

**Charity
Commission**
For England & Wales

Charity Name:-

HOPE INTO ACTION - EPSOM

Reg'd Charity
No:-

1190233

CC16a

Receipts and payments accounts

For the period
from

Period start
date
01/09/2023

To

Period end
date
31/08/2024

Section A Receipts and payments

Unrestricted
funds

to the
nearest £

Restricted
funds

to the
nearest £

Endowment
funds

to the nearest
£

Total funds

to the
nearest £

Last period

to the nearest £

A1 Receipts

Rental income	31,717	-	-	31,717	23,603
Donations	799	-	-	799	1,148
Gift Aid Tax recovery	332	-	-	332	
PAYE refund	438	-	-	438	
Sub total (Gross income for AR)	33,286	-	-	33,286	24,751

**A2 Asset and
investment sales, (see
table).**

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts

33,286

-

-

33,286

24,751

A3 Payments

Interest paid to investors	8,900	-	-	8,900	9,500
Salaries	6,511	-	-	6,511	6,951
Council tax	2,253	-	-	2,253	2,175
Trustees insurance	456			456	465
Fixture renewals	210			210	-

General expenses	546		-		-	546	213
Shared event receipts	157		-		-	157	-
Licence & franchise fees	360		-		-	360	401
Light, power, heating	50		-		-	50	264
Repairs & servicing	111		-		-	111	423
Staff training	-		-		-	420	420
Telephone & internet	323		-		-	323	369
Website hosting & maintenance	-		-		-	-	200
TV license	159		-		-	159	159
Subscriptions	299		-		-	299	538
Water	728					728	365
Equipment	-		-		-	-	-
Sub total	21,063		-		-	21,063	22,443

A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	21,063	-	-	21,063	22,443
Net of receipts/ (payments)	12,223	-	-	12,223	2,308
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	30,406	-	-	30,406	28,098
Cash funds this year end	42,629	-	-	42,629	30,406

Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds	Restricted funds	Endowment funds
Categories	Details	to nearest £	to nearest £	to nearest £
B1 Cash funds	Metro Bank account	42,629	-	-
		-	-	-
		-	-	-
	Total cash funds	42,629	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets	Investors' cash held - Metro Bank	6,438	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Details			
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details			
			-	-
			-	-

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details			
	Investors' monies	6,438	-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	<i>Neil Dallen</i>	Neil Dallen	24.10.24

Trustees' Annual Report 2023-24

Year ended 31st August 2024



Hope into Action – Epsom

Hope into Action – Epsom is a Charitable Incorporated Organisation (CIO)

Registered charity number 1190233

Registered Address: Epsom Methodist Church, 11-13 Ashley Road, Epsom, Surrey, KT18 5AQ

Our aim is to partner with local churches to provide accommodation and ongoing support for homeless and vulnerably housed individuals, empowering them to take positive steps towards a brighter and more stable future.

Trustees

The Trustees during the year were:

- Neil Dallen MBE (Chair)
- Peter Rice
- Adeshina Olalekan
- Dr Jane Williams

Trustees are elected at our Annual General Meeting and typically serve for a term of three years. All Trustees give of their time freely and no Trustee remuneration was paid in the year, or in prior years.

Governance

Hope into Action – Epsom operates as a franchise of 'Hope into Action' (charity no. 1137686). The charity is led by a Management Team, comprising, in addition to the Trustees:

- Pam Brogan (Secretary)
- Rev Gill Long
- Michael Arthur (Property lead)
- Robin Calcutt (Empowerment Worker)
- Keith Halstead (Treasurer)

This team has been drawn from local churches – reflecting the ecumenical nature of the charity – and offers a valuable and broad range of expertise, experience and perspective. The Management Team meets monthly in respect to all aspects of the charity's activities.

Review of the year

The first property in Epsom was purchased in May 2021, which has been running since then. This property is owned by a consortium of twelve investors and, for a term of five years and subject to an annual return of up to 2%, is leased to Hope into Action – Epsom to be used as a home for up to four local homeless and vulnerably-housed single men. Repairs and maintenance of the property are undertaken as required.

Epsom Methodist Church (EMC) is the Partner Church for this first home and offers ongoing support through prayer, financial giving and in other practical ways. Neil Dallen, a member of EMC, is Chair of the Trustees and the EMC nominated representative.

The first two tenants were welcomed into the property in March 2022. A third joined in October 2023 and later in the financial year there was for a while a full occupancy of four tenants. At the end of the year there were 3 tenants in place. The Trustees were delighted

when one tenant obtained employment. To make contact with potential new tenants we are in contact with local referral agencies such as the local Council and ESOS (East Surrey Outreach Service). When a referral is passed on an assessment is completed of each person's suitability for the home.

