

Shared Space

life-changing volunteering opportunities



*Shared Space volunteers on a joint day
away with Church from Scratch*

Annual Report and Impact Statement

Year ending 31 December 2023

www.charityshop.co

Charitable incorporated organisation registered in England No 1161862

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Balloon modelling on a weekend away

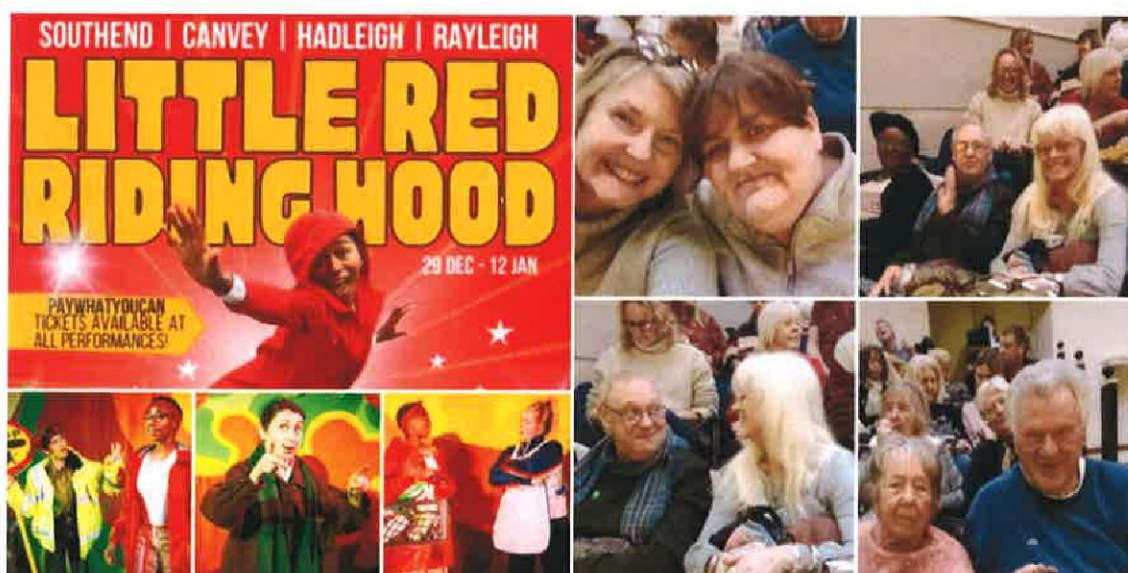
Annual Report and Impact Statement for the year ending 31 December 2023

Charitable status

Shared Space is a charitable incorporated organisation registered in England, No. 1161862.
Registered address: 34 Cranley Road, Westcliff on Sea. SS0 8AL.

Trustees	Office
Carolyn Butlin	Trustee
Peter Dominey	Chair of trustees
Richard Renouf	Trustee

The charity is established by means of a constitution with trustees appointed by the members. In line with Charity Commission guidance, during the pandemic we have not held an AGM.



Christmas trip to the pantomime for 30+ volunteers

Summary of Objects and Activities

The charitable objects of Shared Space are:

1. to relieve poverty among unemployed persons, in particular by training or assisting them to obtain training in such skills as will fit them for employment;
2. the relief of the poor and needy or to, or for, such other charitable purpose as the trustees shall in duly constituted meeting from time to time direct;
3. to advance the Christian religion.

This report sets out the charity's activities in pursuit of our objects.

Public Benefit Statement

The charity's trustees continue to have regard both for the charitable objects set out in its governing document and to ensuring that the activities of the charity, as described in this report, meet the public benefit test. In so doing, they take account of the Charity Commission's public benefit guidance. The Trustees of Shared Space are confident that the activities of the charity demonstrate strong evidence of public benefit.

Shared Space is an example of Christian business as mission



Shared Space shop window, announcing Boost Fund Grants

By re-purposing a charity shop model, we provide life-changing volunteering and training opportunities more than 140 volunteers a year. Their volunteering work raises funds to support local charities and initiatives through the Shared Space **'Boost Fund Grants Programme'** with the awarding of grants directed by panels of volunteers.

Our shop teams are communities: an example of cohesion through the building of social capital; a place of belonging and a significant contributor to volunteer capacity in the area.

In both Westcliff and Southchurch, our teams comprise people from a diverse range of backgrounds, volunteering for a range of reasons. Many of the volunteers are from marginalised groups in society: a high percentage have learning difficulties, physical disabilities, refugees, mental health conditions or are economically disadvantaged. The volunteering helps them to grow in confidence and self-esteem and may also assist them in securing paid work.

Through groups and other activities all in the team have opportunities to explore Christian faith and spirituality, and hear the stories of Jesus, supported by our sister organisation, Church from Scratch.

