



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 October 2022 To 30 September 2023

Charity name: Cambridge Churches Homeless Project

Charity registration number: 1174768

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve the needs of people in and around Cambridge who are rough sleeping, homeless or vulnerably housed by provision of warm secure shelter and food during the winter months, by provision of emergency, temporary and longer term accommodation for those unable to access statutory provision and by provision of pastoral and practical support to the wider homeless community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.18	<ol style="list-style-type: none">1. Support of the Cambridge winter homeless shelter at Crossways by<ol style="list-style-type: none">a) provision of evening meals for residents, volunteers and staff,b) provision of volunteers from its volunteer database to undertake provision of those meals and other support activities, andc) provision of a paid project coordinator to organise the volunteer input and provide support to the shelter managers.2. Provision of emergency short-term hotel accommodation for rough sleepers referred to the charity by various statutory and voluntary bodies working with the homeless. Usually these are people considered at risk on the street and who have no recourse to public funding or are awaiting

		<p>statutory provision. A total of 11 homeless people were accommodated for a total of 124 nights during the year.</p> <p>3. Provision of longer-term accommodation in shared houses for 3 vulnerable individuals with no recourse to public funding over the summer period when no shelter provision was available.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have taken due regard to the Charity Commission guidance on public benefit in the fulfilment of their obligations.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not make grants.
Policy on social investment including program related investment	Para 1.38	To spend our limited resources wisely in delivering the purposes of the charity
Contribution made by volunteers	Para 1.38	<p>163 active volunteers took part in provision of meals and support at the Cambridge winter homeless shelter between November 2022 and March 2023.</p> <p>In addition the trustees undertook co-ordination with various statutory and charitable bodies involved in the sector to arrange emergency accommodation for a number of homeless people without recourse to public funds throughout the year.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Provision of evening meals at the Cambridge winter homeless shelter for up to 20 guests per night. Over the winter period some 50 different individuals were accommodated at the shelter and provided with safe, warm and comfortable accommodation and food and provided with support to move on.</p> <p>We also provided a part-time paid coordinator for the duration of the winter shelter to undertake the complex task of organising the volunteer rota and provide support to the shelter managers.</p> <p>Outside the winter period we provided emergency hotel accommodation totalling 124 nights for 11 rough sleepers considered vulnerable, awaiting local authority provision and/or without recourse to public funds. This was often organised at short notice over weekends when statutory provision was inaccessible and maintained until longer-term provision could be arranged.</p> <p>In addition, following closure of the winter shelter, we funded longer-term housing in shared houses provided by a partner charitable organisation for 3 individuals without recourse to public funds while awaiting resolution of their residency status.</p> <p>The charity has also continued to fund the role of Bishop of Ely's Officer for the Homeless. This is an honorary part-time position with no direct funding from the Diocese which is considered essential in providing pastoral and practical support to the wider homeless community in Cambridge. Unfortunately the incumbent has been on long-term sick leave since March 2023 and reluctantly decided to relinquish the role just before the end of the reporting period. It is hoped that the Diocese will be in a position to appoint a replacement before the winter shelter opens in November 2023.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income significantly increased on 2021-22 thanks to generous giving by a combination of individuals, places of worship and various commercial and grant making organisations, resulting in a surplus on the year. The charity currently holds healthy reserves, which are sufficient to cover some two years' expenditure at 2022-23 levels, although this these are expected to reduce in 2023-24 due to anticipated increases in expenditure, particularly in expansion of the chaplaincy role.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Policy is to hold reserves equal to</p> <ul style="list-style-type: none"> • 50% of unrestricted fund expenditure in the previous financial year plus • one month's employment costs plus • three months' funding for the role of Bishop's Officer for the Homeless. <p>It is necessary to maintain this substantial level of reserves to ensure that that we can continue to provide these people centred services through a full winter season as a sudden termination due to lack of funds would be potentially catastrophic for the beneficiaries.</p>
Amount of reserves held	Para 1.22	As at 30 September 2023 the charity held unrestricted cash reserves totalling £149,356.
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	Not applicable.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable.

