

**REACH OUT TO THE COMMUNITY (ROC)**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2025**

# **REACH OUT TO THE COMMUNITY (ROC)**

## **REPORT AND ACCOUNTS**

### **CONTENTS**

	<b>Page</b>
<b>Trustees' Report</b>	<b>2 - 3</b>
<b>Independent Examiner's Report</b>	<b>4</b>
<b>Receipts and Payments Accounts</b>	<b>5</b>
<b>Statement of Assets and Liabilities</b>	<b>6</b>
<b>Notes to the Accounts</b>	<b>7</b>

**REACH OUT TO THE COMMUNITY (ROC)**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

The Trustees present their report and accounts for the year ended 31<sup>st</sup> March 2025.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Reference and administrative details**

**Charity name:** Reach Out To The Community (ROC)

**Registered charity number:** 1176332

**Charity's principal address:** 488 Wilbraham Road,  
Manchester,  
M21 9AS.

**Trustees:**

B Baker - Chair

S Moore

M Howard – appointed June 2025

C Hosie – resigned June 2025

**Governing Document and Constitution**

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was registered as a charity with the Charity Commission on 18<sup>th</sup> December 2017.

**Trustees recruitment and appointment**

The Charity must have a least 3 Trustees with a maximum number of 8.

Apart from the first Trustees, every Trustee must be appointed for a term of 2 years by a resolution passed at a properly convened meeting of the Trustees.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

**Principal objectives**

The objects of the Charity are, for the public benefit, the prevention or relief of poverty in Manchester, in particular but not exclusively by:

- assisting those who are homeless or rough sleepers by providing clothing, bedding, food, drinks, toiletries, advice and support and by help them to access accommodation and other services through signposting to other agencies and organisations as appropriate and supporting homeless people who have recently moved from the streets into accommodation through the provision of essential items as shall be determined by the Trustees;
- providing food, grants, items and services to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.

## **REACH OUT TO THE COMMUNITY (ROC)**

### **TRUSTEES' REPORT (Cont/d)**

#### **FOR THE YEAR ENDED 31ST MARCH 2025**

##### **Principal activities, achievements and performance**

During the period under review the Charity undertook the following activities:

Since April 2024 the outreach team continued to operate outreach in and around South Manchester. This included coordinating weekly multiagency outreach working in partnership with Manchester City Council Rough Sleepers Support Team, Adult Social Care, Change Grow Live (drug and alcohol services), Greater Manchester Police, Manchester Airport Chaplaincy and the Homeless Mental Health Team.

Our Outreach team prevents people from becoming homeless, helps people to find accommodation and builds trust with our regular outreach work. The team continues to help people claim benefits, access mental health services, healthcare and drug and alcohol services where appropriate.

The Charity has beneficiaries who volunteer with ROC and input in decision making of the charity.

ROC continues to carry out a scaled down food response providing food each week to homeless drop in centres and homeless hostels. ROC also provides emergency food parcels on request from partner agencies.

The Board of Trustees meets regularly to discuss the needs and challenges that our beneficiaries have to tackle in their daily lives.

There has been a change of Management in the shop this financial year. It is hoped that staffing hours will increase in the future.

An advisory group has been established to help with funding applications and administrative support.

Workshops have also been established to review and coproduce ROC policies and documents with both staff and volunteers.

Reach Out to the Community is a member of The Manchester Homelessness Partnership & our CEO Stephanie Moore continues her role on the Real Change MCR panel and as Co-Chair of Chorlton Traders Association.

##### **RESERVES POLICY**

The Trustees have reviewed the reserves policy and ROC continues to have a 9 months reserve policy covering all the costs +5% costs that are currently outgoing. As such the Trustees has sought to ensure that the Charity has adequate funds to sustain the charity.

This policy will continue to be reviewed by the trustees.

##### **APPROVAL**

This report was approved by the Trustees on xx xxxxxx 2025 and signed on its behalf.

**B BAKER**  
**TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
REACH OUT TO THE COMMUNITY (ROC) – ('the CIO')  
FOR THE YEAR ENDED 31ST MARCH 2025**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31<sup>st</sup> March 2025.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act").

I report in respect of my examination of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act: or;
2. the accounts do not accord with those records; or

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.

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: xxxxxxxx 2025**

**REACH OUT TO THE COMMUNITY (ROC)**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2025	2025	2025	2024
	£	£	£	£
<b>Receipts</b>				
Donations, legacies and grants	24,528	8,578	33,106	36,882
Charitable activities	1,000	-	1,000	7,166
Charity shop takings etc	71,247	-	71,247	78,416
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total receipts</b>	96,775	8,578	105,353	122,464
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Payments</b>				
Shop and office expenses	34,973	-	34,973	32,123
Wages, national insurance and pension costs	80,550	8,578	89,128	71,495
Motor and travel expenses	3,305	-	3,305	3,842
Volunteers training and expenses	526	-	526	629
Costs of charities activities	2,560	-	2,560	4,908
Independent examination fees	3,487	-	3,487	550
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total payments</b>	125,401	8,578	133,979	113,547
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net (payments)/receipts</b>	(28,626)	-	(28,626)	8,917
<b>Cash funds last year end</b>	324,710	-	324,710	315,793
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds this year end</b>	296,084	-	296,084	324,710
	<hr/>	<hr/>	<hr/>	<hr/>

# REACH OUT TO THE COMMUNITY (ROC)

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2025

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2025	2025	2025	2024
	£	£	£	£
<b>Cash funds</b>				
Cash at bank and in hand	296,084	-	296,084	324,740
<b>Total cash funds</b>	296,084	-	296,084	324,740
<b>Assets retained for charity's own use</b>				
Equipment - at net book value	329	-	329	439
Van - at net book value	2,803	-	2,803	3,738
	3,132	-	3,132	4,177
<b>Liabilities</b>				
Accrued costs and other creditors	4,886	-	4,886	6,975
	4,886	-	4,886	6,975

The financial statements were approved by the Board of Trustees and authorised for issue on xxxxxxxx 2025 and were signed on its behalf by:

..... **S MOORE**

..... **B BAKER**

# **REACH OUT TO THE COMMUNITY (ROC)**

## **NOTES TO THE ACCOUNTS**

**YEAR ENDED 31ST MARCH 2025**

### **1. Trustee's remuneration**

During the year the Charity paid remuneration and employer's pension costs totalling £36,894 (2024 - £37,087) to a Trustee.

DRAFT