

PORTSMOUTH CITY OF SANCTUARY (PCoS)

TRUSTEES' ANNUAL REPORT

UNAUDITED FINANCIAL STATEMENTS

31 March 2025

Charity registration number: 1192913

PORTSMOUTH CITY OF SANCTUARY (PCoS)

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PORTSMOUTH CITY OF SANCTUARY**TRUSTEES' ANNUAL REPORT****Year ended 31 March 2025****THE CHARITY:**

Registered name: Portsmouth City of Sanctuary

Principal office: St Lukes Church, Greetham Street, Southsea,
Portsmouth, PO5 4LH

Registered charity no: 1192913

Telephone number: 07521 423618

Email address: info@portsmouth.cityofsanctuary.org

Web-site: www.portsmouth.cityofsanctuary.org

TRUSTEES

Chair: Shamila Dhana

Other elected members

David Handley
 Malcolm Little
 Denise Callender
 Golam Chowdhury
 Patience Mutunami
 James Kirby [appointed 30/09/2024]
 Samet Chering-Alvers [appointed 30/09/2024]
 Claire Perry [appointed 11/10/2024]

Independent examiner: Jane Warner

Bankers: Wessex Community Bank, 97 Fratton Road,
Portsmouth, Hampshire, PO1 5AG

Co-operative Bank plc. P.O Box 250, Skelmersdale,
Lancashire, WN8 6WT

PORTSMOUTH CITY OF SANCTUARY
TRUSTEES' ANNUAL REPORT (continued)
Year ended 31 March 2025

SECTION 1 – STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a Charitable Incorporated Organisation (CIO) registered with the charity commission and is governed by its Constitution and where required the Charities Act.

The Trustees who served during the year are listed on the charity information page.

Newly appointed Trustees are provided with a comprehensive induction to the charity through the provision of training courses and mentoring by established Trustees.

Regular meetings are held to discuss charity business and to ensure compliance with the constitution and charity objects.

The PCoS Constitution, safeguarding and other policies are reviewed / updated annually and available to view on the website.

Risk Management

The Trustees have assessed and will continue to monitor the major risks to which they believe PCoS is exposed, in particular those related to the operations and finances. At present, the Trustees are satisfied that systems are in place to mitigate the exposure to major risks.

The main areas of concern are: loss of case-workers and other key volunteers, as well as funding and public support.

Risk assessments are carried out before all activities are undertaken and insurance policies are in place.

DBS checks, where necessary, are carried out for case workers and staff members.

Reduced income - PCoS is primarily reliant upon income from grants and donations. PCoS does hold a reserve to ensure continuity of activities should there be a major reduction in income. In extremis we could resort to case-work delivery only should funds be massively reduced.

SECTION 2 – OBJECTS AND ACTIVITIES

To advance the education of Portsmouth area citizens in general about the issues relating to migrants and their dependents seeking sanctuary in the city.

To advance the education and training of those seeking asylum and those granted refugee status and their dependents in need thereof, so as to assist them in life and to adapt and integrate within a new community.

To relieve poverty amongst those seeking asylum and those granted refugee status, particularly by the provision of donated nappies, toiletries, food, and other similar items.

The promotion of equality and diversity for the public benefit by the elimination of discrimination on the grounds of age, status, race, sex, and sexual orientation.

The promotion of social inclusion for the public benefit among those seeking sanctuary who are socially excluded on the grounds of their social and economic position, by providing and/or co-ordinating services and facilities to advance them in life and assist them to adapt and integrate within a new community.

SECTION 3 – ACHIEVEMENTS AND PERFORMANCE

Refugee Hub - With partners, run a weekly drop-in to welcome, orientate and advocate c.70 refugees and asylum seekers needing casework, English, food, clothing, baby basics and other emergency support.

PORTSMOUTH CITY OF SANCTUARY
TRUSTEES' ANNUAL REPORT (continued)
Year ended 31 March 2025

PMRS – 3-year grant to provide vital casework for local asylum seekers and refugees. At the heart of the project is our weekly multi agency hub providing English lessons, refreshments, casework and access to key services.

