

# **Sanctus**

## **Financial statements**

### **Year ended 31st December 2023**

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## Sanctus 2023 Annual Report - Summary of Activities and Achievements



SANCTUS

30-32 Broomfield Road  
Chelmsford  
Essex  
CM1 1SW

Charity No. 1150313  
T: 01245 257985

## Sanctus 2023 Annual Report - Summary of Activities and Achievements

### Sanctus

Charity Name: Sanctus

Registered charity number: 1150313

Charities principal address: 30-32 Broomfield Road, Chelmsford, Essex, CM1 1SW

### History

Year Created: 2011

Years in successful operation to date: 12

### Trustees

Stephen Turoff – Founder and Trustee

Emma Goldie – Founder and Trustee

Emma Hughes – Trustee until June 2023 (CEO Appointed in February 2023)

Barry Ansley – Trustee

Ian Nicholson – Trustee

Angela Hickling – Trustee (resigned 24 August 2023)

Nick Hickling – Trustee (resigned 24 August 2023)

Roy Fuller – Trustee (Appointed 21 September 2023)

Deborah Johnston – Trustee (Appointed 21 September 2023)

Nigel Hardy – Trustee (Appointed 21 September 2023)

### Structure, Management and Control

The charity's strategy and overall management control is set and completed by the Trustees. The Trustees are made up of the original founders as well as experienced personnel both from within the sector and specialist fields. The three newest trustees were appointed in September of 2023, bringing between them a depth of business structure, human resources and project management experience. Unfortunately, two trustees had to step down due to family health issues.

A team of four report to the CEO Emma Hughes and complete the day-to-day operational management of the charity. Their responsibilities are split as:

## Sanctus 2023 Annual Report - Summary of Activities and Achievements

**Café Manager** – Responsible for the operational elements of the charity including the café team and therefore the extensive procurement and provision of food and hot drinks that Sanctus offers.

**Hub Manager** – Responsible for the Hub team and therefore the wide range of support and assistance sessions held as part of the Hub. The Hub Manager also acts as liaison to many other organisations and charities that utilise Sanctus.

**Fundraising Manager** – Responsible for fundraising, communicating with our supporters and also maintaining our social media channels.

**Finance Manager** – Responsible for the operational elements of the charity including HR and Finance.

This structure allows a good balance between strategic direction, monitoring, and day-to-day operational management. It also gives the Sanctus team, including the volunteers, clear reporting, and feedback lines. Having a CEO in place now, especially someone with the experience that Emma Hughes has within Sanctus and the wider support community, gives stability and guidance to the running of all aspects of the charity.

## Charity Overview – Objectives, Activities and Outcomes

### Summary

Sanctus is a charity supporting homeless and vulnerable people in Chelmsford and the surrounding areas. We are the only daycentre in a significant part of Essex, opening 5 days per week, 52 weeks per year. We made the decision at the end of 2022 to move from 7 days a week opening to 5. In November 2023 we were able to obtain funding to have Saturday opening for November, December and the first three months of 2024.

Sanctus is a lifeline for the vulnerable and homeless in the city of Chelmsford and the surrounding areas. We provide a safe warm supportive environment where anyone who wishes can come to eat, shelter from the cold and be around others with the aim of preventing loneliness, offering tailored support and assistance to help improve quality of life without judgment or selection.

Daily, Sanctus provides hot nutritious meals, drinks, clothing, rough sleeping resources and a wide range of support services, helping people to get back on their feet and make positive steps forward. We are rebuilding the community from the bottom up, person by person.

The charity provided nearly 17,000 free hot meals and more than 2,000 free support and mentoring sessions via the Sanctus Support Hub. Just one of the Hub support sessions may enable a benefits issue to be resolved, a housing application to be submitted, signposting to wider services or may be part of the journey to prevent someone from taking drastic steps.

In addition, more than 16,000 items of food that would have gone to waste were collected from local businesses and distributed via the café's food bank service.

The purpose of our organisation is to provide a centre in the heart of the city where individuals, with various complex needs, can come and receive food and support. This is a community space, which we invite other service providers to utilise, to generate a holistic approach to supporting individuals.

We believe that everyone should have a safe and secure home, food on the table and network of support. Our aim is to be there for vulnerable people at a moment of crisis and provide them with the

## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

necessary help. From this moment, we then work alongside them in their journey to recovery to help them to take steps to lead a positive life. Referrals to other services can often take time, which leaves individuals in an extremely vulnerable state. At Sanctus, we can provide immediate support in these interim periods and continue to provide support alongside other services.

