



One Big Family  
Helping the  
Homeless

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# ONE BIG FAMILY- HELPING THE HOMELESS

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**FINANCIAL STATEMENTS**

**30 SEPTEMBER 2023**

**CHARITY REGISTRATION NUMBER: 1195947**



**Spenser Wilson**  
Chartered Accountants & Business Advisers

**ONE BIG FAMILY - HELPING THE HOMELESS**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2023**

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# ONE BIG FAMILY - HELPING THE HOMELESS

## TRUSTEES' ANNUAL REPORT

### YEAR ENDED 30 SEPTEMBER 2023

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The trustees present their report and the unaudited financial statements of the charity for the year ended 30 September 2023.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	One Big Family - Helping the Homeless	
Charity registration number	1195947	
Principal office	104 Rochester Avenue Rochester Kent ME1 2DR	
The Trustees	E M Shaw	Resigned 1 May 2023
	J Pugh	
	A H Rastofsky	Resigned 16 May 2024
	J Pardesi	
	C E Malone	
	G D Hill	
	G R Headley	Appointed 28 April 2023
	Z Martin	Appointed 8 February 2024
Independent examiner	Sally Shacklock BA FCA Spenser Wilson Ltd Equitable House 55 Pellon Lane Halifax West Yorkshire HX1 5SP	

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing Document

One Big Family - Helping the Homeless was established as a registered Charitable Incorporated Organisation (CIO) on 28 September 2021 (Registered Charity No. 1195947) and is governed by its constitution.

The governance of the Charity is undertaken by a board of trustees who, with the assistance of Elizabeth Shaw as Head of Operations, manage the affairs of the Charity. There should be at least three trustees on the board at any time.

##### Recruitment and appointment of Trustees

Trustees can be appointed to and removed from the board upon the concurrence of at least three fifths of the board. There is no minimum or maximum tenure. Trustees are appointed by serving trustees, after selecting individuals for appointment with regards to skills, knowledge and experience needed for the effective administration of the Charity.

##### Risk assessment

The Trustees have reviewed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to those risks.

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# **ONE BIG FAMILY - HELPING THE HOMELESS**

## **TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 30 SEPTEMBER 2022**

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### **OBJECTIVES AND ACTIVITIES**

The objectives of the Charity are to:

- Prevent or relieve the poverty in Kent and Yorkshire by providing grants, items and housing services to individuals in need and/or other charities and other organisations who are also working to prevent or relieve poverty.
- Prevent or relieve poverty through undertaking and supporting research into factors that contribute to poverty and the most appropriate ways to mitigate these.

In furtherance of the main objects, the Charity undertakes the following activities:

- Supporting, advising and signposting those who are homeless, socially excluded and vulnerable adults.
- Providing a community outreach service to those who are homeless, socially excluded and vulnerable.
- Providing shelter in winter months to rough sleepers.
- Accompanying service users to appointments where they require assistance.
- Providing ongoing assistance to those who have been housed but still remain vulnerable.
- Promoting the needs of those who are homeless, socially excluded and vulnerable in the areas in which we offer support.

#### **Public Benefit**

In planning the charities activities for the year, the Trustees reviewed the guidance from the Charity Commission during Trustees meetings.

### **ACHIEVEMENTS AND PERFORMANCE**

The trustees are pleased to report that the charity has once again been able to support many people. Over the year we have received numerous donations and fundraising support from members of the public as well as corporate organisations. This support has come from both old and new supporters and we are overwhelmed and grateful for the support we receive.

We have received physical donations from both businesses and members of the public. We thank each and every person, business and organisation that has donated to our charity. It would be impossible to quantify these donations. Increasing numbers of businesses are now aware of the charity's work, offering assistance including expertise and volunteering hours.

In the last year we had to take the decision to employ Elizabeth Shaw as Head of Operations. This decision was taken as part of our Disaster Recovery Plan. We also expanded our Trustee board to ensure that we have trustees with wide skill sets to ensure that One Big Family is being run efficiently and of maximum value to those people whom we support. Many of the Trustees of the Charity are also extremely active volunteers.

# ONE BIG FAMILY - HELPING THE HOMELESS

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 30 SEPTEMBER 2023

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#### ACHIEVEMENTS AND PERFORMANCE *(continued)*

In all areas, we have seen an increase in the number of people who we support. We continue to run soup kitchens, outreach and provide food parcels in all areas. We continue to offer emergency assistance for families in poverty and others facing financial crisis who are referred to us. This includes, but not exclusively, the provision of food parcels, home starter packs, clothing, nappies and other basic essentials, which are delivered at least three times weekly.

Yet again we have seen an increase in demand of 30% for food parcels and a 30% increase in referrals for Home Starter Packs. The increase in cost of providing these items is estimated at around 25%. These are only available via referral from partner agencies subject to our criteria being met. The provision of food parcels is to be reviewed by Trustees over the next year.

