

# HOMELESS FRIENDLY

England & Wales · Charity number 1182814

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2019-04-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Lime Square Medical Centre  
Lime Square  
Ashton Old Road  
Manchester  
M11 1DA

**Phone** 01613571616

**Email** [info@homelessfriendly.co.uk](mailto:info@homelessfriendly.co.uk)

**Website** [www.homelessfriendly.co.uk](http://www.homelessfriendly.co.uk)

## Activities

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**Objects:** THE RELIEF OF THOSE IN NEED, BY REASON OF BEING HOMELESS, PREDOMINANTLY (BUT NOT EXCLUSIVELY) BY:A) RAISING AWARENESS AROUND THE SERVICES AND SUPPORT AVAILABLE TO HOMELESS PEOPLE.B) PROVIDING TRAINING AND SUPPORT TO SERVICE PROVIDERS IN RELATION WORK CARRIED OUT WITH HOMELESS PEOPLE.C) WORKING WITH GP'S AND OTHER PROFESSIONALS TO ENSURE THAT HOMELESS PEOPLE ARE GIVEN ACCESS TO SERVICES SUCH AS PRIMARY HEALTH PROVISION.

**Activities:** Our primary function is to challenge inequalities directed at people who are homeless, we encourage & support health professionals & other organisations to pledge that they will offer an inclusive respectful service to people who are homeless. We offer awareness raising training, guidance & signposting, set up food banks & projects in line with Covid-19 guidance mainly across the North West

## Classification

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- **How:** Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Human Rights/religious Or Racial Harmony/equality Or Diversity, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

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- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,098	£3,799	-	-
2024-03-31	£1,091	£4,523	-	-
2023-03-31	£6,843	£3,629	-	-
2022-03-31	£2,650	£5,613	-	-
2021-03-31	£24,763	£6,209	-	-

## Trustees

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Name	Role	Appointed
Dr Zahid Chauhan OBE, FRCGP	Chair	2018-06-20
Dr TARIQ CHAUHAN		2018-06-20

**HOMELESS FRIENDLY**

England & Wales - Charity number 1182814

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# Accounts

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## Homeless Friendly Report for Trustees April 2024 - March 2025

### **Background**

Homeless Friendly has been established over 7 years, being registered as a charity in April 2019. The charity is diversifying in line with the needs of both people who are homeless and also the organisations with which we support.

We wish to acknowledge and thank our trustees for the support that they show to our charity.

### **Areas of growth and change within the last 12 months.**

- **Recruitment**, Nigel Upton our coordinator ended his contract with Homeless Friendly week ending 20<sup>th</sup> October. The decision through consultation with Trustee Zahid Chauhan OBE was to temporary recruit to a Strategic Officer position. Maria Gurnani was temporarily appointed to the post from October until the end of February focusing on relaunching the website and also developing on line training and or pledge signups.
- **Homeless Link**, Homeless Friendly continues to be an active member of Homeless Link
- **GM partnership**, whilst we continue to be part of this group no-one has been available to attend meetings.
- **NICE (National Institute for Health and Care Excellence)**. We continue to be a stakeholder.
- **Rough Sleeper Strategy Group Oldham**, unfortunately since Nigel Upton ceased employment we do not attend the steering group. We are still a member of the steering group.
- **Flu vaccination**, Homeless Friendly for the last 4years held the contract, however this year Royton Medical held the contract with Homeless Friendly assisting as appropriate.
- **Volunteers**, we use volunteers on and ad hoc basis, plus have access to doctors and a nurse who offer vaccinations on a voluntary basis.
- **Gift Aid** Homeless Friendly can now claim Gift Aid on appropriate donations given in the last 4 years (with the donor's consent)
- **Policies and Procedures** as the charity grows, we continue to formulate as appropriate plus review our policies and procedures. We have also assisted Human Friendly International to draw up relevant policies and procedures.
- **Card Printing machine**, we have made ID badges for all the Beacon Surgeries, for Dr Sami plus have costing for other local charities, having secured a contract to make 50 IDs for Oldham Street Angels (still waiting for the photographs from them).
- **Winter Warm Kits**, Due to the success of last year's winter warm kits It was decided that we would run a similar project this year. The kits consisted of a small lightweight rucksack, hat, scarf, gloves, socks and hand warmers. This year we added a windup torch to the kits. The kits once again proved to be extremely popular being distributed via our local partners throughout Greater Manchester.
- **Training** We continue to offer training sessions to GP practices, this has reduced this year as Gail Sutcliffe is the only person willing to act as the trainer. We are in discussion

with Salford NHS Homeless Friendly will become part of the training offered to all GP practices under their sessions entitled 'Salford Standards', this will in turn result in over 30 practices becoming Homeless Friendly.

- **Pledges**, this year saw a continued growth in organisations pledging.
- **QR Code** we now have a QR code which enables people to donate via this method.
- **PayPal Account** we now have a charity PayPal account.
- **Website** Maria alongside Paul Sweeting have formulated an updated website, Gail has passed on her knowledge to enable the online pledge training to be formulated. We hope to launch the new website during summer 2025.

### **Areas of Growth for the next 12 months**

**Identification Cards** we now have robust policies in place to ensure we meet the requirement of data protection and are offering to 'make' ID's for other recognised charities and are currently in discussion with a local charity to produce ID's for their volunteers.

Our **training** continues to evolve, we will provide face to face, online training session plus sessions via video link (Teams)

**Marathon** – we continue to apply for places for the London Marathon, not being successful for 2025 or 26. We already have people wanting to run and raise funds for our charity.

**Gail Sutcliffe** continues to support the charity, offering training sessions, managing the accounts, social media posts, report writing, is the Charity Commission named person plus submitting the charity return and supporting staff members. Gail is paid £100 per month as expenses.

It is hoped that during the next financial year we will employ someone to undertake the operational aspect of the charity.

### **Financial Statement**

At close of business on 31st March 2025

**Balance £11,648.68**

**(awaiting audited accounts)**

Gail Sutcliffe expenses are paid from Homeless Friendly.

Maria Gurnani submitted invoices being paid by Homeless Friendly.

Nigel Upton's salary was paid via Beacon GP Care

BARDOC pay for Homeless Friendly's mobile phone.

Homeless Friendly is based within Lime Square Medical Centre and Royton Medical Centre all utilities are kindly paid for via the respective surgeries.



HOMELESS FRIENDLY  
REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

**HOMELESS FRIENDLY**

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**FOR THE YEAR ENDED 31 MARCH 2025**

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**HOMELESS FRIENDLY**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1182814

**Principal address**

Lime Square Medical Centre  
Lime Square  
Ashton Old Road  
Manchester  
M11 1DA

**Trustees**

Dr Z M Chauhan GP  
Dr T M Chauhan GP

**Bankers**

Lloyds Bank Plc  
Birmingham OSC 4  
Ariel House, 2138 Coventry Road  
Sheldon  
Birmingham  
B26 3JW

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HOMELESS FRIENDLY**

**Independent examiner's report to the trustees of Homeless Friendly**

I report to the charity trustees on my examination of the accounts of Homeless Friendly (the Trust) for the year ended 31 March 2025.

**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 Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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 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.

Andrew W Berens FCA  
The Institute of Chartered Accountants in England and Wales

Date: .....