What is unique about our services, is there is no criteria to receive our support. Our work is person centred, meaning we tailor our support offering to everyone. We aim to help vulnerable individuals to build confidence and trust in support services, so they can receive help both from us and other agencies and statutory services.

### **2023 Achievements**

#### **Those who have benefited.**

We engage and rebuild the lives of many of the most vulnerable in our community. We provide the opportunity to create optimum conditions for change, alongside a community environment for cohesion, tolerance and overcoming barriers.

Recipients of our services include:

- homeless and those recovering from homelessness,
- individuals who are housed but vulnerable and may be at risk of eviction,
- individuals needing to escape from abusive relationships.
- ex-offenders and those subject to probation services,
- mental health and PTSD sufferers (including those with feelings of suicide),
- those with addiction issues,
- those in recovery from addiction and/or homelessness
- elderly and pre-pension who cannot afford heating and food,
- veterans from across the services,
- refugees,
- those with disabilities which prevent them from finding or sustaining work and living well,
- families who are struggling to afford food and access services,
- people who find themselves on the edge of society and in despair,
- those impacted by the current economic pressures,
- those who are illiterate and need support to access paper communication and emails,
- those unable to advocate for themselves at court, medical settings and in police interviews.
- those who struggle with their mental health

Sanctus Support Hub has facilitated an average of 230 support sessions per month during 2023 (supporting over 550 individuals). This has resulted in a wide range of successful outcomes including.

- Accommodation (over 55's, general needs, and supported living) successfully sourced for a wide range of service users.
- Being instrumental in the overturning of 5 evictions
- Providing ongoing tenancy sustainment support for those struggling to adhere to their tenancies.
- Moving 13 individuals into accommodation and assisting with furnishing their properties

## Sanctus 2023 Annual Report - Summary of Activities and Achievements

- Assisting individuals to set up their utility bills, rent payments and meet the basic requirements of a first-time tenancy.
- Supporting 15 Personal Independent Payment applications and advocating for those who have entered into a tribunal hearing. All tribunal hearings had successful outcomes attached.
- Introducing 1-1 weekly dog therapy sessions for 4 of our most anxious service users
- Recruiting 3 qualified voluntary counsellors supporting 9 individuals at any given time
- Mentoring and buddying provision with an external volunteer for an individual with selective mutism to increase confidence and enable them to engage with the wider community.
- New services added - Mental health professional, Toenail cutting, Auricular therapy for addiction, rough sleepers addiction services, Life coach - **All weekly drop in**
- Counselling hours - 572 - 31 service users supported
- Receiving notification that Sanctus will be awarded the Kings Award for Voluntary Service in 2024

### Areas of Support (and numbers of service users supported)

#### Utility Support - 194

This includes purchasing gas and electricity for the service user, completing budgets, and contacting suppliers for top-ups and the British Gas fund to clear debts. We also advise the service user to contact CAB for vouchers worth £49 or their housing providers.

#### Mental Health Support - 273

This involves contacting the 111 service or their GP when possible, attending appointments with them, and ensuring they have all crisis telephone numbers (e.g., Samaritans, SHOUT, Papyrus). We also complete self-referrals for talking therapies with the NHS and our in-house counsellor.

#### Housing Related - 311

This covers rent arrears, neighbourhood issues, ASB, and repairs, providing tailored support as needed. We speak with neighbourhood managers, arrange appointments, and attend them with service users. For example, we assisted an extremely vulnerable service user whose home was full of damp and Mold. A repair was urgently raised, and he was provided with new carpets, a washing machine, and other items by his HA, significantly improving his mental health and self-esteem.

#### Domestic Violence - 4

We supported an extremely vulnerable older woman with lifelong learning disabilities who moved into sheltered accommodation within a week after deciding to leave her coercive husband of 30 years.

#### Addiction - 211

We advise on in-house support services like STARS and the DASS team (Drug and Alcohol Street Support Team), make referrals to Open Road, and support letters written to detox facilities.

## Sanctus 2023 Annual Report - Summary of Activities and Achievements

### Tenancy Sustainment - 36

For example, a service user who had been hospitalized for nearly three months discovered a bailiff letter stating they would be evicted in two days. Staff took him to the local county court and filed an N244 form for a hearing the next day, which was granted. We contacted the Chelmsford City Council tenancy sustainment officer, who attended court with us. The judge granted a suspension, and the client was advised to clear rent arrears within six weeks. Staff supported him in accessing his pension online, clearing all arrears, and receiving additional support at home due to his health conditions, including claiming PIP.

