

**REGISTERED COMPANY NUMBER: CE021242 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1188693**

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended 31 March 2022**  
**for**  
**CAMROSE CENTRE BASINGSTOKE**

B20 Limited  
Chartered Certified Accountants  
Charwell House  
Wilsom Road  
Alton  
Hampshire  
GU34 2PP

# **CAMROSE CENTRE BASINGSTOKE**

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## **CAMROSE CENTRE BASINGSTOKE**

### **Report of the Trustees for the Year Ended 31 March 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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 UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

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

The Camrose Centre's principal objectives have been to provide an open access service to homeless and vulnerably housed people. As Basingstoke's own local homelessness charity, it has continued to provide the best possible help to our clients, while not compromising either their safety or that of staff and volunteers. Camrose is very grateful for the support from the local community that makes this possible. Its relationships with other members of the Basingstoke Social Inclusion Partnership (SIP) have also proved invaluable.

As has been the case for everyone else, Camrose has continued to manage its operations with the ever-present threat of Covid. Government advice has been followed throughout while slowly reverting to something like past patterns of service. Thankfully, to our knowledge, no spreading of Covid infections have been traced back to Camrose sessions. There was only one occasion out of 172 scheduled sessions when staff and volunteer sickness, and planned leave meant that for safety reasons it was not possible to open the Centre. We are grateful for the responsible behaviour of all attending the centre, whether clients, volunteers or staff in isolating when necessary and observing all precautions against infection.

In the course of FY 21/22 there were 2011 visits by 166 clients in the course of 172 sessions. 55 of those were new clients that had not previously attended. 41% of the total figure were permanently housed, 23% presented as sleeping rough, 19% were placed in temporary accommodation while 17% presented as sofa surfing. A hot two-course meal is offered to every client but not all accept. In all 1529 meals were served during FY 21/22. High energy food packs of convenience food is offered to selected clients to see them through to the next Camrose opening. 409 food parcels were handed out.

Camrose continues to experience persistent levels of attendance on all sessions. A handful of street homeless clients attend most regularly. Clients attending who are temporally housed or have a permanent address present with complex needs, often a combination of debt, benefit issues, mental health issues and addiction.

Camrose welcomes specialist visiting services including monthly drop ins from the local GP surgery and the Basingstoke 'Inclusion' drugs and alcohol abuse service. There have been regular visits from a local barber and from footcare specialists. An innovation has been weekly visits from the ArtWell project offering art with psychotherapy activities. These have become part of a wider art-in-the-community campaign.

Once again Camrose opened for the winter months on Sundays, initially from 1st December-28th February. It remained open on Sundays during March funded from reserves. Subsequently, because of the popularity of this service, part-funding was offered once more by BDBC and topped up from a grant from The Linbury Trust for this to continue for the whole of FY22/23.

By the end of the financial year, Camrose employed 4 part-time staff. Centre Manager (16 hrs./wk.), two Support Workers (16 and 12 hrs./wk. respectively), two temporary Support Workers (to cover absences and Sunday sessions).

A training day for staff and volunteers, with visiting speakers from BDBC and the High Sheriff of Hampshire was held in October 2021. Staff have been encouraged to take up face to face and online training to meet personal development and professional needs.

## **CAMROSE CENTRE BASINGSTOKE**

### **Report of the Trustees for the Year Ended 31 March 2022**

#### **FINANCIAL REVIEW**

##### **Financial position**

Camrose was able to build on its reserves through generosity from many sources, not only in cash but also with goods in kind and people's time and energy. Major financial donors included BDBC, AECOM Ltd, Beaufort Asset Management Ltd and Oakley Hall Hotel and several local charitable trusts, churches, businesses and individuals. Many have chosen to stay anonymous.

Gifts in kind have included a replacement freezer filled with food following the breakdown of its predecessor, essential goods from supermarkets, a wonderful Christmas lunch provided by Basingstoke Deane Rotary (with support from Sainsbury's) and numerous bags of groceries and clothing. Our landlord has been timely and sympathetic in providing practical support. People have given their time to raise funds with their fellow employees, sports enthusiasts and by individual charitable acts. Client facing volunteers from our local communities are essential to the way we work, as are the back-room team of supporters and trustees.

