

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 2023
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 2023

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 2023. 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 22/23 there were 2011 visits by 166 clients in the course of 172 sessions. 55 of those were new The Camrose Centre's principal objectives continue to be to provide an open access service to homeless and vulnerably housed people. Camrose is Basingstoke's own local homelessness charity, and only day centre specifically for these clients. Throughout the year it has continued to provide help to our clients, without 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.

In terms of client statistics, activity continues to increase steadily since the pandemic. There were a total of 2708 visits by 274 individuals. Of these nearly a third were street homeless, a quarter were in temporary accommodation and nearly a fifth presented as sofa-surfing. The remainder were vulnerable people in need of help to avoid homelessness. 2127 hot lunches were served and 391 food parcels issued. Sunday sessions have continued to be popular accounting for nearly 700 visits.

What has been apparent is that every time Camrose extends the scope of its services or the time in which we are able to offer them, the demand rises to meet the offer. As a result, the Centre is now opening for up to four hours, four days a week all year round.

CAMROSE CENTRE BASINGSTOKE

Report of the Trustees for the Year Ended 31 March 2023

The take up of inward visits by a local GP and Substance Abuse Doctor from Inclusion funded by the NHS, Forgotten Feet footcare volunteers and Trilby's hairdressers remains consistent. The ArtWell art and mental health project continues to be popular with clients particularly since one of their creations has been reproduced on 'street furniture' as part of a broader town centre project.

The current cadre of clients emphasises the unique situation of each person and therefore the wide variety of combinations of solutions they need to get straight. There is never 'one size that fits all'. Camrose supports them regardless. People who are classified as the 'hidden homeless' (people who are 'sofa surfing' or temporary provision in hotels etc., hostels and supported living) still need help to at least sustain and hopefully improve their circumstances, rather than regress. Part of this is the need to be able to socialise in a safe environment. Access to the services hosted by Camrose is proving particularly welcome and necessary for these clients. However, their needs are often more complicated and time-consuming for our staff and volunteers to resolve in a very limited private space that is available in Glebe Hall. Difficulties also arise when clients' mental health issues restrict the range of feasible solutions. This all combines to place increasing demands on staff and volunteers.

By the end of the financial year, Camrose employed 4 client-facing part-time staff: Centre Manager (16 hrs./wk.), two Support Workers (16 and 12 hrs./wk. respectively), a temporary Support Worker (to cover absences and Sunday sessions). One member of staff resigned in the year and was replaced internally by someone who had started by volunteering with Camrose several years ago. Two client-facing staff have additional paid hours to deal with administration, fundraising and supporting publicity and supporter outreach activities. The contribution of all these staff members is immense and each one of them has regularly gone the extra mile to support clients. The Centre Manager does an excellent job, delivering the service through compassionate management of staff and volunteers, supporting clients and working with partners in the SIP.

Camrose would not exist without the pool of approximately 30 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. These volunteers from our local communities are essential to the way we work, as are the backroom teams of supporters and trustees.

After three years of operation as a CIO, the trustees have initiated, with local authority encouragement and support, a review of the services it offers, the premises it needs, and the fundraising effort required to support them for the coming three years. The need for this was emphasised by the growing response to services and financial resources currently available. As a first step, trustees have restated the charity's mission as "To provide a day centre where people facing homelessness, poverty or social exclusion can receive practical and emotional support to help them achieve positive personal change". A feasibility study into options for further development was started with the help of professional consultants and will continue into FY 2023/24 to support trustees in defining and fulfilling specific aims and tasks.

Basingstoke Voluntary Action'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 received in drafting employment contracts as well as providing advice on general 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 and also of the External Communications lead trustee.

CAMROSE CENTRE BASINGSTOKE

Report of the Trustees for the Year Ended 31 March 2023

FINANCIAL REVIEW

Financial position

Camrose has had a financially successful year through generosity from many sources, many unexpected not only in cash but also with goods in kind and people's time and energy. Major financial donors included Basingstoke and Deane Borough Council (BDBC), The Linbury Trust, Arkriders, AECOM Ltd, Beaufort Asset Management Ltd, Chandler and Neal Ltd and several local charitable trusts, churches, Rotary clubs, businesses and individuals. Many have chosen to remain anonymous. In all donations were c. £60K ahead of budget.

Gifts in kind have included essential goods from supermarkets, a delicious Christmas lunch provided by Basingstoke Deane and Loddon Rotary clubs (with support from Tesco) and numerous bags of groceries and clothing. Due to limited storage space, Camrose manages donations by encouraging the public use the 'shopping list' of current needs on social media. People have given their time to raise funds with their fellow employees, sports enthusiasts and by individual charitable acts.

