

Gateway into Life



(A Charitable Incorporated Organisation)

Charity number 1184557

Annual Report
Report and Financial Statements
For the Year Ended 31st December 2022

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Gateway into Life Report of the Trustees for the year ended 31st December 2022

The Trustees present their report and financial statements for the year ended 31st December 2022

Administrative Information

Charity Name: Gateway into Life
Charity registration number: 1184557
Charity Registration: 23rd July 2019

Registered Office and operational address:

Ryehill Farmhouse
Thropton
Morpeth
Northumberland
NE65 7NG

Trustees

Mr Paul Allen	Chair	Initial appointment 23/07/19 until 22/07/2023
Dr Joss Bray	Management Team link trustee	Initial appointment 01/03/2021 until 01/03/2024
Mr David Harbertson	DBS recruiter and Safeguarding Officer	Initial appointment 23/07/19 until 22/07/2021
Mr Steve Hardwick		Initial appointment 24/04/22 until 23/04/2025
Mrs Susan Pearsons	Treasurer	Initial appointment 24/01/2022 until 23/01/2025

Resignations

Mr Robert Burston Appointed 18/11/19 resigned 10/01/23

Independent Examiner of Accounts

Mr J A Farndale, Treasurer of The District of Alwinton with Holystone in the Parish of Upper Coquetdale.

Bankers - Lloyds Bank (TSB)

Structure, Governance and Management

Governing Document

The organisation is a Charitable Incorporated Organisation (CIO), registered as a charity on 23rd July 2019. The charity was established with a constitution with charity trustees as the only voting members.

The constitution allows for between 3 and 12 trustees, a maximum of 7 of these may be appointed by Gateway Church Northumberland.

Recruitment and Appointment of the Trustees

Under the requirements of the Constitution, except for the initial Trustees, every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees.

There shall be a minimum of three and a maximum of twelve Trustees.

Any person retiring as a Trustee is eligible for reappointment.

All member of the Trustees give their time voluntarily and received no benefits from the charity.

Gateway into Life was set up as a result of a small working group that looked into how best to support prisoners upon their release. Gateway Church Northumberland was instrumental in setting up Gateway into Life as a CIO. The Church also agreed to underwrite the Charity as it was set up and until it received sufficient independent support. The commitment of the Church is reflected in the Constitution that allows for the Church to appoint up to 7 trustees thus ensuring that the ethos of the Church is maintained in the charity.

Responsibilities of the Trustees

The Trustees are responsible for ensuring that the charity is true to its' objectives, fulfils all legal requirements, account for all giving to the charity and ensures that funds are used appropriately. To this end the treasurer prepares financial statements for each Trustee's meeting which give a true and accurate view of the state of the finances of the charitable company.

The Trustees are responsible for maintaining proper accounting records which disclose accurately at any time the financial position of the CIO and to enable the trustees to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In addition to the above responsibilities the trustees recognise their legal responsibility to safeguard all vulnerable people who are beneficiaries, volunteers or paid workers.

As the CIO's Trustees, we certify that so far as we know, there is no relevant financial information of which the charity's reviewer of accounts is unaware. We have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's reviewer also knows that information.

Treasurer

The Trustees are indebted to Revd. Robert Burston for his work as Treasurer of the charity over the past two years. We were pleased to welcome Mrs Susan Pearsons as a Trustee early in 2022 and for her willingness to take on the role of Treasurer.

Purposes and Objectives

Our charity's purposes as set out in the objects contained in the CIO's constitution:

The Objects of the CIO are, for the public benefit:

- 1. The advancement of the Christian religion in the United Kingdom in accordance with the statement of faith produced by the Evangelical Alliance
- 2. To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind, including the provision of accommodation, in Northumberland and other such parts of the United Kingdom as the Trustees from time to time may think fit
- 3. To advance the rehabilitation of vulnerable adults including ex-offenders, people with addiction problems and the homeless, in such ways that the trustees think fit, including through the provision of mentoring, advice and supervision to assist them to break the cycle of reoffending, relapse and homelessness by developing their capacity, skills and experience in such a way that they are better able to identify and meet their needs and to participate more fully in society.

Hope into Action UK

Since the registration of Gateway into Life (G2L) as a charity on 23rd July 2019, the Trustees have worked to fulfil the Charity Objectives by establishing a franchise with Hope into Action UK (HiA). HiA is a national housing charity with a similar Christian ethos to G2L. We are indebted to HiA for the excellent support they have given to us. Our franchise gave us access to a model that enabled us to quickly establish our first house and also policies, guidance and regular support both remotely and through face to face meetings. As part of the franchise agreement, HiA routinely assesses the quality of our work, every 6 months, using a Quality Assurance Matrix (QAM). One check is carried out remotely to ensure that our records and compliance are up to date. The other check is an in person visit when different partners and users are interviewed. The resulting QAM provides a clear picture of what we are doing well and if necessary action points to improve our operation. We have received positive feedback from our QAM's .

Houses

The Alnwick house that opened in March 2020 has now housed and helped various tenants. There have been 3 long term tenants and various shorter term ones. Support has been given by our professional worker and by a church Friendship and Support Team.

