

THE BUS SHELTER DORSET
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

THE BUS SHELTER DORSET

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

S Sawtell
H Wilson
F Brown
K Stenlake

Charity number

1171882

Independent examiner

Matthew Haines FCA
CB Reid Limited
Wadebridge House
16 Wadebridge Square
Poundbury
Dorchester
Dorset
DT1 3AQ

THE BUS SHELTER DORSET

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THE BUS SHELTER DORSET

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Objects of the Charity are to relieve the needs of homeless persons or those at risk of homelessness by the provision of temporary accommodation, advice, signposting and support.

Specific achievements during this period

We are proud to be one of only 55 accommodation projects in the country providing support to those with high complex needs (Homeless Link 2024) and the only service in Dorset providing 24/7 accommodation and support.

This year we provided accommodation for 23 guests at The Bus and 10 guests at Next Stop. Both services had high levels of occupancy. Void rates were 3% at The Bus and 2% at Next Stop, much lower than our targets. An indication of the high demand for our service and the need it meets.

When they move into The Bus our guests most common support needs are addiction and difficulties with budgeting.

Positive moves from The Bus were 50%. This was lower than the previous year mainly due to the high support needs of our guests during this period. We have learnt from this and now ensure guests are engaging with services prior to being offered accommodation.

Next Stop took on 1 additional property in September 2023, bringing the total number of properties to 4, providing accommodation for 6 guests. Although guests can return to The Bus if they experience a crisis and need increased support, this situation did not occur. Our success with move on suggests our approach is making a lasting impact with our guests who not only find stability but also gain the skills and confidence to move forward independently.

The work of Next Stop helping guests transition to their own accommodation is illustrated by a guest who, after 9 months at The Bus, moved to Next Stop in August 2023. The support he received at Next Stop looked at his ability to look after his home, budget for his utilities, food etc and how to manage his tenancy, amongst many other areas of support. Alongside this work we assisted him to regularly bid for properties on the housing register. In January 2024 he placed a successful bid on a flat in the town where he was born and brought up, approximately 45 minutes away from Weymouth. We helped liaise with the housing association to secure the accommodation and helped him move in. We also assisted him to set up all his utilities, online payments, register with his local GP and generally settle in his new home. It is a privilege to see this change.

We currently have 10 volunteers who play a vital role in so many aspects of our work, ensuring our support workers are able to concentrate on the provision of support. Our volunteers provide support:

- befriending individual guests where appropriate
- Sport and social opportunities
- Fundraising and donations
- General support at site
- Transport
- Food and meal donations
- Cookery lessons
- Clothes
- Furniture and furnishing for guests moving on
- Craft work

THE BUS SHELTER DORSET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

Despite the rising cost of living and a wish to provide a greater salary increase the Trustees felt it prudent to award a below inflation pay rise of 3%.

In March we bid farewell to one of our support workers of 2 years who returned to his hometown to care for his elderly parents, after securing a job in a similar setting. We originally met him as a guest on The Bus in 2018. After positively moving on from us he settled into his own accommodation and started to volunteer in 2021. He was a real inspiration to our guests and we wish him all the very best as he moves on to his next chapter. His journey is a testament to the work we do.

We operate with a temporary planning permission and are aware that we need provision to cover redundancy pay and the need to clear the site if we were to cease to operate, accordingly we increased our reserves to £75k.

In 2022/2023 we offered accommodation to female guests for the first time. Female guests present different challenges and for some The Bus is not the right environment. We continue to accommodate female guests and have used the experience gained to work with Dorset Council to assist them to provide a women only property with a package of support tailored to their needs. This is not part of our service as we felt we should focus on the services we currently provide.

During the latter part of the year a Nurse Practitioner from a local surgery started to attend the site on a fortnightly basis. The Nurse Practitioner is able to perform many of the same tasks as doctors, such as managing patient care, conducting physical examinations, ordering tests and prescribing medications. These sessions reduce the need for guests to be taken to the surgery and the need for GP appointments.

Security on our site is really important for the safety of our guests, staff and volunteers. Thanks to the generosity of a long-term supporter we were able to replace our front gate and fencing, improving not only the security but also the appearance of the site. We used the opportunity to upgrade our door entry system at the same time.