**HOMELESS FRIENDLY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	2025 Unrestricted fund £	2024 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<u>1,098</u>	<u>1,091</u>
<b>EXPENDITURE ON</b>			
Raising funds		<u>4,897</u>	<u>4,523</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(3,799)</b>	<b>(3,432)</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<u>15,420</u>	<u>18,852</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>11,621</u></u>	<u><u>15,420</u></u>

The notes form part of these financial statements

**HOMELESS FRIENDLY**

**BALANCE SHEET**  
**31 MARCH 2025**

	Notes	2025 Unrestricted fund £	2024 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	4	222	624
<b>CURRENT ASSETS</b>			
Cash at bank		11,649	15,046
<b>CREDITORS</b>			
Amounts falling due within one year	5	(250)	(250)
<b>NET CURRENT ASSETS</b>		<u>11,399</u>	<u>14,796</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>11,621</u>	15,420
<b>NET ASSETS</b>		<u>11,621</u>	<u>15,420</u>
<b>FUNDS</b>	6		
Unrestricted funds		<u>11,621</u>	<u>15,420</u>
<b>TOTAL FUNDS</b>		<u>11,621</u>	<u>15,420</u>

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

.....  
Trustee

## HOMELESS FRIENDLY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	1,091
	<hr/>
<b>EXPENDITURE ON</b>	
Raising funds	4,523
	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>	(3,432)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	18,852
	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>15,420</u>

**4. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2024 and 31 March 2025	<u>2,014</u>	<u>1,507</u>	<u>3,521</u>
<b>DEPRECIATION</b>			
At 1 April 2024	1,392	1,505	2,897
Charge for year	<u>402</u>	<u>-</u>	<u>402</u>
At 31 March 2025	<u>1,794</u>	<u>1,505</u>	<u>3,299</u>
<b>NET BOOK VALUE</b>			
At 31 March 2025	<u>220</u>	<u>2</u>	<u>222</u>
At 31 March 2024	<u>622</u>	<u>2</u>	<u>624</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Other creditors	<b>250</b>	250
	<u>250</u>	<u>250</u>

**6. MOVEMENT IN FUNDS**

	At 1.4.24	Net movement in funds	At 31.3.25
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>15,420</b>	<b>(3,799)</b>	<b>11,621</b>
	<u>15,420</u>	<u>(3,799)</u>	<u>11,621</u>
<b>TOTAL FUNDS</b>	<b>15,420</b>	<b>(3,799)</b>	<b>11,621</b>
	<u>15,420</u>	<u>(3,799)</u>	<u>11,621</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>1,098</b>	<b>(4,897)</b>	<b>(3,799)</b>
	<u>1,098</u>	<u>(4,897)</u>	<u>(3,799)</u>
<b>TOTAL FUNDS</b>	<b>1,098</b>	<b>(4,897)</b>	<b>(3,799)</b>
	<u>1,098</u>	<u>(4,897)</u>	<u>(3,799)</u>

**Comparatives for movement in funds**

	At 1.4.23	Net movement in funds	At 31.3.24
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	18,852	(3,432)	15,420
	<u>18,852</u>	<u>(3,432)</u>	<u>15,420</u>
<b>TOTAL FUNDS</b>	<b>18,852</b>	<b>(3,432)</b>	<b>15,420</b>
	<u>18,852</u>	<u>(3,432)</u>	<u>15,420</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	1,091	(4,523)	(3,432)
	<u>1,091</u>	<u>(4,523)</u>	<u>(3,432)</u>
<b>TOTAL FUNDS</b>	<b>1,091</b>	<b>(4,523)</b>	<b>(3,432)</b>
	<u>1,091</u>	<u>(4,523)</u>	<u>(3,432)</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**6. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
<b>Unrestricted funds</b>			
General fund	18,852	(7,231)	11,621
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>18,852</u>	<u>(7,231)</u>	<u>11,621</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	2,189	(9,420)	(7,231)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>2,189</u>	<u>(9,420)</u>	<u>(7,231)</u>

**7. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2025.

**HOMELESS FRIENDLY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	2025 £	2024 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	1,023	931
Training income	75	160
	<u>1,098</u>	<u>1,091</u>
<b>Total incoming resources</b>	<b>1,098</b>	<b>1,091</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Insurance	99	99
Postage and stationery	6	36
Sundries	26	30
Promotions and adverts	132	408
Reimbursed travel	1,100	9
Computer software	248	65
Project Winter Warmth	1,162	1,055
Accountancy	200	200
Other projects	-	397
Salaries	1,522	1,320
Fixtures and fittings	402	403
Computer equipment	-	501
	<u>4,897</u>	<u>4,523</u>
Total resources expended	<u>4,897</u>	<u>4,523</u>
<b>Net expenditure</b>	<b><u>(3,799)</u></b>	<b><u>(3,432)</u></b>

This page does not form part of the statutory financial statements

**HOMELESS FRIENDLY**

England & Wales - Charity number 1182814

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# Accounts

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## Homeless Friendly Report for Trustees April 2023 - March 2024

### Background

Homeless Friendly has been established over 6 years, being registered as a charity in April 2019. The charity continues to grow and is respected in not only Greater Manchester but also by organisations further afield.

We wish to acknowledge and thank our trustees for the support that they show to our charity.

### Areas of growth and change within the last 12 months.

- **Recruitment**, We recruited to the temporary 10 hour post of Homeless Friendly Co-ordinator, Nigel Upton commenced employment with the charity on 6<sup>th</sup> November 2023 focusing initially on the winter project but is successfully learning the key elements of the charity.
- **Homeless Link**, Homeless Friendly continues to be an active member of Homeless Link
- **GM partnership**, we continue to be part of this group which influences the 10 Greater Manchester Authorities.
- **NICE (National Institute for Health and Care Excellence)**. We are now a recognised stakeholder where we contributed to the guideline on 'integrated health and social care for people experiencing homelessness'.
- **Rough Sleeper Strategy Group Oldham**, we continue to be an active member of the steering group.
- **Flu vaccination**, Homeless Friendly for the last 4 years has held the contract alongside Royton Medical Centre offering the flu vaccination to people who are homeless, ensuring that we can offer the vaccines in locations which people freely attend.
- **COVID Vaccination** we have continued to ensure that people who are homeless are offered the Covid vaccination, plus signposting to relevant health professionals.
- **Volunteers**, we use volunteers on an ad hoc basis, plus have access to doctors and a nurse who offer vaccinations on a voluntary basis.
- **The CRM system** (data base) we record client interactions, queries plus organisations that sign up to our pledge.
- **Gift Aid** Homeless Friendly can now claim Gift Aid on appropriate donations given in the last 4 years (with the donor's consent)
- **Policies and Procedures** as the charity grows, we continue to incorporate plus review our policies and procedures. We have also assisted Human Friendly International to draw up relevant policies and procedures.
- **Card Printing machine**, we have made ID badges for all the Beacon Surgeries, we have now drawn up costing for other local charities, having secured a contract to make 50 ID's for The Street Angels We have also formulated policies in line with data protection requirements.
- **Winter Warm Kits**, Due to the success of last year's winter warm kits It was decided that we would run a similar project this year. The kits consisted of a small rucksack.

complete with hat, scarf, gloves, socks and hand warmers, the kits proved extremely popular and were distributed via our local partners throughout Greater Manchester, we distributed 110 kits at an approximate cost of £10 per kit.

- **Warm Spaces** with the rising cost of utilities many people found it difficult to keep warm, we for the second year pulled together information from across Greater Manchester of where there are places where people could go to keep warm. This information has been used by Street Support and other local charities.
- **Training** We continue to offer training sessions to GP practices, This March saw Homeless Friendly presenting at Stockport's NHS Master class which we hope will result in further GP practices becoming Homeless Friendly. Going forward we are increasing the charge to £50 to cover administrative costs.
- **Pledges**, this year saw a continued growth in organisations pledging, we undertook a training session for Rossendale Primary Care Network which resulted in all their 6 GP practices signing up to the pledge. We also had another first with Fix Up Academy, beauticians pledging, they offer free treatments & training for people who are homeless.
- **QR Code** we now have a QR code which enables people to donate via this method.
- **Reach Radio** Homeless Friendly was interviewed by Tameside Radio with the video interview being on YouTube <https://www.youtube.com/watch?v=YdeIOz8wjEU>
- **Partnership working** Whispering Smith a Manchester Base Wholesale company have committed to donating sample clothing to our charity, we have also received clothing donations via a further distributor and also from Reach Radio, we ensure that all donation are passed on to our partner organisations.