### Child Protection - 1

Staff supported a service user during her pregnancy. Due to her mental health and her partner's previous neglect case, the baby was placed on the child protection register. Staff attended all meetings, supported them in applying for a larger property, and advocated for them as needed. The child is now eight months old and has been taken off the child protection register.

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The Hub prides itself on working in partnership with a range of specialised agencies to support the wider needs of our service users. This has included.

- HIV testing & provision of condoms through the Terrence Higgins Trust
- Covid and Flu vaccinations through Provide.
- Hepatitis C testing via the Hepatitis C Trust
- Working closely with the Prepare Protect Prevent team at Essex Police to support 4 individuals who are vulnerable reoffending clients.
- Joining the local newly established anti-slavery forum which has been instrumental in us identifying and successfully assisting those impacted by modern day slavery.
- STARS addiction support group running small sessions with those in recovery from drugs and alcohol.
- Actively working with a range of agencies to support newly presenting service users & their children effected by or escaping domestic violence. Also, equipping them with necessary emergency items, arranging emergency accommodation and ensuring they have an adequate network of specialised support.
- CHESS charity and the Rough Sleeper's Initiative both referring clients to their accommodation services and ensuring that Street link referrals are in place for those deemed to be rough sleeping.
- During the cold spell when SWEP was activated by the government, Sanctus worked closely with the city council navigator to get all rough sleepers into accommodation provided by Chelmsford City Council, helping 13 individuals.
- Identifying and raising safeguarding concerns and reporting them to Essex Safeguarding Board

## Sanctus 2023 Annual Report - Summary of Activities and Achievements

- Working closely with another charity based in Chelmsford, Sanctus was pivotal in producing an information pack and basic needs pack for anyone being moved out of the area. This included a map of the local area, warm space information, and small bags of basics like tea, coffee, sugar, breakfast bars, and toiletry items.

The Support Hub has engaged with every individual seeking assistance. The Hub has also been successful in accessing monies that has created a small fund to provide travel and essential items for those in desperate need. This has enabled us to provide basic mobile phones and credit to rough sleepers needing to connect with accommodation services, emergency train and bus tickets to medical appointments, court hearings and reaching out of area accommodation. We have also provided top up for electric, white goods, furniture, and emergency food packages in extreme cases where the individual has no other means to get by or set up and maintain a new home.

The Hub also arranged the funeral for a deceased service users who had no known family, ensuring that they had respectful services attended by their friends and associates.

A vital part of the work of the Hub is signposting to other organisations such as the Citizens Advice Bureau, accessing GP services and advocating for the clients to make and attend vital appointments for their mental and physical wellbeing, where they do not have the confidence or means to make these steps themselves.

### Approach

Sanctus is a standalone charity, and we aim to provide a service different to other provisions available. We are highly accepting of all. We build a community based around the café which is seen as a gateway for vulnerable individuals to begin accessing wider support. We find that people are drawn to Sanctus because of our free food and drink provisions which are delivered from our permanent premises with seating. By them attending and us having continuity of staff, we can then build relationships and trust which makes our service users more inclined to access the wider support services available.

We appreciate that every charity and individual success story is only achieved through an eco-system of integrated support services. Ours is a different approach to people attending a street kitchen or being asked to attend ad-hoc appointments in an institutional environment, where they do not have established relationships which they may have difficulty finding, anxiety entering or just not feel welcome or comfortable.

Our work is designed to support extremely vulnerable individuals with a range of complex needs. We support people of different ages, different disabilities, genders, race, religions and beliefs, sex, sexual orientation, as well as marital status and pregnancy. We find that those who use our services have a lack of trust with different agencies, organisations and statutory bodies which often means they are not fully interacting with support. We work alongside each person to build trust which helps them to begin engaging with us and other services. The circumstances that our clients have found themselves in, means we do not have support networks and Sanctus operates in a way where we become that support network. We work with people whom other sources of support have failed, been inappropriate or are simply not available.

As well as the longer-term support that we offer our clients, which is focused on long term sustainable solutions, we also support people at a moment of crisis and provide immediate support. Such

## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

circumstances include, someone has found themselves newly homeless, they have no clothes, or food and nowhere to stay, they can come to us at Sanctus, and we will provide them with the initial sustenance and support. This then leads them on to access our wider support services as well as referrals to other agencies. Another example would be, someone is fleeing domestic abuse, they have no clothes, furniture or essential items and no access to funds. We will provide them with the items they need whilst also working alongside them to sort benefits and banking, as well as wider support. Our work does not replicate other services of statutory bodies, but instead fills a gap and complements the work of other agencies.

