

## **MANCHESTER STREET POEM**

### **Reference and administrative details**

**For the year ended 31 May 2024**

Principal office:

Unit 4, Regent Trading Estate

Oldfield Road

Salford

M5 4DE

Registered Charity Number (CIO):

1190139

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Jeremy Green

John Organ

Sarah Hiscock

Victoria Miller

The Cooperative Bank

PO Box 250

Skelmersdale

WN8 6WT

## **MANCHESTER STREET POEM**

### **Report of the Trustees**

#### **For the year ended 31 May 2025**

The trustees present their report and the financial statements of the charity for the year ended 31 May 2025.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the CIO's constitution and the requirements of the Charities Act 2011.

### **Objectives and activities**

The CIO's objects are to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them primarily through arts-based activities and raising public awareness of relevant issues.

In practice, we are an art collective that tells stories, particularly stories around homelessness and its associated issues. Our primary focus is our home territory of Greater Manchester, but we are always keen to share our learning and practice more widely.

Our work is about co-producing creative projects with participants, fostering a genuine sense of ownership for everyone involved as we seek to communicate the issues, lived experiences and realities of their lives to a wider public. Participants themselves are the artists, and we collaborate with other artists and arts organisations where this brings new skills, ideas and approaches to enrich our work and to reach wider audiences.

Through this activity we aim to:

- catalyse personal growth and confidence, create opportunities for self-expression and make spaces to develop positive connections (participants)
- challenge perceptions around homelessness and its associated issues and, through our artworks, create powerful, transformative moments that shift public awareness and understanding (audiences)

The trustees have referred to the Charity Commission's guidance on public benefit in reviewing the charity's aims and objectives and in planning its future actions.

### **Achievements and performance**

This year our achievements and performance were profoundly influenced by the poor health of our project manager and driver of organisational activity, Simon Leroux. Admitted to hospital following a heart attack in early July 2024 he spent 6 weeks in hospital and underwent heart bypass surgery. Much of the following year saw Simon recovering slowly from said surgery. The board of trustees and Simon felt it best to take a step back from the relentless cycle of project delivery that had been a feature of previous years and concentrate principally on Simon's recovery and on organisational housekeeping.

The board supported Simon to undertake a very closely supported phased return to work from October, and, incredibly, we managed to host two days of workshops towards the end of November 24. The workshops helped inform us what the individuals and organisations we have partnered with feel MSP should focus on – and what we should not. We have a better view of the way ahead, and a plan for approaching it, beginning with the process of making and strengthening our relationships with partners across the homelessness sector in Greater Manchester. The summary of these workshops is as follows.

## **MSP - Future Workshops Summary**

### **What we are...**

We are an art collective that tells stories, particularly stories around homelessness and its associated issues.

### **Where we are...**

We will concentrate our efforts in Greater Manchester, our home, but we will consider offers to work nationally and/or internationally.

### **What we hope to achieve...**

- For our audiences we hope to challenge perceptions around homelessness and its associated issues and create powerful, transformative moments generated by our artworks.
- For our participants we hope to catalyse personal growth and confidence, to create opportunities for self-expression and to make spaces to develop positive connections.

### **How we work...**

- We co-produce our projects with our participants in order to foster a genuine sense of ownership for everyone involved.
- We collaborate with other artists where it will aid our development and with organisations that address homelessness and its associated issues.

### **Specific, short-term tasks...**

- Seeking a professional fundraiser with a track record of securing sizeable, multi-year bids to help us with an application and increase our skills in this area.
- Identifying organisations across Greater Manchester that are working in the field of homelessness and/or its associated issues with a view to collaborating on our next big storytelling project and connecting us with appropriate cohorts of participants.
- Identifying other artists and/or art collectives with a view to collaborating on future projects and/or enabling our artistic development.
- Identifying themes for future work by revisiting all our stories to date and highlighting recurring issues that have been important to past participants.
- Researching and accessing training for staff, volunteers and trustees, particularly around safeguarding but also around the development of our board.
- Updating our policies.
- Improving our reporting procedures.