### **Areas of Growth for the next 12 months**

**Identification Cards** we now have robust policies in place to ensure we meet the requirement of data protection and are offering to 'make' ID's for other recognised charities and are currently in discussion with a local charity to produce ID's for their volunteers.

Our **training** continues to evolve, we undertook an online training session via Teams with positive feedback being received,

**Newsletter** We are currently resurrecting our newsletter with the latest issue be distributed shortly.

**Mail Merge** We are now able to access this facility, which enable us to inform our partners/supporters of local information and ensure they receive our newsletter. We recognise that our trustees, partners, plus the local community continue to donate to our good cause, we ensure that donations are allocated to appropriate people or services and want to end by thanking everyone that has helped Homeless Friendly over the last 12 months.

**Marathon** – we are applying for places In the London Marathon 2025, if successful we have already had people wanting to run and raise funds for our charity.

**Our Manager** Gail Sutcliffe is removing herself from front line work at the end of March 24. She will continue to supervise the Homeless Friendly Co-ordinator, remain as the Charity Commission contact, prepare the accounts plus undertake problems solving as required.

**Charity Merge** – in the next financial year we are looking at the option of merging with or going under the umbrella of a larger registered charity.

### **Financial Statement**

At close of business on 31st March 2024

**Balance £15,046.25**

**(awaiting audited accounts)**

Gail Sutcliffe salary is paid by Beacon GP Care hence not showing as an expenditure as any hours that Jayne Livesey works supporting our charity.

Nigel Upton's salary is paid via Beacon GP Care who then invoice Homeless Friendly accordingly.

BARDOC pay for Homeless Friendly's mobile phone.

Homeless Friendly is based within Lime Square Medical Centre and Royton Medical Centre all utilities are kindly paid for via the respective surgeries.

HOMELESS FRIENDLY  
REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024

**HOMELESS FRIENDLY**

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**FOR THE YEAR ENDED 31 MARCH 2024**

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**HOMELESS FRIENDLY**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1182814

**Principal address**

Lime Square Medical Centre  
Lime Square  
Ashton Old Road  
Manchester  
M11 1DA

**Trustees**

Dr Z M Chauhan GP  
Dr T M Chauhan GP

**Bankers**

Lloyds Bank Plc  
Birmingham OSC 4  
Ariel House, 2138 Coventry Road  
Sheldon  
Birmingham  
B26 3JW

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HOMELESS FRIENDLY**

**Independent examiner's report to the trustees of Homeless Friendly**

I report to the charity trustees on my examination of the accounts of Homeless Friendly (the Trust) for the year ended 31 March 2024.

**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 Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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 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.

Andrew W Berens FCA  
The Institute of Chartered Accountants in England and Wales

Date: .....

**HOMELESS FRIENDLY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	<b>2024</b> <b>Unrestricted</b> <b>fund</b> <b>£</b>	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<b>1,091</b>	6,843
		<hr/>	<hr/>
<b>EXPENDITURE ON</b>			
Raising funds		<b>4,523</b>	3,629
		<hr/>	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(3,432)</b>	3,214
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<b>18,852</b>	15,638
		<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>15,420</b>	18,852
		<hr/> <hr/>	<hr/> <hr/>

The notes form part of these financial statements

**HOMELESS FRIENDLY**

**BALANCE SHEET**  
**31 MARCH 2024**

	Notes	<b>2024 Unrestricted fund £</b>	2023 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	4	<b>624</b>	1,528
<b>CURRENT ASSETS</b>			
Cash at bank		<b>15,046</b>	17,574
<b>CREDITORS</b>			
Amounts falling due within one year	5	<b>(250)</b>	(250)
<b>NET CURRENT ASSETS</b>		<b>14,796</b>	17,324
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>15,420</b>	18,852
<b>NET ASSETS</b>		<b>15,420</b>	18,852
<b>FUNDS</b>	6		
Unrestricted funds		<b>15,420</b>	18,852
<b>TOTAL FUNDS</b>		<b>15,420</b>	18,852

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

.....  
Trustee

## HOMELESS FRIENDLY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	6,843
	<hr/>
<b>EXPENDITURE ON</b>	
Raising funds	3,629
	<hr/>
<b>NET INCOME</b>	3,214
	<hr/>
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	15,638
	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>18,852</u>

**4. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2023 and 31 March 2024	<u>2,014</u>	<u>1,507</u>	<u>3,521</u>
<b>DEPRECIATION</b>			
At 1 April 2023	989	1,004	1,993
Charge for year	<u>403</u>	<u>501</u>	<u>904</u>
At 31 March 2024	<u>1,392</u>	<u>1,505</u>	<u>2,897</u>
<b>NET BOOK VALUE</b>			
At 31 March 2024	<u>622</u>	<u>2</u>	<u>624</u>
At 31 March 2023	<u>1,025</u>	<u>503</u>	<u>1,528</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other creditors	<b>250</b>	250
	<u>250</u>	<u>250</u>

**6. MOVEMENT IN FUNDS**

	At 1.4.23	Net movement in funds	At 31.3.24
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>18,852</b>	<b>(3,432)</b>	<b>15,420</b>
	<u>18,852</u>	<u>(3,432)</u>	<u>15,420</u>
<b>TOTAL FUNDS</b>	<b>18,852</b>	<b>(3,432)</b>	<b>15,420</b>
	<u>18,852</u>	<u>(3,432)</u>	<u>15,420</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>1,091</b>	<b>(4,523)</b>	<b>(3,432)</b>
	<u>1,091</u>	<u>(4,523)</u>	<u>(3,432)</u>
<b>TOTAL FUNDS</b>	<b>1,091</b>	<b>(4,523)</b>	<b>(3,432)</b>
	<u>1,091</u>	<u>(4,523)</u>	<u>(3,432)</u>

**Comparatives for movement in funds**

	At 1.4.22	Net movement in funds	At 31.3.23
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	15,638	3,214	18,852
	<u>15,638</u>	<u>3,214</u>	<u>18,852</u>
<b>TOTAL FUNDS</b>	<b>15,638</b>	<b>3,214</b>	<b>18,852</b>
	<u>15,638</u>	<u>3,214</u>	<u>18,852</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	6,843	(3,629)	3,214
	<u>6,843</u>	<u>(3,629)</u>	<u>3,214</u>
<b>TOTAL FUNDS</b>	<b>6,843</b>	<b>(3,629)</b>	<b>3,214</b>
	<u>6,843</u>	<u>(3,629)</u>	<u>3,214</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**6. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
<b>Unrestricted funds</b>			
General fund	15,638	(218)	15,420
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>15,638</u>	<u>(218)</u>	<u>15,420</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	7,934	(8,152)	(218)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>7,934</u>	<u>(8,152)</u>	<u>(218)</u>

**7. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2024.

**HOMELESS FRIENDLY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	931	6,388
Gift aid	-	280
Training income	160	175
	<u>1,091</u>	<u>6,843</u>
<b>Total incoming resources</b>	<b>1,091</b>	<b>6,843</b>
 <b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Insurance	99	99
Postage and stationery	36	553
Sundries	30	77
Promotions and adverts	408	-
Reimbursed travel	9	337
Computer software	65	25
Telephone	-	65
Project Winter Warmth	1,055	1,041
Training	-	26
P A Awards	-	196
Repairs	-	105
Accountancy	200	200
Other projects	397	-
Salaries	1,320	-
Fixtures and fittings	403	403
Computer equipment	501	502
	<u>4,523</u>	<u>3,629</u>
<b>Total resources expended</b>	<b>4,523</b>	<b>3,629</b>
<b>Net (expenditure)/income</b>	<b><u>(3,432)</u></b>	<b><u>3,214</u></b>

This page does not form part of the statutory financial statements

**HOMELESS FRIENDLY**

England & Wales - Charity number 1182814

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# Accounts

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## Homeless Friendly Report for Trustees April 2022 - March 2023

### Background

Homeless Friendly has been established over 5 years, being registered as a charity in April 2019. The charity continues to grow and is respected in not only Greater Manchester but also by organisations further afield.

