

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

The notes form part of these financial statements

HOMELESS FRIENDLY

BALANCE SHEET
31 MARCH 2024

		2024 Unrestricted fund £	2023 Total funds £
FIXED ASSETS	Notes		
Tangible assets	4	624	1,528
CURRENT ASSETS			
Cash at bank		15,046	17,574
CREDITORS			
Amounts falling due within one year	5	(250)	(250)
NET CURRENT ASSETS		14,796	17,324
TOTAL ASSETS LESS CURRENT LIABILITIES		15,420	18,852
NET ASSETS		15,420	18,852
FUNDS			
Unrestricted funds	6	15,420	18,852
TOTAL FUNDS		15,420	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 £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	6,843
	<hr/>
EXPENDITURE ON	
Raising funds	3,629
	<hr/>
NET INCOME	3,214
	<hr/>
RECONCILIATION OF FUNDS	
Total funds brought forward	15,638
	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>18,852</u>

4. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	<u>2,014</u>	<u>1,507</u>	<u>3,521</u>
DEPRECIATION			
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>
NET BOOK VALUE			
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

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

6. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	18,852	(3,432)	15,420
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	1,091	(4,523)	(3,432)
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	15,638	3,214	18,852
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	6,843	(3,629)	3,214
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	15,638	(218)	15,420
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<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 £
Unrestricted funds			
General fund	7,934	(8,152)	(218)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<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 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	931	6,388
Gift aid	-	280
Training income	160	175
	<hr/> 1,091	<hr/> 6,843
Total incoming resources	1,091	6,843
 EXPENDITURE		
Raising donations and legacies		
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
	<hr/> 4,523	<hr/> 3,629
Total resources expended	4,523	3,629
Net (expenditure)/income	(3,432)	3,214

This page does not form part of the statutory financial statements