

SHAPE

REPORT AND FINANCIAL STATEMENTS FOR
(UNAUDITED)

YEAR ENDED 31ST DECEMBER 2024

*J & T LEXINGTON SERVICES LIMITED
8 HOLME CLOSE
WELLINGBOROUGH
NN9 5YF*

SHAPE

| | Page |
|---------------------------------------|---------------|
| CONTENTS | 2 |
| Charity information | 3 |
| Trustees' Report | 4-7 |
| Independent Examiner's report | 8 |
| Income and Expenditure Account | 9 |
| Balance Sheet | 10 |
| Notes to the Accounts | 11 –13 |

SHAPE

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office

16 HANDSWORTH WOOD ROAD
BIRMINGHAM
B20 2DR

Trustees

Gloria Betton
Cynthia Evadney Spence
David Andrew King
Luretha Williams
Beverley Stephens
Novlette Reece
Bernice Woode
Roseann Dunkley

Accountants

J & T Lexington Services Limited
8 Holme Close
Redhill Grange
Wellingborough
NN9 5YF

SHAPE



16 Handsworth Wood Road Birmingham B20 2 DR Tel: 0121 554 0332

Report of the Trustees

For the year ended 31 December 2024

Objectives and activities: Objectives and aim

Relief of the need and poverty and advancement in life of young women aged between 18-25. Providing temporary 'safe' supported accommodation and services, through education, training, advocacy, and advice particularly for those young women who are socially or economically disadvantaged, victimised and marginalised, for example those experiencing homelessness, those who are victims of domestic abuse, teenagers who are pregnant, breakdown in family relationships, and other complex social issues.

Our Vision: *"To be an outstanding organisation, providing short-term supported accommodation for vulnerable young women in the local community and beyond"*

"Impacting Women – Inspiring Change" to successfully transition to independent living, reaching their full potential and flourish.

Achievement and Performance: Charitable Activities

Governance & Management

SHAPE is governed by a constitution and managed by a board of eight trustees including, Director, Chair of Trustees, Secretary, Treasurer

Our staffing structure is made up of, the Service Co-ordinator and three part-time Support Workers and Admin support; the team is supported by a team of volunteers with skill sets to compliment the support staff.

Working in Partnership

SHAPE continues to work closely with the Homeless placement and support teams from St Basils Youth Hub, Trident Support team and other referral agencies and organisations: such as, Forward n Thinking (mental Health team), Police safeguarding team Wash Away the Victim Effect (W.A.V.E), Springs Housing Association providing training and development opportunities for staff and volunteers.

Our main supporting agency Trident provides floating support weekly to the residents both within the home and off site. This ensures that both agencies are working together in supporting the individual resident to achieve the desired outcome. The agreed protocols for handover are strictly adhered to, to ensure a seamless transition which enables both organisations to work in the best interest of the young person.

SHAPE

Objectives and Strategy

SHAPE fulfils its mission by providing high-quality residential hostel accommodation and associated services. There are four core values which reflect the spirit of which SHAPE seeks to conduct its Vision:

- 1) **Excellent Service:** Build on our success in delivering safe, supported accommodation and person-centred support, our aim is to achieve high level of people satisfaction.
- 2) **Creating Partnerships:** We will work with local charities, to create partnerships that will help deliver the vision. We value and promote the partnership of working with our beneficiaries.
- 3) **Working together:** We engage with beneficiaries, volunteers, operational staff, the community and partners in the delivery of services.
- 4) **Long-Term Loyalty and Sustainability:** We will remain focused on the core aspects of our strategic plan, and build relationships with our beneficiaries, and delivering sustainable services.

Financial Resilience and Funders

Further build future financial security and the sustainability of SHAPE and diversification of sources of funding, and to continuously review the fundraising strategy.

The Charitable work of SHAPE has been supported by Wesleyan Foundation, Lloyds Bank Foundation, Garfield Foundation, The Albert Gubay Foundation, Help the Homeless, Cloth Workers Foundation, Rowlands Trust, 29th May 1961, Screwfix and other donors.

Strategic Plan – Achievement

One element of our five-year Strategic Plan was to develop unused garage space and out-houses adjacent to the main building. During 2024, the charity successfully converted the outbuildings, providing extra accommodation space, and delivered the window replacement programme to double glazed UPVC standard throughout the main building.

‘The Trustees have been on a journey of strategic, collective, and personal development, sponsored by Lloyds Bank Foundation, which is starting not yield benefits in terms of their board performance as Trustees.’

Value for Money

SHAPE is committed to the principle and delivery of value for Money (VFM) and to this end is determined to provide quality services and accommodation to our beneficiaries. This will be achieved by ensuring that the appropriate processes of acquiring bespoke services are adhered to and contractors and suppliers conduct quality work.

SHAPE

Residents & Education

SHAPE celebrated 12 years of operations on 4 June 2024. The work of the Charity has changed the lives of many young women, bringing hope to their hopeless situations, and giving them a new perspective for their future, insomuch that some young women are hesitant to leave SHAPE and move to independent living. This is due to the highly motivated staff and volunteers who work with the women offering one to one support. The quality of care and support offered at SHAPE is second to none and is improving year on year, this is echoed by the comments from past and present residents, staff, volunteers, and visitors.