We wish to acknowledge and thank our trustees, in particular our trustee Vicky Riding who passed away early in April 2022. Vicky requested that any donation made on her behalf be given to Homeless Friendly. The charity received £4,156.36 from Vicky's kind gesture. We have a plaque in her honor situated in the office at Royton Medical Centre.

### Areas of growth and change within the last 12 months

- **Homeless Link**, Homeless Friendly continues to be an active member of Homeless Link
- **GM partnership**, we continue to be part of this group which influences the 10 Greater Manchester Authorities.
- **NICE (National Institute for Health and Care Excellence)**. We are now a recognised stakeholder where we contributed to the guideline on 'integrated health and social care for people experiencing homelessness'.
- **Manchester Airport**, we are an active member of this homeless group having linked 2 local GP practices to people homeless at the airport. Through our intervention one of those practices is now a key member of the group.
- **Rough Sleeper Strategy Group Oldham**, we are a member of the steering group
- **Flu vaccination**, Homeless Friendly for the last 3 years has held the contract alongside Royton Medical Centre offering the flu vaccination to people who are homeless, ensuring that we can offer the vaccines in locations which people freely attend.
- **COVID Vaccination** we have continued to ensure that people who are homeless are offered the Covid vaccination alongside the flu vaccination.
- **Volunteers**, we use volunteers on an ad hoc basis, plus have access to doctors and a nurse who offer vaccinations on a voluntary basis.
- **The CRM system** (data base) we record client interactions, queries plus organisations that sign up to our pledge.
- **Gift Aid** Homeless Friendly can now claim Gift Aid on appropriate donations given in the last 4 years (with the donor's consent)
- **Policies and Procedures** as the charity grows, we continue to incorporate plus review policies and procedures.
- **Card Printing machine**, we have made ID badges for all the Beacon Surgeries, we have now drawn up costing for other local charities. We have also formulated policies relating to data protection of people's information.
- **Ukraine Effort**, we supported Lunar Aid to access medical supplies which they transported over to Ukraine.

- **Winter Warm Kits**, The project for this winter was to offer warm kits to people who are Homeless, the kits consisted of a small rucksack complete with hat, scarf, gloves, socks and hand warmers, the kits proved extremely popular and were distributed via our local partners throughout Greater Manchester, we distributed 100 kits at an approximate cost of £10 per kit.
- **Warm Spaces** with the rising cost of utilities many people found it difficult to keep warm, we pulled together information from across Greater Manchester of where there were places where people could go to keep warm. This information has been used by Street Support and other local charities.
- **Shields** we awarded our first shield to EGG Charity, the CEO Jonathan Billings of this newly formed charity has previously worked for two other charities, pro-actively ensuring that the charities are Homeless Friendly. We felt it fitting that he be awarded a shield in recognition of his work in ensuring that people who are homeless are always at the centre of his work.
- **Training** has recommenced, we continue to grow offering pledges and the training sessions which are extremely popular.
- **Pledges**, this year saw a continued growth in organisations pledging, we are proud to inform that we saw our first **PCN** pledge with covers the areas Droylsden, Audenshaw and Dukinfield.  
We also had our first pledge in **Wales**, Sanctuary Trust who work across North Wales.
- **PA of the Year Award** we are very proud that our Jayne Livesey in being recognised for all her hard work by being awarded the prestigious award of **PA Of The Year**.

## Areas of Growth for the next 12 months

**Hot Line** – Whilst we have yet to officially launch our hot line, we continue to assist with problem solving and signposting, The main phone line's answer phone facility now links to the manager's email where she checks this on a daily basis ensuring that any urgent queries are responded to in a timely manner. We still intend to produce our own information cards.

We hope to offer long term placements to **volunteers**, helping to develop their skills in relations to administrative tasks.

**Identification Cards** we now have robust policies in place to ensure we meet the requirement of data protection and are offering to 'make' ID's for other recognised charities, we hope this will also provide an opportunity for a volunteer to develop skills in this area.

Our **training** continues to evolve, we are looking at trialing online training, plus offering training via 'Teams or Zoom' and pledge sign ups via our website.

**Mail Merge** We are now able to access this facility, which will enable us to inform our partners/supporters of local information and ensure they receive our newsletter.

Homeless Friendly recognises the difficulty that people who are homeless have in accessing local **dental care**. We continue to work with Dr Ben Atkins plus local dentists to encourage and support them to offer a service to people who without a fixed abode.

Homeless Friendly continues to assist Human Friendly International during its developmental stages.

We recognise that our trustees, partners, plus the local community continue to donate to our good cause, we ensure that donations are allocated to appropriate people or services and want to end by thanking everyone that has helped Homeless Friendly over the last 12 months.

### **Financial Statement**

At close of business on 31st March 2023

**Balance £17,574.21**

**(awaiting audited accounts)**

Gail Sutcliffe salary is paid by Beacon GP Care hence not showing as an expenditure as are the hours that Jayne Livesey works supporting our charity.

BARDOC pay for Homeless Friendly's mobile phone

Homeless Friendly is based within Lime Square Medical Centre and Royton Medical Centre all utilities are kindly paid for via the respective surgeries.

**HOMELESS FRIENDLY**  
**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<b>Page</b>
<b>Report of the Trustees</b>	<b>1</b>
<b>Independent Examiner's Report</b>	<b>2</b>
<b>Statement of Financial Activities</b>	<b>3</b>
<b>Balance Sheet</b>	<b>4</b>
<b>Notes to the Financial Statements</b>	<b>5 to 8</b>
<b>Detailed Statement of Financial Activities</b>	<b>9</b>

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Charity number**

1182814

#### **Principal address**

Lime Square Medical Centre  
Ashton Old Road  
Openshaw  
Greater Manchester  
M11 1DA

#### **Trustees**

Dr Z M Chauhan GP  
Mrs V A Riding Chief Executive (deceased 6.4.22)  
Dr T M Chauhan GP

#### **Independent Examiner**

Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

#### **Bankers**

Lloyds Bank Plc  
Birmingham OSC 4  
Ariel House, 2138 Coventry Road  
Sheldon  
Birmingham  
B26 3JW

Approved by order of the board of trustees on ..... and signed on its behalf by:



.....  
Trustee

**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 Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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 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.

Andrew W Berens FCA

Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

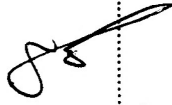
Date: .....

