

THE BUS SHELTER DORSET
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Registered Charity No 1171882

E d w a r d s & K e e p i n g

Chartered Accountants

THE BUS SHELTER DORSET

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THE BUS SHELTER DORSET

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year to 31 March 2021 which are prepared on a receipts and payments basis.

Reference and administration information

Trustees

The trustees currently in office or who held office during the period ended 31 March 2021 were as follows:

Sarah Flippence
Saira Sawtell
Rosemarie Joyce Stone – Chair
Sue Orr
Dominic Pond
Nicola Derrick

Independent Examiner Edwards & Keeping, Unity Chambers, 34 High East Street
Dorchester DT1 1HA

Objectives and activities for the public benefit

The objects of the association are to relieve the need of people who are rough sleeping in Dorset by providing shelter, warmth, food and support.

It should be noted that from the beginning of this accounting period, during the period in November 2020 and then again in January 2021, a national lockdown due to Covid 19 meant that guests were re-located to Council-provided housing but the need for financial and life support from this association was ongoing. Throughout this accounting period there have been national restrictions due to Covid 19 in place and the normal operations of the charity have been very different.

The specific activities and objectives in this period were:

- To provide high quality support and temporary accommodation to rough sleepers in Weymouth.
- To fundraise and develop income streams for the running costs of bus and ongoing support to guests.
- To undertake on-going repairs, maintenance and improvements to bus and site.
- To work collaboratively with other local agencies in the guests' best interests.
- To recruiting and retain quality volunteers.
- To continue to apply for grants to fund all aspects of the bus operations from both local, national and Government initiatives.
- To continue to increase public awareness and support for the project.
- Increase the number and effectiveness of the trustees.
- To consider next steps for guests and this charity and move towards some sort of further provision in terms of move-on accommodation/employment skill development etc.
- To pursue an alternative site for the bus which allows individual pod units, Covid-compliant, including all aspects of negotiation, securing funding, gaining planning permissions and beginning site development with services etc.

Achievements and performance

The achievements during the financial period were as follows:

- Accommodation offered to eight or nine rough sleepers in Weymouth constantly throughout Covid 19. Numbers have been restricted due to bedroom availability in various Local Authority-sourced accommodations (hotel, youth hostel, House in Multiple Occupancy).
- Of the guests remaining at the year end, five were original accommodated on the bus. The remaining rooms have been occupied by a range of other guests who have subsequently moved on (some with more success than others).
- The service was open 24 hours per day 7 days per week.
- When Covid 19 first hit and the country went into national lockdown number 1, the accommodation we were offered was a hotel. One of our guests gained permanent accommodation and employment here and remains in this position to date, almost twelve months later.
- Good networks and ways of working have continued to develop with other local organisations; this has been particularly so throughout Covid as we have embarked upon deepening partnerships in order to achieve our new site and pod provision (target date August 2021).
- In particular, The Bus Shelter Dorset is part of a new joint project with other agencies to employ a Drug and Alcohol Navigator funded by Public Health England.
- The bus has 4.5 WTE paid members of staff.
- The bus has a group of retired people who serve as volunteers, most of whom have been unable to attend the various sites during this year due to Covid. Six volunteers have remained active from a distance.
- The Trustee Board is developing in expertise and understanding with new members recruited for specific skills.
- A new site (Park & Ride, Weymouth) has been secured on lease from Dorset Council and planning permission for ten sleeping pods has been granted. This will open during the summer of 2021 but much of the trustee work in 2020-21 has been around this move.

THE BUS SHELTER DORSET

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Financial Review

During the year total receipts were £177,277 (2020: £131,683), including donations totalling £18,844 (2020: £24,735) and grants of £146,065 (2020: £64,329). Total expenditure was £122,961 (2020: £114,984) in the year, resulting in net income of £54,316 (2020: £16,669) for the year. Total funds at the year end were £93,181 (2020: £38,865). The assets and liabilities at 31st March 2021 are shown on page 5.

Reserves policy

The Trustees continue with their efforts to raise funds to support the charitable activities and to build up a level of reserves sufficient to meet its overheads for the following 12 month period.

