

KAIROS HOUSING

Report and Accounts

Year ended 31st March 2024

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

KAIROS HOUSING
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2024

ADDRESS FOR CORRESPONDENCE	42 KING STREET BLACKBURN BB2 2DT
GOVERNING DOCUMENT	Constitution dated May 2022 Registered with Charity Commission 4th May 2022
CHARITY REGISTRATION NUMBER	1198820
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Hein Ten Cate Anna Catharina Magdalena ten Cate Deborah Smith John East Charles Gent (appointed 6th June 2023) Ali Ordikhani (appointed 9th August 2024) Emily Jones (resigned 12th November 2023) Angela Shanks (resigned 9th February 2024) Aftab Alexander Mughal (resigned 16th April 2024)
BANK	CAF Bank
INDEPENDENT EXAMINER	Lisa Darby FCA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

INDEX

Page 1	Legal & Administrative Details
Pages 2 - 3	Trustees' Report
Page 4	Independent Examiner's Report
Page 5	Receipts and Payments Account
Page 6	Statement of Assets & Liabilities
Page 7	Notes to the Accounts

KAIROS HOUSING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 March 2024.

Objects of the charity

The charity is governed by a constitution and is constituted as a charitable incorporated organisation. The charity's principal objects, as set out in its governing document, are to provide accommodation, practical and holistic support to asylum seekers, refugees and other migrants at risk of homelessness within Blackburn with Darwen and such other parts of the North West of England as the trustees may from time to time see fit. Kairos Housing does this to demonstrate the love of Jesus.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

During the year ending March 2024, Kairos Housing continues to provide support to refugees and asylum seekers in four shared flats in Blackburn as well as a property in Darwen. The Support Worker as well as Project and Fundraising Manager continues to support our clients in a compassionate and collaborative manner. The relationships and links with the local council and churches as well as with ARC Blackburn and DARE continues to grow and strengthen. Kairos Housing also works closely with referral agencies and has developed a shared CMS system. New trustees have been appointed including a new Chair. Kairos Housing also now have a Reserves Policy. All the policies have also been ratified by the trustees.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

Financial review

The charity raised income of £156,121 (2023: £48,892) and incurred expenditure of £113,225 (2023: £36,372) resulting in a surplus of funds at the year end of £42,896 (2023: £12,520). These funds are held in the bank account, £43,616 of which are restricted for purpose (2023: £12,451). During 2022-2023, the restricted Project Manager Fund created a loan for £12,000 to the General Fund to support the charities operational costs. This loan has been fully repaid during 2023-2024.

Reserves policy

The trustees of Kairos Housing recognise the importance of a reserves policy to help demonstrate good stewardship and financial management and to manage its reputation.

Our policy is to retain sufficient reserves:

- To ensure that the charity has sufficient funds to meet its financial commitments;
- To demonstrate that the charity is sustainable into the future;
- To ensure that the charity is able to manage future unforeseen financial difficulties;
- To ensure that excessive funds are not held without any identifiable reason or for any identifiable purpose.

The trustees have determined that the charity should aim to hold unrestricted cash of no less than £15,000 (which equates to about 3 months of unrestricted expenditure) so that the charity could continue to operate should income and / or expenditure vary adversely. We will aim to build up these reserves by setting aside £5,000 (April 2024) initially and adding to this £500 (May 2024 onwards) a month in a separate fund.

Our reserves policy relates only to the charity's unrestricted funds. Restricted funds may be held in addition to be used for the restricted purpose for which they were given. Currently much of our funding is restricted due to funding bids being for specific needs.

The overall responsibility for this policy and its implementation rests with the trustees of Kairos Housing. In constructing this policy, the trustees have paid due consideration to the Charity Commission guidance on charities and reserves.

Risk statement

The charity is exposed to various risks - be they operational, financial or reputational. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

Responsibilities of trustees

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

H. ten Cate
H. ten Cate (Nov 18, 2024 12:02 GMT)

Hein Ten Cate (Chair)

Nov 18, 2024
Date: _____

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

KAIROS HOUSING

I report to the trustees on my examination of the accounts of Kairos Housing ('the charity') for the year ending 31 March 2024 on pages 5 to 7 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity'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 2011 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.


[Lisa Darby \(Nov 25, 2024 14:10 GMT\)](#)

Lisa Darby FCA
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Nov 25, 2024

KAIROS HOUSING
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds		Restricted Funds	2024	2023
		General Funds	Designated Funds			
		£	£	£	£	£
Income receipts						
Donations		20,290	-	-	20,290	7,903
Other grants		55,145	-	66,070	121,215	37,739
Income from letting of facilities		14,513	-	-	14,513	2,725
Interest Income		96	-	-	96	25
Other		8	-	-	8	500
		<u>90,051</u>	<u>-</u>	<u>66,070</u>	<u>156,121</u>	<u>48,892</u>
Total receipts		<u>90,051</u>	<u>-</u>	<u>66,070</u>	<u>156,121</u>	<u>48,892</u>
Payments						
Payments in relation to charitable activities undertaken directly	2	66,371	-	46,854	113,225	36,372
		<u>66,371</u>	<u>-</u>	<u>46,854</u>	<u>113,225</u>	<u>36,372</u>
Total payments		<u>66,371</u>	<u>-</u>	<u>46,854</u>	<u>113,225</u>	<u>36,372</u>
Net of receipts / (payments) before		23,679	-	19,216	42,896	12,520
Transfers between funds	4	(11,949)	-	11,949	-	-
Net movement in funds		<u>11,731</u>	<u>-</u>	<u>31,165</u>	<u>42,896</u>	<u>12,520</u>
Cash funds as at last year end		69	-	12,451	12,520	-
Cash funds at this year end	A	<u>11,800</u>	<u>-</u>	<u>43,616</u>	<u>55,416</u>	<u>12,520</u>

The notes on page 7 form part of these accounts.

