

CIRENCESTER SIGNPOST

England & Wales · Charity number 1175014

Details

Status Registered

Legal form CIO

Registered 2017-10-06

Register [View on the Charity Commission register](#)

Contact

Address Office 4
Betec Business Park
Love Lane
Cirencester
GL7 1YG

Phone 07523862777

Email cirencestersignpost@yahoo.co.uk

Website www.cirencester-signpost.org.uk

Activities

Objects: IN ACCORDANCE WITH CHRISTIAN PRINCIPLES, THE RELIEF OF POVERTY FOR THOSE IN NEED WITH A PARTICULAR FOCUS ON THOSE WHO ARE HOMELESS IN CIRENCESTER AND THE IMMEDIATE SURROUNDING AREA IN PARTICULAR BUT NOT EXCLUSIVELY BY:- THE PROVISION OF 'DROP IN' SESSIONS OFFERING ADVOCACY, A BEFRIENDING SERVICE AND INFORMATION ON OTHER LOCAL AGENCIES- PROVIDING FREE MEALS TO HELP RELIEVE THOSE IN POVERTY- THE PROVISION OF CLOTHING, FOOTWEAR AND TOILETRIES TOGETHER WITH ASSISTANCE TO FIND HOUSINGWITH A VIEW TO INTEGRATING SUCH PEOPLE INTO SOCIETY.

Activities: Dedicated to uplifting, empowering and transforming the lives of the homeless in and around Cirencester.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£56,966	£25,862	-	-
2024-06-30	£52,427	£25,030	-	-
2023-06-30	£24,842	£44,599	-	-
2022-06-30	£33,911	£29,805	-	-
2021-06-30	£24,289	£19,163	-	-

Trustees

Name	Role	Appointed
Caroline MacEchern		2025-10-17
Charlotte Gorman		2020-01-23
JULIETTE MARIE HARRIS		2017-07-21

Accounts

Trustee Annual Report

Cirencester Signpost

‘Embracing Hope, Creating Community’

**Creating opportunities for lives to be transformed,
empowered and uplifted**

01 July 2024 to 30 June 2025

Registered Charity Number 1175014

Introduction

The trustees of Cirencester Signpost present their annual report for the period from 01 July 2024 to 30 June 2025.

As part of our ongoing operational activities, we constantly monitor the ever-evolving local community in terms of agency delivery and individual needs. Having this awareness enables us to ensure we use our limited resources in a targeted and specific manner.

This report reflects our efforts to create opportunities for homeless lives to be uplifted, empowered and transformed whilst fine-tuning the delivery of our services to optimise personal outcomes for those we are supporting.

Objectives and Activities

In accordance with Christian principles, the relief of poverty for those in need with a particular focus on those who are homeless in Cirencester and the immediate surrounding area in particular, but not exclusively by:

- The provision of 'drop in' sessions offering advocacy, a befriending service and information on other local agencies
- Providing free meals to help relieve poverty
- The provision of clothing, footwear and toiletries together with assistance to find housing

With a view to integrating such people into society.

Review of Activities and Achievements

Throughout the year, a multitude of new initiatives were launched across Cirencester offering access to free hot meals. As trustees we concluded that the time was right to re-model certain aspects of our operational activities, mindful of our charitable objectives, but avoiding using resources to replicate what was being done well elsewhere.

The decision was made to wind down our larger community weekly events the Well-being Café and Good Neighbour Hub launched in July 2021 and November 2022 to focus on substantive homeless support, where we add profound value that is not, in the main replicated, elsewhere.

We re-named our Good Neighbour Hub to the Pathfinder Hub welcoming those who are homeless which we define as anyone who does not have 'a place to call home' specifically those:-

- rough sleeping
- sofa surfing
- living in car, van, caravan
- in emergency accommodation, or
- a tenant of a local homeless hostel.



We launched our mental fitness programme Talk Club supplemented by one-to-one coaching. Centred on those engaged with us acquiring skills to regain control of their lives and their choices.

Talk Club and coaching achieve this by:

- improving mental fitness and resilience
- providing a safe space for expressing thoughts and feelings
- building confidence and skills to address/manage anxiety
- fostering a sense of community and belonging; and
- reducing feelings of isolation and loneliness.

Helping the homeless to integrate back into society, we provided 12 home-starter packs of key kitchen, bedding, bathroom and cleaning essentials to those moving from emergency accommodation into a new home.

On another 25 occasions we provided practical assistance as broad as provision of a shower including toiletries, clothing and footwear to securing temporary overnight accommodation where a safeguarding concern was raised.

We provided advocacy to 41 individuals in respect of homelessness prevention to coming alongside anyone on their homeless journey through to securing a tenancy and on occasions gaining employment.

Equivalent to an MBE, we received the highest award given to voluntary groups operating in the UK 'The King's Award for Voluntary Service'. This lifetime achievement award recognises our outstanding community impact and integrity in everything we do. The award and citation signed by King Charles III was presented by the Lord Lieutenant of Gloucestershire, Edward Gillsepie. In addition, two volunteers were invited to a Royal Garden Party at Buckingham Palace.

The Award was recognised through an Early Day Motion raised in the House of Commons by local MP Dr Roz Savage, who invited representatives of our charity to the Houses of Parliament.



The trustees have fully considered and taken into account the Charity Commission's guidance on public benefit in determining the activities undertaken by the charity.

Financial Review

For the period from 01 July 2024 to 30 June 2025, our expenditure totalled £25,862 with the majority of these monies £16,128 used to provide our direct services such as the Pathfinder Hub and outreach support as detailed in our section on review of 'activities and achievements'.

