



Winter Night Shelter Milton Keynes

A company limited by guarantee

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Winter Night Shelter Milton Keynes
Annual Report and Financial Statements for the year ending 30th April 2021

Chair's Statement

The 2020–21 season is the tenth winter that the Winter Night Shelter Milton Keynes (WNSMK) has been operational. Due to Covid-19 and legal restrictions we were unable to provide overnight accommodation at all through this winter season. The government's "Everyone in" policy provided accommodation for all who were able to abide by the Council's behaviour policies, and the call on us for overnight accommodation was reduced.

However, the need for support services was massively increased, with most other services in town no longer operational. Our Reception Café and base, Unity Park Station (formerly the Old Bus Station), was open throughout the year as far as permitted. We carefully abided by all the government's rules, which meant that at times we provided sit down café style food provision, and at other times a takeaway service. As well as having a central place to meet with our welfare team, WNSMK guests have benefited from access to meals, showers and washing facilities.

In addition to providing nutritious meals the WNSMK has a dedicated welfare team to provide one-to-one support to enable guests to access services and benefits through the pandemic. We were one of very few services that remained open with face-to-face contact rather than telephone support alone, which we managed carefully in line with government direction. The closure of so many other services meant that demand was far higher this past season, most enquiries were far more complex, and follow-on support services were more difficult for us to access on behalf of our guests. At the height of the demand, we were seeing and providing welfare support to about 20 people on average each day. Including repeat visits, we saw about 100 people each week.

We are grateful to the 120 or so volunteers who helped us steadily through the pandemic. This itself was a massive reduction on our more usual support base of around 800 volunteers each season but reflected the wildly different environment in which we were operating. We are also very grateful to our welfare team, staff and volunteers alike, who continued to provide support to our guests throughout the year despite the often-trying conditions in which they had to operate. We thank all the volunteers, churches and other groups who have made food and services available to us, many at no charge to the WNSMK charity.

We thank Milton Keynes Council who again provided links to follow up services, and to the Homelessness Partnership that helped cover some of our costs. We are also grateful to those individuals who made direct personal donations or contributed to an organised collection or a fundraiser event (sponsored or otherwise) and are listed on the last page. Thank you, organisers.

Our practical purposes have expanded over the past year. Originally, we provided emergency overnight accommodation to save people from the risk of death through exposure, and we provided support into longer term accommodation. We have now added a third purpose, to help people sustain longer term accommodation. We achieve this through providing life skills, personal support and community. Our Tuesday and Wednesday community club has provided a good start to this. In addition, whilst all this was going on, the opportunity presented itself to purchase the freehold of a warehouse in the Wolverton area, which we did in March 2021, using our reserves and taking on a mortgage. This is currently occupied by a tenant, but in due course, when we have successfully fund-raised, will enable us to provide these support services to enable people to sustain tenancies from this building. As the reporting year ended, we embarked on a fundraising programme to raise the £2.2m necessary to restore the building and to fit it out for our future needs.

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Thank you, one and all - we invite your ongoing support as we now start to prepare for next winter.

Directors' Annual Report

The directors have pleasure in presenting their report and the financial statements of the Charity for the year ended 30th April 2021.

Structure, governance and management

The Charity was registered as a Company limited by guarantee on 27 September 2012 with a Memorandum and Articles of Association and as a Charity on 25 October 2012.

The board consists of at least three directors with at least two present at any general meeting to form a quorum. To be eligible each director must be over the age of 18 and all must support the Objects. If any director is a corporate body (of which there are none at present) it must act through a named representative whose contact details are notified to the directors and there must be at least one individual director.

One third (or the number nearest one third) of the directors must retire each year, those longest in office retiring first and the choice between any of equal service being made by drawing lots.

A retiring director may be reappointed.

The directors may at any time co-opt any individual who is eligible as a director to fill a vacancy in their number or as an additional director, but a co-opted director holds office only for one year.

