in reserves are committed funds towards taxes.
Amount of reserves held	Para 1.22	£2551
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Contract with Swindon Borough Council to provide supported living for the homeless is the charity's principal source of funds. The resources are used to source, fund, maintain the accommodation, to cater for all bills including staffing to cater for the complex needs and support of our clients.
Investment policy and objectives including any social investment policy adopted	Para 1.46	See trust deed.
A description of the principal risks facing the charity	Para 1.46	Lack of funding. This continues to hinder our ability to recruit permanent employees who are highly skilled in working with the vulnerable with diverse needs. We therefore rely on volunteers to carry out some roles.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees must be appointed by a resolution passed by a simple majority at a meeting.

Additional information (optional)
You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Charity commission guidance for charity trustees is used as a guide for trustees in performing their duties. Resources and training by Voluntary Action Swindon on managing a charity used to guide in managing the day-to-day management of the charity. First Choice Housing policies have been created and reviewed using guidance by Charity commission, NCVO, the homeless link among other organisations. Examples of policies include; Equal opportunities policy Safeguarding policy Workplace risk assessment policy Client support documents e.g., support plan, incident report forms, licence and support agreements are used to support our work. First choice housing has policies around staff recruitment and induction. This is aimed at recruiting the most suitable staff who are well equipped to serve our clients.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity has at least three trustees at any given time. The chair of trustees leads all meetings. The day-to-day activities of the charity are managed by the director of client services and the director of strategy and operations.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	First Choice Housing

Charity's principal address	First Choice Housing Suite 9-10, Focal Point Fleet Street Swindon SN1 1RQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Winfred Oluoch	Office and finance management	Whole year	
2	Ruth Deacon	The Chair	Trustee meetings and meetings with stakeholders	
3	Stacey Adams		Trustee meetings AGM – finance review	
4	Nicole Orioro		Trustee meetings AGM- Marketing and fundraising	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Beatrice Honsou- Administrator

Exemptions from disclosure

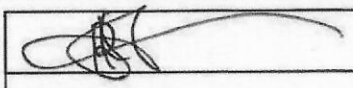
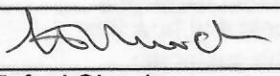
Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Ruth Deacon	Winfred Oluoch
Position (eg Secretary, Chair, etc)	The Chair	Office and finance manager
Date	24/02/2023	

CHARITY REGISTRATION NUMBER: 1139863

First Choice Housing
Unaudited Financial Statements
31 January 2023

UHY ROSS BROOKE
Chartered Accountants
16 Dorcan Business Village
Murdock Road, Dorcan
Swindon, Wiltshire
SN3 5HY

First Choice Housing

Financial Statements

Year ended 31 January 2023

	Page
Trustees' annual report	1
Independent examiners report to the trustees	4
Receipts and payments account	5
Statement of assets and liabilities	6

First Choice Housing

Trustees' Annual Report

Year ended 31 January 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2023.

Reference and administrative details

Registered charity name	First Choice Housing
Charity registration number	1139863
Principal office	Suit 2-03, Focal Point 27-35 Fleet Street Swindon SN1 1RQ
The trustees	Stacey Adams Nicole Orioro Ruth Deacon Winfred Oluoch
Independent examiner	L Hobbs FCCA of UHY Ross Brooke 16 Dorcan Business Village Murdock Road, Dorcan Swindon Wiltshire SN3 5HY

Structure, governance and management

The charity is governed by the trust deed dated 8 December 2010 as amended on 21 March 2019 as amended by resolution dated 28 August 2019.

The constitution requires that there shall be a minimum of 3 trustees but there is no maximum. New trustees must be appointed by a resolution passed by a simple majority at a meeting of the existing trustees.

The trustees must hold at least four meetings each year.

Objectives and activities

The object of the organisation is for public benefit to provide the relief of poverty, hardship and distress among homeless persons, people with mental illness, and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

The Trustees must use the income and may use the capital of the organisation in promoting the Objects.

