



Homeless Hampers Annual Report and Financial Statements for the period ended 31st December 2020

Charity registration number: 1187729

Trustees Annual Report and Financial Statements

For the year ended 31 December 2020

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REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Homeless Hampers
Charity registration number	1187729
Principle address	Office 274 33 Great George Street Leeds LS1 3AJ
Trustees	Mr Akbal Suryavansi (Chair) Mrs Gianjit T Suryavansi Miss Sally Lewis (Treasurer) Mrs Janet S Linley Mrs Elizabeth Kontargyri Mr Malcolm P Lightfoot

All trustees acted for the full reporting period.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Homeless Hampers is a Charitable Incorporated Organisation (CIO), registered with The Charity Commission on 4 February 2020.

Homeless Hampers is governed by its constitution, adopted 28 August 2019.

Method of recruitment and appointment of trustees

There must be at least three charity trustees. There is no maximum number of charity trustees that may be appointed to the CIO.

Every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Risk Assessment

Any potential financial risks are covered within the reserves policy (see financial review).

The COVID-19 pandemic and emerging economic impacts, including rising job losses, evictions and family breakdowns are very real risks which we may have to face into in 2021. We have a strong volunteer base to help support our work and have built up reserves through 2020 which exceed our requirements, which will place us in the best position to deal with future increases in demand for our support.

The trustees regularly review the potential risks facing the charity and are satisfied that the relevant framework of policies, processes and procedures are in place to mitigate our exposure to any additional operational risks.

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OBJECTIVES AND ACTIVITIES

Objects of the Charity

1. The prevention or relief of poverty in Yorkshire and surrounding areas through the provision of essential items, such as food, drink, clothing, blankets, sleeping bags, accessories & toiletries, on city outreaches; as well as the provision of household items to those newly housed and living in financial hardship, as and when required.
2. The prevention or relief of poverty in Yorkshire and surrounding areas through donations to other charities providing services and accommodating those in need in the area, such as; hostels, day centres and outreach teams.
3. The prevention or relief of poverty in Yorkshire and surrounding areas by providing practical support and sign posting to housing options, providing other appropriate advice and educational support.

Activities

Our mission is help and support the homeless and those living in poverty in the Yorkshire region and surrounding areas, to get their lives back on track through the provision of essential supplies and by providing direction and advice on housing options, education, life skills and health and wellbeing.

Our objectives and activities are predicated on the following 3 key themes:

Support and Service – offering immediate support to those in need, through food and essential supplies.

We undertake a weekly outreach in Leeds city centre providing supplies to rough sleepers, sofa surfers and other vulnerable individuals living in poverty.

We operate in partnership with a number of supermarkets and other suppliers to distribute surplus food to local shelters and hostels.

We work alongside other charities and community groups to supply food into community groups and food parcels to those in need.

Engagement and Intervention – targeted support to those in need.

We assist those in need through the housing and benefits journey.

We manage referrals from housing and other support groups to support clients in temporary accommodation and those placed in more permanent accommodation with clothes and food parcels.

Recovery – continued support through the long-term journey.

We help those newly housed or living in poverty with furniture, white goods and other housewares.

We offer longer term support, encouragement and sign posting to other services and opportunities.

Public Benefit Statement

In setting our objectives, planning our activities and the regular monitoring of our performance and effectiveness, we give serious consideration to the guidance on public benefit and in particular to the prevention and relief of poverty.

In accordance with the Charities Act 2011, Homeless Hampers Trustees confirm that the activities we undertake to achieve our objectives are all carried out for the public benefit as described by the Charity Commission. The beneficiaries of the charity are members of the public who are in need due to poverty, homelessness, vulnerability or similar.

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Achievements and Performance

2020 saw the start of Homeless Hamper's journey as a registered charity. We had been running as a small non-profit community support group since 2015. We had grown over this time, both in terms of the support we received and the challenges we faced into as the presence of homelessness increased greatly.

It was a natural step for us to register with The Charity Commission; to allow us to grow further through increasing our funding opportunities consequently through our ability to support more people.

As we commenced this journey, we also launched a new website and brand design. Huge appreciation and thanks go to jameskontargyris.co.uk for the amazing work he has done for us.

Our year began with busy outreaches and food provisions into the hostels in Leeds and Bradford. Outreaches were serving 110-120 meals every Sunday evening, as well as providing clothes and toiletries to rough sleepers and individuals living in poverty. We were running with the help of c. 20-25 volunteers per week on outreach.

We were also delivering food into 3 Leeds hostels and 2 Bradford hostels, 5 nights per week.

Following registration with The Charity Commission in February, we quickly had to take stock and rise to the challenges we faced from the COVID-19 pandemic outbreak.