The following data demonstrates that individuals find accessing support difficult, and especially difficult when they do not have an associated support network throughout the process. However, when people are helped with navigating and completing such support, there are high levels of success.

56% of people who require access to support services to assist accommodation, addiction, or other vulnerability issues report that they find it either 'extremely difficult' or 'not possible' to interact with such services.

On a scale of 1 to 10 where 10 was "a great deal of stress" and one is "little or no stress," it was found that the average stress level for people with emotional support in place was 5 out of 10 compared to 6.3 out of 10 for people without emotional support.

94% of addiction clients, and 86% of self-esteem clients, 76% of Anxiety clients, and 74% of Depression clients confirmed their issue had either "Improved" or "Significantly Improved" when they had access to support services.

(Data sourced from the Mental Health Foundation and Does Counselling Work? Survey.)

This data demonstrates that the Sanctus approach is highly effective as we provide them with immediate and interim support, and we then work alongside them to guide them through subsequent support to have successful outcomes.

Sanctus is also an active member of the Homelessness Forum and chairs a subgroup within it. We host multiple agencies and recognise how key it is to work with them, even those who may be competing for funding. Within this network we have worked with other service providers to develop fundraising bids and campaigns as we acknowledge that we are all working towards the same shared goal.

### **Range of Services**

Sanctus's range of free services now includes but are not exclusive to:

- Daily hot meal as a sit in service
- Cold snacks for take away.
- Hot drinks including tea and coffee.
- Packets and tins to take away.
- A clothes exchange based on donations.
- 1 to 1 mentoring and assurance sessions
- Peer mentoring and assistance sessions
- Addiction support groups
- Dog Therapy sessions with Essex Therapy Dogs
- NHS Health Checks



## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

- Liver Health Checks
- Quarterly chiropody clinic
- Drop in weekly NHS Clinic
- Housing dilemmas - eviction, benefits, and housing support
- Counselling - 3 counsellors with varying levels of experience
- Financial advice and support with debt problems
- Benefits applications, appeals support, and advocacy at hearings.
- Referral point for supported housing with Notting Hill Genesis
- Our own tenancy sustainment support programme
- Assistance with moving including the provision of donated household items.
- Liaison with the Probation Service, Job Centre, and other outside agencies to create a good working partnership and a joined-up approach to working with clients successfully.
- Chelmsford City Council Housing Navigators work from our premises weekdays and regularly joint work with our Hub team. Breaking down the barriers to getting long term street entrenched individuals housed through drop-in sessions and 1 to 1 support.
- Chelmsford City Council Mental Health Navigator is on call to us when needed.
- 1-1 Counselling sessions with one of 3 professional volunteer Counsellors

**We are open Monday to Friday throughout the year; our usual opening hours are:**

- Monday to Friday – 10:30am-4pm
- November – March Saturday Opening

We also open over the Christmas and Easter period.

Our Hub facility is operated across the working week with support often provided outside of these hours.

**Our key outcomes, all provided for free:**

Success can mean very different things to each of our service users, it could be that we have supported someone from being street homeless into permanent housing, or someone has been able to find a job and become self-sufficient, or it can simply be that someone who was averse to receiving help, now engages with services. Some of our key outcomes during the year have included:

- Ongoing provision of a warm and friendly environment for those who have nowhere else to go. In 2023 nearly 20,000 people visited the café (we had 729 different users). During the year we had 372 new users.
- The average number of visitors per day was 73, although the highest was 105
- Providing free food, drink, and clothing exchange for the homeless, vulnerable and those unable to provide for themselves. In 2023, nearly 17,000 freshly cooked meals were served.
- Providing free support, advice, and advocacy to aid life changes and improvement. In 2023 over 1,700 free sessions were completed, supporting 554 individuals
- Assisting in the re-housing of scores of individuals.
- Distributing other items such as clothes, sanitary products, tents and sleeping bags.

## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

- Collecting from local business and then distributing over 16,000 food items (sandwiches, pies, etc.) that would have gone to waste in some instances.
- Opening bank accounts for individuals who have not had the ID to be able to do this for many years, enabling them to have their benefits/pay go directly to their account and avoiding fraud.
- Over 70% of people who utilise the Sanctus café reported that they would eat a significantly reduced amount of food each day without us demonstrating the need and effectiveness of the services.
- Over 90% of people who visit the Sanctus café have said they have built at least 1 new relationship through Sanctus which has had a positive impact on their life.
- Over 80% reported a major or significant improvement in their circumstances through the interaction and support through the Hub.

