

DOVER OUTREACH CENTRE

(Charity No: 1168737)

INDEPENDENT EXAMINATION AND
FINANCIAL STATEMENTS OF THE

CHARITABLE INCORPORATED ORGANISATION

FOR THE YEAR ENDED 31 DECEMBER 2021

DOVER OUTREACH CENTRE

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Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Dover Outreach Centre

On accounts for the
period ended

31/12/2021

Charity no
(if any)

1168737

Set out on pages

2 - 3

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention

1. 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

08/08/22

Name:

Peter Acott

Relevant professional
qualification(s) or body:

FCCA

Address:

SHPD Accountants, 10 Littlebourne Road, Maidstone, Kent, ME14 5QP



DOVER OUTREACH CENTRE

1168737

Receipts and payments accounts

CC16a

For the period
from

01/01/2021

To

31/12/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Unrestricted funds (VH) to the nearest £	Restricted funds (WNS) to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	31,686	13,130	3,289	48,105	58,799
Grant income	3,500	-	96,995	100,495	58,503
Rental income	-	86,259	-	86,259	88,252
Management fee	-	-	-	-	10,086
COVID grants & furlough income	11,355	-	-	11,355	28,629
Mental health services	-	-	-	-	-
Gift Aid	-	-	-	-	5,115
Sub total (Gross income for AR)	46,541	99,389	100,284	246,214	249,384
A2 Asset and investment sales, (see table).					
Sale of equipment	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	46,541	99,389	100,284	246,214	249,384
A3 Payments					
Wages and salaries	44,798	286	32,366	77,450	57,415
Accommodation costs	-	-	29,217	29,217	-
Move on costs	-	-	17,378	17,378	-
CEO Services	-	-	-	-	13,000
Management fee	-	-	-	-	10,086
Rent, Rates & Utilities	3,381	68,097	612	72,090	64,418
Building work	-	22,817	-	22,817	15,814
Insurance	3,645	-	-	3,645	3,910
General expenses (mileage, stationery etc)	2,025	1,660	2,259	5,944	4,573
Drop in centre supplies	-	-	-	-	110
Vehicle costs	-	-	-	-	900
Minor equipment	-	-	1,466	1,466	2,028
Accountancy	480	-	-	480	480
Legal and professional fees	-	3,000	-	3,000	-
Training	-	-	-	-	140
Loans repaid	-	-	-	-	30,000
Gifts and donations	538	4,380	-	4,918	7,371
Food	-	-	4,799	4,799	3,585
Supermarket vouchers	-	-	-	-	1,020
Loans paid out	-	1,298	-	1,298	-
Sundry expenses	921	-	1,085	2,006	1,052
Sub total	55,788	101,538	89,182	246,508	215,902
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	55,788	101,538	89,182	246,508	215,902
Net of receipts/(payments)	(9,247)	(2,149)	11,102	(294)	33,482
A5 Transfers between funds	(4,794)	685	4,109	-	-
A6 Cash funds last year end	21,803	14,313	23,716	59,832	26,350
Cash funds this year end	7,762	12,849	38,927	59,538	59,832

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Unrestricted funds (VH) to nearest £	Restricted funds to nearest £
B1 Cash funds	Current account	7,762	-	-
	VH account	-	12,849	-
	WNS account	-	-	38,927
	Total cash funds	7,762	12,849	38,927
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Campbeds	Unrestricted	801	-
	Laptop	Restricted	399	100
	Campbeds	Restricted	500	125
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
J Shilling	Judith Shilling	08/08/2022
P Wallace	Peter Wallace	08/08/2022



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 01 2021	To	31 12 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Judith Shilling	Chair (from 01/04/21)	Whole period	Fellow trustees
2	Peter Wallace	Vice Chairman	Whole period	Fellow trustees
3	Noel Beamish	Chair (to 31/03/21)	To 31/03/21	Fellow trustees
4	Vee Bentley		To 12/06/21	Fellow trustees
5	Janet Jowett		Whole period	Fellow trustees
6	Sean Sheffield		Whole period	Fellow trustees
7	Gary May		From 05/11/21	Fellow trustees
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by existing trustees

Additional governance issues (Optional information)

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

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

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Section C Objectives and activities

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

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Please refer to the Chairman's report for a summary of the main activities undertaken in the year.

We confirm that the trustees have had regard to the Charity Commission's guidance on public benefit.

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Please refer to the Chairman's report for a summary of the main achievements of the charity in the year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's policy is to maintain a reserves level equivalent to at least 6 months of operational expenditure.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

Section F

Other optional information

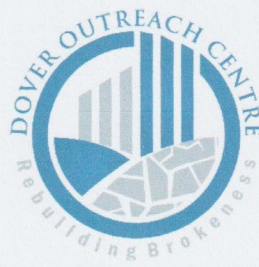
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	JSShilling	Peter Wallace
Full name(s)	Judith Shilling	Peter Wallace
Position (eg Secretary, Chair, etc)	Chair	Vice Chairman
Date	08/08/2022	



The Dover Outreach Centre

Chairman's Report 2021

The Coronavirus pandemic continued to present us with challenges in 2021, but we continued our work and have seen progress in all areas. We currently have an engaged board of trustees, and Judith Shilling took over as chair in April 2021. Noel Beamish maintains his CEO role and is involved each and every day in all aspects of the centre.