The pandemic, and resulting lockdowns, seriously impacted the homeless community. At the end of March 2020, Leeds City Council were asked to accommodate all people sleeping rough or at risk of sleeping rough, in order to prevent the spread of COVID-19. This was called 'Everyone In'.

Simultaneously, all grass roots groups were directed to suspend outreach and face to face activities. This was the first challenge we rose to. Leeds City Council housed 78 rough sleepers in 2 hotels.

We redirected our support to provide food parcels every week for these individuals. This was in addition to continuing the existing support into the homeless shelters in Leeds and Bradford every week.

We delivered this support with a reduced volunteer base to keep the risks low and protect our volunteers. All our trustees were active volunteers through this time, with the addition of 5 key volunteers who stepped up to support us throughout the year, to whom we are very grateful.

Throughout the year we rose to many other challenges; through Covid restrictions easing, tightening, changing guidance and at the same time responding to an increasing number of individuals struggling financially through the pandemic. We stood up, confronted the difficulties, and transformed our support to meet the changing needs of our service users, and importantly, we delivered this support whilst maintaining our core values and ethos as a team.

Once restrictions eased a little and we could recommence our outreach activities we did so with restricted numbers of volunteers and within social distancing guidelines.

Whilst the majority of rough sleepers retained hotel accommodation, the most vulnerable were on the streets and still in real need of our face-to-face support.

We were providing 50-60 meals on Outreach in those subsequent weeks and often twice a week to make sure everyone was getting fed when other grass roots groups were constrained.

Our support into the hostels grew over the course of the year as we took on more referrals. We have supported hostels, day centres and community centres and food banks with regular food donations, emergency provisions, delivering on average 250-300 meals per week, in addition to weekly outreach.

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We also supported the hostels over Christmas, purchasing 119 hot Christmas meals and crackers. Over new year we similarly bought pizzas and fish and chips for those in the hostels.

We accepted support referrals through some of these groups, in addition to referrals direct from individuals. This meant through the course year we were consistently providing around 25-50 food parcels per week into homes.

All of this work involved us collaborating with and providing supplies to the following groups:

Beacon Leeds (x4)	Newland Food Bank, Morley
Night Inn	Bramley Food Bank
Discovery House Bradford	Armley Community Centre
Park Inn: Beacon House Bradford	St. Anne's Resource Centre
Connect Housing	Simon on the Streets
LCC 'Everyone In' (x2)	St George's Crypt

Through working with the above groups and through building relationships with our service users, we also supported 21 individuals into accommodation and were able to supply furnishings, white goods, electricals, food and other essential items to help make their new house a home.

Furthermore, we also assisted 4 particularly vulnerable individuals with short term accommodation for c. 7-14 nights while we properly engaged with the relevant services to support these individuals into longer term accommodation.

The Homeless Hampers charity could not operate without the considerable effort and support from our dedicated volunteers. In 2020 we had >500 volunteers registered with us, including many returning, regular volunteers supporting outreaches, as well as the reduced group of volunteers who stood by us and supported the daily surplus food collections and food parcel deliveries throughout lockdown.

We maintain a Facebook page where we post regularly to share the week's activities, run appeals and shout out thanks to supporters and volunteers. Our followers grew throughout the year from 7.5k to 8.7k by the end of the year. We are so grateful to all our supporters and advocates.

Donations

We rely on the generous and continued donations of clothing, food, toiletries, electricals and household items from supporters and local companies and would like to thank everyone who has contributed throughout the year, as well as for the overwhelming support we received for our Easter and Christmas campaigns.

We are grateful for the support from the following advocates and partners who have acted as collection points for public donations during 2020. This support is always gratefully received, especially in such difficult times, these drop points made a real difference when we were unable to reach out to as many people due to the pandemic restrictions.

Buzz Bingo	The Salt Cellar
Chapel House	RBS Bank
Retro Treasure	

We give special thanks to **Vicky and team Menston** for their dedication week in and week out, sourcing, collecting, and arranging donations to provide much needed snack packs.

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Partnerships

We thank the retailers who have partnered with us to provide surplus food, donate supplies, and run campaigns for us, as well as the companies who have provided hot food. All these groups have contributed to the successes of 2020:

Marks & Spencer's	Oven Door
Co-op	Asda
Greggs	Waitrose
Aldi	Sainsbury's
Tesco	Iceland
TK Maxx	Lyceum hot food
Poundstetcher	ICWUK hot food
Five Rivers	Emmaus
Singh's Indian Street food	

Collaborations

We have also worked alongside and collaborated with other support groups and charities with a shared aim to make a difference to those on the streets and living in poverty:

Simon on the Streets	St. Anne's Resource Centre
Barka Leeds (Engage)	Leeds City Council

We want to give special mention and thanks to **Hughie's homeless outreach kitchen** for working with us and collaborating on outreaches when restrictions were tough and support to rough sleepers was so limited, but also for all the support he has continued to provide subsequently. Becoming one of our biggest supporters and advocates.