The Memorandum and Articles of Association authorise the directors to make and hold investments using the general funds of the Charity. No such investments are held currently.

The Charity is run through its board of directors who meet quarterly. In normal years there is also an operations group of Team Leaders meeting monthly from November each year, which did not meet this year.

We provided limited support services and takeaway food through the summer of 2020, constrained by government permissions.

Our operations from September 2020 were managed by a part-time C19 Response Manager. She oversaw our Covid 19 response throughout the changing restrictions and ensured our operations remained resilient and agile to the increasing need throughout this time. This included daytime operations at our main centre (UPS) and the planning for continuation of services into spring & summer. Working alongside her was the Operations Assistant who was responsible for allocating volunteers to opportunities and assisting with volunteer management in line with our Covid 19 response plan, and a role was created at our main centre to support volunteers with the delivery of our food services between January and March 2021.

Our Welfare Manager delivered face to face welfare support, liaised with other agencies and supported guests to the extent possible in addressing their needs. This included finding more settled accommodation, accessing benefits to which they were eligible and obtaining work opportunities. Additionally, an Assistant Welfare Manager was appointed to share the welfare workload, which

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increased dramatically as most other services across Milton Keynes were either closed or moved to telephone/online support. This was augmented by some volunteer support.

Our part-time Finance Manager handled the day-to-day transactions and budgets, the Communications Manager and the Comms Assistant kept our profile high in the media (including local TV, radio and Citizen newspaper), and on Social Media, and the Fundraising Manager liaised with fund raisers, other supporters and grant giving bodies.

Objectives and activities

The Objects of the Charity are to relieve poverty, distress and homelessness in Milton Keynes and the surrounding area particularly by the provision of temporary emergency accommodation and/or Drop-In Centre facilities.

Achievements and performance

Having operated in its first year under the auspice of the YMCA MK, WNSMK has operated, for this its ninth autonomous season. This year, due to the Covid 19 pandemic we were unable to open a night shelter. The local council were funded by central government to adopt an 'everyone in' policy ensuring that every homeless person had access to temporary accommodation, regardless of their status. We therefore moved to provide support through a day centre, supporting people with access to welfare, food, clothing and showers.

Our homeless and vulnerable communities experienced acute isolation from their social groups and many who were temporarily housed did not have access to cooking facilities. For this reason, the WNSMK's primary focus was to rise to the challenge of ensuring that everyone who needed it had access to adequate food provision, welfare services and supportive companionship to combat isolation and loneliness.

We maximised all possible use of our centre and reception café at Unity Park Station (UPS), the old bus station, as a hub for the homeless & vulnerable. As we navigated the changing Covid restrictions we found ways to deliver our plans continuously, albeit in adapted forms. UPS established itself throughout this period as the place to feel welcomed, access meals, showers and laundry facilities, and as a venue to spend social time with frontline volunteers.

The speed with which Covid 19 restrictions changed throughout this period meant that our services continued to evolve. The provision of food was vital for many as the hospitality sectors closed and the impact of the pandemic left many income and/or housing insecure. Starting with a three day per week in person café & two day per week community club, we adapted continuously and ended the season with a well-established free take away food service operating five days per week, as well as daily welfare appointments.

During this time the Christmas period proved to be particularly challenging as guests were moved to hotels on the perimeter of MK, limiting their access to services and food provision. We were able to work with SMART and a local hotel to deliver Christmas Day food for their guests, as well as being able to offer a Christmas take away for those who remained closer to our central MK base.

Our welfare provision grew dramatically this season, as local businesses and services closed their doors. The Covid 19 pandemic, together with the impacts of the immigration arrangements as a result of Brexit, saw our caseloads increase as we supported people with housing, benefits, right to

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remain documentation & important personal documentation (such as passports), mental health needs, addictions and employment. From the very small (help using a mobile phone), to the very large (homeless and in need of support) we saw, in person, everyone who came to our door.