Additional Information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Apart from a small number of local fundraising events (realising approx. £1,500 in 2022-23) and grant funding (£14,500) in 2022-23 the charity is wholly dependent on charitable giving by individuals, local places of worship and commercial organisations.
Investment policy and objectives including any social investment policy adopted	Para 1.48	The charity holds no investments. All funds are held in a current account and a bank deposit account.
A description of the principal risks facing the charity	Para 1.49 carry it through a short-term	The principal financial risk is a significant reduction in giving. The charity is confident that the current level of cash reserves are sufficient to carry it through a short-term event of this nature.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO Foundation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nomination and secondment by Trustees in a Trustee meeting followed by a vote of the full Trustee Board.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is divided into the operational running of activities at the winter shelter at Crossways by an Operations Group and the administration and housing activities which are undertaken by the Trustees.
Relationship with any related parties	Para 1.51	The charity works jointly with <i>It Takes a City</i> in the running of the winter shelter at Crossways. It also works collaboratively with other charities in the homeless sector including Wintercomfort, Jimmy's Night Shelter and Cambridge Cyrenians.
Other		

Reference and Administrative details

Charity name	Cambridge Churches Homeless Project
Other name the charity uses	CCHP
Registered charity number	1174768
Charity's principal address	PO Box 1454 Cambridge CB1 0LG

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	Heather Simmons	Chair	To January 2023	
2	Gavin Howard	Chair	From January 2023	
3	Keith Cowley	Treasurer		
4	George Hawker	Operations Lead		
5	Judith Barwise		To January 2023	
6	Robert Mackley			
7	Ann-Marie Morgan		From May 2023	
8				
9				
10				
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13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner of Accounts	Prentis & Co LLP	115c Milton Road, Cambridge CB4 1XE

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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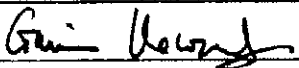
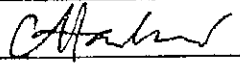
Other optional information

During the year the trustees were reimbursed expenses amounting to £5496 (2022: £4667).

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	GAVIN EDWARD OLIVER EDWARDS	GEORGE ANDREW HAWKER
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	12/3/24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cambridge Churches Homeless Project

Project 101
(57/2013)

Receipts and payments accounts

CC16a

For the period from	01/10/2022	To	30/09/2023
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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 £
A1 Receipts					
Grants	12,000	2,500	-	14,500	14,260
Income from Charitable Activities (fundraising events)	1,703	-	-	1,703	1,288
Income from Donations and Legacies	57,218	-	-	57,218	48,442
Investment Income	2,051	14	-	2,065	201
Other Incoming Resources (funding for Bishop's Officer for the Homeless)	-	11,400	-	11,400	6,870
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	72,972	13,914	-	86,886	69,031
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,972	13,914	-	86,886	69,031
A3 Payments					
Charity Management & Administration	2,887	80	-	2,967	3,444
Cost of Fundraising Events	181	-	-	181	-
Employee Costs	9,473	698	-	10,168	7,778
Homeless Support	28,093	3,070	-	29,163	20,278
Winter Shelter	2,177	-	-	2,177	12,124
Support of Bishop's Officer for the Homeless)	-	15,599	-	15,599	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	40,811	19,424	-	60,235	43,624
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	40,811	19,424	-	60,235	43,624
Net of receipts/(payments)	32,161	5,510	-	28,661	25,407
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	117,287	10,278	-	127,565	-
Cash funds this year end	149,448	4,768	-	154,216	25,407

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	Current Account	7,399	2,268	-
	Deposit Account	141,987	2,600	-
	Monies held by HMRC (net balance owing)	92	-	-
	Total cash funds	149,448	4,768	-

(agree balances with receipts and payments account(s))

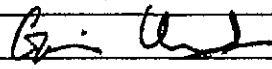
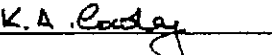
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	Gavin Howard (Chair)	12/3/24
	Keith Cowley (Treasurer)	12/03/2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

CAMBRIDGE CHURCHES HOMELESS PROJECT

On accounts for the year
ended

30TH SEPTEMBER 2023

Charity no
(if any)

1174768

Set out on pages

CC16A PAGES 1 AND 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30th September 2023.

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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Signed:

Date:

15th March 2024

Name:

Ian W Shipley FCCA

Relevant professional
qualification(s) or body

FCCA

Address:

Prentis & Co LLP

115c Milton Road

Cambridge, CB4 1XE

Section B**Disclosure**

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

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