



BIG YELLOW BUS PROJECT ANNUAL REPORT 2023

The Big Yellow Bus Project Annual Report for 2023 offer support and guidance, encourage growth, confidence, and stability in life's steps ahead within our community.

We have continued to see challenges facing all charities, and The Big Yellow Bus is no exception. However, our work has continued throughout this time with the help and support of our staff, volunteers, and Trustees. We at The Big Yellow Bus Project continue to help those who are vulnerable in our society, not just those who face homelessness in this everchanging world we are in, but also the whole community in which we live. This work has only been made possible through the support of our volunteers, staff, and trustees, and through the generous donations of money, time, services, and equipment given by countless individuals, organisations and business locally. The Trustees would like to thank those who have helped in the last year, and for their continued support of The Big Yellow Bus Project.

TRACEY PITTS
Treasurer of Trustees
The Big Yellow Bus Project



The Big Yellow Bus Project opened its doors in Cirencester on Christmas Eve 2018, with the governing principle of The Project being to provide help and support to those of our community that will benefit from assistance by reason of age, ill health, financial hardship, or other disadvantage, through the provision of services provided by the staff and volunteers. In September this year we launched our Centre where we are offering one-to-one therapy, support groups and other services, including drop in sessions three days a week where adults can seek support and advice. If we are unable to meet their needs we will work alongside them to find additional support. The Big Yellow Bus charity shop helps to provide funds to continue our work, whilst providing affordable clothing and household items to those who within the community it serves. The charity is controlled by its governing body document, a deed of trust, and constitutes an unincorporated charity. It fully supports the Charity Governing Code and endeavours to promote good governance in all its activities in accordance with this code.

Registered Charity number 1186515

Principal Address
37A Market Place
Cirencester
GL7 2NX

Trustees

Jonathan Street
Lisa Barry
Hannah Street
Tracey Pitts
Jenny Hincks



Organisation Structure

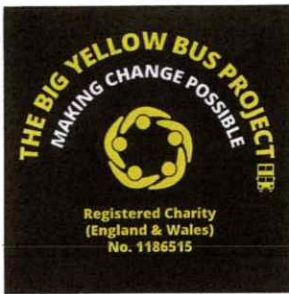
The Big Yellow Bus Project is managed by a board of Trustees, who meet monthly to oversee the management of the charity. Day-to-day management is undertaken by our Operational Manager, Chantelle Walsh. The shop is run by an exceptional team of volunteers, assisted by the Operational Manager.

Risk Management

The trustees have a duty of care to all our staff, volunteers, and supporters. We are dealing with vulnerable members of our community, and we are mindful of the diverse and complex risk involve. This is why we have a comprehensive Risk Assessment document to underpin all we do.

The Trustees Responsibilities

The Trustees are responsible for preparing the Report of the Trustees, and Financial statements, in accordance with applicable law in the United Kingdom Standards (United Kingdom Generally Accepted Accounting Practice). The law is applicable to charities in England and Wales. The Charities Act 2011, Charity Regulations 2008, and the provision of the Trust deed require the Trustees to prepare a financial statement for each financial year. This gives a true and fair view of the state of affairs of the charity, and of the incoming resources and application of the same, including income and expenditure, for that period. In preparing those financial statements, the trustees are required to:



Select suitable accounting policies and then apply them accordingly, Observe the methods and principles in the charity SORP, Make judgements and estimates that are reasonable and prudent, Prepare the financial statements on the ongoing basis unless it is inappropriate to presume that the charity will continue in business.

Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at all times, the financial position of the charity, so as to enable them to comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, and the provision of the trust deeds. Safeguarding the assets of the charity, and thus taking all reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity website.

Approved by order of the board of trustees on ...29.11.2023.....

Signed on its behalf by
TRACEY PITTS
Treasurer of Trustees
The Big Yellow Bus Project



Operational Manager Report

I continue to strive to succeed in an environment of growth and excellence to meet both personal and professional goals. I am inspired by a positive atmosphere, constructive workplace for communicating and interacting with people bringing in my life skills and experience.

In November 2022 the Project teamed up with local Charities. We donated 100 £10 gift vouchers to Cirencester Food-bank to use in our Charity Shop as well as purchasing 100 Advent calendars for children. We also came up with the idea of handmade christmas stockings filled with treats and sweets to donate to Home-Start Cotswolds for children they work with. This was made possible with the help and support of the kind public and local businesses. They were ready to distribute at the beginning of December.