At the end of the financial year, we retained a healthy sustainability surplus. Conscious of our responsibilities to donors, as trustees we committed to undertaking an assessment in the early part of the next charitable year to determine if the time was appropriate to seek paid staff to strengthen the delivery of our homeless support and further awareness of this issue locally.

Structure, Governance and Management

Cirencester Signpost is constituted as a Charitable Incorporated Organisation (CIO) with a constitution as its governing document, its members being the trustees. Our registered charity number is 1175014.

Charity means more than having worthy aims. A charity must be a living example of charitable conduct. It must, therefore, be good as well as do good. Our trustee group recognises that legal and regulatory compliance are the central pillars of governance ensuring that we fulfil our obligations incorporating key areas such as charity law, health and safety, financial, data protection and insurance.

As we deal with the most vulnerable in our community safeguarding is at the core of our governance. We are committed to providing a safe and trusted environment, establishing an organisational culture that prioritises safeguarding, having adequate policies, procedures and measures to protect people and ensure they are regularly reviewed and handling incidents as they arise and reporting them to the relevant authorities.

To facilitate this governance, any potential trustee must be fully conversant with our framework of policies and procedures, which includes: -

- a safer recruitment process
- safeguarding policy and procedures
- code of conduct and good practice
- roles and duties of a trustee
- data protection policy; and
- health and safety policy

together with signing a trustee certificate of eligibility confirming they are a fit and proper person to hold the position of trustee, declare any conflicts of interest and confirm they have read and understood the Charity Commission's document 'the essential trustee'.

The trustees are responsible for ensuring our safer recruitment process is adhered to and where appropriate volunteers must provide satisfactory references and be made aware of and sign up to our core policies and codes.

Beyond our policies and procedures, we recognise the need for practical application and for this reason any potential trustee and person in a position of trust must undertake an Enhanced Disclosure & Barring Service (DBS) check and pass a Continuing Professional Development (CPD) accredited safeguarding course as agreed by the trustee group. This criteria is renewable for anyone meeting this threshold every three years.

Looking Forward

We are mindful that we are a charity limited in terms of people and funding and this necessitates us applying those resources to maximum effect.

We commit to remaining vigilant to the needs of those we serve in terms of their physical, emotional and mental well-being. As referenced in our financial review section, in the early part of the next charitable year we as trustees will, taking all key factors into consideration, determine if we employ person(s) to help strengthen the delivery of our charitable objectives.

We confirm that this report complies with the requirements of the Charities Act 1993, as amended by the Charities Act 2006 and the Charities SORP 2005.

Reference and Administration Details

Charity name: Cirencester Signpost

Registered Charity Number: 1175014

Charity's contact and principal postal address:

Mrs Juliette Harris
Office 4 Betec Business Park
Love Lane
Cirencester
GL7 1YG

Trustee Name	Date where not acted for whole year
Graham Harris	
Jayne Taylor	Stepped down 03 April 2025
Juliette Harris	
Charlotte Gorman	
Steve Morton	

Declaration

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

Signed on behalf of the charity's trustees



Charlotte Gorman
Position: Trustee and Deputy Safeguarding Lead
Date: 06 January 2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Signpost

1175014

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-24

To

Period end date
30-Jun-25

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					
Donations	52,866	-	-	52,866	39,816
Grants	1,500	1,500	-	1,500	9,560
Gift Aid	2,274	-	-	2,274	2,721
Investment Income	326	-	-	326	330
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	55,466	1,500	-	56,966	52,427
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	55,466	1,500	-	56,966	52,427
A3 Payments					
Provision of community meals	3,575	-	-	3,575	8,921
Outreach support	11,053	1,500	-	12,553	9,154
Hire/rental costs	4,143	-	-	4,143	4,422
Insurance	312	-	-	312	284
Admin/marketing/training	5,279	-	-	5,279	2,249
Sub total	24,362	1,500	-	25,862	25,030
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24,362	1,500	-	25,862	25,030
Net of receipts/(payments)	31,104	-	-	31,104	27,397
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	70,942	2,000	-	72,942	72,942
Cash funds this year end	70,942	-	-	104,046	

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	Santander account	104,046	-	-
		-	-	-
		-	-	-
	Total cash funds	104,046	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	CCLA A/cs 348580001C and 34858001T	Deposit Fund	-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Catering equipment	-	-	-
	Lockable storage cabinets	-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lease of office in Love Lane to 28/2/27	-	-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Juliette Harris	23/12/2025	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Cirencester Signpost

On accounts for the year
ended

30 June 2025

Charity no
(if any)

1175014

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2025.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Anna Blake

Date:

22/01/2026

Name:

ANNA BLAKE

Relevant professional
qualification(s) or body

*CHARTERED FINANCIAL ADVISER
- PERSONAL FINANCE SOCIETY*

(if any):

--

Address:

97 WHITE EAGLE ROAD
SWINDON
WILTSHIRE SN25 1PY

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.

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Accounts

Trustee Annual Report

Cirencester Signpost

‘Embracing Hope, Creating Community’

**Creating opportunities for lives to be transformed,
empowered and uplifted**

01 July 2023 to 30 June 2024

Registered Charity Number 1175014

Introduction

The trustees of Cirencester Signpost present their annual report for the period from 01 July 2023 to 30 June 2024.

The cost-of-living crisis continued to impact across our community, both in terms of those who engaged with us and for ourselves operationally.

We focused on responding to those challenges in terms of our outreach and ensuring our financial reserves were underpinned and strengthened with our aim to remain a sustainable force for good over the long-term.

