



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' annual report (including Directors' report) for the period

From: 6 December 2019 To 31 March 2021

Charity name: HealthBus Trust

Charity registration number: 1186790

Company number: CE019897

### Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To preserve and protect the health of homeless and rough sleepers in Bournemouth and surrounding area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of mobile and other premises in which individuals can seek medical advice; Advancing the education of the general public in all areas relating to the physical and mental health of our patients; Promoting residential accommodation for people who are in need
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance for the public benefit, specifically to deliver health care to the homeless and vulnerable members of society

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Our volunteers provide support to the healthcare workers, e.g. as drivers and security

Other		

## Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The HealthBus provided two weekly drop-in sessions prior to the first lockdown caused by the COVID-19 pandemic, from March to August 2020. When restrictions were lifted, this increased to three sessions per week with a GP and nurse at each session. This was partially funded by Bournemouth, Christchurch and Poole Council. The team visited patients at the temporary accommodation in which they were housed during the pandemic.
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	The chief objective was to purchase a bespoke mobile clinic. £64,000+ was raised to commission the bus in December 2020. It was delivered in May 2021. This was raised by individual donations and grants from other charities/organisations.
Investment performance against objectives	Para 1.41	
Other		



## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	The HealthBus had an excess of income over expenditure for this financial year. The excess funds remained in working capital.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to ensure the uninterrupted service provided to patients and the on-going work of the charity.
Amount of reserves held	Para 1.22	The reserves held are calculated as three months fixed running costs, which include salary, PAYE, pensions and GP/Nurse sub-contractor costs.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Where any charity is dependent on fundraising there is always the risk that sufficient funds may not be raised.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Regular donations from supporters; Fund-raising activities, particularly for the new bus; Grant applications to charities and organisations; Grants from Bournemouth, Christchurch Poole council for additional sessions
Investment policy and objectives including any social investment policy adopted	Para 1.46	All excess funds during the financial year were held in the charity's Lloyds TSB current bank account.
A description of the principal risks facing the charity	Para 1.46	Principle risks are: <ul style="list-style-type: none"> <li>Loss of key staff – the organisation remains dependent on its founder and MD Maggie Kirk.</li> <li>Loss of key revenue streams – the current level of delivery of services depends on a commissioned service for the local authority.</li> </ul>
Other		

## Structure, governance and management

<b>Description of charity's trusts:</b>		
<b>Type of governing document:</b> for example, trust deed, memorandum and articles of association etc	Para 1.25	Constitution
<b>How is the charity constituted?</b> for example limited company, unincorporated association, CIO	Para 1.25	Charitable Incorporated Organisation
<b>Trustee selection methods</b> including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	There are no constitutional requirements for the appointment of trustees. All are independent and are invited to join by current trustees based on commitment to this highly specialised sector and the skills they can bring to governance.

### Additional information (optional)

You may choose to include further statements where relevant about:

<b>Policies and procedures</b> adopted for the induction and training of trustees	Para 1.51	
<b>The charity's organisational structure and any wider network with which the charity works</b>	Para 1.51	The charity works in close association with all bodies, whether government or not for profit, who are concerned with the provision of services to the homeless in Bournemouth, Christchurch and Poole
<b>Relationship with any related parties</b>	Para 1.51	
<b>Other</b>		





Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

## Additional information (optional)

### Names and addresses of advisers (optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (optional information)

Dr Maggie Kirk – Medical Director  
Kate Hibbitt – Operational Director

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

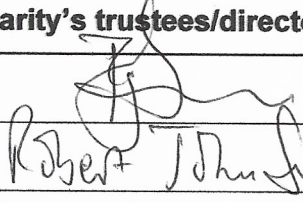
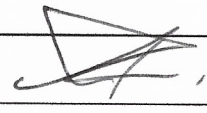
## Other optional information

## Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)		
Full name(s)	Robert John Ivory	Elizabeth Warfield
Position (for example Secretary, Chair, etc)	Chair.	Vice-Chair.
Date	16.9.21.	