We also extend our thanks and gratitude to **McCarthy's Storage**. McCarthy's reached out to help us with storage facilities back in 2019 and have continued to provide us with space to accommodate our growing requirements. This support is absolutely invaluable as we have considerable stock from the generous donations we receive, as well as a need to store our equipment.

Funding

Although COVID-19 has restricted some of the fundraising opportunities we were hoping to have undertaken during 2020, we feel that in our first year as a registered charity we have had a very successful year generating much needed funds, thanks to the huge support and advocacy from our supporters.

We have received monetary donations from members of the public, community groups, corporate organisations and fundraising events run on our behalf.

We are unable to thank each donor individually, but give our sincere thanks to all of you, as well as to the groups who have donated to us from their community funds, including:

Greggs	Waitrose
Direct line	Key care
Neighbourly	Caravan Club advent
Blackmoor foundation	

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We also give special thanks to **Northern Collective** for organising the 'Music for meals' 2020 event - a virtual live event showcasing DJs and entertainment from across the North of England. Extended thanks also go to all the performers who took part in the event and the followers who donated and raised much needed funds.

We also thank Mike Presto & Dom Clayton who both completed the Yorkshire Three Peaks challenge to raise funds on our behalf.

Our achievements through such a challenging year are testament to the level of support the aforementioned teams and individuals have given us.

Due to this invaluable and continued commitment and support from our volunteers, our partners, suppliers and local communities, alongside the generosity of our donors, we have collectively made a real difference to the lives of those who we support.

Plans for the future

The trustees will continue to develop our support offering through 2021 as we work through the pandemic and deal with the inevitable consequences of furlough, job losses, mental health problems and family breakdowns from this difficult time.

We will nurture our existing relationships and develop new ones to ensure we can meet the expected increase in demand and, as we have demonstrated in 2020, rise to the challenges, whilst staying true to our core objectives and values.

We are planning to purchase a van in 2021 to better assist newly housed individuals with the supply of furniture and white goods, as well as transporting outreach equipment and for the continued delivery of food parcels and supplies.

We have given thanks to our volunteers and partners who supported us through 2020 and hereby give thanks in advance for their continued support and dedication through the upcoming year.

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FINANCIAL REVIEW

Principal Funding Sources

The principal funding sources for Homeless Hampers are donations and fundraising from members of the public and corporate and community grants.

Financial review of the year

We began our financial year on 4th February, following registration with The Charity Commission, with £4,362 cash in bank from fundraising activities in early 2020.

Income through the remainder of the year was £24,207; including £12,256 from community grants and corporate donations, £6,583 for fundraising undertaken on our behalf and £4,833 in donations from the general public.

Our outgoings for the year were £9,276, the majority of which was spent on food, supplies and equipment to support our core activities of city centre outreaches and food parcels into homes, shelters and those in temporary accommodation.

The charity has no material assets other than its cash at bank and in hand. The charity has no liabilities or other commitments.

There are no prior year comparisons as we have not published formal accounts prior to registration on 4th February 2020.

Reserves Policy

Homeless Hampers free cash reserves at the year-end were £19,293, which is made up of cash funds carried over.

We maintain free unrestricted reserves:

- to provide a level of working capital that protects the continuity of our core work
- to provide a level of funding for unexpected opportunities
- to provide cover for risks such as unforeseen expenditure or unanticipated loss of income

The charity is heavily reliant on the donations of clothes, toiletries and essentials from the public, as well as the corporate support we receive from our partners providing surplus food.

Following registration with The Charity Commission in February 2020, our income stream has increased. We have used this initial flow of income to build a solid reserve base to ensure that we can confidently continue our work and successfully overcome any adversity we may face in the future.

We are dedicated to continuing our core activities and look to increase and widen the support we offer in line with our objectives.

In order to maintain our service and grow, we need to be able to continue even if we were to face lower income and less support from our partners; especially as we start to see the adverse impacts on the economy and on individuals suffering the effects of the pandemic.

The reserves policy seeks to mitigate these risks through holding enough in reserve to continue our general operation.

A prudent assessment of the financial impact of risk events on reserves is estimated to be up to £1,000 per month. We allow for twelve months general operational running costs, resulting in a minimum reserve of £12,000.