This report reflects our efforts to create opportunities for lives to be uplifted, empowered and transformed.

Objectives and Activities

In accordance with Christian principles, the relief of poverty for those in need with a particular focus on those who are homeless in Cirencester and the immediate surrounding area in particular, but not exclusively by:

- The provision of 'drop in' sessions offering advocacy, a befriending service and information on other local agencies
- Providing free meals to help relieve poverty
- The provision of clothing, footwear and toiletries together with assistance to find housing

With a view to integrating such people into society.

Review of Activities and Achievements

To optimise the impact of our charitable objectives necessitates coming alongside the homeless directly at their point of need. Homelessness takes many forms such as rough sleeping, sofa-surfing, being in emergency accommodation or a local authority hostel. As trust and friendship is established, they engage through our weekly activities and support plans are put in place.

Our weekly Well-being Café and Good Neighbour Hub continued to provide a safe, inclusive space for people to connect offering a range of free hot meals and drinks. At these events, we were able to provide toiletries, clothing and footwear as well as arranging access to shower facilities and haircuts.



Helping the homeless to integrate back into society, we provided 15 home-starter packs of key kitchen, bedding, bathroom and cleaning essentials to those moving from emergency accommodation into a new home. Feedback we received included: -

'Wow, I cannot believe all the items you have given to me, I am only 21 and up until recently, homeless, I have moved into a new flat with a bed and a cupboard. I can now cook meals in the microwave and even dish them up on the lovely plates. Your support is amazing'

'When you arrived at my new property I burst into tears with gratitude because I never expected such kindness and generosity and just couldn't believe all the beautiful items. After such a traumatic experience for myself and my daughter, you have given me a glimmer of hope in starting my new life.'

We purchased outdoor furniture for the courtyard of one local hostel to help promote the well-being of tenants. Working closely with management across the three local authority hostels we supplied bedding and toiletries upon arrival to new tenants as well as household items such as kettles, toasters, crockery and cutlery.



Our practical outreach to the homeless was incorporated into our new homeless charter with a promise to be responsive, accessible and inclusive along with using our platform to give a voice to those who would otherwise go unheard.

On 20 occasions, we helped people who found themselves in a crisis to secure help with counselling, debt management and gaining employment.

We continued to work with other agencies and professionals striving to add value and never simply replicating what others are doing.

The trustees have fully considered and taken into account the Charity Commission's guidance on public benefit in determining the activities undertaken by the charity.

Financial Review

For the period from 01 July 2023 to 30 June 2024, our expenditure totalled £25,030 with the majority of these monies £18,075 used to provide our direct services such as the Well-being Café, Good Neighbour Hub and outreach support as detailed in our section on review of activities and achievements.

We have always been an 'in person' engagement charity but due to the effects of the pandemic and the resulting aftermath, getting together with both those needing our help and with our key partner agencies proved problematic. During this time the decision was taken to temporarily widen the qualifying criteria for our home-starter packs to referrals from approved agencies.

Many more people were helped but our operational costs rose significantly in our financial year ending 30 June 2023.

Recognising our duty to ensure our long-term, financial viability, at the start of the new charity year beginning 01 July 2023 the trustees undertook a comprehensive review of our outreach support.

We proposed no changes to assisting anyone rough sleeping, sofa surfing, living in a car or in an emergency placement. No changes upon arrival to those placed in local authority hostels.

As trustees, we acknowledge that overseeing a charity comes with obligations and on occasions this necessitates hard choices being made. With the ending of pandemic restrictions, a return to the office for support agencies and the availability of funding streams elsewhere, we concluded that the time was right to re-introduce our qualifying criteria for home-starter packs to the need for continuous engagement with ourselves.

Furthermore, we prioritised additional fundraising and were able to increase our income by over 100% on the previous year.



Our actions demonstrate our commitment to being an ongoing and sustainable organisation. In order to do this, we will aim hold at least two years' operating costs to create a sustainability surplus.

Structure, Governance and Management

Cirencester Signpost is constituted as a Charitable Incorporated Organisation (CIO) with a constitution as its governing document, its members being the trustees. Our registered charity number is 1175014.

Currently, trustees are recruited from those who are volunteers. Charity means more than having worthy aims. A charity must be a living example of charitable conduct. It must, therefore, be good as well as do good. Our trustee group recognises that legal and regulatory compliance are the central pillars of governance ensuring that we fulfil our obligations incorporating key areas such as charity law, health and safety, financial, data protection and insurance.

As we deal with the most vulnerable in our community safeguarding is at the core of our governance. We are committed to providing a safe and trusted environment, establishing an organisational culture that prioritises safeguarding, having adequate policies, procedures and measures to protect people and ensure they are regularly reviewed and handling incidents as they arise and reporting them to the relevant authorities.

To facilitate this governance, any potential trustee must be fully conversant with our framework of policies and procedures, which includes: -

- a safer recruitment process
- safeguarding policy and procedures
- code of conduct and good practice
- roles and duties of a trustee
- data protection policy; and
- health and safety policy

together with signing a trustee certificate of eligibility confirming they are a fit and proper person to hold the position of trustee, declare any conflicts of interest and confirm they have read and understood the Charity Commission's document 'the essential trustee'.

The trustees are responsible for ensuring our safer recruitment process is adhered to and where appropriate volunteers must provide satisfactory references and be made aware of and sign up to our core policies and codes.