### **Going Forward**

We will continue to build on the support that we have provided to date. We will do this by expanding the organisations, charities, and community members to help us strengthen our service provision. We will be continuing to expand our pool of volunteers with like-minded individuals, train and support our team to extend their skills sets and engage with local professions to access any professional services we may require.

We will also add to our team and appropriate skills sets. We will continue to put maximum time and effort into supporting the homeless and vulnerable with a place of safety away from volatile situations such as drinking and drug taking and other risky behaviours and helping them access housing, work and a life worth living.

In early 2024 we will be opening a Sanctus Charity Shop, which will bring in additional revenue and increase the awareness of the charity in Chelmsford. It will also allow our service users to volunteer in the shop, giving them work experience in a retail outlet that can be used on future CV's and references for job applications.

### **Sources of Funds**

Sanctus are extremely grateful to all the supporters who enable us to assist so many vulnerable people within our community. 2023 was focused on continuing to widen our supporter base with a focus on the long-term sustainability of the charity. With a long-term lease for our new building, we have also been able to submit bids for larger and often, more established funds. We are now a 12-year proven charity with a clear 10-year horizon.

The cost-of-living crisis, allied with the war in Ukraine did reduce the number of fundraising opportunities. However, continued increased support from businesses, both local and national as well as individuals enabled us to continue to provide all our services, albeit having to reduce our opening hours from 7 days to Monday to Friday. We are extremely grateful to all supporters and funders who helped us in 2023, and we would particularly like to acknowledge, Chelmsford City Council and the Police, Fire and Crime Commissioner for their long-term support of the charity.

## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

Sources of funds for 2023 have been received from wide and varied sources.

We were successful in obtaining a grant from the Lottery covering 5 years (giving us 2 payments per year)

### **Some examples of Charitable Trusts and Foundation are:**

- The National Lottery Community Fund
- Sainsbury's Helping Everyone Eat Better Grant
- Joan Ainslie Charitable Trust
- Community Safety Development Fund
- Garfield Weston Foundation
- CVS Winter Warm Fund
- Aviva Community Fund
- M&G Community Fund
- Bentley Community Grants
- Elijah's Pot
- The 29th of May 1961 Charity
- Newby Trust
- Women's Urgent Support Funding
- Forrester Family Trust
- Making A Difference
- Andor Charitable Trust
- Permissions Community Champions
- Hillcote Trust
- Grocers Hall Charity
- Hopestead
- ECF
- Albert Goubay Foundation
- Hubbubb Starbucks
- Archer Trust
- Walter Farthing Foundation
- Mental Health Inequalities Fund
- Hodge Foundation
- FSJ Charities
- Delamere Dairy Foundation
- MSE Charity
- EALC Food Support and Winter Warm Fund
- Cost-of-Living Grant
- Public Health Accelerator Bids Grant Programme
- Statutory bodies
- Chelmsford City Council
- Police, Fire and Crime Commissioner
- Local and international individual supporters
- Local and national companies
- Individual giving via digital channels including Just Giving

## **Sanctus 2023 Annual Report - Summary of Activities and Achievements**

- Support at local events such as Golf Days, Quiz Nights, Christmas Festive Meal in the café, Rock n Roll Bingo nights in the café

Whatever the size of the donation and whether that support was financial, or donations in-kind such as volunteering, clothes, food, or other items, we would like to thank everyone who has supported Sanctus in 2023.

All our supporters should be proud of their contribution to the outcomes achieved during the year.

We are looking forward to the journey ahead of us and we thank everyone from the bottom of our hearts for their support. Without our supporters Sanctus would not be achieving what it is, and we will keep on feeding, listening to, supporting, and fighting for the vulnerable and needy of our community.

### **Other Required Details:**

#### **Exemptions of disclosure**

Other than for the purposes of confidentiality and/or GDPR no information has been withheld.

#### **Reserves**

The charity endeavours to maintain two months funds as reserves and is seeking to increase this as fundraising activities allow.

#### **Funds held as custodian on behalf of others.**

We do not have custodian Trustees. All Trustees are managing Trustees and are an active part of the Board.



Section A

Independent Examiner's Report

Report to the trustees

SANCTUS

On accounts for the year  
ended

31<sup>ST</sup> DECEMBER 2023

Charity no  
(if any)

1150313

Set out on pages

1-28

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/23.

