

**Registered Charity Number: 1179514**

**The Sunday Centre**

**Annual report and unaudited financial statements**

**For the year ended 31 December 2022**



## **The Sunday Centre**

<b>Contents</b>	<b>Page</b>
Legal and administrative details	1
Trustees' annual report	2 - 4
Independent examiner's report	5
Receipts and payments accounts	6
Statement of assets and liabilities	7
Notes to the accounts	8

**The Sunday Centre**  
**Legal and administrative information**

**Charity number**  
1179514

**Trustees**

Stephen Clark	Chair	Deceased September 23
Peter Herbert	Treasurer	
Michael Burston	Secretary, communications, volunteer co-ordinator	
Kelly Lingard	Interim Chair, Walk & talk lead	
Abigail Sherwin		Resigned 14/11/22
Lucy Howson		
Victor Mujakachi		
Robert Freeman		
Katarzyna Paciorek		Appointed 21/11/22
Eleanor Poxton	Kitchen lead	Appointed 21/11/22
Jane Doyle		Appointed 10/07/23
Alyson Evans		Appointed 10/07/23
Laura Morris		Appointed 02/09/23

**Principal address**

c/o Victoria Hall Methodist Church  
Norfolk Street  
Sheffield  
S1 2JB

**Independent Examiner**

Susan Cochrane, FCA  
57 Burton Street  
Sheffield  
S6 2HH

**The Sunday Centre  
Trustees' annual report  
For the year ended 31 December 2022**

The Trustees present this Annual Report and Financial Statements of the Charity for the year ended 31 December 2022.

**Objectives, activities and public benefit**

The objects of The Sunday Centre are:

- To provide a safe, friendly, welcoming place and a meal for homeless and other people in need to come and congregate on a Sunday afternoon.
- To provide signposting to other agencies and projects who can help our service users.
- To work with other agencies and projects to improve help for homeless and other people in need in Sheffield.
- To provide a good quality volunteering experience to our volunteers.

The charity aspires to meet the needs of Sheffield's men and women who are homeless, rootless, marginalised and anyone in need on Sundays throughout the year; closing only between Christmas Day and New Years Day. The Sunday Centre's user group is diverse and includes not only local homeless and other people in need but also refugees, asylum seekers, and new arrivals in the city.

The Sunday Centre endeavours to provide a safe place for people on the streets to come on a Sunday when the majority of other projects in the city centre are closed. This has immediate benefits for service users and also makes a contribution towards reducing risk to our service users and, from some, reduces their risk of anti-social behaviour i.e. they are in a safe managed space

We are not a project that is set up to do one to one work but if we can advise or signpost, we do. We have good information about sources of professional help and support in the city (e.g. medical help, advice about housing, substance mis-use services) and can direct service users to those sources of help effectively.

In setting the objectives and planning the activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

**Achievements and Performance during the Financial year**

Though Covid restrictions were slowly lifted during 2021, it wasn't until April 2022 that the Sunday Centre trustees felt that the time right to reopen as an indoor, sit-down meal service. The project therefore reopened on 3<sup>rd</sup> April 2022 offering two types of service - a sit-down meal service and (for those that didn't want to come inside) a takeaway meal service.

The number of guests slowly grew from an initial total of 50-60 guests until we were seeing 100+ before we handed over the reins to HARC at Christmas.

**The Sunday Centre  
Trustees' annual report  
For the year ended 31 December 2022**

**Achievements and Performance during the Financial year (continued)**

Meals on Sunday

For this financial year, we opened the project on 2<sup>nd</sup> January 2022 as a takeaway meal service and then on 3<sup>rd</sup> April we switched back to offering an indoor, sit-down meal service. At that point we continued to also offer a takeaway meal service for those guests who did not want to come inside.

Each week the Sunday Centre made up 80 takeaway bags and meals. From April, the bags were divided between those who preferred to sit inside and those who preferred to continue having a takeaway meal. Therefore, including guests who were able to have two meals, we handed out 4,000 meals.

We endeavour to provide a meal that is as nutritious and balanced. As well as a hot meal, each guest receives a takeaway bag that contains a boxed drink, biscuits, cake, choc treat, two pieces of fruit (i.e. a banana and orange), and bread and butter.

Walk & Talk

Though we were unable to continue with the Walk&Talk initiative of previous years, when the weather was at its hottest the Sunday Centre undertook occasional walks of the city centre in order to hand out hats, water and sun screen to people on the streets who were homeless and/or vulnerable and struggling with the heat.

Volunteers

Running a takeaway only service requires less volunteers than an indoor, sit-down meal service. But we were back up to requiring full numbers of volunteers once we reopened offering an indoor, sit-down meal service.

We therefore hosted a total of 66 different volunteers up to the end of March 2022 after which the number of different volunteers we hosted increased to 178.

Over the entire year we provided a total of 1201 volunteer opportunities. And, assuming that each opportunity was for a nominal 2.5 hours (i.e. from 12:30pm to 3pm each Sunday) volunteers gave us a total of 3002.5 hours.

During 2022, 60 students from the two Sheffield universities - Sheffield Hallam and uni of Sheffield, signed up as regular volunteers.

It is fair to say that we couldn't provide the service that we do without the participation of the students.