**Report of the Trustees and**  
**Unaudited Financial Statements for the Period 6 December 2019 to 31 March 2021**  
**for**  
**Healthbus Trust**

Town & Forest  
Chartered Accountants  
Cornerways House  
School Lane  
Ringwood  
Hampshire  
BH24 1LG



**Healthbus Trust**

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**for the Period 6 December 2019 to 31 March 2021**

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## **Healthbus Trust**

### **Report of the Trustees** **for the Period 6 December 2019 to 31 March 2021**

The trustees present their report with the financial statements of the charity for the period 6 December 2019 to 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

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

##### **Registered Charity number**

1186790

##### **Principal address**

St. Peters Church  
Hinton Road  
Bournemouth  
Dorset  
BH1 2EE

##### **Trustees**

C M Wakefield	- appointed 6.12.19
D Slade	- appointed 18.3.21
G Sherwood	- appointed 23.1.20
Mrs J V Macdonald	- appointed 6.12.19
R J Sawdy	- appointed 6.12.19
Mrs S A Baker	- appointed 1.5.21

##### **Independent examiner**

Town & Forest  
Chartered Accountants  
Cornerways House  
School Lane  
Ringwood  
Hampshire  
BH24 1LG

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document and constitutes a charitable incorporated organisation.

##### **Recruitment and appointment of new trustees**

There are no constitutional requirements for the appointment of trustees. All are independent and are invited to join by current trustees based on commitment to this highly specialised sector and the skills they can bring to governance.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

To preserve and protect the health of homeless and rough sleepers in Bournemouth and the surrounding area.

The provision of mobile and other premises in which individuals can seek medical advice.

The advancing education of the general public in all areas relating to the physical and mental health of our patients.

The promoting residential accommodation for people who are in need.

##### **Volunteers**

Our volunteers provide support to the healthcare workers, e.g., as drivers and security.

**Healthbus Trust**

**Report of the Trustees**  
**for the Period 6 December 2019 to 31 March 2021**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The HealthBus provided two weekly drop-in sessions prior to the first lockdown caused by the COVID-19 pandemic, from March to August 2020. When restrictions were lifted, this increased to three sessions per week with a GP and nurse at each session. This was partially funded by Bournemouth, Christchurch and Poole Council. The team visited patients at the temporary accommodation in which they were housed during the pandemic.

**Fundraising activities**

The chief objective was to purchase a bespoke mobile clinic. £64,000 + was raised to commission the bus in December 2020. It was delivered in May 2021. This was raised by individual donations and grants from other charities/organisations.

**FINANCIAL REVIEW**

**Reserves policy**

Reserves are held to ensure the uninterrupted service provided to patients and the ongoing work of the charity.

The reserves are calculated as three months running costs, which include salary, PAYE, pensions, and GP/Nurse sub-contractor costs.

**Principal funding sources**

Regular donations from supporter's; Fundraising activities, particularly for the new bus; Grant applications to charities and organisations; Grants from Bournemouth, Christchurch and Poole council for additional sessions.

**Investment policy and objectives**

All excess funds during the financial year were held in the charity's Lloyds current bank account.

Approved by order of the board of trustees on .....18/11/2021..... and signed on its behalf by:



.....  
G Sherwood - Trustee



**Independent Examiner's Report to the Trustees of**  
**Healthbus Trust**

I report on the accounts for the period 6 December 2019 to 31 March 2021, which are set out on pages four to eight.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Zara Dunster FCA  
Town & Forest  
Chartered Accountants  
Cornerways House  
School Lane  
Ringwood  
Hampshire  
BH24 1LG

Date: 24 November 2021  
Date: .....

**Healthbus Trust**

**Statement of Financial Activities**  
**for the Period 6 December 2019 to 31 March 2021**

	Notes	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOMING RESOURCES</b>				
<b>Incoming resources from generated funds</b>				
Voluntary income		177,595	96,555	274,150
<b>RESOURCES EXPENDED</b>				
<b>Costs of generating funds</b>				
Costs of generating voluntary income		8,883	-	8,883
<b>Charitable activities</b>				
Bus		78,559	-	78,559
<b>Governance costs</b>		<u>38,734</u>	<u>-</u>	<u>38,734</u>
<b>Total resources expended</b>		<u>126,176</u>	<u>-</u>	<u>126,176</u>
<b>NET INCOMING RESOURCES</b>		<u>51,419</u>	<u>96,555</u>	<u>147,974</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>51,419</u>	<u>96,555</u>	<u>147,974</u>