Relationships with our partners are a crucial part of the work we do. During the year we have continued to develop positive relationships with Dorset Council, the police, probation service and other local agencies.

Concerns during this period:

Although we consider we are good at providing activities for our guests, we need to improve our ability to increase their opportunities to develop new skills and help them access volunteering opportunities, which for some may lead to employment.

Recruitment has been difficult. We currently have 2 vacancies, one for a support worker, the other for a night support worker. We have received a number of applications but not with the skills and experience required. We are covering both roles on a temporary basis.

Our continuing reliance on grants and Housing Benefit to cover staffing costs is an ongoing concern as there is always a risk that grant applications will not be successful.

Our main aim is to support our guests to develop the skills and abilities to move into independent living. Those over the age of 55 are likely to be able to access older persons accommodation through the Council's housing register. However, the situation for those under 55 is more difficult as a result of the lack of suitable social housing and the lack of private rented sector housing at Local Housing Allowance rates.

Future aspirations:

When planning permission was granted for the site it included permission for additional accommodation at a later date. Dorset Council's successful bid to the Ministry for Housing Communities and Local Government (MHCLG) for funding from the Single Homeless Accommodation Programme (SHAP) means the potential for this can now be realised. We are working with the Council to provide 5 one-bedroom self-contained modular units. These will be used for guests who need a greater level of support than we provide at Next Stop. The units should be ready for occupation in April 2025. At the end of the year we had four trustees. We need to increase our numbers and target particular skill sets.

THE BUS SHELTER DORSET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees would like to thank the following funders for supporting the vital work that is undertaken by The Bus Shelter Dorset – Dorset Council, Lloyds Bank Foundation, The Tudor Trust, The National Lottery, The Albert Hunt Trust, Alice Ellen Cooper-Dean Charitable Foundation, The Silver Lady Fund, The Morrisons Foundation and Neighbourly.

Financial Review

During the year total income was £462,305(2023: £409,903). Total expenditure was £432,388 (2023: £383,414) in the year, resulting in net income of £29,917 (2023: £26,489) for the year. Total funds at the year end were £177,745 (2023:£147,828).

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.

The trustees currently in office or who held office during the period ending 31 March 2022 were as follows:

S Sawtell

R Stone

(Resigned 31 December 2023)

D Pond

(Resigned 1 January 2024)

H Wilson

F Brown

K Stenlake

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.

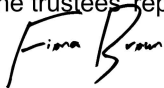
The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and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

THE BUS SHELTER DORSET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees' report was approved by the Board of Trustees.



.....
F Brown

Trustee (Chair)
26 Jan 2025

Date:

THE BUS SHELTER DORSET

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE BUS SHELTER DORSET

I report to the trustees on my examination of the financial statements of The Bus Shelter Dorset (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the charity's gross income exceed £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 of the chairty as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Matthew Haines FCA

CB Reid Limited
Wadebridge House
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Dorset
DT1 3AQ

Dated: 27/01/2025

THE BUS SHELTER DORSET

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
Income from:							
Donations and legacies	2	280,776	178,748	459,524	191,536	215,753	407,289
Charitable activities	3	2,781	-	2,781	2,614	-	2,614
Total income		283,557	178,748	462,305	194,150	215,753	409,903
Expenditure on:							
Raising funds	4	859	-	859	-	-	-
Charitable activities	5	252,781	178,748	431,529	167,661	215,753	383,414
Total expenditure		253,640	178,748	432,388	167,661	215,753	383,414
Net income and movement in funds		29,917	-	29,917	26,489	-	26,489
Reconciliation of funds:							
Fund balances at 1 April 2023		147,828	-	147,828	121,339	-	121,339
Fund balances at 31 March 2024		177,745	-	177,745	147,828	-	147,828

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE BUS SHELTER DORSET

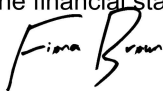
BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	9		13,298		15,198
Current assets					
Debtors	10	16,932		35,598	
Cash at bank and in hand		166,658		106,146	
		<u>183,590</u>		<u>141,744</u>	
Creditors: amounts falling due within one year	11	<u>(19,143)</u>		<u>(9,114)</u>	
Net current assets			<u>164,447</u>		<u>132,630</u>
Total assets less current liabilities			<u>177,745</u>		<u>147,828</u>
Income funds					
Unrestricted funds			<u>177,745</u>		<u>147,828</u>
			<u>177,745</u>		<u>147,828</u>

26 Jan 2025

The financial statements were approved by the Trustees on



F Brown

Trustee (Chair)



H Wilson

Trustee (Treasurer)

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

The charity is a CIO, registered on 3 March 2017.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below. The comparative period was prepared under a receipts and payments basis.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity.