Haven Drop-in – With partners, run Portsmouth's first referral drop-in for trafficked and abused migrant women. 20+ victims of modern slavery, FGM, HBV and the city's sex trade have been assisted weekly from May 2021 within a safe, trusted 'Haven'.

'Welcome Box' Project - Includes visiting some asylum properties and refugee hotel/residential blocks.

Sports - Fitness and Dance Project.

'Kitchen of Hope' Project - Assisting local asylum seekers to engage in varied cooking activities in the community.

Bespoke Food – Providing food parcels to vulnerable families.

English Classes – Refugee English Classes to help with integration across multi-locations.

Cash4Kids – Funding enabled 60 asylum seeking families to visit Marwell Zoo.

Shaping the Conversation – Cancer Awareness sessions with local migrants

Welcome Wheels – Upcycled and provided 50 bicycles to local asylum seekers, alongside road safety training, a helmet, lock and hi-vis jacket.

Easy Travel – Funding secured from Portsmouth City council enabled us to secure 750 bus passes, partly match funding by First Bus.

PCoS Trustee membership of PCC's 2040 City Vision Board, as well as promoting other related 'sanctuary' initiatives.

Trained and developed 40+ active volunteers, many with 'lived experience'.

SECTION 4 – REVIEW OF TRANSACTIONS AND FINANCIAL POSITION

Financial review

The Trustees consider that PCoS' state of affairs is satisfactory and that, on a fund-by-fund basis, the Charity's assets are available and adequate to fulfil its obligations.

Incoming resources totalled £135,741, compared with £42,335 for the previous year and produced a surplus for the year of £14,551 (2024: deficit £ (36,686)). PCoS general fund stands at £9,362 [2024: £4,126] of which £3,409 [2024: £1,915] are invested in fixed assets.

Fuller explanations of the movements on restricted funds are set out in the Statement of Financial Activities and related notes.

Reserves policy

PCoS recognises three types of reserves as outlined below:

General Reserves

Funds that are not legally restricted or designated for specific future use. These may include reserves that are part of investments depending upon the nature of those investments; this will be specified in the position statement described below.

Restricted Reserves

Held in accordance with any restrictions required by the original funder.

PORTSMOUTH CITY OF SANCTUARY
TRUSTEES' ANNUAL REPORT (continued)
Year ended 31 March 2025

Designated Reserves

Those set aside for a specified future use.

PCoS aims to hold sufficient reserves to facilitate an orderly closure of the charity in such an eventuality. This is made up of two main components. First, the funds to meet all contractual obligations of the CIO, including service contracts and employee redundancy costs. Second, the costs of continuing to run our entire service for between 3 and 6 months, to allow for an orderly drawdown of services minimising the impact for clients.

SECTION 5 – PLANS FOR THE FUTURE PERIOD

To continue to provide the governance and management to enable PCoS to achieve its objects and activities.

Further development and growth of the charity to PCoS has the best systems in place to enable help and support to reach those in need.

Ensure that the charity has an adequate team of supported case-workers and volunteers, working effectively together and with others to meet the needs of the area.

Portsmouth Migrant & Refugee Support (PMRS) has proved to be so successful PCoS received an uplift of £20,000 funding from the Big Lottery.

SECTION 6 – VOLUNTEERS

PCoS is greatly dependent upon the efforts of many volunteers without whom it could not operate. It is calculated that 40 volunteers provide approximately 3 hours each towards all PCoS projects. Evaluated at the industry benchmark of £14.71 per hour not including on-costs, this contribution is worth to PCoS approximately £90,025 in the year under review. The Trustees are extremely grateful to all those who give their time so freely for the benefit, not just of PCoS fellow volunteers and clients, but also for Portsmouth's community.

SECTION 7 – DECLARATION

Approved by the Trustees of Portsmouth City of Sanctuary on 30 June 2025 and signed on its behalf by:



Shamila Dhana (Chair)
 The Board of Trustees
 Portsmouth City of Sanctuary
 St Lukes Church, Greetham Street
 Southsea, Portsmouth, PO5 4LH



Malcolm Little (Trustee)

PORTSMOUTH CITY OF SANCTUARY**INDEPENDENT EXAMINERS REPORT****Year ended 31 March 2025**

I report on the financial statements of Portsmouth City of Sanctuary for the year ended 31 March 2025 which are set out on pages 8 to 17.