Responsibilities and  
basis of report

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

I report in respect of my examination of the Trust's accounts 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member ACCA.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

*C. Bullen*

Date:

31/10/24

Name:

CLAIRE BULLEN

Relevant professional  
qualification(s) or body  
(if any):

ACCA

**Address:** TAYLOR, VINEY & MARLOW LTD

46-54 HIGH STREET

INGATESTONE, CM4 9DW

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



# Sanctus

## Statement of financial activities

### Year ended 31st December 2023

	Notes	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
<b>Income and endowments from:</b>					
Donations and legacies	(Note 3) S01	211,161	123,983	335,145	292,384
Charitable activities	S02	30,060	-	30,060	16,362
Other trading activities	S03	-	-	-	822
Investments	S04	812	-	812	18
Separate material item of income	S05	-	-	-	-
Other	(Note 4) S06	-	-	-	-
<b>Total</b>	S07	242,033	123,983	366,017	309,586
<b>Resources expended (Note 5)</b>					
<b>Expenditure on:</b>					
Raising funds	S08	13,624	3,858	17,482	38,556
Charitable activities	S09	201,670	118,162	319,832	301,486
Separate material item of expense	S10	-	-	-	-
Other	S11	-	-	-	-
<b>Total</b>	S12	215,295	122,020	337,315	340,042
<b>Net income/(expenditure) before investment gains/(losses)</b>					
Net gains/(losses) on investments	S13	26,739	1,963	28,702	- 30,456
<b>Net income/(expenditure)</b>	S14	-	-	-	-
<b>Extraordinary items</b>	S15	26,739	1,963	28,702	- 30,456
<b>Transfers between funds</b>	S16	-	-	-	-
<b>Other recognised gains/(losses):</b>	S17	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-
Other gains/(losses)	S19	-	-	-	-
<b>Net movement in funds</b>	S20	26,739	1,963	28,702	- 30,456
<b>Reconciliation of funds:</b>					
Total funds brought forward	S21	51,108	68,775	119,882	150,338
<b>Total funds carried forward</b>	S22	77,847	70,738	148,584	119,882

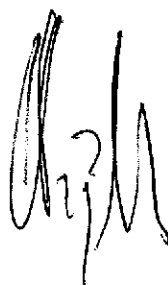
**Sanctus**  
**Balance sheet**  
**As at 31st December 2023**

	Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>					
Tangible assets (Note 10)	B02	662	36,603	37,265	56,037
<b>Total fixed assets</b>	B05	662	36,603	37,265	56,037
<b>Current assets</b>					
Debtors (Note 11)	B07	13,360		13,360	11,949
Cash at bank and in hand (Note 13)	B09	97,967	46,059	144,026	70,924
<b>Total current assets</b>	B10	111,327	46,059	157,386	82,873
<b>Creditors: amounts falling due within one year</b> (Note 12)	B11	34,143	11,925	46,068	19,028
<b>Net current assets/(liabilities)</b>	B12	77,184	34,134	111,318	63,845
<b>Total assets less current liabilities</b>	B13	77,847	70,737	148,584	119,882
<b>Creditors: amounts falling due after one year</b> (Note 12)	B14	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-
<b>Total net assets or liabilities</b>	B16	77,847	70,737	148,584	119,882
<b>Funds of the Charity</b>					
Restricted income funds (Note 15)	B18		34,135	34,135	13,106
Fixed Assets (Funded from Restricted funds)			36,603	36,603	55,668
Unrestricted funds	B19	77,847		77,847	51,108
<b>Total funds</b>	B21	77,847	70,737	148,584	119,882

Signed by one or two trustees on behalf of all the trustees

Signature

Date



31/10/2024

NIGEL HARDY  
 TRUSTEE.



# **Sanctus**

## **Notes to the financial statements**

### **Year ended 31st December 2023**

#### **Note 1 Basis of preparation**

##### **1.1 Basis of accounting**

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

The accounts have been prepared in accordance with:

The Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.\*

##### **1.2 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **1.3 Change of accounting policy**

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

# Sanctus

## Notes to the financial statements

### Year ended 31st December 2023

#### Note 2

#### Accounting policies

#### 2.2 INCOME

<b>Recognition of income</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>• the charity becomes entitled to the resources;</li> <li>• it is more likely than not that the trustees will receive the resources; and</li> <li>• the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Offsetting</b>	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).
<b>Government grants</b>	The charity has not received government grants in the reporting period
<b>Tax reclaims on donations and gifts</b>	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.
<b>Donated goods</b>	Donated goods are received by the charity and often includes fresh food requiring rapid distribution to beneficiaries. The trustees consider it impractical to count and value these goods .
<b>Support costs</b>	The charity has incurred expenditure on support costs.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

#### 2.3 EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
<b>Governance and support costs</b>	Support costs include central function costs and have been allocated to activity cost categories on a basis consistent with the use of resources on a reasonable, justifiable and consistent basis,
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

# Sanctus

## Notes to the financial statements

### Year ended 31st December 2023

#### Note 2 (Cont)

#### Accounting policies

### 2.4 ASSETS

**Tangible fixed assets for use by charity** These are capitalised if they can be used for more than one year, and cost at least £250

They are valued at cost.

