

BROMLEY HOMELESS CIO  
Charity number 1186655  
*Formerly Bromley Churches Housing Action CIO*



ANNUAL REPORT AND ACCOUNTS  
FOR THE 18 MONTH PERIOD ENDED  
30 June 2023

## **BROMLEY HOMELESS**

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## **BROMLEY HOMELESS**

### **TRUSTEES' REPORT**

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Trustees**

Julia Poulter (Chair)

Angela Short (Vice Chair)

Felix Corley (Secretary) – resigned 18 May 2023

Mark Johnson (Secretary – from 18 May 2023) – appointed 2<sup>nd</sup> August 2022

Ann Downes (Treasurer) – resigned 5 October 2023

David Ede

Rev'd Rachel Archer – resigned 10 November 2023

Kevin White – appointed 2 August 2022

Tarinee Pandey – appointed 24 May 2022

Sandra Taylor – appointed 18 January 2023

Ian Scott – appointed 18 May 2023

#### **Bankers**

CAF Bank

25 Kings Hill Ave, Kings Hill, West Malling, ME19 4JQ.

#### **Charity registration number**

1186655

#### **Independent Examiner**

Dunstanette Kuti

Community Action Sutton

Granfers Community Centre

73-79 Oakhill Road

Sutton

SM1 3AA

**BROMLEY HOMELESS**  
**TRUSTEES' REPORT**  
**CHAIR'S STATEMENT**

As a small charity, the difference that we are making to the community never fails to astound me and make me extremely proud. Proud of our staff, our counsellors, our volunteers, our hosts, our partnership work and most of all proud of our clients who have trusted us and worked with us to get their lives back on track.

We have celebrated many successes in the period. We have for many years been grateful for the support and partnership working with Bromley GP Alliance and in January 2022 we were delighted to welcome Sarah Jackson, Nurse Practitioner and Matt Gray, Care Co-ordinator to work in our services. Sadly, across the country homeless people face significant health inequalities and poorer health outcomes than the rest of society. I am humbled that our small service can achieve such a powerful partnership to enable better health and wellbeing for our clients.

Mental health issues are deeply connected to the trauma and adversity people who are homeless face. We are delighted to have secured funding from various sources through the period to continue to provide both one-to-one counselling and peer support group counselling services for our clients.

Our focus remains on delivering streamlined, holistic and year-round person-centred services to those in the borough who are homeless or at risk of homelessness as well as focus on homelessness prevention, however we are operating in extremely challenging times. The number of individuals walking through our doors, being referred to us from other agencies, calling, emailing or contacting us on social media is higher than ever. We never want to turn anyone away but rising costs and the challenge of obtaining funding and donations is a risk the trustees need to constantly manage.

The lack of affordable housing in our borough is a real threat to achieving our vision of a community where everyone has access to a decent home and no one feels their only option is to sleep rough. But we have a fantastic opportunity to create a year-round emergency accommodation shelter in partnership with the United Reform Church Bromley. We continue to seek God's wisdom as we look to advance the legalities and practical development over the coming year.

I would like to thank each and every person who has supported Bromley Homeless over the period and enabled us to empower our clients to achieve life changing outcomes. As I look to the year ahead, I seek your continued support in these challenging times.



**Julia Poulter, Chair**

## **BROMLEY HOMELESS TRUSTEES' REPORT**

This report covers an 18-month period following the change of our financial year end to allow for clearer reporting and cut off of winter shelter activities and associated grants.

The prior year result includes the donation of the assets of The Bromley Homeless Shelter on 7<sup>th</sup> April 2021 following the Charity Commission formal approval of the merger of Bromley Churches Housing Action CIO with The Bromley Homeless Shelter CIO by way of a transfer of assets and liability from The Bromley Homeless Shelter to Bromley Churches Housing Action. The charity subsequently changed its name and rebranded as Bromley Homeless.

The financial statements have been prepared in accordance with the accounting policies set out on pages 18 and 19 and comply with the current statutory requirements and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

### **Objectives and activities**

According to the charity's governing document the charity's objects are to work in accordance with Christian principles for the relief of poverty of homeless persons in the London Borough of Bromley, particularly by the provision of grants and short-term accommodation.

Following the merger in 2021 the strategy was redefined with our vision, mission and strategic focus for the next 5 years (2021 to 2026).