Public benefit

The trustees have considered the Charity Commission guidelines on Public Benefit and consider that these are being met through the charity's objectives and activities.

Structure, governance and management

The Bus Shelter Dorset registered as a charity on 3 March 2017 (No 1171882) and is a Charitable Incorporated Organisation.

Trustees' responsibility for the accounts

Charity law requires the trustees to prepare accounts for each financial year. In preparing those accounts the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on

and signed on their behalf by:

THE BUS SHELTER DORSET

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 4 to 6.

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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act: or
2. the accounts do not accord with those records

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 proper understanding of the accounts reached.

H E Jones BA (Hons) FCCA
Chartered Certified Accountant

Messrs Edwards & Keeping
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

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THE BUS SHELTER DORSET

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Fund £	Restricted Fund £	Year to 31 March 2021 Total £	Year to 31 March 2020 Total £
Receipts				
Donations	18,844		18,844	24,735
Grants	124,066	17,668	141,734	64,329
Job retention scheme grants	4,331		4,331	-
Miscellaneous income and refunds	210		210	350
Housing benefit	11,913		11,913	41,339
Sale of goods made	245		245	930
Total receipts	159,609	17,668	177,277	131,683
Payments				
Cost of Goods Sold	270		270	1,493
Bus fitting out and repairs	8,404		8,404	3,832
Wages and salaries	76,058	14,608	90,666	79,921
Static caravan and other equipment	-		-	1,500
Travel and subsistence	2,612	162	2,774	3,962
Days out	109		109	1,085
Bus operation costs	5	-	5	2,597
Food and other guest expenses	10,164	2,126	12,290	4,877
Rent and rates	(289)		(289)	502
Telephone	422	413	835	525
Insurance	1,228		1,228	1,154
Printing, postage and stationery	553	359	912	791
Computer costs	-		-	413
Training	359		359	10
Advertising	60		60	1,062
Waste and Pest control	336		336	1,054
DBS expenses	13	-	13	73
Professional fees	-		-	90
Accountancy fees	1,541		1,541	2,516
Pension costs	2,786		2,786	602
Just Giving fees	268		268	158
TV Licence	(25)		(25)	155
Consulting	88	-	88	5,559
Cleaning and laundry costs	331		331	1,021
Sundry expenses	-	-	-	32
Total payments	105,293	17,668	122,961	114,984
Net surplus for year	54,316	-	54,316	16,699
Cash funds brought forward	38,865	-	38,865	22,166
Cash funds carried forward	93,181	-	93,181	38,865

THE BUS SHELTER DORSET

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

	Unrestricted Fund £	2021 Total £	2020 Total £
Fixed Assets			
Bus (estimated value)	12,000	12,000	12,000
Trailer (at cost)	2,600	2,600	2,600
Office container (at cost)	840	840	840
Static Caravan (at cost)	1,500	1,500	1,500
Equipment (at cost)	427	427	427
Debtors			
Wages overpayments	61	61	46
NEST overpayments	66	66	-
PAYE & NIC repayable	577	577	-
Cash funds			
Barclays Bank Account	93,030	93,030	38,838
Cash	151	151	27
	93,181	93,181	38,865
Creditors			
Accountancy and payroll costs	930	930	900
Computer software	72	72	41
Wages underpayments	-	-	279
NEST underpayment	-	-	33
PAYE & NIC payable	-	-	6

Approved by the trustees on:

and signed on their behalf by:.....

THE BUS SHELTER DORSET

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(a) Accounting convention

The financial statements are prepared on a receipts and payments basis. The particular accounting policies adopted by the trustees are described below.

(b) Receipts

Income is recognised upon receipt to the charity.

(c) Payments

Charitable expenditure includes all expenditure directly related to the objects of the charity, included on a paid basis.

2 Trustees Remuneration

No remuneration was paid to trustees during the year.

One trustee was reimbursed expenses during the year. The total was £915 of which £271 was for laundry and repairs expenses and £644 was for other costs paid out for the charity.