The ground floor of Unity Park Station remained operational and available as a base for many of our partner charities for all but a short period. However, many felt unable to continue face to face work and so unfortunately the work with other organisations temporarily declined over the period. For the periods where we were able to have inside groups the Community Club was so successful on Tuesdays that an additional day was introduced on Wednesdays, increasing our reach out to the vulnerable and marginalised to understand them and their needs.

Whilst some of the organisations we normally work with scaled back over this period, we welcomed new partnerships who helped support our guests. This included Barker, who have worked with us to build trust and relationships with guests who may wish to repatriate. Dreamsai also worked alongside us delivering food parcels and food services from Unity Park Station. Costa provided free food over the festive period from their end of day supplies.

Our Facebook presence has continued to be well used in the run up to and throughout the winter season. During Covid our social channels and e-mail newsletters have been developed and enhanced to help us communicate with and involve our large range of supporters.

Throughout the course of what has been a most unusual year we have remained open for all but two days, reflecting both the success of our Covid 19 response plan and the continued support of our volunteers. Our Welfare team have seen on average 15 people a day throughout the year. Our food service at its peak was feeding and providing supportive company to 190 people with 350 meals served each week. On average we were supporting around 25 per people per day over the course of the season.

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Fundraising approach

To fund our vital work we approach our supporters via grant applications, letters, email and where possible at events now that the country is opening up again. We comply with current regulations and best practice set out by regulatory and professional membership bodies including the Fundraising Regulator, Institute of Fundraising, Direct Marketing Association and Advertising Standards Board.

Winter Night Shelter Milton Keynes and the Fundraising Department have the following aspirations and guidelines:

- We will commit to high standards in all of our work
- We will be clear, honest, and open
- We will be respectful when sharing guest stories
- We will be fair and reasonable
- We will be accountable and responsible with data, applications and reporting

We are currently in the process of diversifying our income streams, so we don't rely on one or two sources as we have in the past. These sources now include Charitable Trusts, Corporates, Individuals and Events as well as Statutory Sources.

We are immensely grateful to our donors and 800 volunteers for their support helping us meet this urgent need and we do not take their support for granted. We ensure that every penny raised is used to the best of our ability to support our guests and end users.

Looking forward

Since the end of the season, we have continued our food and welfare provision throughout the spring and summer. The need for supportive services and welfare in Milton Keynes has remained high throughout this period, and we expect this winter to be particularly challenging. There have been many factors that have increased need alongside the pandemic environment. The end to furlough, the removal of the Universal Credit uplift, the end of the ban on evictions and the passing of the deadline for right to remain status have all contributed. In addition, the impact of the pandemic environment on the availability of international travel, wider service and business sectors has meant that timescales for resolving issues have been significantly longer.

This winter the guidance has changed for night shelter provision. Central government have essentially shifted the burden of responsibility to organisations and individuals for controlling transmission of Covid 19 within their settings. In response to local need, we are planning to operate a night shelter again this season, managing some of the transmission risks by decreasing capacity from 30 to 15 beds each night, and decreasing rotations between venues (from seven to four venues between them providing these beds each night). In addition to the night shelter provision between November and March, we are seeking to build on our learnings from last season and are planning also to continue take away food, community club and daily welfare provision.

Alongside planning for our own night shelter provision, we are working closely with MK Council as they seek to establish a male only night shelter above us, on the upper floor of UPS, which, once open, they plan to operate continuously for the next three years. We are developing plans for how we synergise working and are supporting with volunteer recruitment and access to services within

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our own venue. This project has its own timeline and so we remain responsive to their schedules as they develop over time.

We expect the winter season to remain an operationally difficult time. The Covid 19 pandemic environment is driving new ways of working and requiring additional management to ensure we can manage transmission risks as much as possible. It also has impacted our volunteer confidence levels, which is providing a challenging environment for our usual seasonal recruitment campaign.