Dukes House, which we run on behalf of Medway Council, continues to offer intensive support to residents who were formerly rough sleepers, with the overall aim to eventually move them on from Dukes House to permanent, sustainable accommodation. The project accepts single homeless people as referred by the Rough Sleeper Team and Housing Options to engage in support to deal with underlying issues of homelessness, for example, medical issues, addiction and mental health. Due to our strong links with other agencies and our willingness to collaborate, this project continues to be a success. We have received funding for the inclusion of Reset-21, who are a Trauma Informed therapy service who have provided on site, Trauma Informed support to residents one day a week since May. We are the only local housing provider to offer such a bespoke service. They have provided an eight week Trauma Informed training course to 17 of our volunteers and also offer regular Reflective Practise to our team to ensure we are taking care of our staff's wellbeing.

We offered a scaled back Winter Refuge from January 2023 to April 2023 which provided 300 beds to rough sleepers. It is expected that our usual Winter Refuge (which opens when temperatures are forecast to feel like zero degrees or below) will run and plans are already underway for this. Once again Medway Council have agreed to provide overnight security for the project and funding will be sought by us from the National Lottery, Cost of living grant to cover the costs of the Refuge.

One Big Family has always taken pride in our level of professional communications with agencies such as DWP, Council, Housing Associations etc. Building these relationships has been key to ensuring the charity achieves its objectives. We are constantly striving to build meaningful partnerships with key partners to ensure positive outcomes for our clients. In Medway we attend weekly meetings with the local Rough Sleeper team and other associated agencies to discuss complex clients, plus we sit on the Making Every Adult Matter Medway strategy group. In Kirklees we work closely with the Council rough sleeper team in order to strive for good outcomes.

At the time of writing, One Big Family – Helping the Homeless has over 80 active volunteers who take on different roles such as street outreach, food collections and deliveries, daily support, management of Dukes House, accompanying service users to hospital appointments, to name a few activities. The time and commitment given by our volunteers is crucial, without them, the charity would not be able to function or offer the variety of services that we do. Their time, skills and commitment are invaluable and are vital to the continued success of the charity. The volunteers also take an active role in fundraising for the charity and we are grateful for this wonderful support.

We remain committed to maintaining compliance within third sector best practise guidance for our team – for example, DBS checks for front-line volunteers, training, plus regular updating of risk assessments and policies/procedures.

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# ONE BIG FAMILY - HELPING THE HOMELESS

## TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 30 SEPTEMBER 2023

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### FINANCIAL REVIEW

#### Principle funding sources

The principal funding sources for the charity are from donations and fundraising received from members of the public and corporate organisations plus grants from corporate organisations. We have also received funding from Medway Council.

#### Financial review of the year

The operating deficit for the year was £1,850. Funds held as at 30 September 2023 were £144,167 which are used to finance additional activities, trading in the ensuing year and as a backup reserve. If the Charity continues at its present level of activity it has funds available to continue for approximately one year.

#### Reserves policy

The Unrestricted General Funds of the Charity are all available to promote the objects. The total Unrestricted General Funds at the year end were £115,154. The total Restricted General Funds at the year end were £29,013.

### PLANS FOR THE FUTURE

Whilst we commit to continuing to provide our "social" support (e.g. soup kitchens, outreach, and food parcel delivery) we may scale back the food parcel support.

The Trustees are looking at taking on a property to compliment or replace Dukes House which will enable us to offer supported accommodation to a larger capacity. Rough sleeping has increased nationally by approximately 25% over the past year so we need to respond to this with an increased offer of holistic, sustainable support for people.

To effectively respond to increasing demand for our services the trustees will be reviewing staffing, this may mean we need to employ other people to ensure all our services are sustainable and secure.

A full review of policies and procedures will be carried out along with a business/funding strategy.

The country is still reeling from Covid, the rising cost of living and with affordable accommodation almost impossible to secure we do not see a decrease in the need for our services in the future.

### INDEPENDENT EXAMINER

Sally Shacklock BA FCA has been re-appointed as independent examiner for the ensuing year.

The trustees' annual report was approved on 23 May 2024 and signed on behalf of the board of trustees by:



**J Pugh**  
Trustee

# **ONE BIG FAMILY - HELPING THE HOMELESS**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

Charity number: 1195947

**YEAR ENDED 30 SEPTEMBER 2023**

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I report to the trustees on my examination of the financial statements of One Big Family - Helping the Homeless ('the charity') for the period ended 30 September 2023.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.