### **Our Vision**

*A community where everyone has access to a decent home  
and no one feels their only option is to sleep rough.*

### **Mission**

As an expression of Christian faith we provide support and positive intervention to empower anyone facing homelessness principally in the London Borough of Bromley to fulfil their desire for a safe and secure home and live a fulfilled life.

### **Strategic enablers**

We recognise that to deliver our mission and strategic objectives we need an organisation with the right culture, infrastructure and governance. During this strategic period, we will focus in 3 key areas:

#### People

- Empowering our staff and volunteers and uniting the whole organisation post-merger.
- Embedding our values and behaviours and achieving a productive and inclusive culture.

### Technology

- Strengthen our use of data to capture and measure impact and inform our decision making.
- Integrate and streamline our IT infrastructure to give our staff and volunteers the tools to deliver our mission.

### Quality and efficiency

- Develop a clear person-centred pathway of connected services.
- Maintain and further drive quality, compliance, efficiency and continuous improvement of processes.

### **Our Values**



#### **We listen**

We are approachable and listen without prejudice.



#### **We care**

We care about building long-lasting relationships with our clients and our compassionate approach promotes on-going, open communication that builds mutual respect and trust.



#### **We empower**

We believe in the value and potential of all people and we want to empower all to achieve ambitions and live fulfilled lives.



#### **We collaborate**

We know we can have a bigger impact when we work together.

Our values are synonymous with a verse in the letter to the Hebrews that challenges us to always show generous hospitality to everyone we encounter: Do not neglect to show hospitality to strangers, for by doing that some have entertained angels without knowing it. (Hebrews 13:2).

### **Achievements and performance**

The trustees set strategic objectives to offer holistic core services to those who find themselves in homeless or at risk of homelessness.

1. Provide advice and advocacy to individuals over 18 to overcome a homeless situation
2. Provide timely and personalised support, encouragement and personal empowerment to end homelessness
3. Provide year-round emergency shelter, access to health and wellbeing services and food
4. Provide access to housing through supported housing and hosted accommodation, links with housing providers and private landlords
5. Prevent homelessness and challenge negative attitudes towards it by raising awareness of homelessness and giving a voice to those experiencing it.

#### **Provide advice and advocacy to individuals over 18 to overcome a homeless situation**

- We have welcomed 1,196 individuals to our services
- We have worked in partnership with Bromley Council Housing Options and DWP (Department for Work and Pensions) for them to provide a drop in clinics in our service

Bromley Homeless provides free, independent and confidential advice and support. The service is not a one size fits all service. We provide a range of services including telephone and web-based advice but our biggest impact is our face-to-face support.

Our primary objective is to empower our clients and work with them to achieve the best possible outcome and then ensure that we continue to be a trusted support once they are housed.

The Bromley Homeless Drop-in Service is vitally important for the rough sleepers of Bromley for several reason. Firstly, it provides a safe, welcoming, compassionate and non-judgemental environment where individuals experiencing homelessness can access essential services such as hot drinks, food, clothing to wash and use hygiene facilities, contributing to the well-being and dignity of Bromley's rough sleepers.

Moreover, the service offers support and guidance to help individuals navigate the challenges of being homeless such as accessing Universal Credit, Housing Benefit, health care and housing assistance. Additionally, the centre plays a crucial role in fostering a sense of community and belonging for those who may otherwise feel marginalised or isolated.

We were delighted that our work, the impact and the difference that we are helping our clients to make to their own lives was recognised with this prestigious national award in November 2023.



**Provide timely and personalised support, encouragement and personal empowerment to end homelessness**

- 50 Homeless Support & Discussion Group sessions
- 100 one to one counselling sessions

Bromley Homeless plays an integral role in supporting and strengthening local community. BH provides a service that meets the needs of those that are seeking our help and support. We support and strengthen other community-based organisations by partnering with them to share our insight & how best to support those that are hard to reach.

Our advice & support service has a positive impact on the health and wellbeing of our clients, reducing stress and anxiety, preventing relationship breakdown, promoting wellbeing and empowering people to make wider positive changes to their lives. Our volunteers have a social impact within the community. We make access to public services more effective with our partnership working.

Peer support sessions are led by the clients and are free flowing. These sessions are about creating their community and own safe space to talk about the things that matter to them. Issues range from loneliness to drugs and the effects of homelessness on them as a community and individuals.