The income environment is challenging as Covid 19 funds have started to decline, and new funding is highly contested. We have recruited a new Senior Fundraising Manager, a Fundraising Assistant and two specialist Fundraising Trustees to focus on this challenge, and the Directors continue to monitor closely.

Our fundraising activity to support the development of the Wolverton warehouse will continue over this period, as we seek to raise £2.2m to develop the site. We are currently working through plans to best utilise the fundraising and development schedule, ensuring we can start to deliver services from the site as soon as possible

This is an incredibly exciting time for WNSMK as we seek to develop the reach and impact of our work with the homeless and vulnerable, whilst at the same time re-establish our night shelter, albeit in a slightly different form, and to re-engage our large volunteer population.

Operating throughout Covid 19 we have discovered new strengths and are seeking to build on these this year, building out and strengthening our partnerships and advocating for partnership working across the local council, charity and business communities.

Financial review

The Charity is financially dependent on voluntary donations from many sources and on institutions and charitable trusts/foundations awarding grants. This year we have been humbled by the level of support afforded by our many supporters, particularly with the reduction of community fundraising opportunities as a result of Covid. Fundraising income has been received from substantial individual donations, in addition to many corporate, church, and public entities who gave very generously. We are extremely grateful for all this generosity.

The development of Unity Park Station as a 'one stop shop' for homelessness charities in Milton Keynes continued through the year. However, due to the changing government guidance as the pandemic continues, this enabled more innovative ways of supporting the homeless community. We introduced a range of services including a drop in café, access to welfare support, showers and laundry facilities, training and support, access to food and clothing aid. In addition, we have been able to continue providing facilities to support circa 20 local groups.

In March, we achieved our objective of purchasing a property at Glyn Square, Wolverton, which will be developed into our long-term solution for a Drop-in Centre. This was only possible due to the success in securing sufficient reserves during a challenging year. Development of this property will take place in stages as we secure further funding, restoring our reserves. Our current facilities at the Unity Park Station, are provided under an eight-year lease extension which expires in March 2028.

Due to Covid, we have been unable to claim our guests' Housing Benefit to which they would have been entitled if we had been providing overnight accommodation, which represented almost 15% of

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our income during 2019/20 (£32,873). This financial year our services altered to meet government guidance and resulted in guests being accommodated in local hotels rather than the communal shelters. This provision of services was significantly more expensive and additional support was provided by grant funding from both local and national organisations, the largest being £67,050 from MHCLG administered through Homeless Link and £29,400 from Milton Keynes Community Foundation to support the Covid-19 response manager's role.

Overall, the year was highly positive financially with individual donations rising from £20,912 to a remarkable £72,501, complimented with legacies of a further £6,579. The response from individuals and grant providers both locally and nationally resulted in an increase in income, rising to £347,115 (2019/20 £225,357). Understandably, following the property purchase in March, our cash balances dropped by £147,038 alongside mortgage facilities of £366,060 to secure the purchase. Our stable financial position through the pandemic, and also following the property purchase, owes much to the great generosity and commitment of many individual donors, volunteers and supporting organisations. We are most grateful for this. Without it, the Shelter could not continue to evolve providing essential services.

The directors approve an annual budget that is regularly reviewed during the year. They also closely monitor the financial results, variance from budgets and non-financial indicators. Recognising the challenges the pandemic has brought, the budget for the 2021/22 season was split into two, the first to allow focus on the recently introduced summer services delivered from Unity Park Station and a second to consider the changes needed to support the winter season services. These two combined consider the risks and potential impacts of the Covid crisis and changes in government guidance, and the directors are still confident in the financial stability of the Charity.

During the year we recruited an essential and invaluable Covid-19 response manager, together with additional part time positions of Senior Fundraising Manager and Assistant Welfare Manager. This has increased the staff numbers to 2 full time and 10 part time paid staff in addition to the many volunteers who continue to support us. The impact of the investment in our Fundraising team has been significant during the financial year and the Directors anticipate this will continue to grow, providing the monies required to redevelop our future Drop-in Centre.