Beyond our policies and procedures, we recognise the need for practical application and for this reason any potential trustee must undertake an Enhanced Disclosure & Barring Service (DBS) check and pass a Continuing Professional Development (CPD) accredited safeguarding course as agreed by the trustee group.

Looking Forward

We are mindful that we are a charity of limited in terms of people and funding and this necessitates us applying those resources to maximum effect. We constantly monitor the ever-evolving community in which we operate in terms of what other offerings are available and fit for purpose in terms of key criteria such as safeguarding and the provision of dignity.

We commit to remaining vigilant to the needs of those we serve in terms of their physical, emotional and mental well-being.

We confirm that this report complies with the requirements of the Charities Act 1993, as amended by the Charities Act 2006 and the Charities SORP 2005.

Reference and Administration Details

Charity name: Cirencester Signpost

Registered Charity Number: 1175014

Charity's contact and principal postal address:

Mrs Juliette Harris
Office 4 Betec Business Park
Love Lane
Cirencester
GL7 1YG

Trustee Name	Date where not acted for whole year
Graham Harris	
Jayne Taylor	
Juliette Harris	
Charlotte Gorman	
Steve Morton	

Declaration

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

Signed on behalf of the charity's trustees



Graham Harris
Position: Joint Founder
Date: 12 January 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Signpost

1175014

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-23

To

Period end date
30-Jun-24

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					
Donations	37,565	2,251	-	39,816	21,438
Grants	6,500	3,060	-	9,560	1,500
Gift Aid	2,721	-	-	2,721	1,627
Investment Income	330	-	-	330	277
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	47,116	5,311	-	52,427	24,842
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	47,116	5,311	-	52,427	24,842
A3 Payments					
Provision of community meals	6,610	2,311	-	8,921	8,555
Outreach support	8,154	1,000	-	9,154	28,719
Hire/rental costs	4,422	-	-	4,422	4,456
Insurance	284	-	-	284	274
Admin & marketing	2,249	-	-	2,249	2,595
Sub total	21,719	3,311	-	25,030	44,599
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	21,719	3,311	-	25,030	44,599
Net of receipts/(payments)	25,397	2,000	-	27,397	- 19,757
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	44,538	1,007	-	45,545	45,545
Cash funds this year end	70,942	2,000	-	72,942	

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	Santander account	72,942	-	-
		-	-	-
		-	-	-
	Total cash funds	72,942	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	CCLA A/cs 348580001C and 34858001T	Deposit Fund	-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Catering equipment	-	-	-
	Lockable storage cabinets	-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lease of office in Love Lane to 28/2/27	-	-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Juliette Harris	08/12/2024	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Cirencester Signpost

On accounts for the year
ended

30 June 2024

Charity no
(if any)

1175014

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2024.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- ~~accounting records were not kept in accordance with section 130 of the Act or~~
- ~~the accounts do not accord with the accounting records~~

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

12/12/2024

Name:

ANNA BLAKE

Relevant professional
qualification(s) or body
(if any):

FELLOW OF PERSONAL FINANCE SOCIETY,
CHARTERED FINANCIAL PLANNER - CHARTERED
INSURANCE INSTITUTE

Address:

97 WHITE EAGLE ROAD,
SWINDON, WILTS
SN25 1PM

Only complete if the examiner needs to highlight 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.

Accounts

Trustee Annual Report

Cirencester Signpost

‘Embracing Hope, Creating Community’

**Creating opportunities for lives to be transformed,
empowered and uplifted**

01 July 2022 to 30 June 2023

Registered Charity Number 1175014

Introduction

The trustees of Cirencester Signpost present their annual report for the period from 01 July 2022 to 30 June 2023.

Having navigated the effects of the Covid pandemic, the onset of the cost-of-living crisis provided financial challenges for us operationally but also opportunities to outreach beyond our 'drop ins' stretching out into the local community meeting hurting people directly at their point of need.

This report reflects our efforts creating opportunities for lives to be uplifted, empowered and transformed.

Objectives and Activities

In accordance with Christian principles, the relief of poverty for those in need with a particular focus on those who are homeless in Cirencester and the immediate surrounding area in particular, but not exclusively by:

- The provision of 'drop in' sessions offering advocacy, a befriending service and information on other local agencies
- Providing free meals to help relieve poverty
- The provision of clothing, footwear and toiletries together with assistance to find housing

With a view to integrating such people into society.

Review of Activities and Achievements

Our weekly Well-being Café continued to provide a safe, inclusive space for people to connect offering a range of free hot meals and drinks as through eating together meaningful relationships are formed. This provides an effective starting point to build trust, progressing to establishing support networks to get lives back on track whilst simultaneously promoting positive mental health and well-being.

During the year, it became apparent that many were struggling due to the cost-of-living crisis. We sought to play our part in helping to mitigate at least some of their difficulties and in November 2022, we launched our weekly Good Neighbour Hub.



Initially trialled for the winter months, this warm space provides a hot two-course meal and additionally to the homeless, the provision of clothing such as thermal vests, socks, gloves and hats along with sturdy footwear.

As numbers increased week on week, it was obvious that the hub was proving to be a success in meeting the needs of people, physically, emotionally and mentally and we took the decision to integrate our hub into our ongoing activities and make it all year round.



With assisting those finding themselves homeless remaining at the core of our charitable objectives, we provided 68 home-starter packs of key kitchen, bedding, bathroom and cleaning essentials to those previously homeless moving from emergency accommodation into a new home of their own including mums and their young children fleeing domestic violence and the war in Ukraine.