KAIROS HOUSING
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds		Restricted funds	2024	2023
		General funds	Designated funds			
		£	£	£	£	£
A Cash funds						
Cash at bank with immediate access		11,700	-	43,616	55,316	12,520
Petty cash		100	-	-	100	-
		<u>11,800</u>	<u>-</u>	<u>43,616</u>	<u>55,416</u>	<u>12,520</u>
B Other monetary assets						
Gift aid due to charity		2,547	-	-	2,547	-
		<u>2,547</u>	<u>-</u>	<u>-</u>	<u>2,547</u>	<u>-</u>
C Liabilities						
Falling due within one year						
Duplicate gift to be refunded		-	-	-	-	500
Fee for Independent Examination		1,320	-	-	1,320	840
Accrued expenses		352	-	-	352	1,172
Total		<u>1,672</u>	<u>-</u>	<u>-</u>	<u>1,672</u>	<u>2,512</u>

D Assets retained for charity's own use

	Fund to which asset belongs	Cost £	Current value £
Land and buildings (give brief details)		-	90,000
Computers and IT		1,285	757
Furniture		865	776
		<u>2,150</u>	<u>91,533</u>

The property at 7 Snape Street was gifted to the Charity during the year.

Current asset values have been estimated by the trustees.

E Guarantees and secured debts

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

H. ten Cate
H. ten Cate (Nov 18, 2024 12:02 GMT)

Hein Ten Cate (Chair)

Date: Nov 18, 2024

The notes on page 7 form part of these accounts.

KAIROS HOUSING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2024	Total 2023
	General funds	Designated funds	Funds	£	£
	£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly					
Staff costs	25	-	37,481	37,507	13,251
Operation costs including administration	3,294	-	3,872	7,166	2,330
Rent	30,576	-	-	30,576	-
Maintenance of buildings & equipment	9,116	-	436	9,552	2,650
Utilities	21,894	-	721	22,615	17,507
Charitable donations to individuals in need	-	-	2,357	2,357	301
Independent examination	810	-	-	810	-
Drop in Provision expenses	656	-	1,986	2,642	333
	<u>66,371</u>	<u>-</u>	<u>46,854</u>	<u>113,225</u>	<u>36,372</u>

The accommodation use by the charity was donated by the landlord from April to July for this financial year.

3 Transactions with related parties

There were no transactions with related parties during the year

4 Movement of funds

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
General funds	69	90,051	(66,371)	(11,949)	11,800
Restricted funds					
Project Manager Fund (Anna Lancaster Grant)	7,645	12,995	(20,246)	12,000.00	12,394
Warm Meals Fund	-	6,300	(1,667)	-	4,633
Specific Donations Fund	58	-	-	(58)	-
Destitution Fund (Gay and Keith Talbot Trust)	4,749	-	(2,357)	-	2,392
Hub Of Hope (Restricted)	-	9,775	(5,992)	-	3,783
The BMT (3 yr funding) - Support Worker	-	10,000	(10,007)	7	-
Pebbles Grant (hoover, bedding, curtains) (Restricted)	-	2,000	(293)	-	1,707
People Postcode Lottery - Support Worker (Restricted)	-	25,000	(6,292)	-	18,708
	<u>12,451</u>	<u>66,070</u>	<u>(46,854)</u>	<u>11,948.57</u>	<u>43,616</u>
Total funds	<u>12,520</u>	<u>156,121</u>	<u>(113,225)</u>	<u>-</u>	<u>55,416</u>

The Project Manager Fund was created to track the expenditure of the grant received from the Lancaster Foundation to fund the new post.

The Warm Meals Fund was created by a grant from the local council for the months January - March 2023 for the provision of hot food.

The Specific Donations fund holds two donations received in this period relating to specific renovation and equipment purchase grants

The Destitution Fund was created by a donation received during the year specifically for payments to destitute people in need.

Hub Of Hope: Specific funding from the National Lottery for drop in costs and enrichment activities.

The BMT (3 yr funding) - Support Worker: Specific Funding from Brian Mercer Trust to put towards salary and associated employment costs for Support Worker.

Pebbles Grant (hoover, bedding, curtains): Specific grant for hoovers and energy savings measures, e.g. blankets, bedding and warm curtains.

People Postcode Lottery - Support Worker: Funding for salary for support worker.

Transfers during the year:

Restricted fund monies were transferred to General funds when expenditure was incurred there in relation to the purpose of the fund.

General Fund monies have been transferred to Restricted Funds to cover any fund deficits.

The Project Manager Fund loan of £12,000 was created to subsidise the spend in General Fund during the first year of operations and was repaid during this year.