In December 2022 we received the keys for the Centre premises in Cirencester. Building work started with the building Company late January 2023. A lot of remodelling of the building was needed and additional rooms made and soundproofed for the counselling/therapy session service to ensure users privacy. Building works were completed and after furniture and finishing touches were purchased we had our launch in September 2023.

The launch was a great success. Many attendees from various businesses came together to donate their time to make it that little bit more special by donating canapes and a cake. Lady bathurst cut the ribbon to officially open the Projects new Centre.

Our Centre offers professional services ranging from educational to therapeutic support, dependent on the needs of the individual offering a more suitable and confidential environment for this work to commence.



The clients that use our services have a variety of needs and come from different backgrounds. We have linked up with more organisations and we have been added onto various mailing lists. People are approaching us on how to refer to our services.

Throughout 2023 I've continued to work in The Big Yellow Bus Project Charity Shop. The shop has provided me with the platform to enable me to reach out to the community. My time in the shop has been a great way to speak with the public face to face about the projects new Centre and support anyone in need of clothing items or signposting. The shop takings for 2023 have grown from the previous year.

I continue to help and advice homeless persons seeking emergency accommodation, including supporting those in need with clothing and various things from our Charity shop. I'm regularly touching base and keeping everyone up to speed on our progress with our ongoing friends, agencies and organisations from our community also connecting with new contacts too.

I've continued to raise awareness for the Project via our social media, conversations, networking and charity music nights. I'm pleased to report the leap of faith I took with the monthly music evenings is still going strong. I have made a lot of band connections, new friends and new Project followers.

The Hop Kettle Cirencester where the music events take place continue to donate a percentage from the evening to the Project.

We updated our logo to show that we saw the need for not only support for the homelessness within our community but also vulnerable people. This has taken off well and proved our new motto "Making Change Possible" is the right one because that is exactly what we did with our new support centre.

Chantelle Walsh

INCOME			
MONTH	2023	2023	2023
	INCOME	EXPEND	NETT
November	£5,862.69	£4,602.15	£1,260.54
December	£8,354.34	£11,775.99	-£3,421.65
January	£5,324.80	£5,190.94	£133.86
February	£14,172.91	£13,715.97	£456.94
March	£10,519.31	£6,675.81	£3,843.50
April	£1,979.37	£20,525.26	-£18,545.89
May	£4,663.86	£8,311.64	-£3,647.78
June	£3,425.17	£5,386.33	-£1,961.16
July	£3,370.62	£9,965.93	-£6,595.31
August	£8,743.65	£6,772.23	£1,971.42
September	£2,421.53	£9,187.05	-£6,765.52
October	£2,733.36	£7,035.42	-£4,302.06
INCOME	£71,571.61	£109,144.72	-£37,573.11
			LOSS
BALANCE SHEET			
CASH AT BANK	31ST OCT 23		
PROJECT	£29,908.42		
SHOP	£22,337.28		
SHOP FLOAT	£60.00		
	£52,305.70		

The Big Yellow Bus Project - Accounts review 2023

Jordan Gardiner <jordangardiner2323@gmail.com>

Fri 11/3/2023 5:50 PM

To: Tracey Pitts <tracey.pitts@bigyellowbusproject.co.uk>; Jenny Hincks <jenny.hincks@bigyellowbusproject.co.uk>

Hi Tracey and Jenny,

Having reviewed the cash book and relevant documents of 'The Big Yellow Bus Project' charity for the year ended October 2023, I can confirm the records agree with the income and expenditure statement prepared by Tracey.

For completeness, this states an overall income of £71,571 and overall expenditure £109,144, netting a loss of (£37,573) and leaving a total cash balance of £52,245. The largest donation (Income) was £10k from St James Place Wealth Management.

Purely for transparency reasons, I would advise the charity to record sources of funds over £5k going forwards.

The increased costs in the year to October 2023 are related to an opening and refurbishing of a new centre for vulnerable people in Cirencester, as expected from last year's accounts review. The majority of the cost was a £17k invoice to Inside Out Developers.

As this is a charity, making a loss with no tax obligations, there is no reason for any of these costs to be capitalised or extra records to be kept other than the ones provided, under cash accounting rules.

The £52k in the bank is expected to be used for recurring rental expenses and new services provided to vulnerable people, such as therapy sessions and group counselling in the new space.

In conclusion, to the best of my knowledge provided by these documents, the records have been kept accordingly and accurately reflect the activities of 'The Big Yellow Bus Project' for the year 2023.

Kind regards,
Jordan Gardiner
ACA (ICAEW)