On 30 occasions, we helped people who found themselves in a significant crisis. This included those finding themselves having to sleep rough. Often fleeing a mentally and emotionally traumatising experiences such as domestic violence. Due to the generosity of one benefactor, we have been able to add to our offering referrals to Cotswold Counselling for those needing additional mental health support.

We continued to work with other agencies and professionals striving to add value and never simply replicating what others are doing.

The trustees have fully considered and taken into account the Charity Commission's guidance on public benefit in determining the activities undertaken by the charity.

Awards and Royal Recognition

During the year, we were awarded the BBC Radio Gloucestershire Community Group of the Year and we went on to feature on BBC Points West.

This was followed up with a visit from Sophie, Duchess of Edinburgh who spent a considerable time listening to the experiences of the homeless and vulnerable people we serve.

Her private assistant wrote to us describing her time with us as 'emotional and special' and concluded it was a 'dream visit'.



Financial Review

For the period from 01 July 2022 to 30 June 2023, our expenditure increased by 44% totalling £44,599. The main area of expense was outreach support direct to those in need within our local community which increased by 38% totalling £28,719.

Cirencester Signpost has no paid employees, we are all volunteers whose remuneration is not a salary but seeing lives changed and for us that is priceless.



Against the backdrop of challenging economic circumstances impacting negatively on sourcing and sustaining an income stream, our income reduced and we too felt the pressure as costs escalated.

However, we continuously strove to keep to our overheads to an absolute minimum. Our administration costs were just under 6% of expenditure leaving 94% for charitable activities. As we don't have our own premises we have to pay hire charges to run our weekly sessions accounting for 11% leaving 83% funding of direct benefit to those we were set up to support.

As trustees we are committed to being an ongoing and sustainable organisation benefiting all of those in need who come to us. In order to do this, we will aim hold at least one years operating costs to create a “sustainability surplus”.

The amount of our designated reserves will be a minimum of £40,000 based on our full financial year’s expenses and at 30 June 2023. This will be regularly reviewed at trustee meetings as we vow to ensure our offering remains resilient to changing circumstances.

Structure, Governance and Management

Cirencester Signpost is constituted as a Charitable Incorporated Organisation (CIO) with a constitution as its governing document, its members being the trustees. Our registered charity number is 1175014.

Currently, trustees are recruited from those who are volunteers. Charity means more than having worthy aims. A charity must be a living example of charitable conduct. It must, therefore, be good as well as do good. Our trustee group recognises that legal and regulatory compliance are the central pillars of governance ensuring that we fulfil our obligations incorporating key areas such as charity law, health and safety, financial, data protection and insurance.

As we deal with the most vulnerable in our community safeguarding is at the core of our governance. We are committed to providing a safe and trusted environment, establishing an organisational culture that prioritises safeguarding, having adequate policies, procedures and measures to protect people and ensure they are regularly reviewed and handling incidents as they arise and reporting them to the relevant authorities.

To facilitate this governance, any potential trustee must be fully conversant with our framework of policies and procedures, which includes: -

- a safer recruitment process
- safeguarding policy and procedures
- code of conduct and good practice
- roles and duties of a trustee
- data protection policy; and
- health and safety policy

together with signing a trustee certificate of eligibility confirming they are a fit and proper person to hold the position of trustee, declare any conflicts of interest and confirm they have read and understood the Charity Commission’s document ‘the essential trustee’.

The trustees are responsible for ensuring our safer recruitment process is adhered to and where appropriate volunteers must provide satisfactory references and be made aware of and sign up to our core policies and codes.

Beyond our policies and procedures, we recognise the need for practical application and for this reason any potential trustee must undertake an Enhanced Disclosure & Barring Service (DBS) check and pass a Continuing Professional Development (CPD) accredited safeguarding course as agreed by the trustee group.

Looking Forward

It is vital as a charity that we consistently focus on the delivery of our charitable objectives, being true to our core vision of ‘embracing hope, creating community’. We recognise the need to remain agile and flexible to the needs of those we serve and for that reason the promotion of mental health and well-being remains a constant, underpinning many of our activities.

The immediate future appears to be one where we will continue to experience the impact of reductions in Government expenditure, corporate and personal giving due to economic pressures leading directly to a reduction in our income at the very time when there is an increased need for our services.

We remain focused on responding to those challenges, committed to meeting people directly at their point of need, being fully inclusive and in it for the long-term.

We confirm that this report complies with the requirements of the Charities Act 1993, as amended by the Charities Act 2006 and the Charities SORP 2005.

Reference and Administration Details

Charity name: Cirencester Signpost

Registered Charity Number: 1175014

Charity’s contact and principal postal address:

Mrs Juliette Harris
Office 4 Betec Business Park
Love Lane
Cirencester
GL7 1YG

Trustee Name	Date where not acted for whole year
Graham Harris	
Jayne Taylor	
Juliette Harris	
Charlotte Gorman	
Steve Morton	15 February 2023

Declaration

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

Signed on behalf of the charity's trustees

A handwritten signature in black ink, appearing to be 'K. P. H. S.', written in a cursive style.

