

Medway Night Shelter

Annual Report for the year ending December 2022

Charity Details

Medway Night Shelter

Salem Church of the Nazarene,
Nelson Road,
Gillingham,
ME7 4LH

Charity Number: 1180990

Trustees

Tracey Read (from 12th March 2020, Chair from 25th October 2021 to 23rd September 2022)

Martin Earle (elected 25th October 2021, Chair from 23rd September 2022)

Amy Brown (Secretary ex-officio, appointed 2nd March 2021)

Martin Fielder-White (Treasurer ex-officio, appointed 2018)

Christopher Lindo (elected 18th Sept 2019, resigned 23rd September 2022)

Pamela Grunwell (elected 18th Sept 2019, resigned 23rd September 2022)

Stephen Ramshaw (elected 18th Sept 2019, resigned 23rd September 2022)

Gayley Horne (from 12th March 2020)

Natasha Beckhelling (elected 23rd September 2022)

Rev Liz Cox (elected 23rd September 2022)

Andy Millest (elected 23rd September 2022)

Martyn Bellshaw (elected 23rd September 2022)

Activities and objectives

The Medway Night Shelter is a local charitable organisation, which was incorporated in 2018. It was originally set up in 2015 as a result of close collaboration between Medway Churches and concerned local groups in response to a perceived need to support and champion those sleeping rough, especially in the winter months. It was the first such facility in the Medway Towns. The shelter works with the local authority and other housing providers to help house those that are newly homeless and re-house those rough sleeping; and to help those vulnerably-housed to sustain their housing and to develop networks through engaging in activities within the local community.

Winter Night Shelter

The 2021-2022 Shelter Season continued in a similar vein to the 2020-2021 season with the Coronavirus Covid-19 pandemic remaining a factor within planning. Dormitory style shelters, whether roving or static were not advised. In discussion with the Local Authority and in partnership with Caring Hands, supported by a sizeable grant of £48620 from the Winter Transformation Grant, for a second year the Medway Night Shelter was able to offer a six-bed self-contained room night shelter with shared facilities from January until March. The grant funding covered the costs of staffing, including providing the shelter with the ability to pay for overnight security staff as the number of volunteers fell, making it hard to otherwise staff the shelter twenty-four hours a day.

Twenty-four hour staffing was offered due to the ongoing pandemic, allowing guests to isolate if they so wished at a time when the spread of COVID was particularly virulent. Guests were given access to showers, laundry and dishwasher facilities, and also access to cleaning materials to look after their own rooms. A cleaning company was engaged to undertake a deep clean and sustain the cleaning of communal areas daily. Volunteers ensured high traffic areas were cleaned hourly.

The shelter ran for ten weeks, opening on 17th January and finished on 31st March 2022. Low needs homeless guests were triaged and referred by LA Housing Options or Caring Hands. Twelve guests were admitted to the shelter, five by Housing at Medway Council and seven by Caring Hands. The shelter began very promisingly, with four guests moving on within two weeks of registering with us. All but one of the guests admitted were male.

The guests spanned a range of nationalities, seven classed as British and five of Eastern European heritage, three of whom had what is termed as 'settled status' and therefore were eligible for benefits and able to apply for housing. Two were supported to obtain their passport ID (which had been stolen) and to apply for settled status with the support of the RSI team. These guests had been advised to visit the job centre, but all three had a preference to seek work. One guest had regular work, another guest obtained stable work after arriving at the shelter. Other guests sourced itinerant work, for example, on building sites, car wash, as a delivery driver.

At the end of the shelter, six guests had gone into their own place. Two went into temporary accommodation, one into supported housing with a second referred for and with an offer for supported housing. One guest stayed a few days and chose to leave the shelter and another working guest decided to hold out for a small flat or house and declined rooms offered.

While the pandemic had not fully receded, the risk was lower and better understood meaning the ability to socialise was reintroduced, with guests and volunteers able to, if they so wished, eat dinner together each night and a number of jigsaw puzzles completed by volunteers and guests throughout the season. This was really valued by both guests

and volunteers, with one guest commentating that he had never felt part of a family as he did when at the shelter. Volunteers shared how much they enjoyed meeting other volunteers and making new connections, the puzzles were for many a unifying activity and a point of much fun and discussion.

Overall the shelter was more successful than in the 2020-2021 season as it saw double the number of guests admitted, with the shelter full for most of the nights. For the second year in a row, no guests or volunteers contracted Covid whilst at the shelter. All volunteers completed the training and subscribed to the ethos of the shelter allowing the guests to experience consistency of care.

Some thoughts going forward...

The single-occupancy venue used for the shelter over the last two years will not be available in future as Caring Hands seek to develop and make use of the space throughout the year. Whilst the Covid pandemic has not completely disappeared, the high level of vaccination in the country means that this has now become a disease that needs to be lived with rather than a new, unknown. It is therefore thought a dormitory style shelter is once again appropriate, and planning for the 2022-23 season will reflect this.

As the risk of lockdowns has reduced and it is unlikely that the government would provide the Winter Transformation Grant for a dormitory style shelter, the ability to staff the shelter 24 hours a day is another area which will need to be carefully considered as volunteers will once again be required for the overnight shifts. Focus may be needed on finding volunteers for these shifts, with the shelter once again closing during the day.