Access to one-to-one counselling is important for those who are rough sleeping because it can help address underlying issues associated with homelessness and its cycle that often contributes to their issue of homelessness. Bromley Homeless counsellors can provide emotional support and help individuals process trauma that has often led to their issues and offer coping strategies for dealing with the challenges of being homeless.



### *Counselling Case Study*

A young man came in who was clearly in distress and suffering from quite severe mental health issues. He had been street homeless for less than 2 weeks. There had been an argument at the family home between him and his family and he was told to leave, he was 19. He had been struggling with his mental health and hadn't taken his medication for several months. He was seen by our counsellor who assessed and had a one to one with him for over 90 minutes. He was then seen by the medical team and was given his prescription for his medication. He was seen and assessed by Bromley Housing Options who placed him into temporary accommodation, and we are still in support of him. He comes in every Thursday to the peer support sessions and for a one to one with our counsellor.

“ This charity has given me the opportunity to get my life on track. The support that they have shown me has been invaluable. There was a 12 month wait for access to mental health and counselling through my GP but Bromley Homeless Charity gave me a support program which started instantly.”



**Provide year-round emergency shelter, access to health and wellbeing services and food**

- 228 referrals to the Bromley Homeless medical team
- 42 patients issues with prescriptions
- 21 flu jabs administered
- 795 bednights of emergency accommodation to 30 individuals between 1 December 2022 and June 2023
- Volunteers batch cooked over 700 meals

**Access to health and wellbeing services**

We were delighted to work with Bromley GP Alliance to access funding for a medical team to be based in the Bromley Homeless day service and welcomed Sarah Jackson (Lead Nurse) & Matt Gray (Care Coordinator) to the team in January 2022.

Having an onsite medical service is vital for the health and wellbeing of rough sleepers for several important reasons. Firstly, rough sleepers often face significant barriers to accessing traditional health care services. We have seen clients with significant health issues exacerbated by delays in accessing proper medical care and timely treatment. Our team understand the impact that homelessness can have of mental and physical health and deliver a sensitive and comprehensive approach to clients care.

Providing access to health services in a safe space that is familiar, accessible and trusted is more likely to enable rough sleepers and those experiencing homelessness to seek appropriate medical intervention.

The medical service enables preventive care including health screenings, immunisation, and treatment for common conditions such as infections, injuries, mental health issues and substance abuse.

By offering this service rough sleepers can get access to a healthcare professional, and they can receive ongoing support to manage their health conditions and get referrals to more specialised services when needed.

**Year round-emergency shelter**

We are acutely aware that people are not solely homeless in the winter. As such our strategy has clearly put us on the journey to delivering year round emergency accommodation.

Bromley Homeless have embarked on an exploration of possible accommodation options when the possibility of exploring the conversion of the existing two bed flat at the United Reformed Church Bromley, above our current offices became available. This is an exciting opportunity for partnership working in the community.

The intention is to convert the existing two bedroom flat to five single room emergency accommodation units. We were delighted to be granted planning permission for the conversion late in 2023. The project will now continue in earnest during 2024.

**Provide access to housing through supported housing and hosted accommodation, links with housing providers and private landlords**

- 11 clients housed with hosts
- 48 clients housed with private landlords (PRS)
- 8 clients placed in social housing
- 26 clients placed into Temporary Accommodation



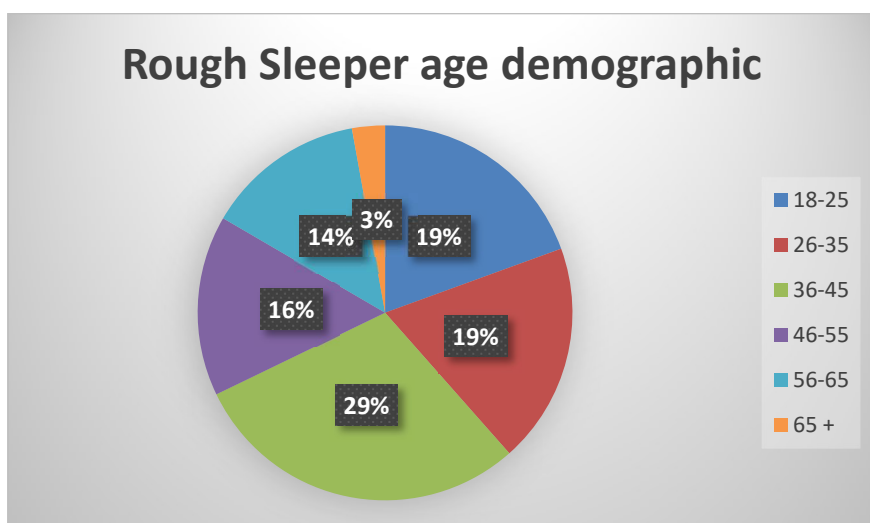
During the year we housed 11 clients with our wonderful hosts who have selflessly given up rooms in their home to welcome someone who is homeless and we should never underestimate the lifechanging difference that hosting can make.