Expenditure during the year was £66,308, which was approximately £700 below budget.

During FY 2022/23 a separate higher income bond was opened to diversify deposits and improve returns. It seems likely that something similar will need to be discussed early in the next financial year.

Reserves policy

The reserves policy was updated in April 2022. It will be reviewed as part of the strategic feasibility study during Q2 2023/24.

CAMROSE CENTRE BASINGSTOKE

Report of the Trustees for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

As a Charitable Incorporated Organization (CIO), Camrose is overseen by a board of trustees, each of whom takes an active role in specific areas of competence. It met on-line on 5 occasions during the FY including 2 half-day facilitated sessions focused on strategic planning. The Centre Manager attends all meetings but stands back for trustee-only matters.

Camrose currently has 8 Trustees They are listed with their area of specialist competence and support:

Ian Baker - IT, Client-Facing Service Delivery.

Samantha Baker - Social Media, Public relations, Communications Management.

Mike Browning - Chair of Trustees, Social Inclusion Partnership representative.

Sarah Cook - Minutes secretary, Project Management, Risk Management, Governance.

Graham Crook (from April 2022) Facilities.

Laura House (until February 2023) - Client-Facing Service Delivery, HR.

Rebecca Kennelly (until July 2022) - Governance, Safeguarding, Strategic development.

Dr. Andy Taylor - Vice Chair of Trustees, Client-Facing Service Delivery, Personnel, Social Inclusion Partnership representative.

Jeannette Welton - Treasurer, Independent Appeal Trustee for grievance and disciplinary matters.

The Centre Manager, Clare Farrow, is line manager for all Support Workers and client-facing volunteers. The Chair of Trustees is her line manager. Day-to-day management of the centre is in the hands of the Centre Manager, supported by trustee(s) when necessary.

The governing document from Camrose is the CIO Constitution which is lodged with the Charity Commission. There are approximately 20 policies, procedure and protocol documents. There is 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

Trustees

J Welton
Dr A Taylor
I Baker
S Cook
R Kennelly (resigned 12.7.22)
M Browning
S Baker
G M Crook (appointed 1.4.22)

CAMROSE CENTRE BASINGSTOKE


**Report of the Trustees
for the Year Ended 31 March 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

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

Approved by order of the board of trustees on 17th July 2023 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 2023.

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

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

Date: 25/8/2023

CAMROSE CENTRE BASINGSTOKE

Statement of Financial Activities for the Year Ended 31 March 2023

		Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	107,587	5,000	112,587	44,127
Charitable activities					
Camrose Centre		18,500	-	18,500	21,000
Investment income	3	<u>476</u>	<u>-</u>	<u>476</u>	<u>-</u>
Total		<u>126,563</u>	<u>5,000</u>	<u>131,563</u>	<u>65,127</u>
EXPENDITURE ON					
Charitable activities					
Camrose Centre		66,308	-	66,308	49,378
Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,694</u>
Total		<u>66,308</u>	<u>-</u>	<u>66,308</u>	<u>51,072</u>
NET INCOME		60,255	5,000	65,255	14,055
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>113,663</u>	<u>-</u>	<u>113,663</u>	<u>99,608</u>
TOTAL FUNDS CARRIED FORWARD		<u>173,918</u>	<u>5,000</u>	<u>178,918</u>	<u>113,663</u>

The notes form part of these financial statements

CAMROSE CENTRE BASINGSTOKE

Balance Sheet 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
CURRENT ASSETS					
Debtors	7	1,330	5,000	6,330	250
Cash at bank and in hand		<u>172,918</u>	<u>-</u>	<u>172,918</u>	<u>113,803</u>
		174,248	5,000	179,248	114,053
CREDITORS					
Amounts falling due within one year	8	<u>(330)</u>	<u>-</u>	<u>(330)</u>	<u>(390)</u>
NET CURRENT ASSETS		<u>173,918</u>	<u>5,000</u>	<u>178,918</u>	<u>113,663</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>173,918</u>	<u>5,000</u>	<u>178,918</u>	<u>113,663</u>
NET ASSETS		<u>173,918</u>	<u>5,000</u>	<u>178,918</u>	<u>113,663</u>
FUNDS	9				
Unrestricted funds				173,918	113,663
Restricted funds				<u>5,000</u>	<u>-</u>
TOTAL FUNDS				<u>178,918</u>	<u>113,663</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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 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 2023

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

	31.3.23	31.3.22
	£	£
Donations	95,087	43,627
Grants	<u>17,500</u>	<u>500</u>
	<u>112,587</u>	<u>44,127</u>