The charity is supported by a Friendship and Support Team drawn from local churches, some of whom help with the running of the home in practical ways (for example, gardening) and others who will offer personal ongoing support to the tenants. They have all received training from Hope into Action and DBS checks have been pursued as required.

Robin Calcutt has been our Empowerment Worker during the year after his appointment in September 2022. This is an employed position of 10 hours per week. For Empowerment Workers training is provided and safeguarding and DBS checks are pursued. Empowerment Workers are line-managed by Neil Dallen, and are partly office-based at Epsom Methodist Church.

Tenants will stay at the property for up to two years and the aim is during that time (through support given by the Empowerment Worker and the Friendship and Support Team) for them to grow in confidence and in their sense of wellbeing. It is our aim for them to take positive steps towards a brighter and more stable future, including giving thought to their own hopes and aspirations and setting goals for themselves (such as undertaking training/education, seeking employment, or processing – with support – any relevant personal issues and struggles).

We continue to raise awareness of the issue of homelessness locally and the work of Hope into Action – Epsom, through coffee mornings, visits to local churches, and speaking engagements.

There are long term plans to take steps towards the opening of a second home. The experience being gained from our first home is proving to be invaluable.

The Trustees and management team are in regular contact with Hope into Action, the franchisor, for support and guidance.

Financial Review

Please see the attached Receipts and Payments Accounts which constitutes part of this Annual Report.

During the year the Charity received £31,717 in rental receipts (2023 - £23,603) for the tenants in occupation. £799 (2023 - £1,148) in donations were received to help support the operations of the Charity. The Home is owned by the investors and does not form part of the finances of the Charity.

The Trustees and Management Committee use the funds to support the fitting out of the home and the provision of support services to the residents within the home, and to cover the administration costs of Hope into Action – Epsom. The Home is regularly inspected and fixtures and fittings are repaired or renewed to a good standard.

Expenses within the year include the annual interest of 2% payable to the investors, operating licence fees, Council Tax, salary of the Empowerment Worker, website fees, telephone and light & heat, Trustees' insurance, and general upkeep of the property. A surplus of receipts over payments of £12,223 (2023- £2,308) was achieved in the year. At

the end of the year the Charity held funds of £42,629 (2023 -£30,406) to help cover future costs. The charity also held unspent investors' funds of £6,438 (2023 - £8,430) at the end of the year. Investors' funds are available for future refurbishments and also insurance of the property.

All funds are held in a Bank account with Metro Bank in Epsom.

The Charity stands in a strong financial position for the year ahead to continue providing a secure home for its tenants.

Reserves policy

The Charity currently has unrestricted reserve funds of £42,629 (2023: £30,406). The unrestricted reserves are considered to be sufficient for the short term. The charity aims to keep between three and six months' core running costs in reserves at all times. This is to ensure the Charity is able to meet all of its legal obligations should all funding be withdrawn.

Independent Examination

As the income of the charity exceeds £25,000, the Trustees have undertaken for the accounts to undergo an independent examination.

Risk management

The Trustees have considered the major risks to which the Charity is exposed and have reviewed those risks and established procedures to manage those risks. Guidance from the Charity Commission is followed. The Trustees consider the variability of contributions, as well as the dependency on a number of volunteer workers and churches, to constitute the Charity's major risks. A comprehensive list of policies, supplied by the franchisor, covering all risks to which the charity might be exposed e.g. fire safety, confidentiality, Data Protection, safeguarding, hygiene etc., has been put in place and these policies are regularly checked for adherence.

Going concern

The Charity's activities, together with the factors likely to affect its future development, its financial position and its exposures to liquidity and cash flow risk are described in this Trustees' Report. The Charity has sufficient financial resources and reserves to fund its activities for the foreseeable future. As a consequence, the Trustees believe that the Charity is well placed to manage its business risks successfully and will have sufficient time to adjust its activities in line with any change in contributions. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts.

Public Benefit

The trustees have complied with the duty in the Charities Act 2011, to have due regard to guidance published by the Charity Commission on public benefit.

Neil Dallen

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Neil Dallen

Chair of the Trustees

24/10/24



Report to the trustees

HOPE INTO ACTION EPSOM

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1190233

Set out on pages

1-7

(remember to include the page numbers of additional sheets)

Responsibilities and basis
of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2024**.

As the charity's trustees, 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 the Trust's 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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: *Nigel Collin*

Date: 24/10/2024

Name: Nigel Collin MA FCA

Relevant professional
qualification(s) or body (if
any):

Fellow of the Institute of Chartered Accountants in England and Wales

Address:	119 Longdown Lane South, Epsom, Surrey KT17 4JL

Section B

Disclosure

9

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None