First Choice Housing has continued to work with Swindon Borough Council and other stakeholders to find short term accommodation for the homeless and to support with their individual needs for example reference to organisations for support with substance abuse, mental health support services, other medical needs, managing appointments, communication with job centre, and managing utility bills.
We support our clients in managing and resolving conflicts that emerge between them in a shared accommodation as well as with neighbours. We work with the police and probation services to support the needs of clients.
First Choice housing has sourced 6 houses accommodating up to 18 individual male adults at any one time.

All funds received are used to facilitate housing for the homeless. That includes renting houses from private landlords and bringing them to the required HMO standards. Fully furnishing the house and maintenance of the properties including repairs to damages caused by clients, some of whom have complex needs.

To ensure the guidance on public service is adhered to, the trustees met 4 times to discuss and review our services as per the trust deed and met with the Housing Team Swindon Borough Council to discuss the services that we provide.
The trustees ensured that the relevant Laws are adhered to for example working with the vulnerable, data protection, health and safety, tax and employment.

We have paid due regard to the Charity Commissions guidance on public benefit.

Achievements and performance

6 houses now rented and brought to the required HMO standards to provide short term accommodation to the homeless and to support individuals in integrating back to life in the community.
All requirements around landlord certification met to ensure safety of clients in the accommodation.
Business plan discussed and reviewed for sustainability of the charity's work.
Professional input sought on accounting for management of finances.
Systems put in place for finance accounting purposes.
Meetings with potential funders to discuss requirements and options for grant application.
Collaboration with other housing providers to discuss client needs and for referrals.

Plans for Future Periods

The trustees hope to source two more houses by the end of 2023 and are focusing on increasing reserves.

Financial review

The trustees have established a 'reserves policy' to maintain unrestricted cash reserves of not less than 3 months regular operating expenses to include rent for houses occupied by its clients.

At the 31 January 2023 the charity's unrestricted cash reserves amounted to £9,007.

The charity's financial position at the 31 January 2023 does not meet the current reserves policy however the trustees are confident this will be achieved during 2023. The charity has a positive working relationship with Swindon Borough Council who continue to refer clients. As more properties are sourced and occupied the charity will be able to generate & maintain the required financial reserves.

The trustees' annual report was approved on 9th May 2023 and signed on behalf of the board of trustees by:

Ruth Deacon

Winfred Oluoch

First Choice Housing

Independent Examiner's Report to the Trustees of First Choice Housing

Year ended 31 January 2023

I report to the trustees on my examination of the financial statements of First Choice Housing ('the charity') for the year ended 31 January 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement - matter of concern identified

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

i. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

ii. the financial statements do not accord with those records; or

iii. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

L Hobbs

L Hobbs FCCA of
UHY Ross Brooke
Independent Examiner

16 Dorcan Business Village
Murdock Road, Dorcan
Swindon
Wiltshire
SN3 5HY

9th May 2023

First Choice Housing

Receipts and Payments Account

Year ended 31 January 2023

	Unrestricted Funds	2023 Total £	2022 Total £
Receipts			
Housing Benefit	176,527	176,527	42,612
Donations	1,000	1,000	-
Other Income	-	-	-
Total Receipts	177,527	177,527	42,612
Payments			
Rent & Rates	77,301	77,301	22,968
Light & Heat	5,472	5,472	282
Property HMO Compliance	16,821	16,821	1,558
Property Furnishings & Maintenance	12,699	12,699	2,850
Letting Agents Fees	-	-	600
Other Property Costs	652	652	240
Staff Wages	20,739	20,739	2,600
Staff Training	-	-	3,710
Cleaning	4,916	4,916	1,300
Trustee Remuneration	7,330	7,330	1,130
Office Rent	5,910	5,910	1,941
Telephone & Internet	1,132	1,132	978
Office & Website Costs	2,018	2,018	296
Professional and accountancy fees	3,648	3,648	-
Insurance	1,253	1,253	121
General Expenses	775	775	339
Bank Interest and Charges	275	275	-
	160,941	160,941	40,913
Payments relating to asset and liability movements			
Repayment of Loans from Trustees	2,500	2,500	-
Repayment of Other Loans	3,100	3,100	-
Rent Deposits	4,300	4,300	3,056
	9,900	9,900	3,056
Total payments	170,841	170,841	43,969
Net of Receipts/(payments)	**6,686**	**6,686**	**(1,357)**
Cash funds brought forward	2,321	2,321	3,678
Cash funds carried forward	**9,007**	**9,007**	**2,321**

