



**Homeless Hampers Annual Report and  
Financial Statements for the period ended  
31<sup>st</sup> December 2021**

Charity registration number: 1187729

## **Trustees Annual Report and Financial Statements**

### **For the year ended 31 December 2021**

#### **Contents**

	<b>Page</b>
Trustees' Report	3 - 10
Independent Examiners Report	11
Receipts and Payments Account	12
Statement of assets and liabilities	13
Notes to the accounts	14-15

# Homeless Hampers

## Trustees' report for the year ended 31 December 2021

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### **REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Homeless Hampers
<b>Charity registration number</b>	1187729
<b>Principle address</b>	Office 274 33 Great George Street Leeds LS1 3AJ
<b>Trustees</b>	Mr Akbal Suryavansi (Chair) Mrs Gianjit T Suryavansi Miss Sally Lewis (Treasurer) Mrs Janet S Linley Mrs Elizabeth Kontargyri Mr Malcolm P Lightfoot Mrs Victoria Taylor (Appointed 06.07.2021. Resigned 31.12.2021)
<b>Independent Examiner</b>	Deepak Sahota 50 Farrar Lane Leeds LS16 7AF

### **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 impact of the COVID-19 pandemic has seen increased job losses, evictions and family breakdowns and the outlook for 2022 is set to worsen with increasing cost of living and rising inflation. These are very real risks which we will have to face into in 2022. We have a strong volunteer base to help support our work and have built up

# Homeless Hampers

## Trustees' report for the year ended 31 December 2021

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reserves through 2020 and 2021 which currently exceed our requirements, placing 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.

### **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 to 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.

## Homeless Hampers

### Trustees' report for the year ended 31 December 2021

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#### 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.

#### Achievements and Performance

2020 was a challenging year which saw us having to deal with the effects of the COVID-19 pandemic, changing the way we support those in need and managing the increasing demand on us while adapting to restrictions put in place.

As we moved through 2021, we saw COVID restrictions easing, however the repercussions have been significant, driving increased demand on the charity as job losses increased, street homelessness increased, families in poverty needing food supplies increased and pressure on the local services led to more referrals and requests for support.

We were able to rise to these challenges due to the amazing support and backing we have from our volunteers, donors, and supporters.

We have made real progress in the support we provide; building on the outreach and food parcel focussed service to also provide housing support through the provision of home furnishings, as well as one to one support to help rebuild lives.

We have delivered the following through 2021:

- Hostels – through the year we have supported 7 hostels across Leeds and Bradford, supplying hot food and surplus food collected from our partners:
  - 23, 520 meals throughout the year, c. 138 people per week in 7 hostels
  - Average 3.2 meals per person per week.
- Outreach – for 11 months of year we walked around Leeds city centre every Sunday night with trolleys full of hot food, sandwiches, snack packs, clothes, sleeping bags and toiletries. From December we commenced a static outreach to manage numbers more efficiently and to provide a wider food selection for those in housing to take home for cooking:
  - 8,640 meals supplied across the course of the year, to c. 62 people per week who are street homeless, in shelters, sofa surfers and housed but living in poverty
  - Average 3 meals per person per week

- Foodbanks – we supported 3 Foodbanks with surplus food from some of our large supermarket suppliers:
  - 51 deliveries
- Food Hampers – we have provided food parcels to struggling families and persons newly housed that are referred to us from the local services. Support is often ongoing over a number of weeks, as well emergency parcels:
  - 699 food hampers delivered, an average of 13.4 hampers per week

## **Homeless Hampers**

### **Trustees' report for the year ended 31 December 2021**

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- Christmas & New Year – we ensure that all of the hostel residents are able to celebrate Christmas and new year. We have arranged catering for both occasions, supplying hot Christmas dinners and New Year pizzas:
  - 125 fully catered 2 course Christmas dinners to hostels in Leeds and Bradford
  - 80 pizzas to 4 hostels in Leeds
- Emergency Accommodation – we support the most vulnerable people on the streets. Where someone is struggling or in danger and cannot be found a bed in a shelter or hostel, we have funded hotel and B&B rooms until they can be seen by housing or an applicable service
  - 4 people placed into emergency accommodation, across 9 nights
- Home Support – we have assisted many service users to make their house a home. Those newly housed are faced with a real challenge when they are provided with unfurnished accommodation, this is a struggle both financially and mentally. There are also families without beds, both for parents and children.
 