Sunrise Cafe - Our community cafe opened in July 2021 and employed 4 members of staff up to year end, two of whom were young people on a government scheme. Additional support is undertaken by a rota of willing and invaluable volunteers. We provide a number of free meals every day in line with our "pay what you can afford" ethos, prepared with purchased and supermarket surplus food, and feedback from customers has been very positive. We are working with local primary schools on a new initiative to provide pay what you can afford family meals.

Day Centre – The Centre remained open all the way through this year. Numbers fluctuated from 7 or 8 daily to more than 15. The range of clients included locals, regional and national folks along with foreign nationals from the EU and beyond. We have supported wherever we can, helped many into accommodation and also some home to other parts of the UK and repatriated others to their home nations. As we are in Dover, a coastal and border town we do see an eclectic mix of people. The Centre has been manned with a mix of staff and volunteers. Collaboration with the local authority and other agencies has been excellent and client rather than organisation focused.

Dover Outreach Enterprise – it was again a difficult year to operate in so after a few small projects the directors decided to mothball this social enterprise. This coincided with two of the directors deciding to step down on the 30th September. The future of this enterprise will depend primarily upon the correct person to lead and develop it as we still believe it has a value in giving folks training opportunities and a route back into employment.

Winter Night shelter – the 2020/21 shelter accommodation was provided in two B & B venues, both providing five single occupancy rooms. This was to comply with the Government's Covid guidelines and funding to cover most of our costs were secured by a grant from the Ministry of Housing, Communities and Local Government. Volunteering opportunities were limited to providing meals which were delivered take away style to both accommodation venues. Outcomes were the best that we have achieved to date with none of the guests returning to the street.

The 2021/22 Shelter built upon the experience of the 2020/21 and operated from a single B & B venue with accommodation for ten people in single units of accommodation. This may be the way forward in the future and the possibility of returning to the dormitory style, rotating model seems less and less likely. We are hopeful that outcomes will match 2020/21.

Victory House supported accommodation – a mostly positive year where we were able to provide an adequate amount of support to our residents. Voids and bad debts were minimal during the year

Dover Outreach Centre

Victory House

168 Snargate Street, Dover, CT17 9BZ

Charity Reg No.1168737

www.doveroutreachcentre.org

Tel: 01304 339022

again. Work on the application to become exempt accommodation has been ongoing and we submitted this to Dover District Council in January 2022. If the application is successful, then we officially become supported accommodation and housing benefit is paid direct to us for each resident and at a higher level. If this is successful it will allow us to improve what we offer to our residents.

Our aim is to see residents stay in Victory House for up to 2 years and then move on to accommodation where they need and receive less support, many also moving into proper full-time employment. In 2021 we have seen 3 residents move on and hope this number will be greater in 2022.

We have also taken on a franchise with a national Christian charity, Hope into Action based in Peterborough which provides funding and support for move on properties. These would be mainly two to three bedroom houses. their model requires a local church to be involved and to provide friendship and support for the residents. During 2021 the housing market has been very difficult with few houses and many times more purchases which has driven up prices significantly. It is hoped that we will be in a position to secure a property early in 2022.

Staffing – 2021 has been a challenging year again primarily due to COVID 19 restrictions, but also as one of our long standing members of staff, the Drop In Centre Manager had to resign in July due to ill health. She had been involved since 2016 when the charity was formed so left a big hole to fill. We were fortunate to find a great replacement who began in November. We are thankful again for the furlough scheme which has helped significantly during the year.

The opening of the Sunrise Cafe presented us with a number of challenges, but we were fortunate and blessed to have found a very able manager and assistant. We took advantage of the Department for Work and Pensions scheme, Kickstart to employ two cafe assistants. They have also settled into their roles very well

At the end of 2021 we again recruited two people to help our CEO with the running of the night shelter.

Funding - This year has seen the level of general donations from private individuals and churches start to recover but still affected by the uncertainty cause by the pandemic. However, grants have again come in to cover any shortfall, notably:

- Dover District Council £19,000
- MHCLG £20,000
- Homeless Link - Winter Transformation fund £30,000
- Protect Plus £19,600 – additional winter funding
- Furlough Scheme £21,000

Trustees - We have 5 trustees, each of whom align with one of our initiatives. They are responsible for working with Noel on a regular basis to discuss progress and issues. The trustees have agreed that DOC will adopt the NCVO Governance guidelines. Implementation in full is expected to take some time and the trustees will report on progress as and when this occurs. We also work with a volunteer fundraiser who has helped us with preparing grants.

Future - In all we feel that we are doing well, but there is always more work to be done and we gladly continue rise to the challenge to help rebuilding brokenness.

Judith Shilling

Chair of Trustees