These financial statements, including the Statement of Assets and Liabilities on page 6, were approved by the board of trustees and authorised for issue on 9th May 2023, and are signed on behalf of the board by:

Winfred Oluoch
Trustee

First Choice Housing

Statement of Assets and Liabilities

31 January 2023

		Unrestricted Funds £
Cash funds		
Barclays Current Account		8,709
Barclays Deposit Account		2,551
Commercial Credit Card		-2,253
Total cash funds		9,007

Assets retained for charity use	**Fund to which asset belongs**	**Current Value**
Computer equipment	Unrestricted	1,000
		1,000

Debtors	**Fund to which asset relates**	
Housing Benefit	Unrestricted	19,181
Rent Deposits	Unrestricted	8,316
		27,497

Liabilities	**Fund to which asset relates**	
Loan from B Honsou	Unrestricted	4,987
Suppliers accounts not yet paid	Unrestricted	1,409
PAYE	Unrestricted	333
		6,729

CHARITY REGISTRATION NUMBER: 1139863

First Choice Housing
Unaudited Financial Statements
31 January 2023

UHY ROSS BROOKE
Chartered Accountants
16 Dorcan Business Village
Murdock Road, Dorcan
Swindon, Wiltshire
SN3 5HY

First Choice Housing

Financial Statements

Year ended 31 January 2023

	Page
Trustees' annual report	1
Independent examiners report to the trustees	4
Receipts and payments account	5
Statement of assets and liabilities	6

First Choice Housing

Trustees' Annual Report

Year ended 31 January 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2023.

Reference and administrative details

Registered charity name	First Choice Housing
Charity registration number	1139863
Principal office	Suit 2-03, Focal Point 27-35 Fleet Street Swindon SN1 1RQ
The trustees	Stacey Adams Nicole Orioro Ruth Deacon Winfred Oluoch
Independent examiner	L Hobbs FCCA of UHY Ross Brooke 16 Dorcan Business Village Murdock Road, Dorcan Swindon Wiltshire SN3 5HY

Structure, governance and management

The charity is governed by the trust deed dated 8 December 2010 as amended on 21 March 2019 as amended by resolution dated 28 August 2019.

The constitution requires that there shall be a minimum of 3 trustees but there is no maximum. New trustees must be appointed by a resolution passed by a simple majority at a meeting of the existing trustees.

The trustees must hold at least four meetings each year.

Objectives and activities

The object of the organisation is for public benefit to provide the relief of poverty, hardship and distress among homeless persons, people with mental illness, and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

The Trustees must use the income and may use the capital of the organisation in promoting the Objects.

First Choice Housing has continued to work with Swindon Borough Council and other stakeholders to find short term accommodation for the homeless and to support with their individual needs for example reference to organisations for support with substance abuse, mental health support services, other medical needs, managing appointments, communication with job centre, and managing utility bills.
We support our clients in managing and resolving conflicts that emerge between them in a shared accommodation as well as with neighbours. We work with the police and probation services to support the needs of clients.
First Choice housing has sourced 6 houses accommodating up to 18 individual male adults at any one time.

All funds received are used to facilitate housing for the homeless. That includes renting houses from private landlords and bringing them to the required HMO standards. Fully furnishing the house and maintenance of the properties including repairs to damages caused by clients, some of whom have complex needs.