The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	Straight line over 10 years
---------------------	-----------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £
Donations and gifts	20,363	-	20,363	28,601	28,601
Charitable trust grants	25,000	66,140	91,140	-	-
Government grants	4,000	112,608	116,608	4,000	219,753
Income housing benefit	231,413	-	231,413	158,935	158,935
	<u>280,776</u>	<u>178,748</u>	<u>459,524</u>	<u>215,753</u>	<u>407,289</u>

3 Charitable activities

	Unrestricted funds 2024 £	Total Unrestricted 2024 £	Unrestricted funds 2023 £
Miscellaneous income and refunds	1,342	1,342	1,039
Sale of goods made	-	-	1,575
	<u>-</u>	<u>-</u>	<u>1,575</u>

4 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
Support costs	859	-
	<u>859</u>	<u>-</u>

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

5 Charitable activities

	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Cost of Goods Sold	878		878	1,396
Advertising	150		150	376
Accountancy fees	1,572		1,572	2,100
Bank fees	-		-	3
Cleaning	137		137	232
Days out	204	1,755	1,959	578
DBS checks	149		149	315
Food	8,007	2,500	10,507	9,620
Electricity	22,212		22,212	27,630
Guest Supplies	-	2,693	2,693	6,558
Hospitality	1,216		1,216	887
HR costs	1,800		1,800	1,800
Insurance	5,279		5,279	4,483
IT Software	2,361	1,680	4,041	2,456
Laundry	11		11	29
Non payroll staff costs	22,062		22,062	8,468
Operating Lease	85		85	894
Pensions Costs	14,822		14,822	11,443
Printing & Stationery	1,013		1,013	983
Postage	123		123	10
Rent and Rates	42,803		42,803	20,396
Repairs & Maintenance	3,530		3,530	1,026
Replacement costs	547	3,803	4,350	1,468
Salaries NI & PAYE	111,058	165,267	276,325	266,659
Staff Training	1,211	1,050	2,261	3,358
Subscriptions	216		216	216
Membership	536		536	238
Sundries	-		-	141
Telephone	2,285		2,285	2,398
Travel	4,700		4,700	3,655
TV Licence	159		159	145
Waste & Pest Control	1,755		1,755	1,545
Water rates	-		-	8
Depreciation	1,900		1,900	1,900
	<u>252,781</u>	<u>178,748</u>	<u>431,529</u>	<u>383,414</u>

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year (2023 - None).

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

7 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Total	14	9

Employment costs

	2024 £	2023 £
Wages and salaries	288,932	279,740
Other pension costs	4,934	4,934
	293,866	284,674

There were no employees whose annual remuneration was more than £60,000.

8 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

9 Tangible fixed assets

	Plant and equipment £
Cost	
At 1 April 2023	23,098
At 31 March 2024	23,098
Depreciation and impairment	
At 1 April 2023	7,900
Depreciation charged in the year	1,900
At 31 March 2024	9,800
Carrying amount	
At 31 March 2024	13,298
At 31 March 2023	15,198

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

10 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Housing benefit	-	4,738
Guest contributions	-	874
Donations	10	223
Grants	16,922	29,763
	<u>16,932</u>	<u>35,598</u>

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Credit card	209	
Wages and pension	6,479	1,008
Other creditors	12,454	8,106
	<u>19,142</u>	<u>9,114</u>

12 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds			
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds	-	178,748	178,748	-

13 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	147,828	283,557	(253,640)	177,745
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
General funds	121,339	194,150	(167,661)	147,828

THE BUS SHELTER DORSET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:					
Tangible assets	13,298	-	13,298	15,198	15,198
Current assets/(liabilities)	164,447	-	164,447	132,630	132,630
	<u>177,745</u>	<u>-</u>	<u>177,745</u>	<u>147,828</u>	<u>147,828</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).