The second half of this reporting year we have been making our way through the list of specific short-term tasks. We have been liaising with Anna Scrine, a fund-raising consultant who attended our planning workshops and has gifted us five days of her time. She has been helping us to get MSP looking ready for another multi year grant and supported us to prepare last years annual report for the Charity Commission leaving a legacy of learning, the result of which you are reading now. She will support us with an application to the National Lottery heritage fund with a further legacy of learning around fundraising.

We have formally disbanded what we called the core group (of participants) having recognised that between projects it was creating a strain on the organisation to maintain weekly activities. In its place we will form “working groups” on a project by project basis. This has opened space for the board - still including a relatively broad diversity of experiences - to be more actively involved in the activities of MSP rather than just the admin / behind the scenes.

We have identified some key recruitment priorities for the board, in particular a treasurer, and while we have been unable to fill this post as yet, an independent bookkeeper has volunteered to step into the gap on a temporary / ad hoc basis, and to report to trustee meetings as and when we call on him to do so. Previous trustee recruitment to fill some of these gaps has had disappointing results. Trustees with key skills and seemingly good track records have either not reliably shown up to meetings or have left their role before delivering what we hoped they would. There is learning around recruitment here - the trustees who have been most reliable over time have had a personal / emotional investment in MSP through workshops and events. Finding people with the right mix of skills and passion / commitment is difficult, and takes a great deal of time & resources.

This whole process has been an excellent learning opportunity for the trustees. We were already aware of the risks of running an organisation resting mainly on one person's shoulders, and this last eleven months has strongly brought that point home. In Simon's absence we used our time to review our priorities as an organisation; to understand our financial flow better and to forecast more ably; to identify the strengths and development needs of both board and organisation; and to respond to these needs as led by our values and best practice.

### **Plans for future periods**

We will continue to work through our list of specific short-term tasks which came from our future workshops. Priorities for our next reporting period are as follows:

- broadening our network of partner organisations across Greater Manchester (those working in the field of homelessness and/or associated issues) in order to bring wider perspectives and experiences into our next big storytelling project
- identifying new artists and/or art collectives who can enrich our projects/artistic development
- continuing to strengthen our organisation: policies and procedures, fundraising and evaluation/impact reporting.
- Researching and accessing training for staff, volunteers and trustees.

## **Financial review**

The financial transactions of the CIO are set out in the attached accounts.

Income for the year ending 31<sup>st</sup> May 2025 was £28,200, compared to £12,723 in 2023/24. This reflects the receipt in July 2024 of a core grant from Paul Hamlyn Foundation of £28,000 towards 2024/25 activity.

Annual expenditure totalled £18,326, compared to £36,032 in 2023/24. Reduced costs related to reduced levels of activity, leading to reduced costs for project facilitation and management fees. These reductions were due to Simon Leroux's illness.

The trustees aim to hold reserves equivalent to 3 months basic running costs at the end of the year amounting to around £4000. Due to reduced activity and spending we were able to more than double this amount with end of year reserves of £9874.

## **Structure, Governance and Management**

Manchester Street Poem is a Charitable Incorporated Organisation. The CIO's constitution stipulates that there must be a minimum of 3 Trustees: there is no maximum number. Apart from the first/founding Trustees, trustees are appointed for a term of three years by a resolution passed at a properly convened meeting.

Trustees currently number four and bring lived experience of homelessness and its contributing factors, and skills/experience in the arts, community engagement and support service provision.

## **Trustees' responsibilities statement**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019 (FRS 102)
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of

fraud and other irregularities.

The accounts are independently examined by Simon Makepeace, independent bookkeeper.

Signed on behalf of the trustees:

Name: John Organ (Chair of board)

Date: 31/03/26

**Note from independent bookkeeper, Simon Makepeace -**

I have completed my examination. I confirm that 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 to enable a proper understanding of the accounts to be reached.