To ensure the guidance on public service is adhered to, the trustees met 4 times to discuss and review our services as per the trust deed and met with the Housing Team Swindon Borough Council to discuss the services that we provide.
The trustees ensured that the relevant Laws are adhered to for example working with the vulnerable, data protection, health and safety, tax and employment.

We have paid due regard to the Charity Commissions guidance on public benefit.

Achievements and performance

6 houses now rented and brought to the required HMO standards to provide short term accommodation to the homeless and to support individuals in integrating back to life in the community.
All requirements around landlord certification met to ensure safety of clients in the accommodation.
Business plan discussed and reviewed for sustainability of the charity's work.
Professional input sought on accounting for management of finances.
Systems put in place for finance accounting purposes.
Meetings with potential funders to discuss requirements and options for grant application.
Collaboration with other housing providers to discuss client needs and for referrals.

Plans for Future Periods

The trustees hope to source two more houses by the end of 2023 and are focusing on increasing reserves.

Financial review

The trustees have established a 'reserves policy' to maintain unrestricted cash reserves of not less than 3 months regular operating expenses to include rent for houses occupied by its clients.

At the 31 January 2023 the charity's unrestricted cash reserves amounted to £9,007.

The charity's financial position at the 31 January 2023 does not meet the current reserves policy however the trustees are confident this will be achieved during 2023. The charity has a positive working relationship with Swindon Borough Council who continue to refer clients. As more properties are sourced and occupied the charity will be able to generate & maintain the required financial reserves.

The trustees' annual report was approved on 9th May 2023 and signed on behalf of the board of trustees by:

Ruth Deacon

Winfred Oluoch

First Choice Housing

Independent Examiner's Report to the Trustees of First Choice Housing

Year ended 31 January 2023

I report to the trustees on my examination of the financial statements of First Choice Housing ('the charity') for the year ended 31 January 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement - matter of concern identified

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

i. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

ii. the financial statements do not accord with those records; or

iii. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

L Hobbs

L Hobbs FCCA of
UHY Ross Brooke
Independent Examiner

16 Dorcan Business Village
Murdock Road, Dorcan
Swindon
Wiltshire
SN3 5HY

9th May 2023

First Choice Housing

Receipts and Payments Account

Year ended 31 January 2023

	Unrestricted Funds	2023 Total £	2022 Total £
Receipts			
Housing Benefit	176,527	176,527	42,612
Donations	1,000	1,000	-
Other Income	-	-	-
Total Receipts	177,527	177,527	42,612
Payments			
Rent & Rates	77,301	77,301	22,968
Light & Heat	5,472	5,472	282
Property HMO Compliance	16,821	16,821	1,558
Property Furnishings & Maintenance	12,699	12,699	2,850
Letting Agents Fees	-	-	600
Other Property Costs	652	652	240
Staff Wages	20,739	20,739	2,600
Staff Training	-	-	3,710
Cleaning	4,916	4,916	1,300
Trustee Remuneration	7,330	7,330	1,130
Office Rent	5,910	5,910	1,941
Telephone & Internet	1,132	1,132	978
Office & Website Costs	2,018	2,018	296
Professional and accountancy fees	3,648	3,648	-
Insurance	1,253	1,253	121
General Expenses	775	775	339
Bank Interest and Charges	275	275	-
	160,941	160,941	40,913
Payments relating to asset and liability movements			
Repayment of Loans from Trustees	2,500	2,500	-
Repayment of Other Loans	3,100	3,100	-
Rent Deposits	4,300	4,300	3,056
	9,900	9,900	3,056
Total payments	170,841	170,841	43,969
Net of Receipts/(payments)	**6,686**	**6,686**	**(1,357)**
Cash funds brought forward	2,321	2,321	3,678
Cash funds carried forward	**9,007**	**9,007**	**2,321**

These financial statements, including the Statement of Assets and Liabilities on page 6, were approved by the board of trustees and authorised for issue on 9th May 2023, and are signed on behalf of the board by:

Winfred Oluoch
Trustee

First Choice Housing

Statement of Assets and Liabilities

31 January 2023

		Unrestricted Funds £
Cash funds		
Barclays Current Account		8,709
Barclays Deposit Account		2,551
Commercial Credit Card		-2,253
Total cash funds		9,007

Assets retained for charity use	**Fund to which asset belongs**	**Current Value**
Computer equipment	Unrestricted	1,000
		1,000

Debtors	**Fund to which asset relates**	
Housing Benefit	Unrestricted	19,181
Rent Deposits	Unrestricted	8,316
		27,497

Liabilities	**Fund to which asset relates**	
Loan from B Honsou	Unrestricted	4,987
Suppliers accounts not yet paid	Unrestricted	1,409
PAYE	Unrestricted	333
		6,729

FIRST CHOICE HOUSING

England & Wales - Charity number 1139863

Accounts

Trustees' Annual Report for the period

From	Period start date Day	Month	Year	To	Period end date Day	Month	Year
	01	02	2021		31	01	2022

Section A Reference and administration details

Charity name First Choice Housing

Other names charity is known by NA

Registered charity number (if any) 1139863

Charity's principal address

Suite 2-3, Focal Point
Fleet Street Swindon

Postcode SN1 1RQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ruth Deacon			✓
2	Stacey Adams			✓
3	Nicole Orioro			✓
4	Winfred Oluoch	Bookkeeping and accounts	Whole year	✓
5				
6				
7				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Beatrice Honsou

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees must be appointed by a resolution passed by a simple majority at a meeting.

Additional governance issues (Optional information)

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

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

First Choice housing has the following policies in place;

Equal opportunities policy
Safeguarding policy
Workplace risk assessment policy
Client support documents (support plan, incident report forms, client contracts)
Risk management system and procedures
Job description
Business plan- includes a reserve policy

Section C Objectives and activities

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

The objects of the organisation are for the benefit of the public: the relief of poverty, hardship and distress among homeless persons, people with mental illness and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

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

First Choice Housing currently houses 8 clients referred to the charity by Swindon Borough Council. The charity continues to rely on trustees and volunteers to manage administrative and client support work. Applications for funding to support with sourcing, furnishing houses and staff wages were unsuccessful and we have relied of housing benefit paid to us to refurbish houses rented from landlords to HMO standards, pay wages and utility bills and to fund everyday office related expenses.

The support we provide for clients beyond housing include 3 hour one-to-one support every week. This includes supporting clients with managing their finances, payment of bills, referral to support agencies, registering with a GP, liaising with other support workers, probation officers, mental health workers and in unique cases visiting clients in hospital when sanctioned under mental health and supporting them with application for council housing. The most challenging role is to ensure that the accommodation is looked after, and neighbours are not impacted on in anyway. We have contacted and worked with neighbours to resolve complaints. Most of our clients are ex-offenders or recovering from drug addiction.

We support clients to become independent and to eventually move into their own house and to contribute positively to the wider community. During this financial year, with our support, one of our clients gained full time employment and was able to secure his own accommodation.

We have worked with key stakeholders to support clients i.e., probation officers, support workers from SBC and the Homeless team at SBC. The support has been mainly to address the needs of clients in a holistic manner, to keep everyone informed of what's going on with clients and to communicate with clients when they are not picking their phones or attending meetings.

Additional details of objectives and activities (Optional information)

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

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

We had meetings on zoom to receive feedback from TNL Community fund on unsuccessful grant application.

Action taken

Trustees used the VCSE Strengthchecker tool to assess current gaps in governance or financial processes and business support. A risk management policy documents was created based on the outcome.

Funding and governance:
We met with the Funding and Governance Advice Manager at Voluntary Action Swindon for support the charity with sourcing funding for training of staff.
To improve on risk mitigation due to the nature of the work we do, we sought the support of an insurance broker with regards to public and trustee liability and have since taken up insurance.

Accounting:
We consulted and are working with UHY Ross Brooke Chartered Accountants to audit our accounts. With their support, we are now using Quickbooks to manage our bank accounts.