Our partnership working with the Rough Sleeping and Housing Options teams at the London Borough of Bromley (LBB) has grown from strength to strength. Members of the LBB team are regularly attending the service once a week and working alongside our case workers to help resolve

issues.

We were delighted to be granted free access by the Greater London Authority (GLA) to the Language Line, this has been an invaluable service when supporting clients for whom English is not their first language. This has enabled us to work with LBB to assist clients filling in housing options forms.

Bromley Homeless provides a 12 month wrap-around support service. This is offered to all users of the service and we also offer it to the landlords as part of the sign up process. This service is crucial in stopping the cycle of homelessness. Bromley Homeless addresses the complex and diverse needs of the individuals experiencing homelessness by providing a holistic range of support tailored to each individual.



**Prevent homelessness and challenge negative attitudes towards it by raising awareness of homelessness and giving a voice to those experiencing it.**

Partnership working is crucial for Bromley Homeless to carry out its work daily and we are stronger by working collaboratively. This enables us to leverage shared resources, funding, expertise, and networks to maximise impact and expand our reach within the community. This also helps gain access to specialised knowledge and skills.

During the period we have worked in partnership with a wide range of organisations including:

- Housing Justice
- London Borough of Bromley Rough Sleeper Team and Housing Options
- Bromley GP Alliance
- Bromley GP Social Prescribers
- Lewisham Refugee and Migrant Network
- Citizens Advice Bromley
- PRU Hospital
- DWP outreach workers
- Churches together Bromley
- Orpington 1<sup>st</sup>

And we are extremely grateful for the ongoing support of the United Reformed Church Bromley.

By joining forces with likeminded organisations, we can amplify our voice and influence, leading to a greater collective impact.

**Future plans**

We are operating in a period of economic and political uncertainty. Sadly, this is driving up the number of individuals seeking help from Bromley Homeless. We strive to help all those in need with holistic services to not just house in the short term but end the cycle of homelessness and creating long term stability. However, with increasing need, so increases our costs and however the uncertain economic climate is impacting on the ability to generate unrestricted donations.

With this context during the next year we will:

- Continue our shelter transformation project with the aim of opening the emergency shelter ready for winter 2024 and provides a healthy, safe and dignified solution for our clients;
- Investigate funding options for the emergency shelter provision to ensure that this is financially sustainable prior to launch;
- Relaunch our hosted model with the aim of growing the number of hosts in the service and providing greater housing options to our clients;
- Increase our engagement with the community to highlight the vital work of Bromley Homeless; and
- Work harder to attract unrestricted funding.

### **Financial review**

Bromley Homeless income increased to £414,750 during the 18-month period to 30 June 2023. This is compared to income of £341,023 in the year ended 31 December 2021 which included the donation of assets of £172,275 following the merger with The Bromley Homeless Shelter.

The increase in income reflects the growing scale of Bromley Homeless charity following the merger in order to meet the needs of the community. We were able to secure additional income to deliver these services in the current year, thanks to the much welcome support of our regular donors, churches, trusts and foundations and a grant from the Department of Levelling Up, Housing and Communities.

After expenditure, the charity result was a surplus of £49,170 (2021: Surplus £178,235 including the donation of assets on merger). However, this is in fact made up a loss on unrestricted funds of £35,417 and a surplus on restricted funds of £84,587. The surplus on restricted funds arises due to funding received in advance of expenditure of particular purposes, mainly being the night shelter revenue funding for 2023 which this year was received in June.

The loss on unrestricted funds is a concern as like many charities, Bromley Homeless struggle to secure vital funding for core costs during this period of economic uncertainty. We continue to look for ways to increase our income so as to expand our capacity to meet growing need.