**Sally Shacklock BA FCA**  
Independent Examiner

Equitable House  
55 Pellon Lane  
Halifax  
West Yorkshire  
HX1 5SP

23 May 2024

# ONE BIG FAMILY - HELPING THE HOMELESS

## RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 30 SEPTEMBER 2023

	Year ended 30 Sept 2023 £	Period 1 Dec 2021- 30 Sept 2022 £
<b>RECEIPTS</b>		
Donations- Corporate	23,260	6,890
Donations- Individuals	33,505	8,823
Donations- Council	47,150	42,508
Fundraising events	7,817	5,029
Gift aid	4,548	4,360
<b>TOTAL RECEIPTS</b>	<b>116,280</b>	<b>67,610</b>
<b>PAYMENTS</b>		
Fundraising	2,482	648
<b>Charitable activities</b>		
Outreach costs	36,110	12,128
Rent	4,441	1,800
Repairs and maintenance	—	56
Wages and salaries	36,925	19,801
Pension costs	709	469
Motor vehicle expenses	3,132	1,733
Motor vehicle leasing	5,583	—
Telephone	2,119	1,593
Leaflets and stationery	1,171	1,786
Sundries	5,544	2,686
<b>Support costs</b>		
Website	734	667
Software	2,641	2,568
Volunteer expenses and costs	3,741	4,468
Training costs	3,438	225
<b>Governance costs</b>		
Insurance	4,404	226
Accountancy	1,525	1,544
Travelling expenses	2,063	1,693
DBS checks etc.	364	300
Licences and subscriptions	216	207
Bank charges	68	44
	<b>117,410</b>	<b>54,642</b>
<b>ASSET PURCHASES</b>		
Equipment	720	1,565
<b>TOTAL PAYMENTS</b>	<b>118,130</b>	<b>56,207</b>
<b>NET RECEIPTS/(PAYMENTS)</b>	<b>(1,850)</b>	<b>11,403</b>
<b>CASH FUNDS BROUGHT FORWARD</b>	<b>146,017</b>	<b>-</b>
<b>CASH FUNDS TRANSFERRED FROM CHARITY NO. 1170846</b>	<b>-</b>	<b>134,614</b>
<b>CASH FUNDS CARRIED FORWARD</b>	<b>144,167</b>	<b>146,017</b>

# ONE BIG FAMILY - HELPING THE HOMELESS

## STATEMENT OF FINANCIAL POSITION

YEAR ENDED 30 SEPTEMBER 2023

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	Note	2023 £	2022 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand	3	<u>144,167</u>	<u>146,017</u>
<b>NET ASSETS</b>		<u>144,167</u>	<u>146,017</u>
<b>Total assets less current liabilities</b>		<u>144,167</u>	<u>146,017</u>
 <b>FUNDS OF THE CHARITY</b>			
Unrestricted funds	4	<u>115,154</u>	<u>146,017</u>
Restricted funds	5	<u>29,013</u>	<u>-</u>
<b>Total charity funds</b>		<u>144,167</u>	<u>146,017</u>

These financial statements were approved by the board of trustees and authorised for issue on 23 May 2024 and are signed on behalf of the board by:



**J Pugh**  
Trustee

# ONE BIG FAMILY - HELPING THE HOMELESS

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2023

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### 1. BASIS OF ACCOUNTING

The financial statements of One Big Family – Helping the Homeless have been prepared using the Receipts and Payments basis.

### 2. TRUSTEES' REMUNERATION

Travel expenses totalling £2,064 (2022: £1,693) have been reimbursed to seven trustees during the period ended 30 September 2023. No other remuneration or expenses have been paid to trustees during the year.

### 3. CASH AT BANK AND IN HAND

	2023	2022
	£	£
Cash at bank	144,160	146,004
Cash in hand	7	13
	<u>144,167</u>	<u>146,017</u>

### 4. UNRESTRICTED FUNDS

	Balance at 1 Oct 2022	Incoming resources	Outgoing resources	Transfers	Balance at 30 Sept 2023
	£	£	£	£	£
General Funds	146,017	50,911	(81,729)	(45)	115,154
	<u>146,017</u>	<u>50,911</u>	<u>(81,729)</u>	<u>(45)</u>	<u>115,154</u>

	Balance at 28 Sept 2021	Incoming resources	Outgoing resources	Transfers	Balance at 30 Sept 2022
	£	£	£	£	£
General Funds	—	60,110	(48,370)	134,277	146,017
	<u>—</u>	<u>60,110</u>	<u>(48,370)</u>	<u>134,277</u>	<u>146,017</u>

# ONE BIG FAMILY - HELPING THE HOMELESS

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2023

### 5. RESTRICTED FUNDS

	Balance at 1 Oct 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 30 Sept 2023 £
Medway Council HSF	–	34,600	(13,174)	–	21,426
Medway Council TIP and RP Project fund	–	11,250	(11,250)	–	–
Medway Councillor Donations	–	1,300	(1,331)	31	–
Kent Community	–	4,000	(689)	–	3,311
B&Q Neighbourly	–	5,000	(5,002)	2	–
Lidl Hygiene fund	–	250	(262)	12	–
Leeds Masons	–	1,969	(1,501)	–	468
Rotary Huddersfield	–	2,000	–	–	2,000
Challenge Fencing	–	5,000	(3,192)	–	1,808
	<u>–</u>	<u>65,369</u>	<u>(36,401)</u>	<u>45</u>	<u>29,013</u>

	Balance at 28 Sept 2021 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 30 Sept 2022 £
Medway Council	–	5,000	(5,000)	–	–
Kent Community Foundation	–	2,000	(2,000)	–	–
Morrisons	–	500	(500)	–	–
Virgin – Neighbourly	–	–	(337)	337	–
	<u>–</u>	<u>7,500</u>	<u>(7,837)</u>	<u>337</u>	<u>–</u>