Whilst faith motivates many of the Shared Space family, we enthusiastically operate an equal opportunities policy where people of all faiths and none are welcome.

During 2023 our work took place mainly at our volunteering centres:

- Shared Space Westcliff, at 453 London Road, Westcliff-on-Sea, SS0 9LG
- Shared Space Southchurch, at 593 Southchurch Road, Southend-on-Sea, SS1 2PN
- Shared Space Online, rear off 453 London Road, Westcliff-on-Sea, SS0 9LG

Significant actions and impacts in 2023

We are delighted to report the following significant achievements for 2023, despite a challenging retail and volunteering environment as the economy re-emerged from Covid-19.

- **Building the volunteer team**, recruiting many new people in an environment where overall the third sector reports difficulty in volunteer recruitment.
- **Continuing to keep Shared Space a safe, secure and positive place** for the many vulnerable adults who volunteer with us.
- **One-to-one pastoral support from the staff team** through phone calls, visits and activities for volunteers in times of difficulty.
- **Working with Church from Scratch** as a partner, providing opportunities to explore faith and experience Christian spirituality.
- **Running a work experience programme** and course for pupils from local secondary schools.
- **Developing a new enrichment programme** of activities and events for the volunteers from theatre trips, a visit to London, a meal out, etc. with many of the volunteers never having had these experiences before.
- **Residential holidays and experiences** to Mersea Island in Essex and Forge Wood in Sussex, with bushcraft and other activities in partnership with Church from Scratch.
- **Distributing 24 Boost Fund Grants** to a wide range of grass-roots local charities and organisations, giving away £600 each month.
- Implementation of a new **EPOS and Gift Aid system**.
- **Sign language training** for groups of volunteers.
- **Parties and social events** in store and off site for the volunteers.
- **Developing the refugee project** which started the year before, working mainly with Farsi speaking people, helping them to integrate in Southend, holding a weekly day of volunteering, shared Persian meal, support with their accommodation issues and paperwork and delays in the asylum system.



Residential volunteer weekend in Kent

- **Sustaining an online Shared Space sales operation**, which gave volunteers opportunities including places for people in recovery and on probation.
- **Developing video-based training materials** for volunteers, shift leaders and staff, including material with Persian subtitles for a cohort of volunteers.
- **Developing the store managers** by holding regular meetings to share and develop good practice, as well as giving them opportunities beyond the confines of the physical shop, to help organise events and improve relations with local community stakeholders.
- **Increasing sales income to a record level** despite the difficult trading conditions.
- **Increasing the number of volunteers to a record of more than 150 during the year.**



Some of the team sorting donations in one of the shops



Some of the volunteers at one of our sites

Strategic partnerships

A key strand of our strategy for growth and development is the ongoing strategic partnerships with other agencies that share our values, in whole or in part.

Following our charity registration in 2015, we have enjoyed a strong partnership with Church from Scratch, the local Baptist church that started Shared Space as a project and then constituted it as the separate charity it is today. We continue to enjoy a close working relationship with the church for mutual benefit.



Weekly meal in one of the shops

Plans for 2024

In the year ahead, we plan among other things to:

- Continue to be motivated by **Christian faith**, while being open to people of all faiths and none.
- Seek the **transformation** of volunteers through training, courses, residentials and events to build their resilience, skills, confidence, spirituality and well-being for life and potentially for employment.
- Invest in the locality through the **Boost Fund Grants Programme**.
- Build upon our **partnership with Church from Scratch** and other community organisations and statutory agencies for the good of the area.
- **Streamline our systems** to improve our operations, analysis and reporting.
- **Celebrate and affirm** our volunteers and staff through regular events.
- Hold an **AGM for increasing numbers of members**, to reflect on and celebrate Shared Space progress.
- Continue to strengthen the **board of trustees**, through training and recruitment.
- Seek to open at least **one new Shared Space training and retail centre**.
- Continue to develop **relationships within the locality** to support and aid the local community.
- Continue a **fair-trade** approach for supplies.
- Share news of our work and insights through effective use of **print and web** to continue engaging with the local communities.
- Be **receptive to opportunities** and needs as they present and respond with agility.



Michael, one of our long-standing volunteers

Summary for the year

The trustees are pleased to present a report which evidences Shared Space as a deeply caring, and agile organisation, which continues to evolve and adapt as an example of business as Christian mission and is dedicated to the well-being of Southend and the volunteers through effective work which flows from a desire to follow Jesus. Shared Space is ready for next year with the challenges and opportunities that will lie ahead.

Accounting basis

Throughout the year our accounts were prepared on a receipts and payments basis.

Reserves Policy

Reserves will be maintained to ensure core activities can continue during any period of unforeseen difficulty. A proportion of reserves will be maintained in a readily realisable form. The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle. It takes into account:

- Risks associated with each stream of income and expenditure being different from that budgeted.
- Planned activity levels – including the intended opening of further retail centre(s) which need to be financially pump-primed before costs can be recouped through a return on investment.
- The charity's commitments.