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 the asset as follows:

Leasehold Improvements	Over 5 years
Fixtures & fittings	Over 5 years
Plant and machinery	50% straight line

#### Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 3 Analysis of income**

		Unrestricted funds	Restricted income funds	Total funds	Prior year
Analysis				£	£
<b>Donations and legacies:</b>	Donations and gifts	125,674	8,437	134,111	117,062
	Gift Aid	11,462	861	12,323	14,390
	General grants provided by government/other charities	74,000	114,685	188,685	160,932
	Other	25	-	25	-
	<b>Total</b>	<b>211,161</b>	<b>123,983</b>	<b>335,145</b>	<b>292,384</b>
<b>Charitable activities:</b>	Fundraising activities	30,060	-	30,060	16,362
		-	-	-	-
		-	-	-	-
	Other	-	-	-	-
	<b>Total</b>	<b>30,060</b>	<b>-</b>	<b>30,060</b>	<b>16,362</b>
<b>Other trading activities:</b>		-	-	-	-
		-	-	-	-
		-	-	-	-
	Other	-	-	-	822
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>822</b>
<b>Income from investments:</b>	Interest income	812	-	812	18
		-	-	-	-
	Rental and leasing income	-	-	-	-
	Other	-	-	-	-
	<b>Total</b>	<b>812</b>	<b>-</b>	<b>812</b>	<b>18</b>
		Other - Job retention scheme	-	-	-
		<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOME</b>		<b>242,033</b>	<b>123,983</b>	<b>366,017</b>	<b>309,586</b>

# Sanctus

## Notes to the financial statements

### Year ended 31st December 2023

#### Note 5 Analysis of expenditure

Analysis Expenditure on raising funds:	This year			Last year
	Unrestricted funds	Restricted income funds	Total funds £	Total funds £
Wages & salaries	6,382	3,366	9,748	30,485
Other fundraising costs	7,242	492	7,734	8,071
<b>Total expenditure on raising funds</b>	<b>13,624</b>	<b>3,858</b>	<b>17,482</b>	<b>38,556</b>

#### Expenditure on charitable activities:

Café	77,273	18,538	95,811	110,446
Hub	12,021	52,202	64,223	84,702
Support costs Note 6	112,376	47,422	159,798	106,338
<b>Total expenditure on charitable activities</b>	<b>201,670</b>	<b>118,162</b>	<b>319,832</b>	<b>301,486</b>

#### Separate material item of expense

	-	-	-	
	-	-	-	
	-	-	-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	

#### Other

	-	-	-	
	-	-	-	
	-	-	-	
	-	-	-	
<b>Total other expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENDITURE</b>	<b>215,295</b>	<b>122,020</b>	<b>337,315</b>	<b>340,042</b>

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 6**                      **Support Costs**

**This year**

<b>Support cost</b>	<b>Total</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Staff costs	46,568	16,529
Rent rates & utilities, repairs & Insurance.	103,475	81,630
Communications & IT	8,387	6,492
General Office	730	542
Finance costs	116	704
Motor & Travel	43	
Audit fee	480	390
Legal & professional	-	0
Other		50
<b>Total</b>	<b>159,798</b>	<b>106,337</b>

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 7**                      **Paid employees**

**7.1 Staff Costs**

	<b>This year £</b>	<b>Last year £</b>
<b>Salaries and wages</b>	179,394	199,421
<b>Social security costs</b>	7,166	8,319
<b>Pension costs (defined contribution scheme) (Note 9)</b>	2,889	3,095
<b>Other employee benefits</b>		-
<b>Total staff costs</b>	<b>189,449</b>	<b>210,835</b>

No employee received an income of more than £60,000 during the year

**7.2 Average head count in the year**

	<b>This year Number</b>	<b>Last year Number</b>
<b>Total</b>	12	14

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 8**                      **Details of certain items of expenditure**

**8.1 Fees for examination of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

**Independent examiner's fees**

**Assurance services other than audit or independent examination**

**Tax advisory fees**

**Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner**

<b>This year £</b>	<b>Last year £</b>
480	390
	-
-	-
-	-



**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 9**                      Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.

