



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	04	01	2022		30	09	2022

Section A Reference and administration details

Charity name

THE BUS SHELTER KENT COMMUNITY HUB

Other names charity is known by

THE BUS SHELTER KENT PROJECT

Registered charity number (if any)

1197326

Charity's principal address

SWALE COMMUNITY CENTRES

PHOENIX HOUSE, CENTRAL AVENUE

SITTINGBOURNE

Postcode

ME10 4BX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ANTHONY COOPER			
2				
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12				
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14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
ACCOUNTANT	MALLING ACCOUNTANCY LIMITED	68 SANDOWN ROAD, WEST MALLING, KENT, ME19 6NR

Name of chief executive or names of senior staff members (Optional information)

ANTHONY COOPER

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	TRUST DEED
How the charity is constituted (eg. trust, association, company)	CHARITY INCORPORATED ORGANISATION (CIO)
Trustee selection methods (eg. appointed by, elected by)	APPOINTED BY THE EXISTING TRUSTEES

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. The relief of poverty or financial hardship in kent by providing or assisting in the provision of welfare support, education, training, healthcare projects and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient.
2. The relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The organisation provides poverty, financial and sickness relief to the homeless, vulnerable or low income families within the Swale and adjoining areas. Our services include our Sittingbourne food kitchen and food parcel services with a free clothes bank, training room and focus on providing community capacity building.

The trustees have had regard to the guidance issued by the charity commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Phoenix House is a building that houses the charity that helps the homeless and the less fortunate.

We have been running for seven and a half years but have been a registered charity since 4th January 2022.

The charity supplies hot food, food parcels and clothes to anyone in Swale including Faversham, Sheerness and Newington.

January 2022 saw another normal winter with many people being put up into temporary accommodation giving them somewhere to get warm and a bed to sleep in.

The kitchen in Phoenix House was as busy as ever; around 30 plus meals daily to those that need them. On an average month we cook a minimum of 578 meals and 30 food parcels given out.

In the winter we supplied approximately 8 temporary rooms; in the summer 4 rooms, although this can change and is getting busier as the year goes on.

Lots of support is given to people who come into Phoenix House for housing support, rent advice and for evictions etc with lots of additional support being given to many different types of situations.

There were lots of collections from Morrisons, Aldi, Lidl, Sainsburys and M&S.

There was a food bank each month of around 30 food parcels with a noticeable number of key workers who come to us for help.

Phoenix House supplies clothing to those that need it, with any clothing that is left each month going to Cash 4 Clothes or will be sold to be invested back into the charity.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity seeks to maintain reserves of six months expenditure.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

ANTHONY COOPER

CHAIRMAN

Date

30 MAY 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
THE BUS SHELTER KENT COMMUNITY HUB

No (if any)
1197326

Receipts and payments accounts

CC16a

For the period
from

Period start date
04/01/2022

To

Period end date
30/09/2022

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 year to the nearest £
A1 Receipts					
Donations	18,249	-	-	18,249	20,203
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	18,249	-	-	18,249	20,203
A2 Asset and investment sales, (see table).					
Equipment	-	-	-	-	1,000
	-	-	-	-	-
Sub total	-	-	-	-	1,000
Total receipts	18,249	-	-	18,249	21,203
A3 Payments					
Food and Drink	2,345	-	-	2,345	576
Travel and Motor Expenses	8,006	-	-	8,006	3,800
Telephone	152	-	-	152	25
Light and Heat	1,067	-	-	1,067	741
Sundry Expenses	1,277	-	-	1,277	3,432
Bank Fees	105	-	-	105	221
Grants	500	-	-	500	-
Insurance	936	-	-	936	176
Accountancy	-	-	-	-	480
Sub total	14,388	-	-	14,388	9,451
A4 Asset and investment purchases, (see table)					
Equipment	7,602	-	-	7,602	2,644
	-	-	-	-	-
Sub total	7,602	-	-	7,602	2,644
Total payments	21,990	-	-	21,990	12,095
Net of receipts/(payments)	- 3,741	-	-	- 3,741	9,108
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,216	-	-	9,216	108
Cash funds this year end	5,475	-	-	5,475	9,216

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NatWest Bank Account	5,454	-	-
	Cashplus Bank Account	21	-	-
	Cash in Hand	-	-	-
	Total cash funds	5,475	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
	Motor Vehicle	Unrestricted	5,000	-
	Computer Equipment	Unrestricted	305	-
	Hot Chocolate Machine	Unrestricted	140	-
	Chromebook & Printer	Unrestricted	250	-
	Laptop	Unrestricted	758	-
	Motor Vehicle	Unrestricted	1,149	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		ANTHONY COOPER	30 MAY 24	
			28/05/2024	