

Charity Trustees' Annual Report
for the period 12 May 2020 to 31st March 2021
for Homeless Pembrokeshire CIO
Registered Charity Number 1189449

Homeless Pembrokeshire
2 High Street
Haverfordwest
Pembrokeshire
SA61 2DJ

Trustee Names

- Amanda Evans
- Elaine Wyatt
- Lynn Lewsley

Structure and details of how it is managed

Currently Amanda Evans manages the charity's operations on a voluntary basis. She liaises with the other trustees as needs be, which is on a weekly basis at least. There are several volunteers who assist Amanda Evans in day-to-day operations.

How trustees are recruited

Current trustees were directly approached by Amanda Evans who is the founder trustee of the charity. However, in the course of 2022 the intention is to introduce a formal procedure for trustee recruitment, to include an application and interview process and the intention is to recruit trustees in line with identified skills gaps.

Objectives and activities in the year

Homeless Pembrokeshire's objectives in this year were to provide support to homeless individuals and others in crisis e.g. poverty, including during out-of-hours periods (e.g. evenings and weekends, bank holidays) when no other help would have been available from others organisation working in this field.

This support included:

- Emergency rough sleeper packs
- Signposting
- Emergency food packages
- Baby Bank Service
- Fuel crisis support

Personal checks are always made before assistance is provided e.g. ID, meter readings, bank statements, benefits statement.

Referrals come from a range of sources such as:

- Self-referral e.g. via Facebook
- Police
- DWP
- Probation Service
- Salvation Army
- Concerned members of the public
- Trussell Trust

We are a member of the "Independent Food Aid Network" who made regular financial donations, as well as personal hygiene goods such as masks, sanitiser and gloves to the charity during Covid. In response to referrals, we regularly purchased

emergency non-perishable, food packages for clients. We acted as a food taxi outreach service.

One trustee and several volunteers attended a range of both online and in person training courses. Many of these were run by Pembrokeshire County Council and covered subjects such as Drug Awareness, Safeguarding, First Aid.

Amanda Evans is a qualified First Aider.

All volunteers were required to have DBS checks and a food hygiene certificate if required to be a food handler.

In February 2021 a property company generously gave the charity a free of charge 3-year lease of the premises at 2 High Street, Haverfordwest. Utilities including heating, electricity and water were also generously paid by this property company. These premises were and continue to be used for office purposes and to store donations of goods for redistribution to those in need.

A van was given anonymously on a free of charge, indefinite lease basis, to the charity in May 2020. A further anonymous donation of a fuel card (£40 per month) on an indefinite basis was also made in the summer of 2020. These are a major help to the charity and were used most days for deliveries of e.g. emergency packs, food aid, items for the baby bank, putting fuel credit onto payment key/fuel card of those in fuel crisis or for collecting donations.

The Charity's bi-lingual website www.homelesspembrokeshire.org was developed in the Autumn 2020 by a volunteer.

An information leaflet for anyone who is homeless was also created by a volunteer and this is distributed in the emergency packs. This information is also available on our website.

We were successful in securing the following grants:

- a grant from Tenby Police for 10 emergency packs at £100 each in December 2020
- a grant from Cleddau Community Collaboration (Crime Commission grant) for the purchase of 5 emergency packs at £100 each in January 2021.

These emergency packs were distributed to police stations in Pembroke Dock and Tenby.

A further 15 emergency packs were assembled and distributed to all police stations across Pembrokeshire and the Probation Service in Haverfordwest.

We did not do any fundraising in person at e.g. local supermarkets during this time because of Covid restrictions. However, during this period we had a growing number of Facebook followers (around 2000+) and many financial donations were made online.

An Amazon Wishlist is also available on Facebook and many donations of suitable items for the emergency packs were also made.

We successfully raised funds via Facebook for heating oil for several clients in fuel poverty.

Achievements and performance, including reporting on its public benefit

The trustees are very proud the achievements during this period, including

- The many homeless and other individuals in crisis that we helped during this period
- The response time to crisis situations, especially during out of hours.
- The respect we have achieved from our clients
- The successful relationships we have established with the police and other such authorities.
- The major donations achieved
- The increasing number of Facebook followers
- The training undertaken

We provide daily Facebook updates on the work undertaken and donations made.