The independent examination was carried out without charge, for which we are thankful.

No remuneration or personal expenses were paid to any director.

The Charity holds no funds or assets as custodian trustee.

Reserves Policy

The charity pays particular attention to its long-term viability. Accordingly, the directors have adopted a reserves policy. The policy will be to seek to end each season with enough free assets (net of the property fund) to meet the costs of operating the Shelter at one venue per night for the subsequent winter season. Whilst this wasn't possible during 2020/21 due to Covid restrictions, the costs at current values are still considered to be in the region of £73,500. The directors note however that, following the purchase of a property during 2020/21, unrestricted, or general reserves have reduced to half of this target and a robust fundraising programme is in place to remedy this position during 2021/22.

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Public benefit statement

The Charity directors have exercised their powers with due regard to the guidance on public benefit published by the Charity Commission to promote the Charity's Objects by:

- Providing temporary accommodation together with evening meal and breakfast for single homeless persons
- Providing support and information to guests to change the direction of their lives for the better.

Principal risks and uncertainties

Risk Management

The Charity directors acknowledge their responsibility for the Charity's systems of internal control and risk management and recognise that such a system is designed to actively manage and minimise the risk of failure to achieve the Charity's objectives.

Due to the nature of the work we do, the directors have an open risk appetite in regard to the strategic work finding new and innovative ways to support our aims and objectives. However, with regard to risk in direct relation to our guests we have a cautious risk appetite. The directors review and monitor risk, taking appropriate action where risk does not align with appetite.

The following major categories of risk are relevant to the Charity:

Compliance risk

The Charity must comply with a range of legal and regulatory requirements including charity law, data protection, fundraising standards, health and safety, and safeguarding. To mitigate these risks the Charity has robust and embedded processes and policies, which are complemented by regular and rigorous review at Board meetings.

Reputational risk

There is always a reputational risk if someone were to die in our care. Given the nature of those that we work with, the numbers of our guests who have presenting addictions, and the trade-offs we have to make between providing support services which carry some risks against the alternative of providing no support services, we will always carry some reputational risk if something untoward happens, if we misjudge a risk, or if outside bodies criticise the judgements and trade-offs, we are having to make daily.

Financial Risk

During the last financial year, the inability to provide overnight accommodation and to access housing benefits has created a challenge. However, due to the incredible level of support from individual donors, legacies, and grant support both locally and nationally, we have strengthened our financial position. However, as the pandemic continues, we recognise the increasing need to fundraise to enable the development and launch of our long-awaited Drop-in Centre whilst also meeting our long-term mortgage commitments.

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Responsibilities of the Directors

The directors are responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014. In preparing these financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the SORP FRS102
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the directors are aware:

- There is no relevant audit information of which the charitable company's independent examiner is unaware; and
- The directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiner is aware of that information.

Small Company Provisions

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

Independent Examiner

Stephen Dunham of Broughton, Milton Keynes was appointed under section 487(2) of the Companies Act 2006.



Richard Wightman, Chair

17 November 2021

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Independent Examiner's Report

I report to the directors of Winter Night Shelter Milton Keynes on the accounts for the year ending 30th April 2021 which are set out on pages 12-18.

