

Roots Independent Street Team CIO
Annual Report and Accounts
Period from 1st January 2021 – 31st December 2021

Charity Number 1185783

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Reference and administrative information

Charity Number: 1185783

Registered Office: Henleaze Business Centre, 13 Harbury Road, BS9 4PN

Trustees: John Duggan
Justine Hooper (nee Pemberton)
Matthew Stone
Gina Tattersall

Bankers Lloyds Bank

Roots Independent Street Team CIO
Annual Report and Accounts
Period from 1st January 2021 – 31st December 2021

CONTENTS	Pages
Trustees' report	5 – 10
Receipts and Payments Account	11
Statement of Assets and Liabilities	12

Roots Independent Street Team CIO

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The Trustees present their report and the financial statements for the 12-month period ended 31 December 2021.

Reference and administrative information set out on page 1 form part of this report. The financial statements comply with current statutory requirements, the charity's Constitution, and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and Activities

Objectives and Aims

The objective of the CIO is:

To relieve the charitable needs of homeless adults, or adults at risk of homelessness, in Bristol by the provision of food, drink, replacement clothing, toiletries, companionship, advice, signposting and practical and emotional support.

Review of the Charity

Governance

Roots Independent Street Team has existed as a CIO since 14th October 2019.

A committee of trustees was set up under a new foundation constitution.

The Trustees meet formally with a committee of volunteers on a regular basis and informally each week during the outreach work to discuss both short- and long-term plans and issues.

Activities

The CIO provide hot and cold food and drinks, toiletries, and other necessities to the homeless community of Bristol.

Performance

At the beginning of 2021 the country was still firmly in the grip of the Coronavirus pandemic with many of Bristol's homeless community still housed in local hotels for the first part of the year.

Roots Independent Street Team CIO

Annual Report and Accounts

Period from 1st January 2021 – 31st December 2021

Many of our former volunteers could still not return due to shielding or a reluctance at that stage. However, as we were considered front line workers by Bristol City Council, our volunteers were offered the COVID-19 vaccine at an early stage in January 2021. This doubtless gave many of our remaining volunteers the confidence to carry on. We were also able to recruit some new ones as well.

We realised that we had permanently lost the availability of the companies who had provided us with stock for our hot food and would have to use our own funds to pay for this. Fortunately, we were able to restart our relationship with some of the national sandwich shop chains which allowed us to stop having to make and pay for snacks and sandwiches ourselves.

We appointed one of our volunteers as a hot food co-ordinator to ensure that we continued to provide a range of nutritious foods, but also to ensure that the costs were monitored.

Our fundraising activities continued to be curtailed due to the lockdown. However, we received the funds from the corporate donor for whom we had been their chosen 2020 charity which was sufficient to fund us for most of the year. In addition, we continued to receive a small but steady stream of donations through our own website with a donations link which we publicised through our social media channels. We were always confident that we comfortably retained enough funds to continue to the service.

We provided some basic household equipment and furnishings to a small number of our regular service users who had moved into permanent accommodation and assisted on other occasions such as top up of gas, electricity, and mobile phone chargers, and with bus passes to enable them to work

We do not give cash amounts.

Plans for the year ahead

The Trustees are conscious that whilst the economy is still uncertain, there will be pressure on our ability to fundraise. We would like to expand into areas such as funding training or providing small, work-related equipment for our service users, and whilst this will remain on the agenda, we have not pushed this forward as yet.

We have decided against the purchase of a van for the foreseeable future. Given the continued use of the premises, which gives us access to some of the bulkier items such as tables, this has not negatively impacted our ability to provide the service, and therefore it is a cost we do not feel that we need.

We will remain at our current location for as long as we have the agreement with the landlord of the premises. At present there is no sign that they are not willing to continue with the relationship although we are conscious that they may at some point charge for use of the premises, which we will need to factor into our budget.

Roots Independent Street Team CIO
Annual Report and Accounts
Period from 1st January 2021 – 31st December 2021

Public Benefit

All work undertaken by the charity were for charitable purposes and for the public benefit and the Trustees have had regard to the Charity Commission's public benefit guidance where relevant.