	This year £	Last year £
Amount of contributions recognised in the SOFA as an expense	2,889	3,095

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 10**                      **Tangible fixed assets**

**10.1 Cost**

	Leasehold improvements	Plant & Machinery	Fixtures, fittings and equipment	Total
	£	£	£	£
At the beginning of the year	56,005	13,113	32,997	102,115
Additions		3,329		3,329
Disposals	-	-	-	-
At end of the year	56,005	16,442	32,997	105,444

**10.2 Depreciation**

<b>**Basis</b>	SL	SL	SL	
<b>** Rate</b>	Over 5 years	50% per annum	Over 5 years	

At beginning of the year	22,402	10,478	13,198	46,078
Depreciation	11,201	4,301	6,599	22,101
At end of the year	33,603	14,779	19,797	68,179

**10.3 Net book value**

Net book value at the beginning of the year	33,603	2,635	19,799	56,037
Net book value at the end of the year	22,402	1,663	13,200	37,264

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 11**                      **Debtors and prepayments**

**11.1**    **Analysis of debtors**

**Trade debtors**

**Prepayments and accrued income**

**Other debtors**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
13,360	11,949
-	-
<b>Total</b> 13,360	11,949

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 12**                      **Creditors and accruals**

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade creditors	1,104	2,461	-	-
Accruals and deferred income	40,340	13,177	-	-
Taxation and social security	3,559	2,388	-	-
Other creditors	1,064	1,002	-	-
<b>Total</b>	<b>46,068</b>	<b>19,028</b>	<b>-</b>	<b>-</b>

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 13**                      **Cash at bank and in hand**

**Cash at bank and on hand**  
**Total**

<b>This year</b> <b>£</b>	<b>Last year</b> <b>£</b>
144,026	70,924
144,026	70,924

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 15**                      **Charity funds- restricted**

**15.1 Details of material funds held and movements during the CURRENT reporting period**

*\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Anon individual	R	Salary of part time fundraiser	3,366		-3,366	-	-	-
Anon individual	R	Client special needs fund	1,818	2,000	-1,818			2,000
Anon individual	R	Purchase of kitchen equipment	528	2,000	-2,494			34
Anon individual	R	Salaries of personel in kitchen	2,673		-2,673			-
Nationwide Building Society	R	Salaries of Hub support workers & Broadband for 1 year	4,517		-4,517			-
Trustees	R	Funds for printer	72		-72			-
Anon individual	R	Purchase of wheelchair	130		-130			-
Chelmsford CC	R	Salary of support hub manager		15,505	-15,505			
ECF	R	Hub support Staff training,& printing		11,900	-10,974			926
National Lottery	UR	general		25,000	-25,000			-
ECF	R	Café salaries		7,500	-1,875			5,625
Walter Farthing	R	Winter café opening		5,000	- 1,750			3,250
Police VVCS	R	Rent, Utilities and support of young people		9,855	- 5,779			4,076
Garfield Western	R	Rent & café salaries		20,000	- 20,000			-
Chelmsford CC community funding scheme	R	Rent & support of young people		8,000	- 8,000			-
Essex CC changing futures	R	Salary of Tenancy Support Officer		11,925	- 8,944			2,981
FSJ Trust	R	Winter opening		2,000				2,000
Hopestead	R	Café supervisors salary		10,000	- 3,000			7,000
Elijahs Pot	R	Client special needs & support staff salaries		13,000	- 7,260			5,740
Anon individuals	R	Client special needs/ funding platform fee etc		1,712	- 1,212			500
Anon individuals	R	Repair of leaking gas pipe		3,586	- 3,586			0
		Sundry	2					2
<b>Total Funds</b>			13,106	148,983	- 127,955	-	-	34,135

**Sanctus**  
**Notes to the financial statements**  
**Year ended 31st December 2023**

**Note 16 Transactions with trustees and related parties**

**16.1 Trustee remuneration and benefits**

*In the period the charity has paid trustees remuneration and benefits as follows*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
This year : Emma Hughes (Resigned as trustee 30th June 2023)	Governing Document	17,040	421	-	-	17,461
Last year : Emma Hughes	Governing Document	29,824	708			30,532

No trustee expenses have been incurred in the year or previous year

**16.2 Related Parties**

In the period the charity received donations of £7,964 from a charity (Ministry of Enlightenment) in which two of the Trustees are also Trustees