Respective responsibilities of directors and examiner

The Charity's directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act)
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Independent Examiner

Stephen Dunham ACMA CGMA

Broughton, Milton Keynes

17 November 2021

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Financial Statements

Statement of Financial Activities

(incorporating income and expenditure)

	<i>Note</i>	2020/2021			2019/2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Income					
Individual Donations	2	72,501	-	72,501	20,912
Legacies		6,579	-	6,579	-
Corporate/Group Donations	3	59,813	-	59,813	94,256
Gift Aid		9,844	-	9,844	6,527
Grants from MK Council	4	25,000	-	25,000	25,000
Grants from other sources	4	11,068	158,386	169,454	45,502
Rent received		4,035	-	4,035	-
Housing Benefit	5	(209)	-	(209)	32,873
Interest		98	-	98	287
		188,729	158,386	347,115	225,357
Expenditure					
Venue costs	6	7,336	3,610	10,946	19,949
Staff salaries and Volunteer costs	8	87,812	50,110	137,922	86,399
Guest Transport	6	626	578	1,204	27,472
Guest Support	7	14,069	38,416	52,485	19,727
Utilities		19,512	-	19,512	18,184
Refurbishment		-	-	-	500
Debt Write-off		-	-	-	12,500
Management & Administration	6	33,286	8,264	41,550	14,970
		162,641	100,978	263,619	199,701
Surplus for the year		26,088	57,408	83,496	25,656
Fund balance brought forward		216,486	-	216,486	190,830
Fund balance carried forward	15	<u>242,574</u>	<u>57,408</u>	<u>299,982</u>	<u>216,486</u>

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Balance Sheet at as 30th April 2021

		Unrestricted funds	Restricted funds	2020/2021 Total funds	2019/2020
	Note	£	£	£	£
Fixed Assets	9	583,505	5,553	589,058	1,660
Current Assets					
Cash at bank		36,799	42,919	79,718	126,508
32 Day Notice Account		-	-	-	100,248
Debtors & Prepayments	10	<u>538</u>	<u>-</u>	<u>538</u>	<u>6,892</u>
		37,337	42,919	80,256	233,648
Creditors: amounts falling due within one year					
Creditors & Accruals	11-13	<u>(28,129)</u>	<u>-</u>	<u>(28,129)</u>	<u>(18,822)</u>
NET CURRENT ASSETS		9,208	42,919	52,127	214,826
Creditors: amounts falling due after more than one year	12&13	<u>(341,203)</u>	<u>-</u>	<u>(341,203)</u>	<u>-</u>
TOTAL NET ASSETS		251,510	48,472	299,982	216,486
Charity Reserves					
Designated Property Fund	14.1			213,995	90,000
General Funds				37,515	126,486
Restricted Funds	15			<u>48,472</u>	<u>-</u>
Total Funds				299,982	216,486

The notes on pages 14 to 18 form part of these financial statements.

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to the accounting records and for the preparation of the accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime. These financial statements were approved by the directors of the Charity on 17th November 2021, and are signed on their behalf by:


RICHARD ERIC WIGHTMAN (Chair)
 Director


LINDA CHERRINGTON FCA
 Finance Director

Notes to the Accounts

1 Basis of accounting and accounting policies

The financial statements have been prepared under the historic cost convention and in accordance with the applicable United Kingdom accounting standards and comply with the Charities (Accounts and Reports) Regulations 2008 issued under the Charities Act 1993 and with the SORP FRS102.

1.1 Resources Expended

Expenditure has been accounted for on an accruals basis and has been classified under headings that aggregate costs within a category.

1.2 Fixed assets

All fixed assets are initially recorded at cost.

1.3 Depreciation

All assets are written off over their useful economic lives. The lives presently in use are:

- Buildings: 50 years
- Plant & Equipment: 5 years
- Office Equipment: 3 years

2 Individual Donations

Donations received direct from individuals are counted as 'individual'.

3 Corporate & Group Donations

Corporate/Group donations include gifts from companies and a variety of group fund raising activities from various supporting groups, schools, and employee groups. Much of this money is received through charity fundraising sites, such as JustGiving and Local giving. The Gift Aid that is claimed through the fundraising sites on these donations is included in this item.

4 Grant received

Milton Keynes Council made grants this year of £25,000 towards utilities and operating costs. In addition, further grants were provided by HMCLG (via the Homeless Link) and MK Community Foundation during the year.