The notes form part of these financial statements

**Healthbus Trust**

**Balance Sheet**  
**At 31 March 2021**

	Notes	Unrestricted fund £	Restricted fund £	Total funds £
<b>FIXED ASSETS</b>				
Tangible assets	4	5,136	-	5,136
<b>CURRENT ASSETS</b>				
Debtors	5	854	21,197	22,051
Cash at bank		<u>65,423</u>	<u>75,358</u>	<u>140,781</u>
		66,277	96,555	162,832
<b>CREDITORS</b>				
Amounts falling due within one year	6	(19,994)	-	(19,994)
<b>NET CURRENT ASSETS</b>		<u>46,283</u>	<u>96,555</u>	<u>142,838</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>51,419</u>	<u>96,555</u>	<u>147,974</u>
<b>NET ASSETS</b>		<u>51,419</u>	<u>96,555</u>	<u>147,974</u>
<b>FUNDS</b>	7			
Unrestricted funds				51,419
Restricted funds				<u>96,555</u>
<b>TOTAL FUNDS</b>				<u>147,974</u>

The financial statements were approved by the Board of Trustees on .....18/11/2021..... and were signed on its behalf by:



.....  
G Sherwood -Trustee

The notes form part of these financial statements



## **Healthbus Trust**

### **Notes to the Financial Statements** **for the Period 6 December 2019 to 31 March 2021**

#### **1. ACCOUNTING POLICIES**

##### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 10% straight line
---------------------	---------------------

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the period ended 31 March 2021.

##### **Trustees' expenses**

There were no trustees' expenses paid for the period ended 31 March 2021.

**Healthbus Trust**

**Notes to the Financial Statements - continued**  
**for the Period 6 December 2019 to 31 March 2021**

**3. STAFF COSTS**

	£
Wages and salaries	90,798
Social security costs	577
Other pension costs	<u>977</u>
	<u><u>92,352</u></u>

No employees received emoluments in excess of £60,000.

**4. TANGIBLE FIXED ASSETS**

	Plant and machinery £
<b>COST</b>	
Additions	<u>5,221</u>
 <b>DEPRECIATION</b>	
At 6 December 2019 and 31 March 2021	<u>85</u>
 <b>NET BOOK VALUE</b>	
At 31 March 2021	<u><u>5,136</u></u>

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	£
Other debtors	<u><u>22,051</u></u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	£
Trade creditors	17,073
Taxation and social security	1,361
Other creditors	<u>1,560</u>
	<u><u>19,994</u></u>

**Healthbus Trust**

**Notes to the Financial Statements - continued**  
**for the Period 6 December 2019 to 31 March 2021**

**7. MOVEMENT IN FUNDS**

	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>		
General fund	51,419	51,419
<b>Restricted funds</b>		
Funds held for new bus	96,555	96,555
	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u><u>147,974</u></u>	<u><u>147,974</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	177,596	(126,177)	51,419
<b>Restricted funds</b>			
Funds held for new bus	96,554	1	96,555
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u><u>274,150</u></u>	<u><u>(126,176)</u></u>	<u><u>147,974</u></u>



**Healthbus Trust**

**Detailed Statement of Financial Activities**  
**for the Period 6 December 2019 to 31 March 2021**

£

**INCOMING RESOURCES**

**Voluntary income**

Donations	56,366
Gift aid	2,634
Grants	197,560
Unincorporated funds	12,470
Health questionnaires	5,120
	<hr/>
	274,150

<b>Total incoming resources</b>	274,150
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**RESOURCES EXPENDED**

**Costs of generating voluntary income**

Advertising	2,433
Miscellaneous purchases	134
Fund raising expenses	5,543
Medical purchasing and testing	773
	<hr/>
	8,883

**Charitable activities**

GP and nurse wages	57,546
Medical director fees	10,840
Security costs	3,301
Bus hire	4,760
Direct expenses	325
	<hr/>
	76,772

**Governance costs**

Wages	33,252
Social security	577
Pensions	977
Training	220
Accountancy	2,158
Consultancy	784
Subscriptions	270
Staff welfare	250
Gifts	161
Plant and machinery	85
	<hr/>
	38,734

**Support costs**

**Management**

Insurance	594
Telephone	349
Postage and stationery	49
Motor and travel	621
	<hr/>
	1,613

This page does not form part of the statutory financial statements

**Healthbus Trust**

**Detailed Statement of Financial Activities**  
**for the Period 6 December 2019 to 31 March 2021**

	£
<b>Finance</b>	
Bank charges	<u>174</u>
<b>Total resources expended</b>	126,176
	<hr/>
<b>Net income</b>	<u><u>147,974</u></u>

**Independent Examiner's Report to the Trustees of**  
**Healthbus Trust**

I report on the accounts for the period 6 December 2019 to 31 March 2021, which are set out on pages four to eight.

**Responsibilities and basis of report**

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Chartered Accountants  
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Hampshire  
BH24 1LG

Date: 24 November 2021  
Date: .....