Empowerment Worker (EW)

The Empowerment Worker provides professional support to tenants. During 2021 we appointed a new EW and she continued in post throughout 2022. The EW has a background as a Local Authority solicitor working with vulnerable families. In addition she is a committed Christian who is equipped to help fulfil the objectives of the charity.

Volunteers

In addition to the work that the Trustees are undertaking, in 2022 a Hope into Action Northumberland (HiAN) Management Team comprising a trustee, our Empowerment Worker and Church Friendship and Support Group representatives was operating. This Team took responsibility for the day to day running of the Alnwick house and supporting both the tenants and the EW.

Safeguarding

The charity takes safeguarding seriously although technically the adults that we work with are not classed as vulnerable. Nevertheless, all trustees, workers and volunteers are recruited using recognised safer recruitment procedures. All are formally vetted and DBS checked. Safeguarding training is undertaken on a regular basis.

Finances

The charity has a number of individuals who generously give to G2L each month with much of this being gift aided. We receive housing benefit payments direct from Northumberland County Council. Tenants also pay a personal charge. This helps to pay for TV licence, internet connection and water charges.

Reserves

In keeping with Charity Commission recommendations, the trustees have agreed to aim for a 6 month running cost reserve. At the end of 2022 we held £7000 in a Kingdom Bank deposit account.

Plans for the future

Now that the first Alnwick based house is running smoothly, the Trustees are looking to expand the provision by finding other Northumberland churches that want to support new houses. It can take up to 12 months from finding a church to getting a house ready for occupancy. It is therefore likely to be 2024 for this plan to become a reality. Meanwhile, trustees will also look into other ways to support homeless people into training and employment.

Independent Examiner of Accounts

Mr J A Farndale who is the treasurer of The District of Alwinton with Holystone in the Parish of Upper Coquetdale has examined our accounts. These are attached as an appendix.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Trustees on 16th October 2023 and signed on its behalf by



Mr Paul Allen
(Chair)

APPENDIX 1: G2L Annual Accounts 2022 & Examiners Report

Glebe House,
Holystone,
Morpeth,
Northumberland,
NE65 7AJ

23rd June 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GATEWAY INTO LIFE

I report on the accounts for the year ended 31 December 2022.

Respective responsibilities of members and examiner

As members (trustees) with responsibility for the preparation of the accounts, you consider that an audit is not required this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as members (trustees) concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting regulations contained within the 2011 Act.

have not been met; or

2. to which, in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



John Farndale, Treasurer The District of Alwinton and Holystone in the Parish of Upper Coquetdale

Treasurer's Report on the accounts of Gateway into Life 2022

The finances of the trust reflect the following:

We opened a saving account with The Kingdom Bank in November 2022. £7000 was initially deposited and this has gained £16.01 interest to the year end. Our plan is to have a reserve of £12000 which will be 6 months running costs for our current house in Alnwick.

We set up a monthly standing order for £60 to Hope into Action mid-year 2022. Due to a bank error Lloyds Bank overpaid the first 2 months. HIA kindly agreed to refund the overpayment to correct this.

Gateway into Life was overpaid £1504.40 by Northumberland County Council for housing benefit. This occurs when either a tenant leaves or secures employment but does not notify the Council immediately.

£771.43 related to 2021 but the cheque was not presented to the bank until January 2022

£732.97 relates to 2022

Our empowerment worker was awarded a pay increase of 5% from 1 July 2022 to help with the rise in the cost of living.

The EW was reimbursed for a birth certificate and AQA exam results that she applied for a current tenant to help him gain employment.

We have now registered with HMRC regarding Gift Aid. Repayments for 2019 – 2022 inclusive were claimed and paid during 2023.

Sue Pearsons

Treasurer

22 May 2022

GATEWAY INTO LIFE			
Accounts 1 January 2022 to 31 December 2022			
	Income		Expenditure
Gift Aid Donations	4490.00	Access Insurance	690.42
Donations	3530.00	Zoom subscription	143.88
Hope into Action mini grant	1200.00	Thirtyoneeight	179.25
		ICO ZA 844647	35.00
		Website & leaflets	143.95
		Council Tax	1467.63
		BT Group	388.76
		Northumbrian Water	365.81
		Investor's Return	2618.40
HIA Overpayment	120.00	Hope into Action monthly fee	840.00
T1 Rent & Personal Charges	2400.00	T1 refund	100.00
T2 Personal Charges	270.00		
NCC Housing Benefit	8300.64	NCC Housing Benefit overpaid	1504.40
		TV Annual licence	159.00
		EW phone	60.00
		EW travel	541.90
		EW household items	196.75
		EW Ink & stationary	35.46
		EW gas / electric	50.00
		EW AQA certificate T1	43.00
		EW birth cert T1	11.00
		Repairs & Maintenance	93.69
		EW Wages & PAYE	7000.84
		Payroll Annual Fee	115.00
		Kingdom Bank reserve	7000.0
	20310.64		23784.14
		Opening balance per bank statement 01/01/22	14831.80
		plus income	20310.64
		less expenditure	23784.14
		Closing balance per bank statemt 31/12/22	11358.30
Kingdom Bank opened Nov 2022			
Deposit	7000.00		
interest to 31.12.21	16.01		
Closing balance per bank statemt	7016.01		