Weekly Drop-in Throughout the year

The Drop-in which runs each Monday evening all year, ran through the 2022 shelter season with on average around 14 guests per session, though for some sessions there have been 19. During the year, it moved from being based at Salem, to the Salvation Army Green Street to allow work to be conducted at Salem. The guests are generally those who are vulnerably housed, though some homeless people have also attended.

Volunteer support for this venture needs developing further.

Genesis Football Medway

This project is a collaborative partnership between Anchorians Club, Gillingham, St John's Church, Chatham and the Medway Sports Development Team and facilitated by Ambassadors Football. The project commenced in September 2021 and invites homeless people and those that are vulnerably housed or marginalised to join in five-a-side football on a 5G pitch, followed by a two course meal and table talk around a biblical text once

each week. Medway Night Shelter funds the meal for the guests attending and the coaches, cook and other leaders being provided by the partners. The project has successfully increased the numbers attending week by week, and there is mixture of genders.

Governance Structure

Trustees

The charity trustees manage the affairs of the Medway Night Shelter ensuring the activities are in line with the Objectives of the Charity outlined above. Decisions taken by trustees throughout the year has taken into account the commission's public benefit guidance.

It is the duty of each of the trustees to exercise their powers and to perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the charity.

Eligibility for trusteeship

(a) Every charity trustee must be a natural person.

(b) No one may be appointed as a charity trustee:

- If he or she is under the age of 16 years; or
- If he or she would automatically cease to hold office under the provisions of re-election requirements outlined in clause 13.1.f of the charities constitution.

(c) No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee.

(d) At least one of the trustees of the CIP must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.

Appointment of trustees

There should be not less than 6 nor more than 10 elected trustees and 2 ex officio trustees.

Three trustees, resigned at the AGM in 2022 and the Chair of Trustees also changed following the AGM. Four new Trustees were recruited and appointed at the AGM, bringing the number of trustees up to 7. At every AGM a third of the Trustees (or the number closest to a third) will retire.

Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment. The constitution at the start of 2022 stated that, "a charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least three years". At the AGM, the meeting approved a change to the constitution to permit a trustee to be reappointed after one year." This change to the constitution was shared with the Charity Commissioners in 2022.

Trustees reserve the right to appoint additional trustees for the period to the next AGM provided this does not exceed the number of trustees stated above.

Further details on the appointment of trustees, their responsibilities and the structure of the Charity can be found in the Charitable Organisations Constitution, a copy of which can be made available to any member or trustee who requests it.

Members

Individuals can become a member of the Medway Night Shelter by:

- Requesting to join the membership and expressing an interest in the workings of the shelter and a care for those it seeks to help
- Volunteering at the Medway Night Shelter

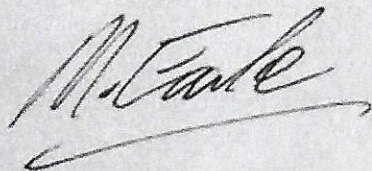
At the end of each shelter season, existing volunteers will be asked if they wish to continue to be contacted by the shelter for volunteering opportunities in the next season. Any volunteers who wish to cease to volunteer will be given the opportunity to remain a member of the Shelter and have a right to attend and vote at the Annual General Meeting.

There are currently 47 registered members of the Medway Night Shelter.

Name: Martin Earle

Designation: Chair of Trustees

Signed:



Dated:

10/5/23.

MEDWAY NIGHT SHELTER
1/1/22 TO 31/12/22
CHARITY NUMBER 1180990

RECEIPT & PAYMENTS ACCOUNT PERIOD ENDING 31 DECEMBER 2022

RECEIPTS	2021	2022
	£	£
Church Donations	597	1468
Anonymous Donations	0	0
Firms Donations	200	0
Other Donations	847	835
Grants Watts Charity	0	10000
Just Giving	794	925
Medway BC Grant	0	0
Homeless Link Grant	48620	0
Total Receipts	51058	13228
PAYMENTS		
Drop In Food	1214	796
Shelter Food	1054	2042
Insurance	678	705
MNS Equipment	0	0
Cooking Equipment	0	0
Admin Expenses	1170	4129
CCPAS	597	932
Phone	90	120
Employment Costs	14613	15752
Payroll Services	102	143
Training	159	180
Just Giving Cost	216	216
Homeless Shelter	8313	28529
Total Payments	28206	53544
Income/Expenditure	22852	-40316
Funds Carried Forward	70398	30082
Represented by -		
Bank Account	70398	30082
Total	<u>70398</u>	<u>30082</u>

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1/1/22 TO 31/12/22
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BALANCE SHEET

	As at 31/12/2021 £	As at 31/12/2022 £
Receipts as per schedule	51058	13228
<u>Total Incoming Resources</u>		
Payments as per schedule	28206	53544
<u>Total Outgoing Expenses</u>		
BALANCE	22852	-40316
Funds b/f from prior year	47546	70398
Funds c/f to new year	70398	30082
BANK STATEMENT	<u>70398</u>	<u>30082</u>

Medway Night Shelter - Independent Examiner's Report

This report on the financial statements of Medway Night Shelter for the year ended 31 December 2022, is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and examiner

As trustees you are responsible for the preparation of the financial statements; you consider that the audit requirements of the Regulations and section 144 of the Act does not apply and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

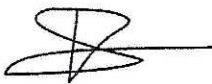
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act or
- the accounts do not accord with the accounting records
- the accounts do 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 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.



Mr Keith Scudder
42 Frobisher Way
Gravesend
Kent
DA12 4RA

Date 3rd March 2023