Respective responsibilities of the Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the financial accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011(the Charities Act), and that an Independent Examination is needed.

It is, therefore, my responsibility to:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and,
- to state whether particular matters have come to my attention.

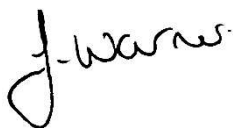
Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the financial accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the Charities Act and
 - to prepare financial accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act,
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial accounts to be reached.



Jane Warner (AAT Qualified)
The Blackbirds, Wragley Road,
Newball
Lincoln
LN3 5DN

Date: 30 June 2025

PORTSMOUTH CITY OF SANCTUARY

BALANCE SHEET

31 March 2025

	Note	2025 £	2024 £
FIXED ASSETS:			
Tangible assets	2	<u>3,851</u>	<u>1,915</u>
CURRENT ASSETS			
Debtors	3	2,709	3,887
Cash at bank and in hand		<u>29,856</u>	<u>33,080</u>
		32,565	36,967
CREDITORS			
Amounts falling due within one year	4	<u>5,425</u>	<u>22,443</u>
NET CURRENT ASSETS		<u>27,140</u>	<u>14,524</u>
TOTAL NET ASSETS	5	<u>£30,991</u>	<u>£16,439</u>
REPRESENTED BY:			
ACCUMULATED FUNDS			
Unrestricted			
General	6(a)	9,362	4,126
Designated	6(b)/11	15,864	6,712
Restricted	6(b)	<u>5,765</u>	<u>5,601</u>
ACCUMULATED FUNDS AT 31 MARCH		<u>£30,991</u>	<u>£16,439</u>

Approved by the Trustees of Portsmouth City of Sanctuary on 30 June 2025 and signed on its behalf by:



Shamila Dhana (Chair)
The Board of Trustees
Portsmouth City of Sanctuary
St Lukes Church, Greetham Street
Southsea, Portsmouth, PO5 4LH



Malcolm Little (Trustee)

PORTSMOUTH CITY OF SANCTUARY
STATEMENT OF FINANCIAL ACTIVITIES

31 March 2025

INCOME FROM:	Note	2025				2024			
		Unrestricted	Restricted	Designated	Total	Unrestricted	Restricted		Total
		£	£		£	£	£		£
Donations		5,554	4,439	500	10,493	6,447	1,375		7,822
Charitable activities	7	1,690	113,317		115,007		25,811		25,811
Other trading activities	8	3,978	2,408		6,386	7,472	1,230		8,702
Gifts in Kind	9	3,738	4,228		7,966				
Gift Aid		117			117				
Investments									
Total Income:		15,077	124,392	500	139,969	13,919	28,416	-	42,335
EXPENDITURE ON:									
Charitable activities	11	4,474	120,943		125,417	20,657	58,364		79,021
Total Expenditure:		4,474	120,943	-	125,417	20,657	58,364	-	79,021
NET EXPENDITURE		10,603	3,449	500	14,552	(6,738)	(29,948)		(36,686)
TRANSFERS	10	(5,367)	(3,285)	8,652		5,820	(5,820)		
NET MOVEMENT IN FUNDS		5,236	164	9,152	14,552	(918)	(35,768)	-	(36,686)
RECONCILIATION OF FUNDS:									
Total funds brought forward		4,126	5,601	6,712	16,439	11,756	41,369		53,125
TOTAL FUNDS CARRIED FORWARD		£9,362	£5,765	15,864	30,991	£10,838	£5,601	-	£16,439

The notes set out on pages 10 to 17 form part of these financial statements.

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 1 – ACCOUNTING POLICIES

a) Accounting framework

The financial accounts have been set out in accordance with the accounting framework required under the Statement of Recommended Practice applicable to charities preparing accounts in accordance with FRS 102 (SORP FRS 102 updated October 2019).

There were no material departures from these standards.

b) Basis of preparation of financial statements

The financial statements of PCoS have been prepared on the basis of historical cost and the accruals concept to show a true and fair view of the Charity's financial position and activities.