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

	31.3.23	31.3.22
	£	£
Other grants	<u>17,500</u>	<u>500</u>

CAMROSE CENTRE BASINGSTOKE

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	<u>476</u>	<u>-</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits or expenses for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. STAFF COSTS

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

	31.3.23	31.3.22
Part-time centre staff	<u>4</u>	<u>4</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	44,127	-	44,127
Charitable activities			
Camrose Centre	<u>21,000</u>	<u>-</u>	<u>21,000</u>
Total	<u>65,127</u>	<u>-</u>	<u>65,127</u>
EXPENDITURE ON			
Charitable activities			
Camrose Centre	49,378	-	49,378
Other	<u>1,694</u>	<u>-</u>	<u>1,694</u>
Total	<u>51,072</u>	<u>-</u>	<u>51,072</u>
NET INCOME	14,055	-	14,055
RECONCILIATION OF FUNDS			
Total funds brought forward	99,608	-	99,608

CAMROSE CENTRE BASINGSTOKE

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>113,663</u>	<u>-</u>	<u>113,663</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Other debtors	5,000	-
Prepayments	<u>1,330</u>	<u>250</u>
	<u>6,330</u>	<u>250</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Accrued expenses	<u>330</u>	<u>390</u>

9. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	53,663	56,300	30,000	139,963
Transition Designated Reserve	30,000	-	(30,000)	-
Premises Designated Reserve	30,000	(45)	-	29,955
Projects Designated Reserve	<u>-</u>	<u>4,000</u>	<u>-</u>	<u>4,000</u>
	113,663	60,255	-	173,918
Restricted funds				
New premises feasibility study	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>5,000</u>
TOTAL FUNDS	<u>113,663</u>	<u>65,255</u>	<u>-</u>	<u>178,918</u>

CAMROSE CENTRE BASINGSTOKE

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

9. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	122,563	(66,263)	56,300
Premises Designated Reserve	-	(45)	(45)
Projects Designated Reserve	<u>4,000</u>	<u>-</u>	<u>4,000</u>
	126,563	(66,308)	60,255
Restricted funds			
New premises feasibility study	<u>5,000</u>	<u>-</u>	<u>5,000</u>
TOTAL FUNDS	<u><u>131,563</u></u>	<u><u>(66,308)</u></u>	<u><u>65,255</u></u>

Comparatives for movement in funds

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

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	<u>65,127</u>	<u>(51,072)</u>	<u>14,055</u>
TOTAL FUNDS	<u><u>65,127</u></u>	<u><u>(51,072)</u></u>	<u><u>14,055</u></u>

CAMROSE CENTRE BASINGSTOKE

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	39,608	70,355	30,000	139,963
Transition Designated Reserve	30,000	-	(30,000)	-
Premises Designated Reserve	30,000	(45)	-	29,955
Projects Designated Reserve	-	4,000	-	4,000
	99,608	74,310	-	173,918
Restricted funds				
New premises feasibility study	-	5,000	-	5,000
TOTAL FUNDS	<u>99,608</u>	<u>79,310</u>	<u>-</u>	<u>178,918</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	187,690	(117,335)	70,355
Premises Designated Reserve	-	(45)	(45)
Projects Designated Reserve	4,000	-	4,000
	191,690	(117,380)	74,310
Restricted funds			
New premises feasibility study	5,000	-	5,000
TOTAL FUNDS	<u>196,690</u>	<u>(117,380)</u>	<u>79,310</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

CAMROSE CENTRE BASINGSTOKE

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	95,087	43,627
Grants	<u>17,500</u>	<u>500</u>
	112,587	44,127
Investment income		
Deposit account interest	476	-
Charitable activities		
Grants	<u>18,500</u>	<u>21,000</u>
Total incoming resources	131,563	65,127
EXPENDITURE		
Charitable activities		
Wages	41,439	34,080
Pensions	1,685	690
Room rent & office rent	13,401	11,162
Telephone	560	428
Office expenses	723	219
Sundries	54	52
Refreshments & catering	1,328	1,096
Health & safety	318	247
Travel	12	258
Insurance	1,325	1,146
Marketing	1,084	-
Projects - Artwell	<u>2,000</u>	<u>-</u>
	63,929	49,378
Support costs		
Governance costs		
Payroll, HR and training	1,692	1,183
Independent Examiners Fee	330	330
Bank charges	73	96
Governance	<u>284</u>	<u>85</u>
	<u>2,379</u>	<u>1,694</u>
Total resources expended	<u>66,308</u>	<u>51,072</u>
Net income	<u><u>65,255</u></u>	<u><u>14,055</u></u>

This page does not form part of the statutory financial statements