Section D Achievements and performance

Section D — Achievements and performance

Summary of the main achievements of the charity during the year

1. Sourced two more houses rented via a lettings agent
2. Increased number of homeless individuals we accommodate and support
3. One client transitioned to employment
4. Improving governance and accountability

Section E Financial review

Brief statement of the charity's policy on reserves

We are working towards saving funds worth 3 months of all regular expenditure to include rent for houses occupied by our clients, office rent, utility bills and wages. This should always be in the account for financial back-up.
Target is to source 2 more houses by the end of 2022 and to save 1/3 of income generated over 9 months to build up our reserves.
Second plan is to diversify our income through other housing strategies.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Principal source of funds is Swindon Borough Council

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Beatrice Honsou	Winfred Oluoch
Position (eg Secretary, Chair, etc)	Administrator	Trustee
Date	5/03/2022	

Items	Feb
Bank AC carried forward- start of month	**£3,678.40**
Money in	
Return	
Trustee advance to FCH	
Donation in account	
Grant in account	
73 Bowleymead service Charge	£25.00
Housing Benefits Swindon Borough Council	£1,421.33
TOTAL	**£5,124.73**
OFFICE MANAGEMENT COSTS	
Refund Jobestle	£612.76
Office rent & Vastnile virtual address	
VAT	
Phone/internet/email & website host	£108.65
Support worker	
Office supplies	**£37.50**
Staff training	**£116.40**
Office administrator / Support worker	
Office administrator / finance	
Compliance worker / cleaner	
Companies House	
Trustee and Public liability insurance	
Diversification	
Tenancy	
House deposit	
Rent 3 bedroom house	£965.00
Soft furnishings & utensils	
OPERATION COSTS	
Council Tax	
Water rates	126.57
TV License	31.5
Light and heating	
Fire protection(fire blanket and electric certification)	
Fridge and freezer and washing machine insurance	
Kitchen whitegoods insurance	2.8
Primo Video	
Other; labour, gate,keys	
Fire doors	
Fuel	

Vacuum cleaner	
Lettings agents fee	
Cash	
Refunds advance cash	
Refund SBC	
TOTAL expenditure per month	**£2,001.18**
Balance Carry forward to next month	
Bank	**£3,123.55**

FIRST CHOICE HOUSING 2(

March	April	May	June	July
£3,123.55	**£1,660.46**	£257.61	£55.86	£1,818.92
65	£65.00		65	£40.00
1492.4	1492.4	1492.4	2984.8	£1,492.40
£4,680.95	**£3,217.86**	**£1,750.01**	**£3,105.66**	**£3,351.32**
		249	36	36
£126.06	£83.47	£83.47	84.97	84.97
		£7.87		
£1,797.00	£1,797.00			
£12.00				
£1,000.00	£1,000.00	1000	1000	1000
		144.86	£144.86	£144.86
31.5	£31.50	£13.18	£13.12	£13.12
48.33	£45.48	£195.77		£128.33
				£8.10
5.6	£2.80	£2.80	£2.80	£5.60
			£4.99	

£3,020.49	**£2,960.25**	**£1,696.95**	**£1,286.74**	**£1,420.98**
£1,660.46	**£257.61**	**£55.86**	**£1,818.92**	**£1,930.34**

)21 FINANCIAL YEAR

August	Sept	October	November	December
1930.34	£1,461.02	£3,861.78	3035.07	£2,030.86
		£1,700.00	£200.00	
£40.00	£40.00	£40.00		£240.00
£1,492.40	£8,146.09	£2,943.50	£6,070.97	£6,745.51
3462.74	**£9,647.11**	**£8,545.28**	**£9,306.04**	**£9,016.37**
	£72.00	£36.00	£864.00	£1,020.00
£84.97	£84.97	£84.97	£84.97	£84.97
			106.49	
				600
	700			80
	700		200	200
				8
	1506	698.31		
£1,000.00	£2,300.00	£1,600.00	£4,200.00	£2,900.00
		£984.72	£237.59	
£144.86	£144.86	£144.86	£144.86	£144.86
	£126.57			£455.64
£13.12	£13.12	£13.12	£13.37	£13.37
	£135.01	£145.71		£109.00
				£706.12
£2.80	£2.80	£2.80	£2.80	£2.80
£135.93		£52.00	£20.00	£180.00
		£1,557.72		
£20.04			£20.11	£40.22