We have helped collect, deliver, and install white goods, furniture, beds, and carpets:

  - 40 homes furnished
  - 13 of which have been funded by the charity, the remainder through generous donations

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

Beacon Leeds (x4)	Newlands Food Bank, Morley
Discovery House Bradford	Hawksworth Estate
Centre Point	Holly Bush School
Barca	St. Anne's Resource Centre
Newlands Food Bank, Morley	Simon on the Streets
CGL	

## **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 egg collection and Christmas shoebox campaign.

We are grateful for the support and donations from the following advocates and partners:

TK Maxx  
Direct Line Group  
Fane Productions  
Individual Agency

Newlands Food Bank  
Swinnow Community Centre  
Stand 4 Socks

## Homeless Hampers

### Trustees' report for the year ended 31 December 2021

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#### Partnerships

We acknowledge the retailers who have partnered with us to provide surplus food, donate supplies, and run campaigns for us, as well as the companies and people who have cooked hot food. All these groups/persons have contributed to the successes of 2021:

Marks & Spencer's	Gerry's pasta
Greggs	Punjabi heaven
Asda	Archie Sandwiches
Morrisons	The Bhogal Family
Sainsbury's	Karen Midgley
Waitrose	Steve Rawlings
Singh's Indian Street food	Pat Robinson
Lyceum hot food	Marlene
ICWUK hot food	Surjeet Ryatt
The Generous Pioneer	

We extend our thanks and gratitude to McCarthy's Storage and the Prince Philip Centre for providing us with storage facilities. 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

We were able to recommence fundraising activities in 2021 with the lifting of COVID restrictions. For a large part of the year we ran a number of events and campaigns to raise funds for the van purchased in early 2022. Thank you to the huge support and advocacy from our donors and 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 here, 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:

Direct Line Group  
Asda

TK Maxx  
Waitrose

Neighbourly  
Drydens Solicitors  
Arnold Clark

The Individual Agency  
Groundwork (One Stop)  
Pudsey Community Fund

Particular thanks also go to all of the volunteers supporting our fundraising activities, including running of stalls, ticket sales, raffle organisation and calendar production and sales.

## **Volunteers**

The Homeless Hampers charity could not operate without the considerable effort and support from our dedicated volunteers. In 2021 we had >500 volunteers registered with us, including many returning, regular volunteers supporting outreaches, snack pack production, storage maintenance, food pick-ups and deliveries.

## **Homeless Hampers**

### **Trustees' report for the year ended 31 December 2021**

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#### **Supporters**

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 8.7k to 9.8k by the end of the year. We are so grateful to all our supporters and advocates.

Special thanks to Calvin Ferguson for ongoing maintenance and updates to the website.

#### **Plans for the future**

Homeless Hampers has seen significant growth through 2021. This growth is across the board, including growth in our financial position, in the support we have received from donors, supporters and volunteers, as well as growing demand for our services.

In line with our Business Plan, the trustees will continue to develop and increase our support offering through 2022 as we utilise the growing support, funding and aim to meet the growing demand.

Our purchase of a van in early 2022 will enable us to strengthen our support offering and move forward to deliver a service to those newly housed as well as those on the streets.

We will continue to work through the consequences of the pandemic, the worsening economic environment and dealing with the impact that will have on our service users.

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 and 2021, rise to the challenges, whilst staying true to our core objectives and values.