5 Housing Benefit

No applications were submitted for Housing Benefit this year, because the Covid pandemic meant that accommodation historically used was not appropriate.

6 Expenditure

The running costs increased due to the increased staffing levels, Covid compliance costs incurred and the extension of the provision of services throughout the year, due to needs arising during the Covid pandemic.

7 Guest Support

We spent much more on guest expenses than budgeted for this year due to the Covid pandemic and additional funding received from the Homeless Link and other grant providers.

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Notes to the Accounts (continued)

8 Staff Costs & Employee Numbers

Within staff salaries and venue costs, the following employee costs are included:

	2021/20	2019/20
	£	£
Wages & Salaries	132,287	83,931
Social Security Costs	3,524	266
Pension	2,111	2,202
	<u>137,922</u>	<u>86,399</u>

No employee received benefits (excluding employer pension contributions) of more than £60,000 during the year.

None of the trustees received remuneration or expenses during the period and no one employee is deemed to constitute key management personnel.

During the year the charity employed an average of 2 full time staff and 10 part time staff (2019/20: 1 full time and 7 part time)

9 Fixed Assets

	Land & Buildings £	Plant & Equipment £	TOTAL £
<u>Cost</u>			
Brought forward	-	1,840	1,840
Additions	<u>581,995</u>	<u>8,766</u>	<u>590,761</u>
Carried forward	581,995	10,606	592,601
<u>Accumulated Depreciation</u>			
Brought forward	-	(180)	(180)
Charge in the year	<u>(1,940)</u>	<u>(1,423)</u>	<u>(3,363)</u>
Carried forward	(1,940)	(1,603)	(3,543)
<u>Net Book Value</u>			
As at 30 th April 2020	<u>-</u>	<u>1,660</u>	<u>1,660</u>
As at 30th April 2021	<u>580,055</u>	<u>9,003</u>	<u>589,058</u>

10 Debtors & Prepayments

	2020/21	2019/20
	£	£
Donations & Fundraising	496	5,445
Housing Benefit	-	732
Other	42	715
Total	<u>538</u>	<u>6,892</u>

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Notes to the Accounts (continued)

11 Creditors: Amounts falling due within one year

	2020/21	2019/20
	£	£
Bank loans and overdrafts (see Note 13)	24,857	-
Deferred MKDP Grant	-	6,250
Deferred Covid-19 Grant	-	8,936
Fundraising Expenses	2,000	2,000
Accrued Costs	1,272	1,636
Total	<u>28,129</u>	<u>18,822</u>

12 Creditors: Amounts falling due after more than one year

	2020/21	2019/20
	£	£
Bank loans (see note 13)	<u>341,203</u>	<u>-</u>

13 Secured Debts

The following secured borrowing is included within creditors:

	2020/21	2019/20
	£	£
Bank loans	<u>366,060</u>	<u>-</u>

The freehold of the property Unit 1, Glyn Square, Wolverton was purchased on 8th March 2021. As of 30th April 2021, the mortgage outstanding stood at £366,060 (2020: £Nil). This is secured on the property and is repayable over 20 years, expiring March 2041. Interest is charged at a fixed rate for the first 36 months and thereafter at a variable rate. The principal and interest are repayable in monthly instalments over the term of the mortgage.

14 Reserves

14.1 Designated Property Fund

The property fund was maintained by the charity in case of future property related developments which may require major investment. During the year the £90,000 was released to secure the purchase of a property at Unit 1, Glyn Square, Wolverton. Further to the purchase, recognising the reduction in cash to support operational needs, the net book value of the property net of the mortgage commitments is now held in the designated property fund, giving transparency to the reduction in general reserves.