Position: Chair

Date: 01 September 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Signpost

1175014

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-22

To

Period end date
30-Jun-23

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					
Donations	20,431	1,007	-	21,438	20,899
Grants	-	1,500	-	1,500	10,000
Gift Aid	1,627	-	-	1,627	3,012
Investment Income	277	-	-	277	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	22,335	2,507	-	24,842	33,911
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,335	2,507	-	24,842	33,911
A3 Payments					
Provision of community meals	7,555	1,200	-	8,555	4,059
Outreach support	28,219	300	-	28,719	20,746
Hire/rental costs	4,456	-	-	4,456	3,352
Insurance	274	-	-	274	274
Admin & marketing	2,595	-	-	2,595	1,374
Sub total	43,099	1,500	-	44,599	29,805
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	43,099	1,500	-	44,599	29,805
Net of receipts/(payments)	- 20,764	1,007	-	- 19,757	4,106
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	65,302	-	-	65,302	65,302
Cash funds this year end	44,538	1,007	-	45,545	

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	Santander account	45,545	-	-
		-	-	-
		-	-	-
	Total cash funds	45,545	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	CCLA A/cs 348580001C and 34858001T	Deposit Fund	-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Catering equipment	-	-	-
	Lockable storage cabinets	-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lease of office in Love Lane to 28/2/24	-	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Juliette Harris	17/08/2023	

Accounts

Trustee Annual Report

Cirencester Signpost

“Embracing Hope, Creating Community”

01 July 2021 to 30 June 2022

Registered Charity Number 1175014

Introduction

The trustees of Cirencester Signpost present their annual report for the period from 01 July 2021 to 30 June 2022.

This report sets out how we deliver for the benefit of many in our community as we seek to help people get their lives back on track.

Our charitable year was set against the gradual lifting of Covid restrictions. However, due to the prolonged period of disruption that the pandemic brought about and the nervousness across all sectors of the community about gathering again, it was obvious that as a charity we would not simply be able to return to 'business as usual'.

We sought to evaluate the impact of our changed world not only as Cirencester Signpost but also as individuals. This report reflects our activities as we endeavoured to be flexible in our outreach, whilst keeping everyone safe and being true to our charitable objectives.

Objectives and Activities

In accordance with Christian principles, the relief of poverty for those in need with a particular focus on those who are homeless in Cirencester and the immediate surrounding area in particular, but not exclusively by:

- The provision of 'drop in' sessions offering advocacy, a befriending service and information on other local agencies
- Providing free meals to help relieve poverty
- The provision of clothing, footwear and toiletries together with assistance to find housing

With a view to integrating such people into society.

Review of Activities and Achievements

At Cirencester Signpost, we strongly believe that hope and encouragement can be found by coming together. During the summer of 2021, Covid restrictions gradually began to ease but many were apprehensive about what this would mean for them stepping over the threshold to meet others.

Against this backdrop, we launched our well-being café held every Saturday in response to the hidden consequences of the pandemic on people's mental well-being, especially the impact of prolonged social isolation and the incessant negative news media. We undertook risk assessments to ensure that this was done in a safe manner and alleviate any concerns amongst those that wanted to come including our volunteers. In total over 1,000 breakfasts were served throughout the year.



Recognising the importance of mental health to each of us, our focus is on the benefits of being with friends, making new ones, having a laugh and going away feeling uplifted. The café also provides an opportunity to come alongside anyone dealing with personal challenges who needs a listening ear or someone to advocate for them.



With assisting those finding themselves homeless remaining at the core of our activities, we provided 54 home-starter packs of key kitchen, bedding, bathroom and cleaning essentials to those previously homeless moving from emergency accommodation into a new home of their own.

Those we come alongside are not looked upon as 'clients', we regard them as part of our Signpost family. Getting lives back on track can take countless hours of effort often over many months working with agencies. Our commitment is to journey for as long as it takes, never giving up on anyone. Throughout the year we provided this level of support to 20 individuals/families.



On 22 occasions, we helped people who found themselves in a sudden crisis. This included those who faced having to sleep on the streets over a weekend because most outreach services are closed.

To keep them safe and offer encouragement, we provided emergency accommodation, toiletries and food until the Monday when we engaged with support services on their behalf to get them the help they needed.

The trustees have fully considered and taken into account the Charity Commission's guidance on public benefit in determining the activities undertaken by the charity.

Financial Review

For the period from 01 July 2021 to 30 June 2022, our expenditure totalled £29,805. The main area of expense was outreach support direct to those in need within our local community totalling £20,746. Our charity is run by the goodwill of volunteers so we have no salaries to pay resulting in the overwhelming majority of our donations being targeted on directly helping others.

Our monies were received as a result of the kindness of individual donors, local community groups and churches across Cirencester and nearby villages along with a grant from St. James's Place Wealth Management.

Cirencester Signpost is committed to being an ongoing and sustainable organisation benefiting all of those in need who come to us. In order to do this, we will aim hold at least two years' operating costs to create a "sustainability surplus".

The amount of the reserves will be a minimum of £60,000 based on our full financial year's expenses and at 30 June 2022. This will be regularly reviewed at trustee meetings as we are review our offering to ensure it remains resilient to changing circumstances.

Structure, Governance and Management

Cirencester Signpost is constituted as a Charitable Incorporated Organisation (CIO) with a constitution as its governing document, its members being the trustees. Our registered charity number is 1175014.

Currently, trustees are recruited from those who are volunteers. Charity means more than having worthy aims. A charity must be a living example of charitable conduct. It must, therefore, be good as well as do good. Our trustee group recognises that legal and regulatory compliance are the central pillars of governance ensuring that we fulfil our obligations incorporating key areas such as charity law, health and safety, financial, data protection and insurance.

As we deal with the most vulnerable in our community safeguarding is at the core of our governance. We are committed to providing a safe and trusted environment, establishing an organisational culture that prioritises safeguarding, having adequate policies, procedures and measures to protect people and ensure they are regularly reviewed and handling incidents as they arise and reporting them to the relevant authorities.