### **Reserves policy**

The unrestricted funds of the charity are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. In order to mitigate the risk of fluctuating income levels from voluntary sources and in order to ensure maintenance of essential services for beneficiaries, the trustees have established a policy of holding a minimum level of free reserves (being the total of unrestricted funds).

The Trustees have therefore determined that free reserves shall be maintained at a level of between 10 and 14 months of budgeted expenditure. This is approximately £135,000 to £190,000 based on a rolling 12 month budget. At 30 June 2023 the charity held free reserves of £127,433 (2021: £162,849), being the unrestricted reserves of the charity. We have needed to utilise unrestricted funds during the year on core activities. We are actively seeking unrestricted donations to replenish our unrestricted reserves and ensure that we have adequate reserves to mitigate risks.

### **Structure, governance and management**

The Governing Document of the charity is its Constitution dated 28<sup>th</sup> November 2019 following its conversion to a Charitable Incorporated Organisation (CIO).

The governing body is the Board of Trustees. The Trustees have control of the charity and its property and funds. Trustees are appointed by the members at the Annual General Meeting or co-opted during the year by existing Trustees of the charity. The existing Trustees seek new trustees and if suitable introduce them to the existing Board. On appointment the process is explained to new trustees and they are acquainted with the current position.

## **BROMLEY HOMELESS**

### **TRUSTEES' REPORT**

The Trustees meet regularly throughout the year to consider the operations, activities and performance; policies and risk management; and fund-raising and reserves. The day-to-day administration is delegated to the staff team, led by Kim Sutton as Services Manager.

#### **Trustees' responsibilities**

The Trustees are responsible for preparing the Annual report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, 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;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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.

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.

#### **On behalf of the Board**



**Julia Poulter**  
**Chair**

**Date: 24<sup>th</sup> January 2024**

## **BROMLEY HOMELESS**

### **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR THE PERIOD ENDED 30 JUNE 2023**

Report of the independent examiner to the Trustees of Bromley Homeless CIO (registered charity number 1186655) on the accounts for the period ended 30 June 2023 set out on pages 15 to 21 which have been prepared under historical cost accounting policies.

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under 144 of the Charities Act 2011 ("Charities Act") and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the Charities Act; and
- State whether particular matters have come to my attention.

#### **Basis of Independent examiner's statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 statement below.

#### **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.



**Dunstanette Kuti**

Independent Examiner

Date: 26<sup>th</sup> February 2024

**BROMLEY HOMELESS****STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 30 JUNE 2023**

		<u>2023</u>	<u>2023</u>	<u>18 Months</u>	<u>Year</u>
	Note	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023</u>	<u>2021</u>
		<u>£</u>	<u>£</u>	<u>Total</u>	<u>Total</u>
				<u>£</u>	<u>£</u>
INCOME FROM:					
Donations		40,553	3,322	43,875	26,074
Grants		20,000	320,086	340,086	126,518
Donations - Churches		9,750	500	10,250	4,849
Fundraising events		18,069	-	18,069	11,060
Bank interest		2,470	-	2,470	247
Charity combination funds received from TBHS		-	-	-	172,275
TOTAL INCOME		90,842	323,908	414,750	341,023
EXPENDITURE ON:					
Raising funds		2,255	4,392	6,647	6,905
Charitable activities	5	122,319	236,614	358,933	155,883
TOTAL EXPENDITURE		124,574	241,006	365,580	162,788
Surplus/(Deficit)		(33,732)	82,902	49,170	178,235
Transfers between funds		(1,685)	1,685	-	-
Funds brought forward		162,850	78,906	241,756	63,521
Funds carried forward		127,433	163,493	290,926	241,756

All activities are continuing.

All recognised gains and losses are included in the statement of financial activities.

The notes on pages 15 to 21 form part of these financial statements.

**BROMLEY HOMELESS****BALANCE SHEET AS AT 30 JUNE 2023**

	NOTES	2023 £	2021 £
<b>CURRENT ASSETS</b>			
Amounts Receivable	6	-	12,096
Cash at Bank and in Hand		<u>291,422</u>	<u>244,643</u>
		291,422	256,739
<b>CURRENT LIABILITIES</b>			
Creditors and Accruals	7	<u>(496)</u>	<u>(14,983)</u>
<b>NET CURRENT ASSETS</b>		<u>290,926</u>	<u>241,756</u>
<b>NET ASSETS</b>		<b>290,936</b>	<b>241,756</b>
<b>ACCUMULATED FUNDS</b>			
Restricted	9	163,493	78,906
Unrestricted	9	127,433	162,850
<b>TOTAL FUNDS</b>		<b>290,926</b>	<b>241,756</b>

The notes on pages 15 to 21 form part of these financial statements.