Camrose was offered the opportunity to benefit from cooperating with Julian House, the BDBC's Outreach Service provider on a sponsored 'Big Sleepout'. However, trustees decided against involvement because of proportionally high organisation costs to be taken from donations by participants.

The Office Manager resigned to take up full time employment in October 2021. Her activities were shared out with irregular additional paid hours by Support Workers and the Centre Manager. With this change and because of the extension of Sunday opening hours, the net impact on the annual salary costs against budget was neutral. Overall annual expenditure was 10.3% below budget due to underspends on (principally) room hire, IT Support, telephone and professional fees.

BVA's Payroll services team has administered Camrose's payroll and an HR advisor is retained to be called upon, at an hourly rate, when needed. Assistance has been given in drafting employment contracts as well as providing advice on policy and disciplinary matters. Camrose has also been helped greatly by the tireless work of its Treasurer and online banking signatories in running routine accounts.

Camrose would not exist without the pool of approximately 25 client-facing volunteers who give up a great deal of their time and energy to opening the centre and providing not only practical help but also compassionate listening ears.

##### **Reserves policy**

The reserves policy was reviewed on 16th March 2021. It had been intended to complete a strategy review in 2021 to better inform any updates to the reserves policy. The review was postponed due to real time operational issues. Work will restart on the strategy review in 2022 and it is expected that an interim reserves policy will be prepared early in the new FY.

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

##### **Governing document**

The governing document for Camrose is the CIO Constitution which is lodged with the Charity Commission. There are approximately 20 policies, procedure and protocol documents including a Service Delivery Framework, which focusses on the day-to-day operation of the Centre and is updated frequently.

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

##### **Registered Company number**

CE021242 (England and Wales)

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

1188693

##### **Registered office**

Glebe Hall  
St Michael's Church  
Church Square  
Basingstoke  
RG21 7QW

**CAMROSE CENTRE BASINGSTOKE**

**Report of the Trustees  
for the Year Ended 31 March 2022**

**Trustees**


J Welton  
Dr A Taylor  
I Baker  
S Cook  
R Kennelly  
M Browning  
S Baker

**Company Secretary**

**Independent Examiner**

B20 Limited  
Chartered Certified Accountants  
Charwell House  
Wilsom Road  
Alton  
Hampshire  
GU34 2PP

Approved by order of the board of trustees on 14th October 2022 and signed on its behalf by:



.....  
Trustee

**Independent Examiner's Report to the Trustees of  
CAMROSE CENTRE BASINGSTOKE**

**Independent examiner's report to the trustees of CAMROSE CENTRE BASINGSTOKE ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 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.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mrs Caroline Scull  
FCCA  
B20 Limited  
Chartered Certified Accountants  
Charwell House  
Wilsom Road  
Alton  
Hampshire  
GU34 2PP

Date: 27/10/2022

**CAMROSE CENTRE BASINGSTOKE**

**Statement of Financial Activities  
for the Year Ended 31 March 2022**

		Year Ended 31.3.22 Unrestricted funds £	Period 20.3.20 to 31.3.21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies	2	44,127	106,335
<b>Charitable activities</b>			
Camrose Centre		21,000	21,000
<b>Total</b>		<u>65,127</u>	<u>127,335</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Camrose Centre		49,378	25,478
Other		1,694	2,249
<b>Total</b>		<u>51,072</u>	<u>27,727</u>
<b>NET INCOME</b>		14,055	99,608
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		99,608	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>113,663</u></u>	<u><u>99,608</u></u>

