



## Section A Reference and administration details

Oxford Winter Night Shelter

OWNS
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1175750

The Living Room  
57C St. Clements Street  
Oxford

Postcode	OX4 1AG
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**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	Revd Mary Gurr	Chair		
2	April Hall	Secretary		
3	Marion Fiddes	Treasurer		
4	The Hon Mary-Ann Sheehy	Safeguarding Officer		
5	Jane Mitchell	Fund raiser		
6	Paul Thompson			
7	Zachary Jackman			
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)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Incorporated

Trustee selection methods  
(eg. appointed by, elected by)

Personal knowledge based on skills and experience

### 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.

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## Section C Objectives and activities



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

Working with Christian churches and other organisations to provide support for homeless people in Oxfordshire by relieving need and providing skills for self-sufficiency, as well as providing practical and spiritual support.  
Informing and educating the general public, both individuals and communities on the needs of the homeless.

**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)**

Uncertainty surrounding Covid restrictions meant that OWNS had to prepare for the provision of a winter night shelter, while not knowing if we would be allowed to go ahead. We extended the employment of our project manager in order to set up contingency plan and to have someone to manage the project should it be needed. These plans were inevitably subject to change, and involved communication with local authority, Public Health, Environmental Health as well as potential venues and our volunteers. In the event we received advice that such provision was unsuitable due to the danger of transmission of the virus in dormitory accommodation.  
Meanwhile we had the opportunity to take over a former bookshop and have fitted it out and now run it as a small day service, The Living Room, which opened on 27<sup>th</sup> September 2021. Initially it ran for 3 days a week. It has proved a welcome sanctuary for both rough sleepers and people who are vulnerably housed, and we have seen some of our guests move into employment and independent housing.

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

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

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

Volunteers are the backbone of our organisation. In 2020 there were 330 active volunteers who worked 1451 shifts, equally 5452 hours and including shift leaders, this amounted to 7289 hours. Estimated at minimum wage with no allowance for nights, week ends etc, this would have been a salary bill of £63,600 for the 2020 season. As we were not allowed to set up a night shelter for the 2021 season because of Covid, these were not required in the 20/21 financial year.

The Living Room opened 27<sup>th</sup> September 2021 and up to the end of November 21 a total of 28 volunteers were employed covering 280 hours of volunteer shifts. As the Living Room gathered momentum, by December we were up to 400 hours.

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

In previous years we have measured our success by the number of guests accessing our shelters who did not return to rough sleeping at the end of the season. For the last two years this has not been possible as we have not run a night shelter.

The Living Room (see above) opened 27<sup>th</sup> September 2021. It provides a shower, clothes washing facilities and access to laptops. The guests are assured a warm and supportive welcome, hot drinks and snacks. Most importantly, they are listened to, by our project manager and his team of volunteers. Most of the volunteers have worked with us previously in winter night shelter venues.

It is too early to assess our success, but guests who access us regularly have seen considerable improvement in both their physical and mental health. Isolation during the pandemic has hit the homeless community very hard, and The Living Room is a way in which we can address some of those issues.



## Section E

## Financial review

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

It is our stated policy that we should keep reserves enough to ensure our service runs for at least three years to provide consistency for our guests. This pertains to the day service, The Living Room, as well as the night shelter should it be needed.

### Details of any funds materially in deficit

### 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's main sources of funds are grants, churches and individual giving. Expenditure has achieved our stated aims and we are in our fourth year, with funding for at least two years including a day service. We hope that 21/22 donations and grants will enable us to have certainty for at least three years hence. Our investment policy is to invest the major part of our reserves with the ethical CAF Bank and also with a Barclays Savings Account for more immediate expenditure needs.

## Section F

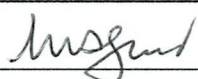
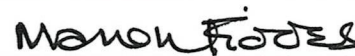
## Other optional information

## 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)	Mary Gurr	Marion Fiddes
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	27 <sup>th</sup> April 2022	



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Oxford Winter Night Shelter

On accounts for the year  
ended

31/10/2021

Charity no  
(if any)

1175750

Set out on pages

1 and 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 31/10/2021.

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 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.

Signed: Peter J Stevenson

Date: 27/04/2022

Name: Peter James Stevenson

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

FCA

Address:

8 Harbord Road

Oxford

OX2 8LJ

### Section B

### Disclosure

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.**





CHARITY COMMISSION  
FOR ENGLAND AND WALES

OXFORD WINTER NIGHT SHELTER

1175750

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/11/2020

To

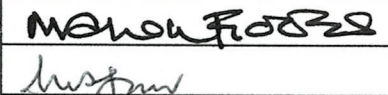
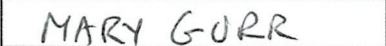
Period end date  
31/10/2021

### 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>					
Grants	41,900	-	-	41,900	7,300
Donations	32,462	-	-	32,462	64,576
Interest	537	-	-	537	697
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>74,899</b>	<b>-</b>	<b>-</b>	<b>74,899</b>	<b>72,573</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>74,899</b>	<b>-</b>	<b>-</b>	<b>74,899</b>	<b>72,573</b>
<b>A3 Payments</b>					
Project Manager & Assistant costs	14,594	-	-	14,594	38,325
Project running costs	4,109	-	-	4,109	2,950
Living Room set-up costs	29,969	-	-	29,969	-
Fund-raising & publicity costs	470	-	-	470	300
IT and rota system costs	2,690	-	-	2,690	1,613
Insurance	542	-	-	542	476
Grants in lieu of service provision	-	-	-	-	5,077
Office and room space	13	-	-	13	3,480
Phones & accessories	247	-	-	247	1,683
Office costs	300	-	-	300	448
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>52,934</b>	<b>-</b>	<b>-</b>	<b>52,934</b>	<b>54,352</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>52,934</b>	<b>-</b>	<b>-</b>	<b>52,934</b>	<b>54,352</b>
<b>Net of receipts/(payments)</b>	<b>21,965</b>	<b>-</b>	<b>-</b>	<b>21,965</b>	<b>18,221</b>
<b>A5 Transfers between funds</b>		-	-	-	-
<b>A6 Cash funds last year end</b>	<b>138,754</b>	<b>-</b>	<b>-</b>	<b>138,754</b>	<b>120,533</b>
<b>Cash funds this year end</b>	<b>160,719</b>	<b>-</b>	<b>-</b>	<b>160,719</b>	<b>138,754</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 £
<b>B1 Cash funds</b>	Shawbrook deposit account	80,000	-	-
	Barclays Bank deposit account	72,121	-	-
	Barclays Bank current account	8,598	-	-
	<b>Total cash funds</b>	<b>160,719</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Gift aid due	1,400	-	-
	Rotacloud refund due	488	-	-
	Lease deposit	1,500	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
	Building works	Unrestricted	1,515	
	Laptops	Unrestricted	2,367	
	Rates	Unrestricted	197	
	HMRC & pension	Unrestricted	438	
			-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name	Date of approval	
		Marion Fiddes 	27.4.27 27.4.27	