£600.00				
		190	£30.99	
			£1,350.00	£550.00
				£30.66
£2,001.72	**£5,785.33**	**£5,510.21**	**£7,275.18**	**£7,125.64**
£1,461.02	**£3,861.78**	**£3,035.07**	**£2,030.86**	**£1,890.73**

01/22
£1,890.73
2.5
£6,868.16
###
£492.00
£125.72
1400
350
200
121.21
£2,900.00
79.97
£144.86
78.3
39.87
94.55
2.8
412

###
###

CHARITY REGISTRATION NUMBER: 1139863

First Choice Housing
Unaudited Financial Statements
31 January 2022

UHY ROSS BROOKE
Chartered Accountants
16 Dorcan Business Village
Murdock Road, Dorcan
Swindon, Wiltshire
SN3 5HY

First Choice Housing

Financial Statements

Year ended 31 January 2022

	Page
Trustees' annual report	1
Independent examiners report to the trustees	4
Receipts and payments account	5
Statement of assets and liabilities	6

First Choice Housing

Trustees' Annual Report

Year ended 31 January 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2022.

Reference and administrative details

Registered charity name	First Choice Housing
Charity registration number	1139863
Principal office	Suit 2-03, Focal Point 27-35 Fleet Street Swindon SN1 1RQ
The trustees	Stacey Adams Nicole Orioro Ruth Deacon Winfred Oluoch
Independent examiner	L Hobbs FCCA of UHY Ross Brooke 16 Dorcan Business Village Murdock Road, Dorcan Swindon Wiltshire SN3 5HY

Structure, governance and management

The charity is governed by the trust deed dated 8 December 2010 as amended on 21 March 2019 as amended by resolution dated 28 August 2019.

The constitution requires that there shall be a minimum of 3 trustees but there is no maximum. New trustees must be appointed by a resolution passed by a simple majority at a meeting of the existing trustees.

The trustees must hold at least four meetings each year.

Objectives and activities

The object of the organisation is for public benefit to provide the relief of poverty, hardship and distress among homeless persons, people with mental illness, and/or asylum seekers in particular but not exclusively those living in the Swindon borough, by provision of, or assistance with the provision of accommodation, support and advice.

The Trustees must use the income and may use the capital of the organisation in promoting the Objects.

First Choice Housing currently houses 8 clients referred to the charity by Swindon Borough Council. The charity continues to rely on trustees and volunteers to manage administrative and client support work. Applications for funding to support the charity with sourcing & furnishing houses and staff wages were unsuccessful and we have relied of housing benefit paid to us to refurbish houses rented from landlords to HMO standards, pay wages and utility bills, and to fund everyday office related expenses.

The support we provide for clients beyond housing includes 3 hour one-to-one support every week. This includes supporting clients with managing their finances, payment of bills, referral to support agencies, registering with a GP, liaising with other support workers, probation officers, mental health workers and in unique cases visiting clients in hospital when sanctioned under mental health and supporting them with application for council housing. The most challenging role is to ensure that the accommodation is looked after, and neighbours are not impacted on in anyway. We have contacted and worked with neighbours to resolve complaints. Most of our clients are ex-offenders or recovering from drug addiction.

We support clients to become independent and to eventually move into their own house and to contribute positively to the wider community. During this financial year, with our support, one of our clients gained full time employment and was able to secure his own accommodation.

We have worked with key stakeholders to support clients i.e. probation officers, support workers from SBC, and the Homeless team at SBC. The support has been mainly to address the needs of clients in a holistic manner, to keep everyone informed of what's going on with clients and to communicate with clients when they are not picking their phones or attending meetings.