We give thanks in advance to our volunteers, donors and supporters for their continued efforts and dedication through the upcoming year.



# Homeless Hampers

## Trustees' report for the year ended 31 December 2021

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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 1<sup>st</sup> January 2021 with **£19,293** cash in bank.

Income through the year was **£44,145**; including £11,403 from community grants/corporate donations, £18,733 from fundraising; £5,029 of which from activities undertaken on our behalf and £13,703 from activities organised by Homeless Hampers, and £12,075 in donations from the public. We have received Gift Aid of £1,943 in relation to the public donations in 2021.

Active fundraising campaigns have been run through the year, predominantly to raise money to purchase a van, which will allow us to continue the work we do, running the weekly outreach and supporting newly housed people with furniture and white goods.

Our outgoings for the year were **£11,511**, the majority of which was spent on food, supplies and equipment to support our core activities of city centre outreaches and food parcels, emergency accommodation for the vulnerable, and purchases of furniture and white goods for those newly housed.

We closed the financial year with cash in bank and hand of **£51,935**. The closing funds were higher than expected due successful fundraising for a van purchase. £27,319 of our income was generated in the last two months of the year. The van purchase (£25,000) was completed in quarter 1 of 2022.

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

Prior year accounts represent transactions occurring from registration on 4<sup>th</sup> February to year end 31<sup>st</sup> December 2020.

#### **Reserves Policy**

Homeless Hampers free cash reserves at the year-end were £51,935, which is made up of cash funds carried over.

The year end fund included a large amount of fundraising for a van purchase which was completed in February 2022 (£24,595). Therefore, the underlying funds were £27,341.

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 furniture, clothes, toiletries, and essentials from the public, as well as the corporate and community support we receive from our partners providing surplus food. In addition to donations, we are incurring increasing costs to run the operation and provide greater support to those in need.

Following registration with The Charity Commission in February 2020, our income stream has increased significantly, and we have built and maintained a solid reserve base to ensure that we can confidently continue our work and successfully overcome any adversity we may face in the future.

## **Homeless Hampers**

### **Trustees' report for the year ended 31 December 2021**

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

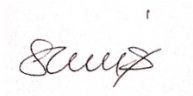
In order to maintain our service and grow, we need to be able to continue even if we were to face lower income and less support from our partners; especially as we start to see the adverse impacts on the economy and on individuals suffering the effects of the pandemic, increased cost of living and rising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

At the year-end we reviewed our reserves policy and increased it to reflect our growth in activities, the increased demand in the prevailing uncertain economic environment mentioned above, as well as to ensure we can always run and maintain the van purchased in early 2022.

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 £1,750 per month. We allow for twelve months general operational running costs, resulting in a minimum reserve of £21,000.

The Trustees annual report was approved on 18<sup>th</sup> August 2022 and signed on behalf of the board of trustees by:



Miss Sally Lewis  
Trustee & Treasurer

## **Homeless Hampers**

### **Independent Examiner's Report to the Trustees for the year ended 31 Decemer 2021**

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I report to the trustees on my examination of the accounts of Homeless Hampers for the year ended 31<sup>st</sup> December 2021.

#### **Responsibilities and basis of report**

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

I report in respect of my examination of Homeless Hampers' accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **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 Homeless Hampers as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: D Sohaotas