The accounts are expressed in pounds sterling, rounded to the nearest pound and include all the assets and liabilities under the control of the Trustees of the Charity.

c) Fixed assets and depreciation/amortisation

Fixed assets are capitalised at cost and are depreciated or amortised at annual rates to arrive at their estimated residual value at the end of their estimated useful economic lives as follows:

Computers/Laptops:	4 years straight line
Electrical equipment:	4 years straight line
Office furniture & equipment:	10 years straight line

d) Going concern

The Charity's financial statements are prepared on the going concern basis of accounting unless the Trustees intend to cease operations or have no realistic alternative but to do so. In assessing whether the going concern basis of accounting is appropriate, the Trustees take into account all available information about the future, which is at least, but not limited to, twelve months from the date when the financial accounts are authorised for issue

e) Taxation. PCoS is a registered charity and in the opinion of the Trustees, is exempt from corporation tax on its surpluses on financial activities in accordance S.486 of the Corporation Tax Act 2010.

f) Value added tax (VAT). Since the Charity is not registered for VAT, the cost of all input VAT is included with the expense to which it relates.

g) Debtors. Debtors are stated at the amounts due to the Charity at the balance sheet date. Prepayments are recorded for the proportion of time-based expenditures attributable to the ensuing year.

h) Cash and cash equivalents. This caption represents the amounts held in bank current accounts and cash at the balance sheet date together with bank deposits on less than 90 days.

i) Liabilities. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not to occur under a legal or constructive obligation committing the Charity to pay out resources. Creditors that are current liabilities are recognised at the settlement amount expected to be paid at the balance sheet date.

j) Provision for liabilities and charges. When the Charity is aware of circumstances at the balance sheet date that are likely to result in an outflow of economic resources but the timing or amount of such outflow is uncertain, a provision for liabilities and charges is made according the best estimates of the Trustees at the date the financial accounts are approved for issue.

PORTSMOUTH CITY OF SANCTUARY

NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

k) Grant income recognition. A grant that becomes receivable on the occurrence of a certain specified future event is recognised in the financial statements when the specified event has occurred and all the grantor's requirements associated with it have been complied with. Grants received in respect of future accounting periods are recorded as deferred income and recognised in the period to which they relate.

l) Gifts-in-kind and intangible income. Gifts of fixed assets for the Charity's use are recognised as incoming resources on the basis of their actual or estimated value, including VAT where appropriate, at the time the gift is made.

Donated services are recognised as incoming resources insofar as another party is bearing the financial cost of the resources supplied and the benefit is quantifiable and measurable. An equivalent cost is recorded under the appropriate expenditure caption in the Statement of Financial Activities.

m) Expenditure. Expenditure is recognised when a liability is incurred or a constructive obligation arises that result in payment being more likely than not to occur.

n) Funds. Grants and donations received for non-specific purposes or general funding are available for utilisation at the discretion of the Trustees and are dealt with through the General Fund.

Certain designated funds have been created by the Trustees to ring-fence resources that are either not readily expendable or needed to cover possible future expenditures that cannot be recognised as liabilities under policies (i) or (j) above.

Grants and donations received for specific charitable projects are treated as restricted funds available only for use on such specified projects. Deficits on restricted funds are carried forward to the extent that the Trustees is satisfied that future funding will cover such deficits.

NOTE 2 – TANGIBLE FIXED ASSETS

<u>Year ended 31 March 2025</u>	Laptops/ Computers £	Mobiles/ Electrical £	Furniture & Equipment £	Total £
Cost or valuation				
At 1 April 2024	1,765	770	399	2,934
Additions during year	2,488	364		2,852
Disposal		(130)		(130)
At 31 March 2025	£4,253	£1,004	£399	£5,656
Depreciation/amortisation				
At 1 April 2024	724	195	100	1,019
Correction to B/F		16	(16)	
Charge for year	564	238	41	843
Eliminated on disposal		(57)		(57)
At 31 March 2025	£1,288	£392	£125	£1,805
Net book value				
At 31 March 2025	£2,965	£ 612	£274	£3,851
At 31 March 2024	£1,765	£ 770	£399	£2,934

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 3 – DEBTORS

	2025	2024
	£	£
Debtors	681	2,264
Prepayments	1,212	1,136
Accrued Income	816	487
	<u>£2,709</u>	<u>£3,887</u>

NOTE 4 – CREDITORS: Amounts falling due within one year.