To facilitate this governance, any potential trustee must be fully conversant with our framework of policies and procedures, which includes: -

- a safer recruitment process
- safeguarding policy and procedures
- code of conduct and good practice
- roles and duties of a trustee
- data protection policy; and
- health and safety policy

together with signing a trustee certificate of eligibility confirming they are a fit and proper person to hold the position of trustee, declare any conflicts of interest and confirm they have read and understood the Charity Commission's document 'the essential trustee'.

The trustees are responsible for ensuring our safer recruitment process is adhered to and where appropriate volunteers must provide satisfactory references and be made aware of and sign up to our core policies and codes.

Beyond our policies and procedures, we recognise the need for practical application and for this reason any potential trustee must undertake an Enhanced Disclosure & Barring Service (DBS) check and pass a Continuing Professional Development (CPD) accredited safeguarding course as agreed by the trustee group.

Looking Forward

It is vital as a charity that we remain focused on the delivery of our charitable objectives whilst recognising the need to remain agile and flexible to the needs of those we serve. We look to continue to work with other agencies and professionals striving to add value and never simply replicating what others are doing. We will continue to be separate and distinct whilst valuing the collaboration that partnerships bring.

We confirm that this report complies with the requirements of the Charities Act 1993, as amended by the Charities Act 2006 and the Charities SORP 2005.

Reference and Administration Details

Charity name: Cirencester Signpost

Registered Charity Number: 1175014

Charity's contact and principal postal address:

Mrs Juliette Harris
Office 4 Betec Business Park
Love Lane
Cirencester
GL7 1YG

Who are the trustees?

Trustee Name	Date where not acted for whole year
Graham Harris	
Jayne Taylor	
Juliette Harris	
Charlotte Gorman	

Declaration

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

Signed on behalf of the charity's trustees



Position: Chair

Date: 25 January 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Signpost

1175014

Receipts and payments accounts

CC16a

For the period
from

Period start date

01-Jul-21

To

Period end date

30-Jun-22

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					
Donations	20,899	-	-	20,899	21,243
Grants	10,000	-	-	10,000	2,500
Gift Aid	3,012	-	-	3,012	546
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	33,911	-	-	33,911	24,289
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,911	-	-	33,911	24,289
A3 Payments					
Provision of community meals	4,059	-	-	4,059	-
Outreach support	20,746	-	-	20,746	14,833
Hire/rental costs	3,352	-	-	3,352	2,879
Insurance	274	-	-	274	275
Admin & marketing	1,374	-	-	1,374	1,176
Sub total	29,805	-	-	29,805	19,163
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,805	-	-	29,805	19,163
Net of receipts/(payments)	4,106	-	-	4,106	5,126
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	61,196	-	-	61,196	61,196
Cash funds this year end	65,302	-	-	65,302	

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	Santander account	65,302	-	-
		-	-	-
		-	-	-
	Total cash funds	65,302	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Catering equipment	-	-	-
	Lockable storage cabinets	-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lease of office in Love Lane	-	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Juliette Harris	04/01/2023	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Cirencester Signpost

On accounts for the year
ended

30 June 2022

Charity no
(if any)

1175014

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2022.

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 (other than that disclosed below *) 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:

05/01/2023

Name:

Anna Blake

Relevant professional
qualification(s) or body
(if any):

Chartered Financial Planner

Address:	97 White Eagle Road
	Swindon, Wiltshire
	SN25 1PY

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.

Accounts

Trustee Annual Report
for

Cirencester Signpost
“Hope for all”

01 July 2020 to 30 June 2021

Registered Charity Number 1175014

Introduction

The trustees of Cirencester Signpost present their annual report for the period from 01 July 2020 to 30 June 2021.

This report sets out how we deliver for the benefit of many in our community as we seek to help people get their lives back on track.

Our charitable year was set against the backdrop of a pandemic whose impact was significant and continuous. We have always been a relationship-based charity, getting together in person to establish trust, offer encouragement and promote engagement, these actions have always been at the heart of our operations. Ongoing restrictions such as the need to shield, stay at home orders being issued and communal premises being closed necessitated us to constantly review and re-evaluate.

This report reflects our activities as we endeavoured to be flexible in our outreach, whilst keeping everyone safe.

Objectives and Activities

In accordance with Christian principles, the relief of poverty for those in need with a particular focus on those who are homeless in Cirencester and the immediate surrounding area in particular, but not exclusively by:

- The provision of 'drop in' sessions offering advocacy, a befriending service and information on other local agencies
- Providing free meals to help relieve poverty
- The provision of clothing, footwear and toiletries together with assistance to find housing

With a view to integrating such people into society.

Review of Activities and Achievements

To meet people directly at their point of need, we were able to intervene to assist 80 individuals and families (this does not include our Christmas and New Year activities) detailed overleaf.



Our efforts concentrated predominantly on practical assistance to those in emergency accommodation providing our home-starter packs consisting of key basics such as microwave, kettle, toaster and kitchen items including dinner set, cutlery, saucepans and much more along with bedding and cleaning essentials.

Requests also incorporated those who sadly were fleeing domestic violence and were given safe refuge in hotels. In these situations, the primary need was toiletries, clothing and food, which we supplied. To give dignity our charity provided gift cards so that brand new clothing could be purchased or a volunteer from our charity took the person clothes shopping.

Recognising that isolation brought about by those having to shield and ongoing restrictions was impacting on the mental well-being of many known to us, we provided craft packs including jigsaws, wool, puzzles and colouring books along with pens and pencils.



At Christmas, we linked up with local caterers Relish, who supplied 25 pre-cooked meals that we distributed across the town together with other treats to those who would otherwise be on their own on Christmas day and this included local homeless hostels.