**These financial statements were approved by the Board and authorised for issue on 24 January 2024 and signed on their behalf by:**



**Julia Poulter**  
**Chair**



**Angela Short**  
**Vice Chair**



**1. Constitution and Status**

The charity is an incorporated public benefit entity and registered with the Charity Commission, charity number 1186655.

**2. Accounting Policies**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention in accordance with the 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 United Kingdom and Republic of Ireland (FRS 102), with the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared on a going concern basis. Trustees have considered the level of cash reserves and analysed future cashflows and commitments and do not consider there to be any material uncertainty in the charity's ability to continue the foreseeable future, being a period of at least 12 months from the date of signing these financial statements.

**Merger with The Bromley Homeless Shelter**

This occurred in the prior year and was accounted for as a charity combination whereby assets and liabilities of The Bromley Homeless Shelter were transferred into the control of Bromley Homeless at nil consideration and are in substance a gift. The fair value of the assets received exceeded the fair value of the liabilities assumed and as such a gain is recognised and shown separately within income – as a gift (donation).

**Income**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. Charitable donations are accounted for on a cash basis. Income identified as being received for a restricted purpose or activity is recognised separately within restricted funds. Interest is shown gross and is accounted for in the period to which it relates.

**Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

**2. Accounting Policies (cont.)****Expenditure (cont.)**

It is categorised under the following expenditure headings:

- Raising funds; these relate to fundraising costs.
- Charitable activities; these include the costs of service provision and the costs of administering the charity inclusive of support and governance costs.

Support and governance costs are those that assist the work of the charity but do not directly represent charitable activities. They are incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in the governance of the charity and primarily associated with the constitution and statutory requirements. All support and governance costs are allocated to charitable activities.

**Pensions**

The charity complies with the requirements of the Pensions Regulator. Staff are enrolled in the National Employment Savings Trust (NEST) and the Charity contributes towards their pension in accordance with current legislation.

**Taxation**

The charity is not subject to taxation on income arising from its ordinary activities.

**Funds**

Unrestricted income funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

The charity has restricted funds as set out in note 9.

**3. Staff Costs**

	2023	2021
	£	£
Salaries	110,795	58,061
Employers National Insurance	965	-
Pension costs	1,750	739
Contracted staff costs	-	4,100
Total	<u>113,511</u>	<u>62,901</u>

At 31 December 2023 the charity had 5 (part time) members of staff (2021: 6) with an average of 4 during the year (2021: average of 4).

The charity's Employers NI liability is offset in part by the Employment Allowance contained in section 1(2)(a) of the National Insurance Contributions Act 2014.

# BROMLEY HOMELESS

## NOTES TO THE ACCOUNTS 31 JUNE 2023

### 4. Trustee Remuneration and Expenses

No remuneration or other benefits have been paid or are payable to any member of the executive committee or any trustee for this year or the previous year.

### 5. Charitable Activities

	<u>18 month period ended 30 June</u>			<u>2021</u>		
	<u>2023</u>					
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Salaries and pension	73,412	35,190	108,602	25,528	30,701	56,228
Staff related costs	2,410	323	2,733	359	395	754
Premises	27,358	10,371	37,729	12,575	1,617	14,192
Advice and Support	11,877	36,020	47,897	17,368	8,843	26,212
Emergency accommodation costs	5,271	153,835	159,106	30,097	18,382	56,479
Governance	1,991	875	2,866	2,018	-	2,018
	<u>122,319</u>	<u>236,614</u>	<u>358,933</u>	<u>95,945</u>	<u>59,938</u>	<u>155,883</u>

### 6. Amounts receivable

	<u>2023</u>	<u>2021</u>
	<u>£</u>	<u>£</u>
Income receivable	-	12,096

### 7. Creditors & Accruals

	<u>2023</u>	<u>2021</u>
	<u>£</u>	<u>£</u>
Net provision for staff costs: salary, pension & travel	-	690
HMRC	-	1,665
Other creditors and accruals	<u>496</u>	<u>12,628</u>
Total	<u>496</u>	<u>14,983</u>

