



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 10	Year 2023		Day 30	Month 09	Year 2024

## 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	Kenneth ROWLES			
2	Kayleigh MALLON			
3	Cally-Anne HOLMES			
4	Anthony COOPER	Chairman		
5				
6				
7				
8				
9				
10				
11				
12				
13				
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 Ltd	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**

This last year has seen an increase in homelessness with the amount of people, males and females, in the Swale area, although the situation is all across the county.

A lot of people that were seen and dealt with were being left on the streets by the councils as they say they have not got enough accommodation, although they keep applying for funding to get people off the streets.

The Bus Shelter Kent will do what we can to help where we can but as you can see by our bank account we are not getting any funding, something we need to change and fast.

We continue to supply food parcels - again something that is needed even more as we see an increase.

This year we have lost Morrisons - a supplier of donations that has donated to us for the last eight years, who were a big donor to our food bank store.

We are finding it extremely hard to do any of the above because KCC asked us for their building back so they could sell it. We managed to get a community assert order on the building but KCC refused to give us an indication of what they wanted for the building. We also could not get a valuation on the property, something we have not got to the bottom of why yet, although the building has now been sold. Let's hope that the year ahead is a better year for us as a charity as after all we are all for helping people.

## 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)** Anthony Cooper

**Full name(s)** ANTHONY COOPER

**Position (eg Secretary, Chair, etc)** CHAIRMAN

**Date** 24 SEPTEMBER 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>THE BUS SHELTER KENT COMMUNITY HUB</b>	No (if any) <b>1197326</b>
---	-------------------------------

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/10/2023	To	Period end date 30/09/2024
------------------------	---------------------------------	----	-------------------------------

### 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 year to the nearest £
<b>A1 Receipts</b>					
Donations	5,622	-	-	5,622	12,473
Sales	356	-	-	356	872
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>5,978</b>	<b>-</b>	<b>-</b>	<b>5,978</b>	<b>13,345</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>5,978</b>	<b>-</b>	<b>-</b>	<b>5,978</b>	<b>13,345</b>
<b>A3 Payments</b>					
Food and Drink	1,828	-	-	1,828	4,027
Travel and Motor Expenses	1,596	-	-	1,596	6,035
Telephone	60	-	-	60	30
Light and Heat	524	-	-	524	639
Repairs and Sundry Expenses	1,107	-	-	1,107	801
Bank Fees	153	-	-	153	69
Rent	-	-	-	-	962
Insurance	854	-	-	854	770
Legal and professional fees	6	-	-	6	5,333
	6,128	-	-	6,128	18,665
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>6,128</b>	<b>-</b>	<b>-</b>	<b>6,128</b>	<b>18,665</b>
<b>Net of receipts/(payments)</b>	<b>- 150</b>	<b>-</b>	<b>-</b>	<b>- 150</b>	<b>- 5,320</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>155</b>	<b>-</b>	<b>-</b>	<b>155</b>	<b>5,475</b>
<b>Cash funds this year end</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>155</b>

## 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 £
<b>B1 Cash funds</b>	Cash at Bank	5	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	5	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	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	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Anthony Cooper	ANTHONY COOPER	24/09/2025	