



# Trustees' Annual Report for the period

Period start date

01 04 2022

Period end date

31 03 2023

From

To

## Section A

## Reference and administration details

Charity name

Spelthorne Rentstart

Other names charity is known by

Registered charity number (if any) 1173709

Charity's principal address

Council Offices

Knowle Green

Staines-Upon-Thames

Postcode

TW18 1XB

### 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	Hilary Stokes	Treasurer/Chair		
2	Martha Love		Appointed 27/10/2022	
3	Linda Marshall			
4	Abigail Honeywell	Secretary		
5	Jean Pinkerton			
6	Ligia Santos			
7				
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)**

Section B

Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	CIO Association Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by the 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.

Section C

Objectives and activities

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

The objects of the CIO are the prevention or relief of poverty among people living in the Borough of Spelthorne who are homeless or at risk of becoming homeless, by providing and assisting in the provision of housing advice, support and practical assistances and by such other means as the Trustees may in their absolute discretion think fit.



**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)**

The trustees have at all times had regard to the Charity Commission's guidance on public benefit. Our service is open to any member of the public living or working in the Borough of Spelthorne who needs assistance in finding somewhere to live.

This assistance varies according to the needs of each client. It may simply be in the form of advice on where to look for vacancies; it may involve help with benefit applications; it may continue during a tenancy in the form of periodic contact with the tenant and landlord to check that all is going well.

For some clients' financial help is given with rent in advance, for others a 'deposit bond' is set aside in their name in our 'bond fund' which the landlord can apply to in the case of damage or unpaid rent, up to an agreed limit, at the end of the tenancy.

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The initial interviews with clients are normally conducted by our trained volunteers, who often also do follow-up work with the clients.

The members of the charity hold stalls at local events to promote the work of Rentstart in the local community. They also organise and take part in fund-raising events such sponsored walks, quizzes and Christmas Street collections.

The trustees receive no remuneration or other benefits.



**Summary of the main achievements of the charity during the year**

During the year there has been continued demand for our services. We have interviewed and given advice to 302 \*(286) clients. Of these 71 (83) moved into accommodation directly assisted by us and 26 (47) of these needed a deposit bond in order to secure the tenancy. The amount of work needed to achieve these results can be seen from the number of follow-up interviews carried out by staff and volunteers, either by phone or in person, which for this period amounted to over 3,800 (3,300).

\*Comparatives from our 2021/22 financial year shown in brackets



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity has placed £54,874 in a ring-fenced fund as a precaution against any future claims on the bond fund. This represents the Bonds granted in the last six months £10,272 plus staff costs of £44,602 to meet our redundancy and holiday pay obligations plus three months salary for one member of staff to wind down operations if our funding sources ceased. This amount is checked on a quarterly basis.

### 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.

The Charity is funded by grants from Spelthorne Borough Council with whom we have an extremely good working relationship. We have also been fortunate enough to have received a significant 5-year grant from the National Lottery Community Fund which started on 1 October 2022 and will run until 30 September 2027 and assistance from other smaller donations.

The National Lottery funding has enabled us to embark on a guaranteed rental scheme for a house of multiple occupancy which will enable us to have closer working with our clients to ensure we can adapt the accommodation to more closely meet their individual needs.

## Section F

## Other optional information

With the additional funding from the National Lottery Community Fund the Charity's financial position is secure, although we are seeing a higher demand from our clients for assistance with their rental payments, due to the rising energy and food costs.