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Receipts and Payments Account for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £
RECEIPTS				
Donations - Individuals		4,833		4,833
Donations - Corporate		856		856
Grants and Community Funds		11,400		11,400
Fundraising		6,583		6,583
Gift Aid		535		535
A1 Receipts		24,207	-	24,207
A2 Asset and investment sales		-	-	-
TOTAL RECEIPTS		24,207	-	24,207
PAYMENTS				
Salaries	3	-	-	-
Charitable activities	4			
Outreach & food parcels		4,490		4,490
Home furnishings		993		993
Temporary accommodation		543		543
Vehicle & transport		1,086		1,086
Premises		677		677
Comms & PR		104		104
Support/Admin costs	5			
Volunteer costs		923		923
Training		-		-
Governance costs	6			
Insurance		336		336
DBS checks		84		84
Licences and subscriptions		40		40
A3 Payments		9,276	-	9,276
A4 Asset & investment purchases		-	-	-
TOTAL PAYMENTS		9,276	-	9,276
NET OF RECEIPTS / (PAYMENTS)		14,931	-	14,931
A5 Transfers between funds		-	-	-
A6 Cash funds last year end		4,362	-	4,362
CASH FUNDS THIS YEAR END		19,293	-	19,293

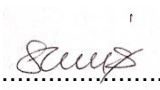
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Statement of Assets and Liabilities for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £
B1 Cash funds				
Cash at bank and in hand		18,758		18,758
B2 Other monetary assets				
Gift Aid to be reclaimed		535	-	535
B3 Investment assets		-	-	-
B4 Assets retained for charity's own use	7	-	-	-
Sleeping bags				
Clothes				
Small electrical items				
Equipment (flasks, trolleys etc.)				
B5 Liabilities		-	-	-
TOTAL CHARITY FUNDS		19,293	-	19,293

Approval of the accounts

The financial statements were approved by the board of trustees on 02/09/2021 and are signed on its behalf by:

Signed:  Sally Lewis, Treasurer

Date: 03/09/2021

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Notes to the accounts for the year ended 31 December 2020

1. Accounting Policies

Basis of accounting

The financial statements of Homeless Hampers have been prepared in accordance with the Charities Act 2011 using the **Receipts and Payments basis**.

Homeless Hampers were registered as a CIO with The Charity Commission on 4th February 2020, therefore the year end accounts represent transactions occurring from **4th February to 31st December 2020**.

Fund accounting

All income received by Homeless Hampers for the year ending 31st December 2020 was **Unrestricted Funds**, therefore are available to use at the discretion of the trustees in furtherance of the general objectives of the charity.

2. Related party and trustee transactions

Trustee Expenses

Travel expenses totalling £924 have been paid to one trustee during the year ended 31st December 2020.

These transport costs were incurred wholly, exclusively, and legitimately whilst undertaking the delivery of the charity's objectives.

No other remuneration or expenses have been paid to trustees during this period.

3. Salaries

Homeless Hampers operations are undertaken entirely by volunteers; therefore, zero salary costs have been incurred during the year ending 31st December 2020.

4. Charitable activities

Homeless Hampers receive donations of food, clothes, toiletries, and furniture from a variety of sources, including corporates, communities, and individuals.

Where we are unable to source donations free of charge, we will purchase goods and items necessary to undertake our activities, including:

Outreach and Food parcel costs, reflecting the additional food, clothing, essentials, equipment, and sundry items purchased, which were required to deliver and support our weekly outreach and daily food parcel service.

We have purchased **furniture** and white goods to support those newly housed, and families/persons living in poverty and in need of immediate support.

We have paid for emergency **accommodation** for extremely vulnerable individuals to keep them safe in the short term.

To make it possible for us to carry out our activities, we have incurred directly attributable costs for **fuel**, van hire and storage accessories.

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Notes to the accounts for the year ended 31 December 2020

5. Support and administration costs

We are reliant on the commitment from our volunteers, who offer their time for free, to be able to provide ongoing support. In order that we carry out our activities safely, transparently, and professionally, we have incurred **volunteer costs** relating to identification, branded high visibility jackets and branded clothing.

6. Governance Costs

Keeping ourselves, our volunteers, and our service users safe and protected is of paramount importance. We have incurred costs relating to adequate liability and indemnity insurance cover, DBS checks for key personnel and the appropriate ICO subscription fees.

7. Assets retained for charity's own use

Homeless Hampers hold a stock of donated goods, including sleeping bags, clothes, toiletries, small electrical items and homewares, in a secure storage facility. The stock is relatively small and has a very high turnover rate.

In accordance with Receipts and Payments accounting guidance, valuations of these items are not required on the statement of assets and liabilities.