

**Roots Independent Street Team CIO**

**Annual Report and Accounts**

**Period from 1<sup>st</sup> January 2022 – 31<sup>st</sup> December 2022**

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**Charity Number 1185783**

**Roots Independent Street Team CIO**

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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**

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The Trustees present their report and the financial statements for the 12-month period ended 31 December 2022.

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 14<sup>th</sup> 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.

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### *Performance*

2022 saw a far more normal service following the gradual ending of COVID lockdown restrictions. We continued to offer our service from the local building, including cooking facilities, which we had been using since the start of the pandemic.

We continue to have a good relationship with local sandwich retailers who provide us with surplus stock for our service which we distribute on the same day.

We have not regained the availability of companies who, prior to lockdown, had provided us with their surplus stock and consumables to cook our hot meals and so we have had to spend our own funds on this. Coupled with the building managers starting to charge us rent and an increase in the cost of the rented storage unit we had to look at our level of funds as these had started to drop to a level where we had around six months of funds left without replenishment.

We undertook a fundraising publicity drive, and through a combination of the generosity of local organisations and our own efforts, in particular a very successful “Spinathon” towards the end of 2022, we were in a very healthy position where we had around two years of liquid funds without replenishment.

In addition, we have looked at the cost of the ingredients and made a committed effort to reduce these where possible, but without compromising on the standard of our offering. We also moved reviewed the size of the storage unit we rent and took the opportunity to downsize to reduce costs.

Our volunteer numbers remain steady, and we have a very strong team we can count on, including cooks and committee members.

We provided some basic household equipment and furnishings to a small number of our regular service users who had moved into permanent accommodation, and some emergency funding for utilities pre-payment meters during a very cold snap.

We donated surplus toiletries to other organisations including charities assisting Ukrainian refugees.

### *Plans for the year ahead*

The Trustees are conscious that whilst the economy is still very uncertain, pressure will remain on our ability to fundraise. Whilst we have adequate liquid funds for the foreseeable future, we will continue to seek additional income.

We have continued to postpone our planned purchase of a van for the foreseeable future. Given the use of the new 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. In addition, the introduction of the charge for driving in the Bristol clean air zone has meant that we would not be able to afford a compliant vehicle, and therefore would be faced with weekly charges.

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We will remain at our current location for as long as we have the agreement with the landlord of the premises.

#### *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.

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### **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 9 months even if no other income was generated.

#### Financial Review

The total income for the period was £25,593.60 and expenditure for the work of the charity was £12,270.38.

No salaries or wages are paid, all who work for Roots are on a voluntary basis.

The accounts are shown later in this report.

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### **Structure, Governance and Management**

#### Governing Document

The charity is controlled by its constitution, dated 14<sup>th</sup> October 2019.

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

#### Organisational Structure

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

Regular Committee meetings are held to discuss day to day matters relating to our service.



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### 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).

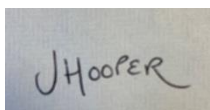
The law applicable to charities in England and Wales require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources of the charity for that period. In preparing 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 30/10/2023 and signed on their behalf by;

A photograph of a handwritten signature in blue ink on a light-colored background. The signature appears to read 'J Hooper'.

Justine Hooper

On behalf of the Trustees

# Roots Independent Street Team CIO

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Period from 1<sup>st</sup> January 2022 – 31<sup>st</sup> December 2022

RECEIPTS AND PAYMENTS ACCOUNT					
		Unrestricted	Restricted	Total	
		Funds	Funds	Funds	
		£	£	£	
<b>Receipts:</b>					
<b>Donations</b>					
Charitable Activities		6,233	-	6,233	
Donations		8,520	-	8,520	
Donations from volunteers		340	-	340	
Grants		8,500		8,500	
<b>Total Receipts</b>		<b>23,594</b>	<b>-</b>	<b>23,594</b>	
<b>Payments:</b>					
<b>Charitable Activities - Grants paid</b>					
Advertising/Promotional		73.66	-	73.66	
Clothing - Service Users		432.37	-	432.37	
Computer Costs		172.8	-	172.8	
Consumables		1522.04	-	1522.04	
Equipment		742.71	-	742.71	
Food Supplies		3,839	-	3,839	
Fundraising		68	-	68	
Gifts/Entertainment		69.5	-	69.5	
H&S Supplies		2.1	-	2.1	
Homewares		55.96	-	55.96	
Office/General Administrative Expenses		9.99	-	9.99	
Outdoor Items		17	-	17	
Rent or Lease of Buildings		3,780	-	3,780	
Subscriptions		43	-	43	
Telephone		151.51	-	151.51	
Telephone - Service User		87.99	-	87.99	
Travel and Accommodation		156.8	-	156.8	
Utilities - Service User		99	-	99	
<b>Total Expenditure</b>		<b>11,323</b>	<b>-</b>	<b>11,323</b>	
<b>Net Operating Income</b>		<b>12,270</b>	<b>-</b>	<b>12,270</b>	
<b>Other Income</b>					
Interest Received		7		7	
<b>Net Income/(Expenditure)</b>		<b>12,277</b>		<b>12,277</b>	

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STATEMENT OF ASSETS AND LIABILITIES				
				<b>2022</b>
				£
Cash funds				
Current account				<b>643</b>
Savings Account				<b>21,000</b>
				<b>21,643</b>
				-
Total Assets				<b>21,643</b>
Liabilities				
Accrued expenditure				-
Total Liabilities				-
CASH RESERVES				
<b>Unrestricted funds</b>				
Brought forward			9,366	
Net receipts/(payments) for the period			12,277	
				<b>21,643</b>
<b>Restricted funds</b>				
Brought forward			-	
Net receipts/(payments) for the period			-	
				-
<b>Total cash reserves</b>				<b>21,643</b>

Signed on behalf of the Trustees

Justine Hooper