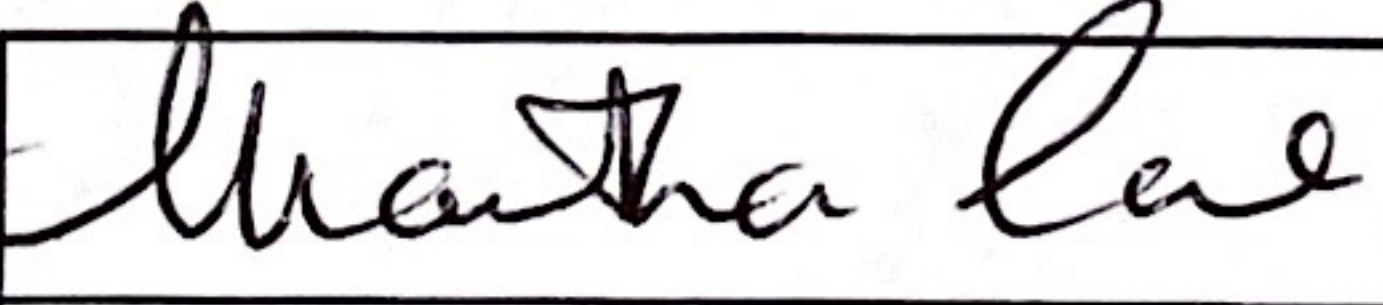
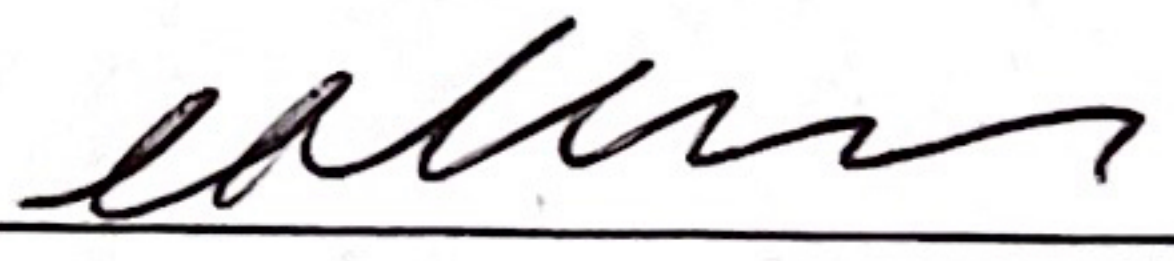
We have opened a new bank deposit account to benefit from the current increases in interest rates.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MARTHA LOVE	Hilary Stokes
Position (eg Secretary, Chair, etc)	Trustee	Chair / Treasurer
Date	6/7/23	



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2022

To

Period end date  
31/03/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Spelthorne BC	50,000	-		50,000	55,000
National Lottery	-	73,367		73,367	26,697
Mount Trust	-	-		-	2,000
Commuity Fundraising	544	-		544	
Surrey County Council		-		-	12,000
DWP Kickstart	941	-		941	2,441
Deposit Interest	770			770	
Donations	2,986	2,600		5,586	1,056
<b>Sub total (Gross income for AR)</b>	<b>55,241</b>	<b>75,967</b>	<b>-</b>	<b>131,208</b>	<b>99,194</b>
<b>A2 Asset and investment sales, (see table).</b>					
				-	-
				-	-
<b>Sub total</b>				-	-
<b>Total receipts</b>				<b>131,208</b>	<b>99,194</b>
<b>A3 Payments</b>					
Wages	55,960	37,447		93,407	74,692
Pension costs	3,720	1,911		5,630	4,805
Bond Payout	2,691	-		2,691	3,165
Rent in advance Paid	32,345	10,782		43,127	34,692
Rent in advance Repaid	41,186	13,729		54,915	34,927
Rent Guarantee Scheme Income	-	18,822		18,822	
Rent Guarantee Scheme Expenses		21,397		21,397	
Homeless protection payments	3,250			3,250	
Insurance	1,076	1,076		2,153	2,153
Travel	585	256		840	3,010
Training	-	-		-	172
Printing and stationery	209	-		209	67
Telephone	444	510		954	1,018
Miscellaneous	572	535		1,107	127
IT	717	4,129		4,846	4,303
Consultancy	2,460	-		2,460	1,713
Meeting Rooms	153	-		153	-
<b>Sub total</b>	<b>56,495</b>	<b>45,492</b>	<b>-</b>	<b>101,987</b>	<b>94,989</b>
<b>A4 Asset and investment purchases, (see table)</b>					
					-
					-
<b>Sub total</b>					-
<b>Total payments</b>	<b>56,495</b>	<b>45,492</b>	<b>-</b>	<b>101,987</b>	<b>94,989</b>
<b>Net of receipts/(payments)</b>	<b>1,254</b>	<b>30,475</b>	<b>-</b>	<b>29,221</b>	<b>4,205</b>
<b>A5 Transfers between funds</b>	<b>12,476</b>	<b>12,476</b>		<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>44,602</b>	<b>48,182</b>		<b>92,784</b>	<b>88,580</b>
<b>Cash funds this year end</b>	<b>30,872</b>	<b>91,133</b>	<b>-</b>	<b>122,005</b>	<b>92,785</b>



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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		30,872	91,133	-
				-
				-
	<b>Total cash funds</b>	30,872	91,133	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

Martha Love

Martha Love

6/7/23

Linda Marshall

Abigail Honeywell  
Linda Marshall

6.7.23



# **Crowfield Village Hall Committee – Charity No 304737**

## ***Independent Examiners Report on Accounts for the year ended 31<sup>st</sup> December 2022***

**To the trustees of Crowfield Village Hall Management Committee**

### **Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the charities act 1993 (the Act) does not apply. It is my responsibility to state, on the basis if the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

### **Basis of the Independent Examiner's report**

My examination was carried out in accordance with the general directions given by the charity commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to apply with the accounting requirement of the 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.

Signature Chris Raine

Date .....

CGH Raine  
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Debenham Rd.  
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