	Notes	Unrestricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<u>6,843</u>	<u>2,649</u>
<b>EXPENDITURE ON</b>			
Raising funds		<u>3,629</u>	<u>5,612</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>3,214</u>	<u>(2,963)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<u>15,638</u>	<u>18,601</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>18,852</u></u>	<u><u>15,638</u></u>

The notes form part of these financial statements

	Notes	Unrestricted fund £	Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	4	1,528	2,433
<b>CURRENT ASSETS</b>			
Cash at bank		17,574	13,455
<b>CREDITORS</b>			
Amounts falling due within one year	5	(250)	(250)
<b>NET CURRENT ASSETS</b>		<u>17,324</u>	<u>13,205</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>18,852</u>	<u>15,638</u>
<b>NET ASSETS</b>		<u>18,852</u>	<u>15,638</u>
<b>FUNDS</b>			
Unrestricted funds	6	<u>18,852</u>	<u>15,638</u>
<b>TOTAL FUNDS</b>		<u>18,852</u>	<u>15,638</u>

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

  
.....  
Trustee

### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

### **Taxation**

The charity is exempt from tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**INCOME AND ENDOWMENTS FROM**

Donations and legacies

£  
2,649**EXPENDITURE ON**

Raising funds

5,612

**NET INCOME/(EXPENDITURE)**

(2,963)

**RECONCILIATION OF FUNDS**

Total funds brought forward

18,601

**TOTAL FUNDS CARRIED FORWARD**15,638**4. TANGIBLE FIXED ASSETS****COST**

At 1 April 2022 and 31 March 2023

Totals  
£  
3,521**DEPRECIATION**

At 1 April 2022

Charge for year

At 31 March 2023

1,088

905

1,993

**NET BOOK VALUE**

At 31 March 2023

At 31 March 2022

1,528

2,433

Fixtures  
and  
fittings  
£2,014

586

403

989

1,0251,428Computer  
equipment  
£1,507

502

502

1,004

5031,005

2023  
£  
250

2022  
£  
250

Other creditors

**6. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General fund	<b>15,638</b>	<b>3,214</b>	<b>18,852</b>
<b>TOTAL FUNDS</b>	<u><b>15,638</b></u>	<u><b>3,214</b></u>	<u><b>18,852</b></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>6,843</b>	<b>(3,629)</b>	<b>3,214</b>
<b>TOTAL FUNDS</b>	<u><b>6,843</b></u>	<u><b>(3,629)</b></u>	<u><b>3,214</b></u>

**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	18,601	(2,963)	15,638
<b>TOTAL FUNDS</b>	<u>18,601</u>	<u>(2,963)</u>	<u>15,638</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	2,649	(5,612)	(2,963)
<b>TOTAL FUNDS</b>	<u>2,649</u>	<u>(5,612)</u>	<u>(2,963)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General fund	18,601	251	18,852
<b>TOTAL FUNDS</b>	<u>18,601</u>	<u>251</u>	<u>18,852</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	9,492	(9,241)	251
<b>TOTAL FUNDS</b>	<u>9,492</u>	<u>(9,241)</u>	<u>251</u>

**7.**

**RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2023.

**INCOME AND ENDOWMENTS**

<b>Donations and legacies</b>		
Donations	6,388	2,649
Gift aid	280	-
Training income	175	-
	<u>6,843</u>	<u>2,649</u>
<b>Total incoming resources</b>	<b>6,843</b>	<b>2,649</b>

**EXPENDITURE****Raising donations and legacies**

Insurance	99	99
Postage and stationery	553	171
Sundries	77	339
Cleaning and Hygiene	-	631
Subscriptions	-	78
Adverts	-	14
Reimbursed travel	337	188
Donation	-	600
Computer software	25	1,569
Trademark	-	818
Telephone	65	200
Project Winter Warmth	1,041	-
Training	26	-
P A Awards	196	-
Repairs	105	-
Accountancy	200	-
Fixtures and fittings	403	403
Computer equipment	502	502
	<u>3,629</u>	<u>5,612</u>
<b>Total resources expended</b>	<b>3,629</b>	<b>5,612</b>
<b>Net income/(expenditure)</b>	<b>3,214</b>	<b>(2,963)</b>

This page does not form part of the statutory financial statements

**HOMELESS FRIENDLY**

England & Wales - Charity number 1182814

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# Accounts

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## **Homeless Friendly Report for Trustees April 2021 - March 2022**

### **Background**

Homeless Friendly has been established over 4 years, being registered as a charity in April 2019

In March 2020 the COVID-19 pandemic brought about changes for all walks of life including charity work, also greatly affecting people who are homeless. 'Everyone In' a government initiative which was strongly supported within Greater Manchester resulted in people who are homeless being offered temporary accommodation in rooms where social distances guidelines could be adopted. 2021 to 2022 still saw the effects of the pandemic within many statutory organisations still working from home whilst charities and health providers continued to offer vital face to face services to some of the most vulnerable people within our society. The covid vaccination had started to be offered to vulnerable people with people who are homeless not being included in the grouping. Homeless Friendly played a positive role in writing to the government to address this, obtaining support and endorsements from many leading charities.

Homeless Friendly's work continued to evolve as the pandemic rolled into its second year.

We wish to acknowledge and thank all our trustees, in particular our trustee Vicky Riding who passed away on 6<sup>th</sup> April 2022. Vicky will be remembered for her strong belief in Homeless Friendly and for the kind donations that she made to our charity. Vicky also requested that any donation made on her behalf be given to Homeless Friendly. We intend to have a plaque in her honor in the office.

### **Areas of growth and change within the last 12 months**

- **Homeless Link** Homeless Friendly is now an active member of Homeless Link
- **GM partnership** - we continue to be part of this group which influences the 10 Greater Manchester Authorities.
- **NICE National Institute for Health and Care Excellence**. We are now a recognised stakeholder offering feedback on relevant consultation documents.
- **Manchester airport** - we are an active member of this homeless group having linked 2 local GP practices to people homeless at the airport. We also supply our kits to the chaplaincy which are distributed as needed.
- **Rough sleeper strategy group Oldham** this group has recently been established, we are a member of the steering group
- **Refugees** - Homeless Friendly supported Medlock Medical in relation to offering welcome packs to local refugees working alongside Serco.

- **Kits** we continued to offer kits to local organisations
- **Covid Vaccination** - Homeless Friendly supported our trustee Dr Zahid Chauhan to offer covid vaccinations to people who are homeless. We orchestrated the first covid clinic for people who are homeless in the world.
- **Letter** Homeless friendly and Dr Zahid Chauhan wrote to the government insisting that people who are homeless urgently be considered for Covid 19 vaccinations. The letter was endorsed by other leading charities including Shelter, DePaul and Big Issue which led to change in legislation by Government and the NHS to put people who are homeless on the priority list.
- Homeless Friendly has continued to offer **vaccine clinics** throughout this year. Holding the clinics at various locations including drop-in centres and social clubs, ensuring that we can offer the vaccines in locations which people freely attend.
- **Flu vaccination** Homeless Friendly for the last 2 years has held the contract alongside Royton Medical Centre offering the flu vaccination to people who are homeless. The vaccination was held at an Oldham drop in, to ensure that we met with all health and safety requirements we reached out to one of our partners St Johns Ambulance who offered the use of one of their ambulances as a base to vaccinate people.
- **Volunteers**, we continue to use the volunteers recruited by Sanctuary Trust plus have recruited 2 doctors and a nurse trainer who offer vaccinations on a voluntary basis. We also use other volunteers on an ad hoc basis
- **Training recommenced** We have offered training only in line with covid restrictions, it's been difficult to offer training over virtual meetings due to tailoring each session to meet the requirement of the practice and often picking up on nonverbal body language which is impossible with this style of meeting. Many sessions are arranged for later in the year.
- **Website** Updating the website is an ongoing process, we now have the newsletters embedded, have recorded an introduction video, plus examining ways which organisations can evidence their commitment to enable online pledging. The questions we propose asking are an addendum to this report.
- **The CRM system** (data base) is up and running where client interactions and pledging is recorded.
- **Dentist** We continue to work with Dr Ben Atkins and the Oral Health foundation in relation to dentists working with people who are homeless, we are in negotiations in relation to speaking at a dental event in Leeds
- **Gift Aid** Homeless Friendly can now utilize gift aid on any donation given in the last 4 years (with the donor's consent)
- **Policies and Procedures** as the charity grows, we have policies and procedures as needed.
- **Card Printing machine** this has been purchased to support the roll out of the hotline but also to make ID cards for local organisations which will raise a small income for the charity. We intend to enable volunteers to develop skills in this role.