Winter Night Shelter Milton Keynes
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Notes to the Accounts (continued)

15 Reserves – Charity Funds

15.1 Movement in funds

	At 01/05/20	Net Movement in Funds	Transfers	At 30/04/21
Unrestricted funds				
General funds	126,486	(178,971)	90,000	37,515
Designated fund: Property fund	<u>90,000</u>	<u>213,995</u>	<u>(90,000)</u>	<u>213,995</u>
	216,486	35,024	-	251,510
Restricted funds				
Homeless Link	-	5,553	-	5,553
MKCF* Covid Response Manager	-	12,257	-	12,257
MKCF* Food Grant	-	6,739	-	6,739
West Midlands Trains Ltd	-	16,767	-	16,767
Personal Medical Group	-	2,156	-	2,156
MCKS*	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>5,000</u>
	<u>-</u>	<u>48,472</u>	<u>-</u>	<u>48,472</u>
Total Funds	<u>216,486</u>	<u>83,496</u>	<u>-</u>	<u>299,982</u>

15.2 Details of all movement in funds during the year:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	197,665	(162,641)	35,024
Restricted funds			
Homeless Link	67,050	(61,497)	5,553
MKCF* Covid Response Manager	29,400	(17,143)	12,257
MKCF* Small Grant	3,000	(3,000)	-
MKCF* DCMS	3,000	(3,000)	-
MCKS* Food Grant	5,000	-	5,000
MKCF* Food Grant	9,000	(2,261)	6,739
West Midlands Trains Ltd	27,000	(10,233)	16,767
Personal Medical Group	<u>6,000</u>	<u>(3,844)</u>	<u>2,156</u>
	<u>149,450</u>	<u>(100,978)</u>	<u>48,472</u>
Total Funds	<u>347,115</u>	<u>(263,619)</u>	<u>83,496</u>

*MKCF - Milton Keynes Community Foundation

*MCKS - MCKS Charitable Foundation UK

Winter Night Shelter Milton Keynes
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Notes to the Accounts (continued)

15.3 Purpose of funds held

Restricted funds

Fund name	Purpose
Homeless Link	HMCLG Grant administered through Homeless Link to support the homeless during the Covid pandemic
MKCF* - Covid Response Manager	To assist with the costs of employing staff to respond to the Covid pandemic
MCKS* Food Grant	Grant received to purchase food and kitchen equipment
MKCF* Food Grant	Grant received to provide food services throughout Spring/Summer 2021
West Midlands Trains Ltd	Grant received to help provide services at Unity Park Station
Personal Medical Group	Donation received to help provide services at Unity Park Station

Winter Night Shelter Milton Keynes
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Reference and administrative details

Registered charity name	Winter Night Shelter Milton Keynes
Charity registration number	1149480
Company registration number	08232340
Registered office	The Ridgeway Centre, Featherstone Road, Wolverton Mill South, Milton Keynes MK12 5TH

The Charity's directors

The directors who served the Charity during the period were as follows:

Richard Wightman (Chair)
Anne Crowter (resigned November 2020)
Emily Desborough (appointed September 2021)
Donna Elliott
Stuart Griffith
Donna Harris (appointed August 2020)
Oliver Keeler (resigned September 2021)
Brian Stocker (resigned August 2020)
Linda Cherrington (appointed October 2021)
Emily Purchase (appointed October 2021)

Company Secretary	Anne Crowter (resigned November 2020) Stella Wallace (appointed November 2020)
Finance Director	Oliver Keeler (resigned September 2021) Linda Cherrington (appointed October 2021)
Independent Examiner	Stephen Dunham, Broughton, Milton Keynes
Bankers	Lloyds Bank plc, 15-17 The Square, Wolverton, MK12 5DG
Solicitors	Rutter and Rutter Solicitors St Audreys, Wincanton, Somerset, BA9 9DR

Web site: www.winternightsheltermk.org

Facebook: www.facebook.com/wnsmk

Winter Night Shelter Milton Keynes
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Our Supporters

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And finally, to our officers, the venues and their volunteer teams

Thank you