### 8. Analysis of Assets & Liabilities by category of Funds

	<u>2023</u>			<u>2021</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
Current Assets	127,929	163,493	290,429	169,988	86,751	256,739
Creditors & Accruals	(496)	-	(496)	(7,138)	(7,845)	(14,983)
Net Assets	<u>127,433</u>	<u>163,493</u>	<u>290,926</u>	<u>162,850</u>	<u>78,906</u>	<u>241,756</u>

## BROMLEY HOMELESS

### NOTES TO THE ACCOUNTS 30 JUNE 2023

#### 9. Restricted Fund movements

<u>Funder</u>	<u>Opening</u> <u>£</u>	<u>Income</u> <u>£</u>	<u>Expenditure</u> <u>£</u>	<u>Transfers</u>	<u>Closing</u> <u>£</u>
Albert Hunt	1,755	-	(2,544)	789	-
Yorkshire Building Society	850	-	-	(850)	-
Housing Justice	72,045	-	(72,045)	-	-
People Postcode Lottery	2,774	-	(2,774)	-	-
Anthony Clark	1,000	-	-	(1,000)	-
Anthony Jurgens	483	-	-	(483)	-
BTSE – Positive Transitions	-	8,758	(12,986)	4,228	-
BTSE – Innovation fund	-	15,017	(12,455)	-	2,561
City Bridge Trust	-	18,185	(6,052)	-	12,133
London Borough of Bromley	-	10,000	-	-	10,000
London Catalyst	-	1,500	(905)	-	595
Orpington 1st	-	1,000	(857)	-	143
St James Place	-	1,000	-	(1,000)	-
Rotary clubs	-	2,322	-	-	2,322
Steel Group	-	10,000	(97)	-	9,903
DLUHC - NSTF Yr1 Revenue 2022	-	94,700	(94,700)	-	-
DLUHC – NSTF Yr 1 Capital incubator 2022		30,000	(71)	-	29,929
DLUHC - NSTF Yr2 Revenue 2023	-	100,000	(4,554)	-	95,446
DLUHC – Spring Transition 2022	-	24,400	(24,400)	-	-
DLUHC – Spring Transition 2023	-	6,527	(6,527)	-	-
United Reform Church	-	500	(40)	-	460
<b>TOTAL</b>	<b>78,906</b>	<b>323,908</b>	<b>(241,006)</b>	<b>1,685</b>	<b>163,493</b>

#### Transfers

Yorkshire BS and Anthony Clark balances transferred to BTSE Positive Transitions fund due to commonality of purpose of grant.

Anthony Jurgens fund and SJP funds transferred to cover shortfall in Albert Hunt funded support worker additional hours due to commonality of purpose of grant and the balance transferred to BTSE positive transitions to cover additional counselling support worker hours in this project.

Unrestricted funds have been utilised to cover the shortfall in the BTSE Positive Transitions fund which funded our peer support group counselling costs.

We are also extremely grateful for the unrestricted donations, church collections and grants received during the year which fund our vital core activities.

**BROMLEY HOMELESS****NOTES TO THE ACCOUNTS 30 JUNE 2023****9. Restricted Fund movements (cont.)**

<u>Funder</u>	<u>Purpose</u>
Albert Hunt	Support worker salary costs
Yorkshire Building Society	One to One Counselling
Housing Justice	Winter night shelter 2021
People Postcode Lottery	Support worker and fundraising officer salary costs
Anthony Clark	Counselling services
Anthony Jurgens	Support worker salary costs
BTSE – Positive Transitions	Peer group support group counselling
BTSE – Innovation fund	Mental health funding
City Bridge Trust	Community engagement, fundraising, support worker salary costs, office rent and accreditation
London Borough of Bromley	Volunteer/community engagement officer
London Catalyst	Emergency hardship
Orpington 1st	Defibrillator
St James Place	Support worker salary costs
Rotary clubs	Hosted accommodation costs
Steel Group	Fundraising, counselling, health and support
DLUHC - NSTF Yr1 Revenue 2022	Emergency accommodation and winter night shelter 2022
DLUHC – NSTF Yr 1 Capital incubator 2022	Capital incubator funding for shelter transformation
DLUHC - NSTF Yr2 Revenue 2023	Emergency accommodation 2023
DLUHC – Spring Transition 2022	Transition of night shelter guests during spring period
DLUHC – Spring Transition 2023	Transition of night shelter guests during spring period
United Reform Church	Client utilities