



		Period start date		Period end date			
From	1	November	2022	To	31	October	2023

**Section A****Reference and administration details****Charity name** Oxford Winter Night Shelter**Other names charity is known by** OWNS**Registered charity number (if any)** 1175750**Charity's principal address**  
The Living Room  
57C St. Clements Street  
Oxford**Postcode** OX4 1AG**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	Deputy Safeguarding Officer		
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
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### 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.

April Hall is the general manager of St Clement's Community Property Trust, which provides the lease on 57C St Clement's Street to OWNS.

## 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)**

The Living Room opens four days a week throughout the year, Monday, Tuesday Thursday and Saturday. Apart from Christmas and Boxing Day, this includes bank holidays. It continues to welcome and provide sanctuary for rough sleepers, (currently 50% of guests) and those who are vulnerably housed. Guests appreciate both the practical facilities: shower, clothes washing equipment and laptops and also the emotional provision: volunteers who will listen without judging.

The Night Shelter ran from 3<sup>rd</sup> January to 31<sup>st</sup> March 2023 using seven different venues and offering 10 beds per night. Over the season bed occupancy totalled 531 nights. Guests stayed for as little as 2 days to as many as 87. 68% of guests did not return to rough sleeping when the shelter ended. 60% made use of The Living Room. 40% of guests were in work.

**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.

The Living Room used a total of 36 volunteers. These were from all walks of life from under-graduates to retirees, some from a faith background and others not. All had a real desire to work alongside homeless people. The volunteers worked a total of 633 shifts, which includes 21 shifts by volunteer shift leaders covering Manager's absence. Total volunteer hours were 1,582.5.

The night shelter had approximately 150 volunteers who worked 36.5 shifts, representing a total of 3,520 hours over the season.

Summary of the main achievements of the charity during the year

**The Living Room.** It is not easy to assess the main achievements but we have taken clients who are considered by other agencies to be hard to reach. Typically, these have been people who for one reason or another have failed to engage with the authorised agencies. Using a gentle approach our guests have gained in confidence, realised their abilities and in many cases started to engage with the authorities who can move them on into housing. Part of that process has seen them become willing to further their recovery by accessing, for example, addiction support at Turning Point and/or housing and educational support at Crisis. Our guests find the community life that The Living Room provides is very supportive as does the non-judgemental approach of our volunteers.

**Winter Night Shelter.** This has, as in previous years, been a welcome and positive experience for guests; some were regulars at The Living Room, others decided to come along and see what was on offer.



## 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 two 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.

We have a lease which will have a break in 2024 and then run for another three years, which means that we need to provide financial resilience for the lease for a further three years ahead to achieve our aim. We also need to provide for any potential redundancy of our staff if the operations ceased as well as a year of insurance, equipment failure and IT costs. £100k of our reserves is protected for this purpose and to provide for replacement capital equipment.

The charity also has aims to provide at least one further day at The Living Room, and our hope for an experienced outreach and support officer to give further support to our guests has been realised, both for recently housed and rough sleeping guests.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main sources of funds are grants, and donations from churches and individuals. Expenditure has achieved our stated aims and we are in our sixth year, with funding for at least two years including the day service. We hope that donations and grants will enable us to have certainty for at least three years hence and to expand our service as mentioned above.

At present, the major part of our reserves is with the ethical CAF Bank and with a Barclays 60-day Savings Account for more immediate expenditure needs. Trustees have recently reviewed our deposit accounts and made the decision to stay with our current providers.

## 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)	Mary Gurr	Marion Fiddes
Full name(s)	Mary Gurr	Marion Fiddes
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	20 <sup>th</sup> August 2024	





# 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

31/10/2023

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 31/10/2023.

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: 22/08/2024

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).



CHARITY COMMISSION  
FOR ENGLAND AND WALES

OXFORD WINTER NIGHT SHELTER

1175750

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/11/2022

To

Period end date  
31/10/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	14,160	-	-	14,160	35,750
Donations	50,884	-	-	50,884	33,300
Gift aid	3,523	-	-	3,523	6,226
Interest	1,086	-	-	1,086	320
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	69,653	-	-	69,653	75,596
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	69,653	-	-	69,653	75,596
<b>A3 Payments</b>					
Project Manager & Assistant costs	57,232	-	-	57,232	37,105
Project running costs	19,495	-	-	19,495	16,609
Living Room set-up costs	-	-	-	-	4,561
Fund-raising & publicity costs	427	-	-	427	350
IT and rota system costs	2,824	-	-	2,824	2,492
Insurance (2021/22 two years)	-	-	-	-	1,442
Professional charges	110	-	-	110	-
Bike to work scheme	-	-	-	-	1,889
Counselling fees	715	-	-	715	585
Subscriptions	-	-	-	-	395
Phones & accessories	391	-	-	391	410
Office costs & misc	564	-	-	564	532
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	81,758	-	-	81,758	66,370
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	81,758	-	-	81,758	66,370
<b>Net of receipts/(payments)</b>	- 12,105	-	-	- 12,105	9,226
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	169,945	-	-	169,945	160,719
<b>Cash funds this year end</b>	157,840	-	-	157,840	169,945



## 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	73,668	-	-
	Barclays Bank current account	4,172	-	-
	<b>Total cash funds</b>	<b>157,840</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Gift aid due	3,860	-	-
	Lease deposit	1,500	-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Examiner's fee	Unrestricted	100	
	Electricity	Unrestricted	303	
	Cleaning costs	Unrestricted	258	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Marion Fiddes	Marion Fiddes	20/8/24	
	Mary Gurr	MARY GURR	20/8/24	