## **Areas of Growth for the next 12 months**

**Shields** we have purchased shields which are given out as an award to people or organisations who have gone the extra mile on behalf of Homeless Friendly. We are considering offering a shield to an organisation possibly on a quarterly basis again in recognition of their work supporting people who are homeless.

**Hot Line** - Whilst we have yet to officially launch our hot line, we currently assist with problem solving and signposting, The phone lines at both Lime Square and Medlock have answer phone facilities and are checked by Homeless Friendly on a regular basis with the necessary assistance and support being offered. Behind the scenes work continues, we have explored linking to our current NHS server without success. We will now have a standalone system and intend for this to be live late summer. We intend to produce our own information cards.

In the next 12 months we hope to offer long term placements to **volunteers**, helping to develop their skills in relations to administrative tasks.

There are many schemes within England which offers a form of paying for vulnerable people to receive a hot meal one such being 'pay it forward' Homeless Friendly would like to collate a **directory** and publish where these supportive services are situated. This is a role that we would like a volunteer to assist with.

Homeless Friendly recognises the difficulty that people who are homeless have in accessing local **dental care**. We will continue to work with Dr Ben Atkins to develop training and offer a pledge that dentists can sign up to.

Our **training** continues to evolve, we are looking at trialing online training and pledge sign ups via our website.

We will relaunch our **newsletter** as publication has been sporadic during the pandemic

Homeless Friendly is assisting Human Friendly International during its developmental stages.

We recognise that our trustees, partners and the local community continue to donate to our good cause, we ensure that donations are allocated to appropriate people or services and want to end by thanking everyone that has helped Homeless Friendly over the last 12 months.

## **Financial Statement**

At close of business on 31st March 2022

**Balance** £13,454.54

The accounts are being audited at this current time which will then be forwarded to the charity commission and a copy of the full accounts forwarded to the trustees.

Gail Sutcliffe salary is paid by Beacon GP Care hence not showing as an expenditure as are the hours that Jayne Livesey works supporting our charity.

BARDOC pay for Homeless Friendly's mobile phone

### **ADDENDUM 1 (Questions for website)**

**Thank you for showing interest in becoming Homeless Friendly. The short video which we hope you have watched plus the information below discusses how you could support people who are homeless. We hope you answer the questions positively and feel able to sign up to our pledge.**

Name of surgery or health related establishment

Address, Post code Contact telephone Number

Name of the person completing this form and your email address

CCG or Health Board (if relevant)

A person may be considered homeless if they are street homeless (rough sleeping), sofa surfing, staying at a hostel, a B&B (not on holiday) or in temporary accommodation. If a person informs that they are homeless or threatened with homelessness The Council (local authority) has a duty to offer assistance as directed within the Homeless Reduction Act. You can refer the person via 'The Duty To Refer' (Homeless Reduction Act), how to refer can be found on a Council's Website within their homeless/housing section and is usually an online form.

1, Were you aware of the local authorities duty and how to refer?

Yes No

When supporting a person who is homeless please ensure that you ask the person how they would like you to contact them such as phone, text, email or c/o address (this could be a day service support or a friend's address). Many people who are homeless experience difficulty completing forms, this could be due to English being a second language, difficulty reading and writing or simply not having reading glasses. Please offer to assist a person to complete necessary paperwork. A person can be recorded as no fixed abode, or you can use your organisation as a c/o address but be aware that when doing this you need to ensure that you have a way of contacting the person (such as an informal contract stating that will call in once a week)

2, Are you aware that you can register a person who is homeless if they are unable to give you an address?

Yes No

3, Can your organisation offer support with completing forms?

Yes No

Expecting people to telephone or attend the surgery at a certain time to make an appointment may be extremely difficult for a person who is homeless. A person that is homeless may have experienced traumas which may cause trust issues. A person may contact you as a last resort, by being flexible and understanding you are starting small steps in building up a relationship of trust

4, Are you able to be flexible should a person ask for your assistance?

Yes No

We ask organisations to examine their policies and procedures to ensure that they do not prevent people who are homeless from accessing a respectful and inclusive service.

5, Do your procedures etc enable fair access to prevent discrimination?

Yes No

If you are concerned about someone sleeping rough, please talk with them, offering to refer them for support, all councils either have their own rough sleeper support staff or link into street link. The contact number for StreetLink is 0300 500 0914.

<https://www.streetlink.org.uk/an>

You can find details of all the Greater Manchester contact numbers on our 'Contact Us Web Page' If you are outside Greater Manchester please state below and we will send you details of your local rough sleeper service.

6, Your Location

We list Homeless Friendly GP Practices and other relevant organisations on our website, we ask for a named person as the contact person. This enables support organisation to know who to contact should there be a problem. Having a named person or a champion as they are often described encourages this person to develop an expertise in relation to local support services.

7, Name of contact person and email or telephone number?

**We are able to supply further information on any aspect as stated above plus local support services, we also offer bespoke training.**

8, Are you interested in finding out further information? (no commitment) Please state as to what you're interested in?

Yes No Interest

9, Have you or your organisation experience of supporting a person or people who are homeless?

If so please tell us further information relating to this support

If you have any queries or questions for us at Homeless Friendly please feel free to record them below:

Finally as an Homeless Friendly pledger offer ongoing support to you in the form of assistance with queries, problem solving and guidance should you require it.

If you are pledging that you personally or your organisation wants to be acknowledged as being Homeless Friendly please submit your answers and someone will contact you shortly forwarding on your pledge as appropriate.

**Personal  
pledge  
Organisation  
pledge**



**HOMELESS-FRIENDLY PLEDGE**

We, \_\_\_\_\_ pledge to:

- Help to meet the needs of homeless people
- Speak to homeless people with understanding and compassion
- Examine our policies and procedures to ensure they are homeless friendly
- Train our staff to fully meet the needs of homeless people
- Work with our partners and include and encourage them to care for the homeless
- If appropriate act as a hub for our community in their efforts to help the homeless

Homeless-Friendly representative: \_\_\_\_\_ Pledger: \_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_



HOMELESS  
FRIENDLY

**SUBMIT**

HOMELESS FRIENDLY  
REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**HOMELESS FRIENDLY**

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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<b>Notes to the Financial Statements</b>	5 to 8
<b>Detailed Statement of Financial Activities</b>	9

**HOMELESS FRIENDLY**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1182814

**Principal address**

Lime Square Medical Centre  
Ashton Old Road  
Openshaw  
Greater Manchester  
M11 1DA

**Trustees**

Dr Z M Chauhan GP  
Mrs V A Riding Chief Executive (deceased 6.4.22)  
Dr T M Chauhan GP

**Independent Examiner**

Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

**Bankers**

Lloyds Bank Plc  
Birmingham OSC 4  
Ariel House. 2138 Coventry Road  
Sheldon  
Birmingham  
B26 3JW

Approved by order of the board of trustees on 31 August 2022 and signed on its behalf by:

Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HOMELESS FRIENDLY**

**Independent examiner's report to the trustees of Homeless Friendly**

I report to the charity trustees on my examination of the accounts of Homeless Friendly (the Trust) for the year ended 31 March 2022.

**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 Act and in carrying out my examination I have followed all 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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 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.