We have paid due regard to the Charity Commissions guidance on public benefit.

Achievements and performance

During the past financial year that charity has:

1. Sourced two more houses rented via a lettings agent
2. Increased the number of homeless individuals we accommodate and support
3. Assisted one client transition to employment
4. Improved governance and accountability

Plans for Future Periods

The trustees hope to source two more houses by the end of 2022 and to then save 1/3 of income generated over the next 9 months to build up reserves.

Once these additional properties are sourced and occupied we intend to use the additional income to employ a full time support worker.

The trustees also plan to diversify income through other housing strategies.

Financial review

The trustees have established a 'reserves policy' to maintain unrestricted cash reserves of not less than 3 months regular operating expenses to include rent for houses occupied by its clients.

At the 31 January 2022 the charity's unrestricted cash reserves amounted to £2,321.

The charity's financial position at the 31 January 2022 does not meet the current reserves policy however the trustees are confident this will be achieved during 2022. The charity has a positive working relationship with Swindon Borough Council who continue to refer clients. As more properties are sourced and occupied the charity will be able to generate & maintain the required financial reserves.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

Ruth Deacon

9th May 2022

Winfred Oluoch

22/4/2022

First Choice Housing

Independent Examiner's Report to the Trustees of First Choice Housing

Year ended 31 January 2022

I report to the trustees on my examination of the financial statements of First Choice Housing ('the charity') for the year ended 31 January 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement - matter of concern identified

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

i. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

ii. the financial statements do not accord with those records; or

iii. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Lisa Hobbs

L Hobbs FCCA of
UHY Ross Brooke
Independent Examiner

16 Dorcan Business Village
Murdock Road, Dorcan
Swindon
Wiltshire
SN3 5HY

First Choice Housing

Receipts and Payments Account

Year ended 31 January 2022

	Unrestricted Funds	2022 Total £	2021 Total £
Receipts			
Housing Benefit	42,612	42,612	2,284
Grant			17,587
Donations			8,194
Total Receipts	42,612	42,612	28,065
Payments			
Rent & Rates	22,968	22,968	6,427
Light & Heat	282	282	151
Property HMO Compliance	1,558	1,558	4,148
Property Furnishings & Maintenance	2,850	2,850	2,118
Letting Agents Fees	600	600	
Other Property Costs	240	240	63
Staff Wages	2,600	2,600	6,044
Staff Training	3,710	3,710	800
Cleaner	1,300	1,300	-
Trustee Remuneration	1,130	1,130	-
Office Rent	1,941	1,941	3,198
Hall Hire	-	-	602
Telephone & Internet	978	978	825
Office & Website Costs	296	296	463
Insurance	121	121	-
General Expenses	339	339	399
	40,913	40,913	25,238
Payments relating to asset and liability movements			
Plant and equipment purchases	-	-	1,207
Rent Deposits	3,056	3,056	960
	3,056	3,056	2,167
Total payments	43,969	43,969	27,405
Net of Receipts/(payments)	**(1,357)**	**(1,357)**	**660**
Cash funds brought forward	3,678	3,678	3,018
Cash funds carried forward	**2,321**	**2,321**	**3,678**

These financial statements, including the Statement of Assets and Liabilities on page 6, were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

Winfred Oluoch
Trustee

22/4/2022

9th May 2022

First Choice Housing

Statement of Assets and Liabilities

31 January 2022

		Unrestricted Funds £
Cash funds		
Barclays		2,321
Total cash funds		2,321

Assets retained for charity use	**Fund to which asset belongs**	**Current Value**
Computer equipment	Unrestricted	1,000
		1,000

Debtors	**Fund to which asset relates**	
Housing Benefit	Unrestricted	4,890
Rent Deposits	Unrestricted	4,016
		8,906

Liabilities	**Fund to which asset relates**	
Suppliers accounts not yet paid	Unrestricted	722
		722