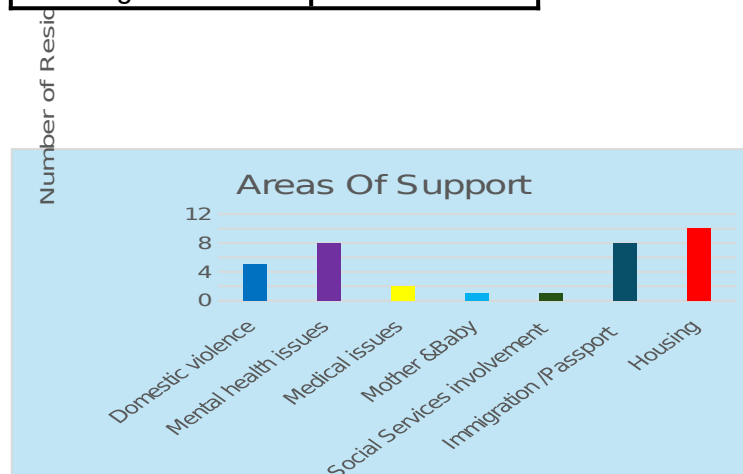
SHAPE Women's Refuge is more than just a shelter; it is a beacon of hope and a testament to the power of community support. Together, we are shaping a future where every woman can live free from fear and abuse.

The impact of the pandemic and recent analysis re-enforces the ongoing need for SHAPE's services. We continue to promote the need for the young women to continue their education where possible, and those needing additional support to enrol on ESOL classes to develop their skills and be effective in their communication.

The residents continue to come from a wide diversity of ethnicity, faith, and cultural backgrounds as well as different economic status. The full cohort of residents using the service is listed in the charts below.

Data on current residents

| Areas of support | Number of residents |
|-----------------------------|---------------------|
| Domestic violence | 5 |
| Mental health issues | 8 |
| Medical issues | 2 |
| Mother & Baby | 1 |
| Social Services involvement | 1 |
| Immigration /Passport | 8 |
| Housing | 10 |



SHAPE

| Economic Status | Number of residents |
|--------------------------------|----------------------------|
| Unemployed/ Benefits | 10 |
| In part time work/Education | 0 |
| In full time work | 0 |
| Fulltime Education | 8 |

Publicity

Follow us on X(twitter), @theshapehostel, visit our website www.@Shapehostel.com ,
Shape hostel LinkedIn.

SHAPE women's refuge continues to be a place where young women are supported and sensitively cared for, bringing Hope for a brighter future. SHAPE is committed to growth by seeking opportunities to strengthen its position, we will continue to foster meaningful and open communication with our supporters, stakeholder, work with partners and forge new links to ensure that SHAPE continues to be viable and sustainable organisation.

Report

Cynthia Spence _____ Signed on _____ 2025 On
behalf of Shape Trustees

SHAPE

Independent Examiner's Report To the Trustees of SHAPE

I report on the accounts of Shape for the year ended 31st December 2024 set out on pages eight to eleven

Respective responsibilities of trustees and examiner

The trustees of the charity are responsible for the preparation of the accounts. The charity's trustee 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 required.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- 1) Examine the accounts under section 145 of the 2011 Act.
- 2) Follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act) and
- 3) To 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 trustees 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 statements below.

Independent examiner's statement

In connection with 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 386 and 387 of the Companies Act 2006;
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice and Reporting by Charities 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.

Joseph Kinuthia CPA, DMS, MBA
J & T Lexington Services Ltd
8 Holme Close, Redhill Grange
Wellingborough
NN9 5YF

SHAPE

Statement of financial activities for the year ended 31st December 2024 Incorporating the Income and Expenditure Account

| | Note | 2024 £ | 2023 £ |
|---|------|----------------------------|----------------------------|
| | | <hr/> | <hr/> |
| Incoming Resource | | | |
| Incoming resources from generated funds | 2 | | |
| Grants & Funding | | 189,000 | 72,945 |
| Donations | | 3,832 | 11,210 |
| Service Charge | | 16,007 | - |
| Housing benefit | | 114,424 | - |
| Interest | | 686 | 68,929 |
| Total Incoming Resources | | <hr/> 323,949 <hr/> | <hr/> 153,084 <hr/> |
| Resources expended | | | |
| <u>Charitable activities</u> | | | |
| Rent & Rates | | 1,473 | 3,574 |
| Direct Labour | | 24,347 | 9,699 |
| Gas, Electricity & Water | | 22,190 | 10,396 |
| Telephone & postage | | 2,127 | 1,572 |
| Repairs & Maintenance | | 147,340 | 6,802 |
| Events, Hospitality | | 4,009 | 3,065 |
| Grant application | | 18,600 | 8,313 |
| Insurance | | 450 | 425 |
| Printing & Stationery | | 423 | 1,334 |
| Security | | 4,496 | 4,197 |
| Salaries & Wages | | 65,295 | 64,687 |
| Volunteer expenses | | 380 | 453 |
| Professional fees | | 607 | 4,166 |
| Consultancy | | 3,325 | - |
| Travel | | 775 | 378 |
| General expenses/Training | | 2,627 | 2,622 |
| Advertising | | 53 | - |
| Depreciation | | 534 | 327 |
| Total resources expended | | <hr/> 299,051 <hr/> | <hr/> 122,010 <hr/> |
| Governance cost | | 500 | 500 |
| | | <hr/> 299,551 <hr/> | <hr/> 122,510 <hr/> |
| Net incoming/ (outgoing) resources | | 24,398 | 30,574 |
| Balance carried forward at 31st December 2024 | | <hr/> 24,398 <hr/> | <hr/> 30,574 <hr/> |