We also provide self-help information via Facebook.

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021
FOR
HOMELESS PEMBROKESHIRE CIO**

Bevan Buckland LLP
Chartered Accountants
45 High Street
Haverfordwest
Pembrokeshire
SA61 2BP

HOMELESS PEMBROKESHIRE CIO

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021

	Page
Report of the Trustees	1
Statement of Financial Activities	2
Statement of Financial Position	3
Notes to the Financial Statements	4 to 5
Detailed Statement of Financial Activities	6

HOMELESS PEMBROKESHIRE CIO

**REPORT OF THE TRUSTEES
FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021**

The trustees present their report with the financial statements of the charity for the period 12 May 2020 to 31 March 2021. 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

For the relief of those in need in pembrokeshire by reason of youth, age, ill-health, disability, or social or economic disadvantage in particular but not exclusively by providing food, shelter, warmth, companionship, advice, signposting and support.

Public benefit

The charity has had due regard for the Charity Commission's general guidance on public benefit when reviewing its objectives and planning its future activities.

FINANCIAL REVIEW

Total funding received during the year was £20,793 and resources expended during the year amounted to £10,194 resulting in unrestricted reserves of £10,599.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and is constituted as a charitable incorporated organisation (CIO).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1189449

Principal address

2 High Street
Haverfordwest
Pembrokeshire
SA61 2DJ

Trustees

E M Wyatt (appointed 5.9.20)
A Evans (appointed 12.5.20)
L Lewsley (appointed 6.9.20)

Approved by order of the board of trustees on 13-01-22 and signed on its behalf by:

Amanda Evans
A Evans - Trustee

HOMELESS PEMBROKESHIRE CIO
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021

	Notes	Unrestricted fund £
INCOME AND ENDOWMENTS FROM		
Donations and legacies		20,793
 EXPENDITURE ON		
Raising funds		114
Charitable activities		
Charitable activities		10,080
 Total		<hr/> 10,194
 NET INCOME		<hr/> 10,599
 TOTAL FUNDS CARRIED FORWARD		<hr/> <hr/> 10,599

The notes form part of these financial statements

HOMELESS PEMBROKESHIRE CIO
STATEMENT OF FINANCIAL POSITION
31 MARCH 2021

	Notes	Unrestricted fund £
CURRENT ASSETS		
Cash at bank		11,199
CREDITORS		
Amounts falling due within one year	3	(600)
NET CURRENT ASSETS		<u>10,599</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		10,599
NET ASSETS		<u>10,599</u>
FUNDS	4	<u>10,599</u>
Unrestricted funds		<u>10,599</u>
TOTAL FUNDS		<u>10,599</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13-01-22 and were signed on its behalf by:

Amanda Evans
A Evans - Trustee

The notes form part of these financial statements

HOMELESS PEMBROKESHIRE CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 Charities Act 2011. 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 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

HOMELESS PEMBROKESHIRE CIO

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021

3. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Other creditors	£ 600
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4. MOVEMENT IN FUNDS

	Net movement in funds £	At 31.3.21 £
Unrestricted funds		
General fund	10,599	10,599
TOTAL FUNDS	<u>10,599</u>	<u>10,599</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	20,793	(10,194)	10,599
TOTAL FUNDS	<u>20,793</u>	<u>(10,194)</u>	<u>10,599</u>

5. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 March 2021.

HOMELESS PEMBROKESHIRE CIO

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD 12 MAY 2020 TO 31 MARCH 2021

£

INCOME AND ENDOWMENTS

Donations and legacies

Donations	19,293
Grants	1,500
	<hr/>
	20,793

Total incoming resources	20,793
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EXPENDITURE

Other trading activities

Purchases	114
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Charitable activities

Food, toiletries and clothing	3,667
Homeless kit	270
Heating and fuel	533
Motor expenses	745
Sundries	244
	<hr/>
	5,459

Support costs

Management

Insurance	229
Telephone	627
Website costs	122
Professional fees	900
Post and stationary	14
Repairs and renewals	2,729
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	4,621

Total resources expended	10,194
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Net income	10,599
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This page does not form part of the statutory financial statements