Simon Makepeace (13/03/26)



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Manchester Street Poem

For the period from

01/06/2024

To

31/05/2025

### Accounts

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Receipts</b>			
Donations and Grants	28,200		28,200
Sub total	28,200		28,200
<b>Total receipts</b>	28,200		28,200
<b>Payments</b>			
Studio Rent	1,223		1,223
Project Facilitator Fees	-		-
General Fees - SL & SS	15,475		15,475
Workshop and Project Art costs	29		29
Travel and Subsistence costs	243		243
Computer costs	189		189
Public Liability Insurance	69		69
Subscriptions	198		198
Facilitator Wellbeing	900		900
Sub total	18,326	-	18,326
<b>Total payments</b>	18,326	-	18,326
<b>Net of receipts/(payments)</b>	9,874	-	9,874
<b>Cash funds this year end</b>	9,874	-	9,874

### Statement of assets and liabilities at the end of the period

	Unrestricted funds £	Restricted funds £
Funds B/fwd at 01/06/24	£663	£0
Restricted Funds released in year	£0	£0
<b>Cash funds</b>	£9,874	£0
<b>Agrees to Bank Balance as at 31/05/25</b>	£10,537	£0
	£10,537	
<b>Total Assets</b>	£10,537	

Signed by one or  
two trustees on  
behalf of all the  
trustees

Signature

Print Name

Date of  
approval

	Jez Green	12/03/26
	John Organ	12/03/26

## Manchester Street Poem

For the period from 01/06/2024 To 31/05/2025

### Receipts and payments accounts

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Receipts</b>			
09/07/2024 Paul Hamlyn Foundation	28,000.00		28,000.00
27/08/2024 Grounmdswell Network	200		200.00
	28,200.00	0.00	28,200.00
<b>Total receipts</b>	28,200.00	0.00	28,200.00
<b>Payments</b>			
03/06/2024 Islington Mill	100.00		100.00
25/06/2024 Just Giving	18.00		18.00
25/07/2024 Just Giving	18.00		18.00
27/08/2024 Just Giving	18.00		18.00
29/08/2024 Simon Leroux	4,293.72		4,293.72
25/09/2024 Just Giving	18.00		18.00
25/10/2024 Just Giving	18.00		18.00
04/11/2024 Simon Leroux	1,856.46		1,856.46
04/11/2024 Somerset Smith	300.00		300.00
25/11/2024 Just Giving	18.00		18.00
29/11/2024 Simon Leroux	1,906.90		1,906.90
29/11/2024 Somerset Smith	375.00		375.00
27/12/2024 Just Giving	18.00		18.00
06/01/2025 Simon Leroux	1,652.18		1,652.18
14/01/2025 Islington Mill	700.00		700.00
27/01/2025 Just Giving	18.00		18.00
31/01/2025 Simon Leroux	1,669.13		1,669.13
06/02/2025 Islington Mill	100.00		100.00
10/02/2025 Somerset Smith	300.00		300.00
25/02/2025 Just Giving	18.00		18.00
27/02/2025 Simon Leroux	1,517.18		1,517.18
06/03/2025 Islington Mill	100.00		100.00
25/03/2025 Islington Mill	18.00		18.00
31/03/2025 Simon Leroux	1,517.18		1,517.18
01/04/2025 Islington Mill	102.50		102.50
25/04/2025 Just Giving	18.00		18.00
07/05/2025 Islington Mill	102.50		102.50
14/05/2025 Simon Leroux	1,517.18		1,517.18
27/05/2025 Just Giving	18.00		18.00
	18,325.93	0.00	18,325.93
<b>Sub total</b>	18,325.93	0.00	18,325.93
<b>Total payments</b>	9,874.07	0.00	9,874.07
<b>Net of receipts/(payments)</b>			

### Statement of assets and liabilities at the end of the period

	Unrestricted funds £	Restricted funds £
B/fwd at 01/06/24	663.16	0.00
Cash funds	9,874.07	0.00
Net Funds In year	10,537.23	0.00
Cash Funds at 31/05/25		
		10,537.23
<b>Total cash funds as at 31/05/25</b>		
<b>Agrees to Bank Balance as at 31/05/25</b>		

	Signature	Print Name	Date of approval
Signed by one or two trustees on behalf of all the trustees		Jez Green	12/03/26
		John Organ	12/03/26



## **MANCHESTER STREET POEM**

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Sarah Hiscock

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PO Box 250

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WN8 6WT

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Simon Makepeace (13/03/26)