SHAPE

Balance Sheet as at 31st December 2024

| | NOTES | 2024 £ | 2023 £ |
|---|----------|----------------------|----------------------|
| Fixed assets | 3 | 3,915 | 2,400 |
| Current assets | | | |
| Cash at bank and in hand | 4 | 83,248 | 60,365 |
| Less current liabilities | | | |
| Amount due in one year | 5 | (500) | (500) |
| Net current assets/(liabilities) | | <u>82,748</u> | <u>59,865</u> |
| Net assets | | <u>86,663</u> | <u>62,265</u> |
| Represented by: | | | |
| Funds of the charity | | | |
| Reserves B/F | | 62,265 | 31,691 |
| Net incoming resources | | <u>24,398</u> | <u>30,574</u> |
| Total funds | | <u>86,663</u> | <u>62,265</u> |

The financial statements were approved by the Trustees on2025 and signed on their behalf by:

Cynthia Spence

Trustee

Notes to the financial statements for the year ended 31st December 2024

1. Accounting policies

a) Accounting basis

These accounts have been prepared on the receipts and payments basis under section 42(3) of the Charities Act 1993 and the Statement of Recommended Practice on Accounting by Charities published in March 2008. The adoption of the revised SORP has resulted in reclassification of some items.

b) Incoming resources

i) Income

Income is received by way of, donations, grants and housing benefit and is included in full in the Statement of Financial Activities when receivable.

c) Resources expended

All expenditure is accounted for on an accruals basis.

d) Restricted and unrestricted funds

Income received for restricted purposes is included in a separate restricted fund against which appropriate expenditure is allocated. Restricted funds are those funds which represent grants and donations for a specific purpose. Upon full performance of the purpose of the grant, any surplus is then retrievable by the donor. Income generated for the objects of the charity without further specified purpose is allocated to unrestricted funds. Accumulated surpluses may be retained by the charity and are expendable at the discretion of the trustees in furtherance of the charity's objects. There were no restricted funds during the year.

SHAPE

Notes to the financial statements for the year ended 31st December 2024

1. Accounting policies (continued)

e) Designated funds

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion. There were no designated funds during the year.

g) Irrecoverable VAT

The charity is unable to recover VAT since it does not make taxable supplies. The cost of irrecoverable VAT is not separately analysed in the financial statements.

h) Cash Flow

The charity has taken advantage of the exemptions in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

2. Incoming resources from generated funds

| | Unrestricted | Restricted | Total funds 2024 |
|-------------------|----------------|----------------|---------------------|
| | £ | £ | £ |
| Donations | 3,832 | - | 3,832 |
| Grants & Funding | 55,000 | 134,000 | 189,000 |
| Housing Benefits | 114,424 | | 114,424 |
| Service Charge | 16,007 | | 16,007 |
| Interest Received | 686 | - | 686 |
| | <u>189,949</u> | <u>134,000</u> | <u>323,949</u> |

SHAPE

3. Tangible fixed assets

| | Equipment | Total |
|-----------------------------------|---------------------|---------------------|
| | £ | £ |
| Cost | | |
| At 1st January 2024 | 2,998 | 2,998 |
| Additions | 2,049 | 2,049 |
| | <u>5,047</u> | <u>5,047</u> |
| Depreciation | | |
| At 1st January 2024 | 598 | 598 |
| Charge | 534 | 534 |
| At 31 st December 2024 | <u>1,132</u> | <u>1,132</u> |
| Net book value 2024 | <u><u>3,915</u></u> | <u><u>3,915</u></u> |
| Net book value 2023 | <u><u>2,400</u></u> | <u><u>2,400</u></u> |

4. Cash at hand & in bank

| | 2024 | 2023 |
|------|----------------------|----------------------|
| | £ | £ |
| Bank | <u>83,248</u> | <u>60,365</u> |
| | <u><u>83,248</u></u> | <u><u>60,365</u></u> |

5. Creditors

| | 2024 | 2023 |
|------------------|-------------------|-------------------|
| | £ | £ |
| Accountancy fees | <u>500</u> | <u>500</u> |
| | <u><u>500</u></u> | <u><u>500</u></u> |