The notes form part of these financial statements

# CAMROSE CENTRE BASINGSTOKE

## Balance Sheet 31 March 2022

	Notes	31.3.22 Unrestricted funds £	31.3.21 Total funds £
<b>CURRENT ASSETS</b>			
Debtors	7	250	937
Cash at bank and in hand		113,803	99,013
		<u>114,053</u>	<u>99,950</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	(390)	(342)
		<u>113,663</u>	<u>99,608</u>
<b>NET CURRENT ASSETS</b>			
		<u>113,663</u>	<u>99,608</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>113,663</u>	<u>99,608</u>
<b>NET ASSETS</b>			
		<u>113,663</u>	<u>99,608</u>
<b>FUNDS</b>	9		
Unrestricted funds		113,663	99,608
<b>TOTAL FUNDS</b>		<u>113,663</u>	<u>99,608</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14/10/22 and were signed on its behalf by:

  
Trustee

The notes form part of these financial statements



## CAMROSE CENTRE BASINGSTOKE

### Notes to the Financial Statements for the Year Ended 31 March 2022

#### 1. ACCOUNTING POLICIES

##### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

##### Taxation

The charity is exempt from corporation 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.

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

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

#### 2. DONATIONS AND LEGACIES

	Year Ended 31.3.22 £	Period 20.3.20 to 31.3.21 £
Donations	43,627	31,562
Grants	500	2,959
Donated services and facilities	-	250
Exceptional items	-	71,564
	<u>44,127</u>	<u>106,335</u>

Grants received, included in the above, are as follows:

	Year Ended 31.3.22 £	Period 20.3.20 to 31.3.21 £
Other grants	<u>500</u>	<u>2,959</u>

# CAMROSE CENTRE BASINGSTOKE

## Notes to the Financial Statements - continued for the Year Ended 31 March 2022

### 3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the period ended 31 March 2021.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the period ended 31 March 2021.

### 4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	Year Ended 31.3.22	Period 20.3.20 to 31.3.21
Part-time centre staff	4	4
	<u>4</u>	<u>4</u>

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

### 5. EXCEPTIONAL ITEMS

Camrose Centre Basingstoke received monies held at 30 September 2020, and previously disclosed as a Restricted Fund, by Basingstoke Voluntary Action.

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	106,335
<b>Charitable activities</b>	
Camrose Centre	21,000
<b>Total</b>	<u>127,335</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Camrose Centre	25,478
Other	2,249
<b>Total</b>	<u>27,727</u>
<b>NET INCOME</b>	99,608
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>99,608</u>

**CAMROSE CENTRE BASINGSTOKE**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

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

	31.3.22	31.3.21
	£	£
Other debtors	-	687
Prepayments	250	250
	<u>250</u>	<u>937</u>

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

	31.3.22	31.3.21
	£	£
Accrued expenses	390	342
	<u>390</u>	<u>342</u>

**9. MOVEMENT IN FUNDS**

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	39,608	14,055	53,663
Transition Designated Reserve	30,000	-	30,000
Premises Designated Reserve	30,000	-	30,000
	<u>99,608</u>	<u>14,055</u>	<u>113,663</u>
<b>TOTAL FUNDS</b>	<u>99,608</u>	<u>14,055</u>	<u>113,663</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	65,127	(51,072)	14,055
	<u>65,127</u>	<u>(51,072)</u>	<u>14,055</u>
<b>TOTAL FUNDS</b>	<u>65,127</u>	<u>(51,072)</u>	<u>14,055</u>

**Comparatives for movement in funds**

	Net movement in funds	At 31.3.21
	£	£
<b>Unrestricted funds</b>		
General fund	39,608	39,608
Transition Designated Reserve	30,000	30,000
Premises Designated Reserve	30,000	30,000
	<u>99,608</u>	<u>99,608</u>
<b>TOTAL FUNDS</b>	<u>99,608</u>	<u>99,608</u>

# CAMROSE CENTRE BASINGSTOKE

## Notes to the Financial Statements - continued for the Year Ended 31 March 2022

### 9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	67,335	(27,727)	39,608
Transition Designated Reserve	30,000	-	30,000
Premises Designated Reserve	30,000	-	30,000
	<u>127,335</u>	<u>(27,727)</u>	<u>99,608</u>
<b>TOTAL FUNDS</b>	<u>127,335</u>	<u>(27,727)</u>	<u>99,608</u>

### 10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.