Name: Deepak Sahota

Company: SBA Property Ltd

Position: Financial Director

Address: 50 Farrar Lane  
Leeds  
LS16 7AF

Date: 31<sup>st</sup> October 2022

# Homeless Hampers

## Receipts and Payments Account for the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Prior Period £
<b>RECEIPTS</b>					
Donations - Individuals		12,075		12,075	4,833
Donations - Corporate		-		-	856
Grants and Community Funds		11,403		11,403	11,400
Legacies		-		-	-
Fundraising		18,733		18,733	6,583
Gift Aid		1,943		1,943	535
<b>A1 Receipts</b>		<b>44,154</b>	<b>-</b>	<b>44,154</b>	<b>24,207</b>
<b>A2 Asset and investment sales</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RECEIPTS</b>		<b>44,154</b>	<b>-</b>	<b>44,154</b>	<b>24,207</b>
<b>PAYMENTS</b>					
<b>Fundraising</b>	(3)	537	-	537	-
<b>Salaries</b>	(4)	-	-	-	-
<b>Charitable activities</b>	(5)				
Outreach, Food Parcels & Breakfast Club		7,940		7,940	4,490
Home Furnishings		1,325		1,325	993
Temporary Accommodation		507		507	543
Vehicle & Transport		55		55	1,086
Premises		437		437	677
Comms & PR		105		105	104
<b>Support/Admin costs</b>	(6)				
Volunteer Costs		114		114	923
Website		34		34	-
Memberships		77		77	-
Training		-		-	-
<b>Governance costs</b>	(7)				
Insurance		346		346	336
DBS checks		-		-	84
Licences and subscriptions		35		35	40
<b>A3 Payments</b>		<b>11,511</b>	<b>-</b>	<b>11,511</b>	<b>9,276</b>
<b>A4 Asset &amp; investment purchases</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PAYMENTS</b>		<b>11,511</b>	<b>-</b>	<b>11,511</b>	<b>9,276</b>
<b>NET OF RECEIPTS / (PAYMENTS)</b>		<b>32,643</b>	<b>-</b>	<b>32,643</b>	<b>14,931</b>
<b>A5 Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>		<b>19,293</b>	<b>-</b>	<b>19,293</b>	<b>4,362</b>
<b>CASH FUNDS THIS YEAR END</b>		<b>51,935</b>	<b>-</b>	<b>51,935</b>	<b>19,293</b>

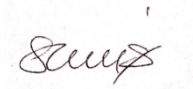
## Homeless Hampers

### Statement of Assets and Liabilities for the year ended 31 December 2021

	Notes	2021 Total £	2020 Prior Period £
<b>B1 Cash funds</b>			
Cash at bank and in hand		50,746	18,758
<b>B2 Other monetary assets</b>			
Gift Aid to be reclaimed		1,189	535
<b>B3 Investment assets</b>		-	-
<b>B4 Assets retained for charity's own use</b>	(8)	-	-
Sleeping bags			
Clothes			
Small electrical items			
Equipment (flasks, trolleys etc.)			
<b>B5 Liabilities</b>		-	-
<b>TOTAL CHARITY FUNDS</b>		<b>51,935</b>	<b>19,293</b>

### Approval of the accounts

The financial statements were approved by the board of trustees on 18.08.2022 and are signed on its behalf by:



Signed:

Name: Sally Lewis MAAT, ACMA, CGMA

Position: Treasurer

Date: 01.08.2022

# Homeless Hampers

## Notes to the accounts for the year ended 31 December 2021

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### 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**.

Prior year accounts represent transactions occurring from 4<sup>th</sup> February to 31<sup>st</sup> December 2020.

#### Fund accounting

All income received by Homeless Hampers for the year ending 31<sup>st</sup> December 2021 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

No trustee travel expenses incurred whilst undertaking charitable activities have been reclaimed during the year ended 31<sup>st</sup> December 2021.

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

### 3. Fundraising Costs

Costs were incurred in relation to the printing and publishing of the Homeless Hampers 2022 calendar, as well as the purchase of raffle tickets for market stalls.

These costs were incurred wholly and exclusively in relation to fundraising activities.

### 4. Salaries

Homeless Hampers operations are undertaken entirely by volunteers; therefore, zero salary costs have been incurred during the year ending 31<sup>st</sup> December 2021.

### 5. 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.

## Homeless Hampers

### Notes to the accounts for the year ended 31 December 2021

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#### 6. 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.

#### 7. 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 and the appropriate ICO subscription fees.

#### 8. 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 of relatively small financial value 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.