**The Sunday Centre**  
**Trustees' annual report - continued**  
**For the year ended 31 December 2022**

**Reserves policy**

The Sunday Centre aims to maintain reserves at a level that covers running costs for 12 months. This equates to approximately £20,000 per year.

Free reserves as at 31 December 2022 were £25,733 (2021: £21,312)

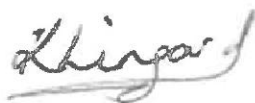
**Structure, governance and management**

The Sunday Centre was registered as a Charitable Incorporated Organisation (CIO) by the Charity Commission on 10 August 2018.

The Sunday Centre is run by a voluntary management committee who are elected each year at the Annual General Meeting. Management committee members have no beneficial interest in the organisation and are not remunerated.

**Declaration**

The trustees declare that they have approved the Trustees' annual report above and signed on behalf of the trustees by:



Trustee name: *Kelly Lingard (Interim Chair)*  
Date: *1 October 2023*

## **Independent examiner's report to the trustees of The Sunday Centre ("the Charity")**

I report to the trustees on my examination of the accounts of the Charity for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the charity's trustees of the Charity 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 Charity'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 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.

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: 

*Susan Cochrane FCA*  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 04/10/2023

## The Sunday Centre

### Receipts & payments account For the year ended 31 December 2022

	Notes	Unrestricted fund £	Total 2022 £	Unrestricted fund £	Restricted funds £	Total 2021 £
<b>Receipts</b>						
Grants and donations	2	31,167	31,167	22,192	2,120	24,312
<b>Total receipts</b>		<b>31,167</b>	<b>31,167</b>	<b>22,192</b>	<b>2,120</b>	<b>24,312</b>
<b>Payments</b>						
Consultancy costs		267	267	504	-	504
Administrative expenses		422	422	-	4,270	4,270
Food for lunch club		15,790	15,790	15,476	-	15,476
Clothing & Toiletries		3,943	3,943	-	-	-
Rent		5,368	5,368	7,185	-	7,185
Insurance		344	344	334	-	334
Sundry expenses		612	612	-	-	-
<b>Total payments</b>		<b>26,746</b>	<b>26,746</b>	<b>23,499</b>	<b>4,270</b>	<b>27,769</b>
<b>Net receipts/(payments)</b>		<b>4,421</b>	<b>4,421</b>	<b>(1,307)</b>	<b>(2,150)</b>	<b>(3,457)</b>
<b>Transfers between funds</b>	3	-	-	(20)	20	-
<b>Net movement in funds</b>		<b>4,421</b>	<b>4,421</b>	<b>(1,327)</b>	<b>(2,130)</b>	<b>(3,457)</b>
Cash funds brought forward		21,312	21,312	22,639	2,130	24,769
<b>Cash funds carried forward</b>		<b>25,733</b>	<b>25,733</b>	<b>21,312</b>	<b>-</b>	<b>21,312</b>

There was no restricted income or expenditure during the 2022 financial year.



**The Sunday Centre**

**Statement of assets and liabilities  
As at 31 December 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Cash assets</b>		
Bank	25,733	21,312
	<u><b>25,733</b></u>	<u><b>21,312</b></u>
	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Debtors</b>	-	-
	<u>-</u>	<u>-</u>
	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Liabilities</b>		
Independent examination fee	654	-
	<u><b>654</b></u>	<u><b>-</b></u>

Approved by the trustees on 01/10/23 and signed on their behalf by:

Klingard  
Kelly Klingard

Chair

## The Sunday Centre

### Notes to the accounts

For the year ended 31 December 2022

#### 1 Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year.

In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

#### 2 Grants & donations

	Unrestricted fund £	Restricted funds £	Total 2022 £	Unrestricted fund £	Restricted funds £	Total 2021 £
Sheffield City council	1,928	-	1,928	1,386	-	1,386
Facey Family Foundation	2,000	-	2,000	2,000	-	2,000
Harry Bottom Charitable Trust	2,000	-	2,000	2,000	-	2,000
The Freshgate Trust Foundation	3,000	-	3,000	-	-	-
Queen Victoria and Johnson Memorial Trust	2,000	-	2,000	2,000	-	2,000
Paul Grant Trust	7,500	-	7,500	3,000	-	3,000
The J G Graves Charitable Trust	2,000	-	2,000	-	-	-
Cutlers Company Charitable Trust	1,000	-	1,000	-	-	-
Sheffield Church Burgesses	-	-	-	2,000	-	2,000
Sheffield Town Trust	-	-	-	2,000	-	2,000
Donations	9,739	-	9,739	7,806	2,120	9,926
	<b>31,167</b>	<b>-</b>	<b>31,167</b>	<b>22,192</b>	<b>2,120</b>	<b>24,312</b>

#### 3 Restricted funds

Prior year comparison	Funds b/fwd £	Receipts £	Payments £	Transfers £	Funds c/fwd £
Help Us Help	2,130	-	(2,130)	-	-
Feed a family of 4	-	2,120	(2,140)	20	-
	<b>2,130</b>	<b>-</b>	<b>(2,130)</b>	<b>-</b>	<b>-</b>

#### 4 Trustees' remuneration, expenses and benefits

The charity trustees were not paid or received any other benefits from employment in the year (2021: £nil) neither were they reimbursed expenses during the year (2021: £nil). No other charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

#### 5 Related party transactions

There were no related party transactions in the year.