	2025	2024
	£	£
Creditors	3,425	5,113
Accrued charges		201
Deferred grants received		16,162
Deferred income	2,000	967
	<u>£5,425</u>	<u>£22,443</u>

NOTE 5 – ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets £	Net Current Assets £	Net Assets £
Unrestricted:			
General Fund	3,409	5,953	9,362
Designated:			
Future Provision		6,712	6,712
Welcome Boxes		3,652	3,652
Hub Food		5,000	5,000
Gift4Kids		500	500
		<u>15,864</u>	<u>15,864</u>
Restricted:			
Easy Travel Grant		127	127
English Classes		1,165	1,165
PMRS	442	1,183	1,625
VAWG		2,654	2,654
Welcome Wheels ii		194	194
	<u>442</u>	<u>5,323</u>	<u>5,765</u>
Accumulated funds	<u>£3,851</u>	<u>£27,140</u>	<u>£30,991</u>

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 6 – MOVEMENT ON FUNDS

	Funds bought forward £	Incoming resources £	Resources expended £	Allocation of support costs £	Fund transfers £	Funds carried forward £
(a) Unrestricted						
General fund	4,126	15,077	(4,474)	995	(6,362)	9,362
Designated Funds:						
Future Provision	6,712					6,712
Welcome					3,652	3,652
Hub Food					5,000	5,000
Gifts4Kids		500				500
Total:	£6,712	£500	£-	£-	£8,652	£15,864
(b) Restricted Funds:						
Bespoke Food Parcels	44	967			(1,011)	-
Cash4Kids	0	3,000	(2,664)		(336)	-
Easy Travel Bus Grant	0	2,980	(2,853)			127
Inclusion	0	1,000	(1,103)		103	-
Kenwood ii	(113)	3,000	(2,989)	(400)	502	-
Kitchen of Hope	1,068	6,466	(6,213)		(1,321)	-
PCC English Classes	2,607	1,175	(2,117)	(500)		1,165
PMRS	0	74,000	(72,714)		339	1,625
Shaping the Conversation	0	2,500	(1,750)		(750)	-
Sports England	1,407	8,164	(10,987)		1,416	-
VAWG	0	10,384	(6,650)		(1,080)	2,654
Welcome	588	5,756	(6,192)		(152)	-
Welcome Wheels ii	0	5,000	(4,711)	(95)		194
Total:	£5,601	£124,392	(£120,943)	(£995)	(£2,290)	£5,765
	£16,439	£139,969	(£125,417)	£-	£-	£30,991

Details of the Fund Transfers are set out in Note 10

NOTE 7– INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2025 Total £	2024 Total £
Portsmouth City Council	690	14,655	15,345	4,852
Grants	1,000	98,662	99,662	20,959
	£1,690	£113,317	£115,007	£25,811

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 8 – INCOME FROM TRADING ACTIVITIES

	Unrestricted	Restricted	2025 Total	2024 Total
	£	£	£	£
Fundraising income		2,408	2,408	1,240
University Student Placement	816		816	4,928
Rental income	2,040		2,040	1,530
Direct Recharges	1,000		1,000	
Training	122		122	1,004
	£3,978	£2,408	£6,386	£8,702

NOTE 9– GIFTS IN KIND

	Unrestricted	Restricted	2025 Total	2024 Total
	£	£	£	£
James Kirby - Laptops x 4	2,188		2,188	
First Bus - Bus Passes	1,550		1,550	
Big Yellow Storage		4,228	4,228	
	£3,738	£4,228	£7,966	£-

NOTE 10 – GROSS TRANSFERS BETWEEN FUNDS

	unrestricted	restricted	designated	Total
	£	£		£
Fund Transfers				
In House Delivery	750	(750)		
Transfer of funds	(8,302)	(350)	8,652	
Allocation of support cost	995	(995)		
Transfer of Assets	179	(179)		
Transfer of Donation	1,011	(1,011)		
	(£5,367)	(£3,285)	£8,652	£-

Transfer between funds occurred due to:

- a) Training provided in house
- b) Small sums of money left in restricted funds moved to general at end of grants
- c) Assets transferred into general at the end of project
- d) Correction to allocation of donation in previous year
- e) Contribution towards joint costs
- f) Transfer to designated funding to ensure continuation of core work

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 11 – COST OF CHARITABLE ACTIVITIES

	Note	Unrestricted £	Restricted £	2025 Total £	2024 Total £
Direct Costs					
Accommodation			718	718	183
Bikes/Scooters			1,370	1,370	4,498
Coaching/Workshops			3,075	3,075	1,206
Consultancy Cost			1,390	1,390	
Goods/Services Purchased		435	3,965	4,400	3,475
English classes Books			60	60	262
Food Parcel			962	962	1,873
Gift Vouchers			770	770	2,500
Hub Refreshments			3,217	3,217	2,234
Food and Client Essentials		50	3,036	3,086	
Admission/Entry Fees			1,232	1,232	
Instrument hire					480
KOH Food			1,715	1,715	1,889
Welcome Boxes			1,574	1,574	1,302
Payroll	13		59,164	59,164	33,885
Subcontract of Service			5,000	5,000	
Bank/Card Charges		18	3	21	
Loss on Disposal		73		73	
Services provided			922	922	
		£576	£88,173	£88,749	£53,787
Travel Expenses					
Travel - Clients			3,290	3,290	1,839
Travel Bus Passes		1,550	2,500	4,050	
Staff Travel - inc Freelance		14	609	623	906
Travel - Volunteer		205	1,217	1,422	2,367
		£1,769	£7,616	£9,385	£5,112
Training					
Training/Teambuilding/Support			870	870	814
Staff Training			218	218	71
		£-	£1,088	£1,088	£885
Trustee Expenses					
Trustee Refreshments		150		150	32
Trustee Travel Expenses		289	68	357	221
		£439	£68	£507	£253

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 11 – COST OF CHARITABLE ACTIVITIES (Continued)

Office & General Expenses

Occupancy costs	246	18,575	18,821	15,085
Publicity & Promotion	14	781	795	488
Membership & Subscriptions				244
Staff/Volunteer Welfare & Hospitality	112	1,043	1,155	1,083
Accounts/Payroll Software		349	349	386
Insurance	461	342	803	334
IT Software and Consumables	16	1,781	1,797	82
Legal Expenses	47		47	
Printing/Stationery/Postage/etc	42	228	270	322
Project Equipment	40	180	220	84
Recruitment				24
Telephone & Internet	20	568	588	216
Depreciation	692	151	843	636
	£1,690	£23,998	£25,688	£18,984
	4,474	120,942	125,417	79,021
Allocation of support costs	6 (995)	995	-	-
	£3,479	£121,937	£125,417	£79,021

NOTE 12 – DESIGNATED FUNDS

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See Section 4 of Trustees Report Reserves Policy.

NOTE 13 – PAYROLL AND STAFFING

<u>Year ended 31 March 2025</u>	Gross Wages & salaries	Employer's National insurance	Employer's pension contributions	Total
Payroll cost:	£	£	£	£
Project managers/Leads	37,132		492	37,624
Other project staff	21,333		207	21,540
	£58,465	£-	£699	£59,164

PCoS employed 1 full-time, 2 part-time members of staff, on three year fixed-term contracts and 3 part-time freelance workers, working on short-term projects.

There were no employees whose emoluments exceeded £60,000 (2024: £60,000).

PORTSMOUTH CITY OF SANCTUARY
NOTES TO THE FINANCIAL STATEMENTS

31 March 2025

NOTE 14 – TRUSTEES’ REMUNERATION AND EXPENSES

No Trustee or any persons connected with them have received remuneration from the Charity. Two Trustees claimed £357.00 in reimbursements for travel. Four Trustees claimed £68.00 for refreshments. The remaining £86 covered lunch at a training event. (2024: Three Trustees claimed £221.00 for travel and one Trustee claimed £32.00 for refreshments).

NOTE 15 – OTHER FINANCIAL COMMITMENTS

None.

NOTE 16 – NON-ADJUSTING EVENTS OCCURRING AFTER THE REPORTING DATE

There has been no indication that ongoing grants will end and income has been received as expected.

NOTE 17 – RELATED PARTY TRANSACTIONS

None.