Between Christmas and New Year, we supplied 80 food parcels having taken referrals from other key agencies identifying those in crisis need.

The trustees have fully considered and taken into account the Charity Commission's guidance on public benefit in determining the activities undertaken by the charity.

Financial Review

For the period from 01 July 2020 to 30 June 2021, our expenditure totalled £19,163. The main area of expense was outreach support direct to those in need within our local community totalling £14,833.

Our monies were received as a result of the kindness of individual donors, local community groups and churches across Cirencester and nearby villages along with a grant from St. James's Place Wealth Management.

Cirencester Signpost is committed to being an ongoing and sustainable organisation benefiting all of those in need who come to us. In order to do this, with the volatility of circumstances brought about by the pandemic, we will aim hold at least two years' operating costs to create a "sustainability surplus".

The amount of the reserves will be a minimum of £40,000 based on our full financial year's expenses as at 30 June 2021. This will be regularly reviewed at trustee meetings as we review our offering to ensure it remains resilient to changing circumstances.

Structure, Governance and Management

Cirencester Signpost is constituted as a Charitable Incorporated Organisation (CIO) with a constitution as its governing document, its members being the trustees. Our registered charity number is 1175014.

Currently, trustees are recruited from those who are volunteers. Charity means more than having worthy aims. A charity must be a living example of charitable conduct. It must, therefore, be good as well as do good. Our trustee group recognises that legal and regulatory compliance are the central pillars of governance ensuring that we fulfil our obligations incorporating key areas such as charity law, health and safety, financial, data protection and insurance.

As we deal with the most vulnerable in our community safeguarding is at the core of our governance. We are committed to providing a safe and trusted environment, establishing an organisational culture that prioritises safeguarding, having adequate policies, procedures and measures to protect people and ensure they are regularly reviewed and handling incidents as they arise and reporting them to the relevant authorities.

To facilitate this governance, any potential trustee must be fully conversant with our framework of policies and procedures, which includes: -

- a safer recruitment process
- safeguarding policy and procedures
- code of conduct and good practice
- social media code of ethics
- data protection policy; and
- health and safety policy

together with signing a trustee certificate of eligibility confirming they are a fit and proper person to hold the position of trustee, declare any conflicts of interest and confirm they have read and understood the Charity Commission's document 'the essential trustee'.

The trustees are responsible for ensuring our safer recruitment process is adhered to and any new volunteer provides satisfactory references and is made aware of and signs up to our core policies and codes.

Beyond our policies and procedures, we recognise the need for practical application so in addition to the above, any potential trustee must undertake an Enhanced Disclosure & Barring Service (DBS) check and pass a Continuing Professional Development (CPD) accredited safeguarding course as agreed by the trustee group.

Looking Forward

At the conclusion of this report, as at 30 June 2021, it is clear that where we might have thought early in the year that the pandemic would necessitate a brief period of interruption before we continued where we left off, this proved not to be the case.

We will need to remain open and agile to change, accepting that our means of operation will in all likelihood have to focus on the medium-term for the foreseeable future as we seek to evaluate the impact of our changed world and mould ourselves to the evolving, priority needs around us. It is imperative that we do not duplicate what others are doing well but by forging strong partnerships with other agencies determine how we can best contribute a valued service that meet the needs of others, whilst complimenting other support networks.

We confirm that this report complies with the requirements of the Charities Act 1993, as amended by the Charities Act 2006 and the Charities SORP 2005.

Reference and Administration Details

Charity name: Cirencester Signpost

Registered Charity Number: 1175014

Charity's principal postal address:

Mrs Juliette Harris
Office 4 Betec Business Park
Love Lane
Cirencester
GL7 1YG

Who are the trustees?

Trustee Name	Office	Date where not acted for whole year
Graham Harris	Chair and Safeguarding Officer	
Jayne Taylor	Deputy Chair and Deputy Safeguarding Officer	
Juliette Harris	Treasurer	
Charlotte Gorman	Secretary	

Declaration

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

Signed on behalf of the charity's trustees



Position: Chair

Date: 01 February 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Signpost

1175014

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-20

To

Period end date
30-Jun-21

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					
Donations	18,579	2,664	-	21,243	41,894
Grants	2,500	-	-	2,500	3,750
Fundraising	-	-	-	-	1,302
Gift Aid	546	-	-	546	678
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	21,625	2,664	-	24,289	47,624
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,625	2,664	-	24,289	47,624
A3 Payments					
Provision of community meals	-	-	-	-	9,864
Outreach support	14,833	-	-	14,833	13,111
Hire/rental costs	215	2,664	-	2,879	3,176
Insurance	275	-	-	275	240
Governance	-	-	-	-	430
Fundraising & marketing	103	-	-	103	3,190
Admin/stationery	1,073	-	-	1,073	529
Sub total	16,499	2,664	-	19,163	30,540
A4 Asset and investment purchases. (see table)					
	-	-	-	-	476
	-	-	-	-	-
Sub total	-	-	-	-	476
Total payments	16,499	2,664	-	19,163	31,016
Net of receipts/(payments)	5,126	-	-	5,126	16,608
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	56,070	-	-	56,070	39,462
Cash funds this year end	61,196	-	-	61,196	56,070

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	Santander account	61,196	-	-
		-	-	-
		-	-	-
	Total cash funds	61,196	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Catering equipment	-	-	-
	Lockable storage cabinets	-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Lease of office in Love Lane	-	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Juliette Harris	25/01/2022	