

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 query 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

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

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

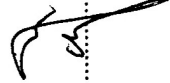
Independent Examiner

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

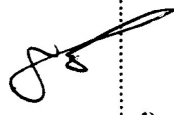
Date:

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

The notes form part of these financial statements

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

The notes form part of these financial statements

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

2,014

DEPRECIATION

At 1 April 2022

586

Charge for year

403

At 31 March 2023

989

NET BOOK VALUE

At 31 March 2023

1,025

At 31 March 2022

1,428

Fixtures and fittings £	Computer equipment £	Totals £
2,014	1,507	3,521
586	502	1,088
403	502	905
989	1,004	1,993
1,025	503	1,528
1,428	1,005	2,433

	2023	2022
	£	£
Other creditors	<u>250</u>	<u>250</u>
6. MOVEMENT IN FUNDS		
	At 1.4.22 £	Net movement in funds £
Unrestricted funds		
General fund	15,638	3,214
TOTAL FUNDS	<u>15,638</u>	<u>18,852</u>
Net movement in funds, included in the above are as follows:		
	Incoming resources £	Resources expended £
Unrestricted funds		
General fund	6,843	(3,629)
TOTAL FUNDS	<u>6,843</u>	<u>3,214</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	18,601	(2,963)	15,638
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	2,649	(5,612)	(2,963)
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	18,601	251	18,852
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	9,492	(9,241)	251
TOTAL FUNDS	<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

Donations and legacies

Donations	6,388	2,649
Gift aid	280	-
Training income	175	-

6,843

Total incoming resources

2,649

6,843

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

3,629

5,612

Total resources expended

5,612

Net income/(expenditure)

3,214

(2,963)

This page does not form part of the statutory financial statements