On this basis and having reviewed the approach in the course of the year, the Trustees believe that for 2024 a reserve equivalent to two months' running costs should be maintained.



Peter Dominey - Chair of Trustees
1 March 2024

Independent Examiner Report



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

SHARED SPACE

**On accounts for the year
ended**

31st December 2023

**Charity no
(if any)**

1161862

Set out on pages

1-12

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

02-01-24

Name:

REG RAMM

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

AAIA
AICSA

Address:

17 CARLINGFORD DRIVE
WESTCLIFF ON SEA
ESSEX SS0 0SD

Section B

Disclosure

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

Independent Examiner Report continued

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

Statement of Financial Activity – Shared Space Up to 31 December 2023

	Notes	Unrestricted Funds 2023 £	Designated fund 2023 £	Total 2023 £	Total 2022 £
Income					
Donations	1	6,875	-	6,875	3,343
Other Trading Activities (Charitable Primary Purpose)	2	146,156	-	146,156	131,993
Charitable activities		-	-	-	-
Investments		2,416	-	2,416	387
Total Income		155,447	-	155,447	135,723
Expenditure					
Charitable Activities	3	115,758	6,550	122,308	119,639
Total Expenditure		115,758	6,550	122,308	119,639
Transfer of funds		(6,550)	6,550	-	-
Net Income / (Expenditure)		33,139	-	33,139	16,084
Total funds brought forward		61,233	60,000	121,233	105,149
Total funds carried forward		94,372	60,000	154,372	121,233

Statement of Assets and Liabilities – Shared Space Up to 31 December 2023

	Notes	2023 £	2022 £
Fixed Assets		-	-
Current Assets			
Debtors	5	1,400	7,179
Cash at bank and in hand		153,658	113,865
Total current assets		<u>155,058</u>	<u>121,044</u>
Liabilities			
Creditors: amounts falling due within one year		686	(189)
Total net assets		<u>154,372</u>	<u>121,233</u>
The Funds of the charity			
Unrestricted funds		94,372	61,233
Designated fund		60,000	60,000
Restricted funds		-	-

Designated funds

Designated reserves include £50,000 provision for new Shared Space Training and Retail Centres, £10,000 provision in the case of loss of key personnel.

Notes to the Accounts – Shared Space

Up to 31 December 2023

	Unrestricted Fund	Designated Fund	Total Fund	Total Fund
	2023 £	2023 £	2023 £	2022 £
1 Donations and Legacies				
Donations	715	-	715	1,182
Grants	5,000	-	5,000	-
Retail Gift Aid	1,160	-	1,160	2,161
	6,875	-	6,875	3,343
2 Other Trading Activities				
Primary Purpose Trading	139,713	-	139,713	126,361
Recycling	6,443	-	6,443	5,602
Other	-	-	-	30
	146,156	-	146,156	131,993

Stocks of donated items for resale in the charity shops are not valued, as the trustees consider that it is impractical to apply value to these items and that the cost of attempting to do so would outweigh any benefits

Notes to the Accounts – Shared Space

Up to 31 December 2023

	Unrestricted Fund	Designated Fund	Total	Fund	Total Fund
	2023	2023	2023		2022
3 Charitable Activities					
Staff costs	36,970	-	36,970		37,300
Joint Initiative with Church From Scratch	9,916	-	9,916		11,103
Operational running costs - training and retail centres	30,043	-	30,043		26,537
Premises running costs - training and retail centres	35,403	-	35,403		32,613
Setup and major refurbishment - training and retail centres	3,426	-	3,426		3,426
Grants awarded	-	6,550	6,550		8,660
	<u>115,758</u>	<u>6,550</u>	<u>122,308</u>		<u>119,639</u>

4 Transfer of funds

To fund the finding, preparation and opening of the next Shared Space retail and training centre(s), the trustees created a designated fund called the "New Shared Space Training and Retail Centres Fund" in 2020.

5 Debtors

VAT refund

2023	2022
<u>1,400</u>	<u>7,179</u>
1,400	7,179

Notes to the Accounts – Shared Space

Up to 31 December 2023

7 Trustee and staff remuneration

	2023	2022
Salaries	32,075	32,950
Employer National Insurance	-	-
Pension contributions	1,729	1,189

Average weekly number of staff employed during the year:

Full time	0	1
Part time	4	2

No employee received benefits of more than £60,000 during the year.

No trustee remuneration was paid in fulfilling their duties.

8 Operating leases commitments

	2023	2022
Total minimum leases payments falling due:	£	£
In the year following the balance sheet date	13,500	-
In years two to five	61,500	35,000
From year five until the end of commitment	-	-