Andrew W Berens FCA  
Chartered Accountant  
Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

31 August 2022

**HOMELESS FRIENDLY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<u>2,650</u>	<u>24,763</u>
<b>EXPENDITURE ON</b>			
Raising funds		5,613	6,209
<b>NET INCOME/(EXPENDITURE)</b>		<b>(2,963)</b>	18,554
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>18,601</b>	47
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>15,638</u></b>	<b><u>18,601</u></b>

The notes form part of these financial statements

**HOMELESS FRIENDLY**

**BALANCE SHEET**  
**31 MARCH 2022**

		<b>2022</b>	2021
		<b>Unrestricted</b>	Total
		<b>fund</b>	funds
		<b>£</b>	£
<b>FIXED ASSETS</b>	Notes		
Tangible assets	4	<b>2,433</b>	733
<b>CURRENT ASSETS</b>			
Cash at bank		<b>13,455</b>	18,118
<b>CREDITORS</b>			
Amounts falling due within one year	5	<b>(250)</b>	(250)
<b>NET CURRENT ASSETS</b>		<b>13,205</b>	17,868
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>15,638</b>	18,601
<b>NET ASSETS</b>		<b>15,638</b>	18,601
<b>FUNDS</b>			
Unrestricted funds	6	<b>15,638</b>	18,601
<b>TOTAL FUNDS</b>		<b>15,638</b>	18,601

The financial statements were approved by the Board of Trustees and authorised for issue on 31 August 2022 and were signed on its behalf by:

Trustee

## HOMELESS FRIENDLY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	24,763
<b>EXPENDITURE ON</b>	
Raising funds	6,209
<b>NET INCOME</b>	18,554
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	47
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>18,601</u>

**4. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2021	916	-	916
Additions	1,098	1,507	2,605
At 31 March 2022	<u>2,014</u>	<u>1,507</u>	<u>3,521</u>
<b>DEPRECIATION</b>			
At 1 April 2021	183	-	183
Charge for year	403	502	905
At 31 March 2022	<u>586</u>	<u>502</u>	<u>1,088</u>
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>1,428</u>	<u>1,005</u>	<u>2,433</u>
At 31 March 2021	<u>733</u>	-	<u>733</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022**

**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Other creditors	<u>250</u>	<u>250</u>

**6. MOVEMENT IN FUNDS**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	<b>18,601</b>	<b>(2,963)</b>	<b>15,638</b>
<b>TOTAL FUNDS</b>	<u><b>18,601</b></u>	<u><b>(2,963)</b></u>	<u><b>15,638</b></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>2,650</b>	<b>(5,613)</b>	<b>(2,963)</b>
<b>TOTAL FUNDS</b>	<u><b>2,650</b></u>	<u><b>(5,613)</b></u>	<u><b>(2,963)</b></u>

**Comparatives for movement in funds**

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	47	18,554	18,601
<b>TOTAL FUNDS</b>	<u>47</u>	<u>18,554</u>	<u>18,601</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	24,763	(6,209)	18,554
<b>TOTAL FUNDS</b>	<u>24,763</u>	<u>(6,209)</u>	<u>18,554</u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**6. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	47	15,591	15,638
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>47</u>	<u>15,591</u>	<u>15,638</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	27,413	(11,822)	15,591
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>27,413</u>	<u>(11,822)</u>	<u>15,591</u>

**7. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2022.

**HOMELESS FRIENDLY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	<b>2,650</b>	24,763
<b>Total incoming resources</b>	<b>2,650</b>	24,763
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Insurance	99	99
Telephone	-	80
Postage and stationery	171	883
Sundries	339	20
Cleaning and Hygiene	631	3,738
Computer consumables	146	908
Subscriptions	78	78
Adverts	14	20
Reimbursed travel	188	-
Donation	600	-
Accountancy	-	200
Computer software	1,424	-
Trademark	818	-
No description	200	-
Fixtures and fittings	403	183
Computer equipment	502	-
	<b>5,613</b>	6,209
<b>Total resources expended</b>	<b>5,613</b>	6,209
<b>Net (expenditure)/income</b>	<b>(2,963)</b>	18,554

This page does not form part of the statutory financial statements

**HOMELESS FRIENDLY**

England & Wales - Charity number 1182814

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# Accounts

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## **Homeless Friendly Report for Trustees April 2020 - March 2021**

### **Background**

Homeless Friendly has been established over 3 year, being registered as a charity in April 2019.

In March 2020 the COVID-19 pandemic brought about changes for all walks of life including charity work, also greatly affecting people who are homeless. 'Everyone In' a government initiative which was strongly supported within Greater Manchester resulted in people who are homeless being offered temporary accommodation in rooms where social distances guidelines could be adopted. Charities changed the way they worked, some started offering support within the 'Everyone In' temporary accommodation, some continued to work out reach offering support to people who felt unable to take up the offer of this short term accommodation, some used the time to work from home, undertake essential repairs, whilst others were furloughed.

Homeless Friendly's work changed within days, understandably GP practices were no longer able to meet to discuss becoming Homeless Friendly their efforts were all directed towards combatting the effects of COVID-19. We had to rethink how we could offer meaningful support, initially working from home until the office could become COVID secure. This resulting in moving the main office from Lime Square to Medlock Suite in Failsworth. The registered office still remains at Lime Square and Homeless Friendly still has a base within the main office.

### **Areas of growth and change within the last 12 months**

- We sent out Freedom of information requests to the 10 Greater Manchester's Authorities. We asked how they were ensuring that their current policies practices were in line with COVID guidelines and fully included people who were homeless. We received replies from 9 of the 10 authorities and this information was used as a reporting mechanism.
- Lock down presented challenges for people in many different aspects of their lives, Homeless Friendly devised a leaflet which signposted people to helpline services. Our leaflet has been used across Greater Manchester, with recognition from Street Support for the worthwhile collation and distribution of this material.
- Leading on from our first information leaflet. We became aware that all GM local authorities had closed their housing and homeless 'front door'. We reached out to all 10 boroughs, collating and distributing a further leaflet on accessing local authority support for people who are homeless during the pandemic.

- We continue to review and update these leaflets on a regular basis.
- Further reflection on how we could support people who are homeless led us to developing a hygiene pack which could be given out to people who are homeless to help keep safe during the lockdown restrictions.
- We secured £500 from Tesco plus a small amount from donations provided by people in the local community. With this money were able to make over 500 of these small kits.
- Homeless Friendly also reached out to local organisations being given donations of hand sanitisers and also antiseptic plasters for the kits.
- The kits were given out to organisations in all 10 Greater Manchester Boroughs.
- We were contacted by LHM Medical Technology asking if we could distribute surgical masks on their behalf across Greater Manchester. We undertook this task on the understanding that they gave a substantial amount of masks for our kits.
- Being able to distribute the kits and donated masks resulted in us further developing our working links with other charities within the 10 Greater Manchester Boroughs.
- We have continued to apply for grants being successful in obtaining £8,000 funding for the Government to continue offering kits to people who are homeless.
- We sought feedback on the kits and whilst they were clearly gratefully received, we have now added further items to the kits including soap flannel toothpaste and a toothbrush.
- Homeless Friendly needed to recruit volunteers to help with preparing the kits. We have one volunteer who helped with contacting suppliers, Sanctuary Trust suggested we use their volunteers to make up the kits. This has led to a close working relationship with Sanctuary Trust and the local Impact Church. In exchange for their assistance we have ensured that they have masks and hand sanitisers for all their volunteers.
- To date we have distributed over a 1000 of the larger kits across operational charities within GM.

- We have also offered to assist the volunteers with CV writing and act as a referee for people who assisted Homeless Friendly.
- Homeless Friendly has embraced virtual meetings attending GM wide events, also meeting virtually with GP practices as appropriate.
- Due to not being able to undertake face to face meetings we have continued to develop standards which ensure that services are able to offer meaningful support to people who are homeless.
- We are now post out the homeless Friendly pledge on receipt of completed standards and have continued with our work encouraging organisations to become Homeless Friendly.
- We felt that at times Homeless Friendly lacked the technology to record information in a consistent format. This has led to developing a CRM system which is currently being built by a local organisation and is hoped to go live in summer.
- Homeless Friendly has supported Dr Zahid Chauhan in setting up the first vaccination clinic which offered the Covid-19 vaccine to people who are homeless. We have set up further clinics and ensured that people have been able to access their second vaccination.
- Homeless Friendly are an active member of the 'Homeless and Rough Sleepers Seasonal Flu Working Group' which supports people who are homeless having access to the annual flu jab. We facilitated Oldham homeless population accessing the flu jab winter 2020 and will be doing so later this year.
- Homeless Friendly were an intrinsic part of the 'Homeless Vaccination Campaign Group' who lobbied government to ensure that people who are homeless were able to access the Covid 19 vaccination.
- We are developing links within the field of dentistry and have trialed training with Roderick's in Manchester, with the intention supporting dentists to sign up to the homeless friendly pledge.
- Gail Sutcliffe received a certificate for her efforts relating to 'Homeless Support' People's Choice Commendation issued by Health Watch Oldham.