Roots Independent Street Team CIO

Annual Report and Accounts

Period from 1st January 2021 – 31st December 2021

Financial Benefit

Investment Policy and Objectives

Although the Trustees have the power under the constitution to invest funds, we make no investments other than the savings account with a high street bank and have no plans to do so.

Reserves policy and going concern

The charity keeps a reserve of £5,000 in a separate savings account, which the Trustees estimate would allow the charity to continue to run for a period of 12 months even if no other income was generated.

Financial Review

The total income for the period was £9,865 and expenditure for the work of the charity was £10,883

No salaries or wages are paid, all who work for Roots are on a voluntary basis. Only expenses for which an itemised receipt is provided are reimbursed. No travel expenses are paid.

The accounts are shown later in this report.

Roots Independent Street Team CIO

Annual Report and Accounts

Period from 1st January 2021 – 31st December 2021

Structure, Governance and Management

Governing Document

The charity is controlled by its constitution, dated 14th October 2019.

All trustees give their time voluntarily and receive no benefits from the charity.

Organisational Structure

The Trustees meet formally throughout the year to discuss the strategic direction and relevant matters including grant applications, operational plans, investment strategy, financial accounts, and staff performance.

Informal discussions either face to face or via media channels also take place.

A committee meeting comprised of non-Trustee volunteers also takes place at least quarterly, with attendance from at least one Trustee.

Roots Independent Street Team CIO

Annual Report and Accounts

Period from 1st January 2021 – 31st December 2021

Statement of the Responsibility of the Trustees

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

The trustees' annual report has been approved by the trustees on 31st October 2022 and signed on their behalf by;



Matthew Stone
On behalf of the Trustees

Roots Independent Street Team CIO
Annual Report and Accounts
Period from 1st January 2021 – 31st December 2021

RECEIPTS AND PAYMENTS ACCOUNT					
			Unrestricted	Restricted	Total
			Funds	Funds	Funds
RECEIPTS FROM:			£	£	£
Donations					
	Charitable Activities		8,238	-	8,238
	Anonymous Donations		722	-	722
	Donations through CAF		148	-	148
	Donations from volunteers		758	-	758
TOTAL RECEIPTS			9,865	-	9,865
PAYMENTS FOR:					
Advertising/Promotional			43.2	-	43.2
Clothing - Service Users			783.46	-	783.46
Computer Costs			172.8	-	172.8
Consumables			1388.01	-	1388.01
Equipment			322.33	-	322.33
Food Supplies			3,368	-	3368.38
H&S Supplies			191.43	-	191.43
Homewares			381.9	-	381.9
Insurances			598.16	-	598.16
Interest Received			-1.06	-	-1.06
Office/General Administrative Expenses			376.78	-	376.78
Outdoor Items			136	-	136.12
Phone Costs - Service User			73.85	-	73.85
Rent or Lease of Buildings			2,430	-	2429.9
Subscriptions			17		16.8
Telephone			408.24	-	408.24
Travel and Accommodation			72.6	-	72.6
Utilities - Service User			120	-	120
TOTAL PAYMENTS			10,883	-	10,883
NET RECEIPTS/(PAYMENTS)			-1,018	-	-1,018

Roots Independent Street Team CIO
Annual Report and Accounts
Period from 1st January 2021 – 31st December 2021

STATEMENT OF ASSETS AND LIABILITIES				
				2021
				£
Cash funds				
Current account				195
Savings Account				9,172
				9,366
				-
Total Assets				9,366
Liabilities				-
Accrued expenditure				-
Total Liabilities				-
CASH RESERVES				
Unrestricted funds				
Brought forward			10,384	
Net receipts/(payments) for the period			-1,018	
				9,366
Restricted funds				
Brought forward				
Net receipts/(payments) for the period			-	
				-
Total cash reserves				9,366

Signed on behalf of the trustees
Matthew Stone