### **Areas of Growth for the next 12 months**

**Hot Line** - Whilst we have yet to officially launch our hot line we in a small way currently assist with problem solving and signposting, The phone lines at both Lime Square and Medlock have answer phone facilities and are checked by Homeless Friendly on a regular basis with the necessary assistance and support being offered. The behind the scenes work continues, we have explored linking to our current NHS server without success. We will now have a standalone system and intend for this to be live late summer. We intend to produce our own information cards. The purchase of a **printing machine** will enable us to offer ID printing to other organisations whilst charging for undertaking this work.

We will continue with the recruitment of **volunteers** to support the Hot Line and also support the signing of pledges.

Continue applying for further **grants** to enable Homeless Friendly to become self-sufficient and expand to other areas of the United Kingdom.

There are many schemes within England which offers a form of paying for vulnerable people to receive a hot meal one such being 'pay it forward' Homeless Friendly would like to collate a **directory** and publish where these supportive services are situated.

Homeless Friendly recognises the difficulty that people who are homeless have in accessing local **dental care**. We with the support of Dr Ben Atkins intend to develop and offer a pledge that dentists can sign up to.

Our training continues to evolve, the intention in the next 12 months is to offer an **online training package** that can be accessed via our website

We recognise that our trustees, partners and the local community continue to donate to our good cause, we ensure that donations are allocated to appropriate people or services and want to end by thanking everyone that has helped Homeless Friendly over the last 12 months.

## **Financial Statement**

At close of business on 31st March 2021

**Balance** £18,118.01

The accounts are being audited at this current time which will then be forwarded to the charity commission and a copy of the full accounts forwarded to the trustees.

Gail Sutcliffe salary is paid by Beacon GP Care hence not showing as an expenditure as are the hours that Jayne Livesey works supporting our charity.  
BARDOC pay for Homeless Friendly's mobile phone

REGISTERED CHARITY NUMBER: 1182814

**HOMELESS FRIENDLY**  
**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**HOMELESS FRIENDLY**

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**FOR THE YEAR ENDED 31 MARCH 2021**

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**HOMELESS FRIENDLY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1182814

**Principal address**

Lime Square Medical Centre  
Ashton Old Road  
Openshaw  
Greater Manchester  
M11 1DA

**Trustees**

Dr Z M Chauhan	GP
Mrs V A Riding	Chief Executive
Dr T M Chauhan	GP

**Independent examiner**

Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

**Bankers**

Lloyds Bank Plc  
Birmingham OSC 4  
Ariel House. 2138 Coventry Road  
Sheldon  
Birmingham  
B26 3JW

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 29 September 2021 and signed on its behalf by:

Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**HOMELESS FRIENDLY**

I report on the accounts for the year ended 31 March 2021, which are set out on pages three to six.

**Responsibilities and basis of report**

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

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Andrew W Berens FCA.  
Chartered Accountant  
48 Ringley Drive  
Whitefield  
Manchester  
M45 7LR

30 September 2021

**HOMELESS FRIENDLY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31-MARCH 2021**

	Notes	Year Ended 31.3.21 Unrestricted fund £	Period 24.6.19 to 31.3.20 Total funds £
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary income		24,763	881
<b>RESOURCES EXPENDED</b>			
<b>Costs of generating funds</b>			
Costs of generating voluntary income		<u>6,209</u>	<u>834</u>
<b>NET INCOMING RESOURCES</b>		<b>18,554</b>	<b>47</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		47	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>18,601</b></u>	<u><b>47</b></u>


The notes form part of these financial statements

**HOMELESS FRIENDLY**

**BALANCE SHEET**  
**AT 31 MARCH 2021**

		<b>2021</b>	2020
		<b>Unrestricted</b>	Total
		<b>fund</b>	funds
		<b>£</b>	£
<b>FIXED ASSETS</b>	Notes		
Tangible assets	3	733	-
<b>CURRENT ASSETS</b>			
Cash at bank		18,118	97
<b>CREDITORS</b>			
Amounts falling due within one year	4	(250)	(50)
		<u>          </u>	<u>          </u>
<b>NET CURRENT ASSETS</b>		<u>17,868</u>	<u>47</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>18,601</u>	<u>47</u>
		<u>          </u>	<u>          </u>
<b>NET ASSETS</b>		<u>18,601</u>	<u>47</u>
<b>FUNDS</b>	5		
Unrestricted funds		<u>18,601</u>	<u>47</u>
<b>TOTAL FUNDS</b>		<u>18,601</u>	<u>47</u>

The financial statements were approved by the Board of Trustees on 29 September 2021 and were signed on its behalf by:

Trustee 

## HOMELESS FRIENDLY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

#### 1. ACCOUNTING POLICIES

##### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the period ended 31 March 2020.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the period ended 31 March 2020.

#### 3. TANGIBLE FIXED ASSETS

	<b>Fixtures and fittings</b>
	<b>£</b>
<b>COST</b>	
Additions	<u>916</u>
 <b>DEPRECIATION</b>	
Charge for year	<u>183</u>
 <b>NET BOOK VALUE</b>	
At 31 March 2021	<u><u>733</u></u>
At 31 March 2020	<u><u>-</u></u>

**HOMELESS FRIENDLY**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Other creditors	<u>250</u>	<u>50</u>

**5. MOVEMENT IN FUNDS**

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
<b>Unrestricted funds</b>			
General fund	47	18,554	18,601
	—	—	—
<b>TOTAL FUNDS</b>	<u>47</u>	<u>18,554</u>	<u>18,601</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	24,763	(6,209)	18,554
	—	—	—
<b>TOTAL FUNDS</b>	<u>24,763</u>	<u>(6,209)</u>	<u>18,554</u>

**Comparatives for movement in funds**

	Net movement in funds	At 31.3.20
	£	£
<b>Unrestricted Funds</b>		
General fund	47	47
	—	—
<b>TOTAL FUNDS</b>	<u>47</u>	<u>47</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	881	(834)	47
	—	—	—
<b>TOTAL FUNDS</b>	<u>881</u>	<u>(834)</u>	<u>47</u>

**HOMELESS FRIENDLY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Year Ended 31.3.21 £	Period 24.6.19 to 31.3.20 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	24,763	771
Compensation	<u>-</u>	<u>110</u>
	<u>24,763</u>	<u>881</u>
<b>Total incoming resources</b>	<b>24,763</b>	<b>881</b>
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Insurance	99	99
Telephone	80	-
Postage and stationery	883	117
Sundries	20	-
Cleaning and Hygiene	3,738	290
Computer consumables	908	80
Subscriptions	78	-
Adverts	20	-
Reimbursed travel	-	48
Donation	-	200
Accountancy	200	-
Fixtures and fittings	<u>183</u>	<u>-</u>
	<u>6,209</u>	<u>834</u>
<b>Total resources expended</b>	<b>6,209</b>	<b>834</b>
	<u>          </u>	<u>          </u>
<b>Net income</b>	<b><u>18,554</u></b>	<b><u>47</u></b>

This page does not form part of the statutory financial statements