



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Month January	Year 20224		Day 31	Month December	Year 2024

### Section A

### Reference and administration details

**Charity name** Bishop's Stortford and Sawbridgeworth Street Pastors

**Other names charity is known by**

**Registered charity number (if any)** 1199311

**Charity's principal address** St Barnabas Centre

Church Lane

Bishop's Stortford

**Postcode**

**CM23 4BE**

#### 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	Gareth Tracey	Chair		
2	Susan Bates	Secretary		
3	Hilary McNeeney	Treasurer		
4	Corinne Lewis			
5	Paul McCafferty			
6	Choe Ribeiro			

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

Philippa Roy-Chowdhury Coordinator (employee)

### Section B

### Structure, governance and management

#### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Foundation Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation Registered 15 <sup>th</sup> June 2022
Trustee selection methods (eg. appointed by, elected by)	There must be a minimum of 3 and a maximum of 9 trustees. New trustees are appointed by the existing trustees for a minimum term of 3 years. Each must subscribe to the vision and mission of the Street Pastor movement, and must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

#### 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.

New trustees meet with an existing trustee who acts as a mentor and offers an opportunity to shadow or work in partnership together. All trustees are issued with the policies and procedures of Street Pastors, along with the Charity Commission's core guidance 'The Essential Trustee'. Training is also provided by our umbrella body, Ascension Trust.

The charity works in close partnership with local police and the local authority. This is known as the 'Urban Trinity'.

The principal risk facing the charity would be lack of grant funding. The Coordinator actively seeks funding from a variety of sources, including local authority grants and private donations. In the event of inadequate funding, we would continue to operate with volunteers, using donations from local churches to purchase resources and training, but we would not be able to employ a coordinator.

## Section C Objectives and activities

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

To advance the Christian Faith in accordance with the Street Pastor Licence Agreement with The Ascension Trust, through:

- I. the provision of public pastoral care services to help people on the streets and other public places, giving guidance, support and signposting which assist in preserving public order, avoid anti-social behaviour, relieve sickness and preserve health and by
- II. enlightening others about Christianity through raising awareness and understanding of ecclesiastical relevance to community and public life, mobilising the Church ecumenically to unity of worship and to advance the Christian Faith by carrying out the mission and outreach work of the Gospel for the benefit of the public.

To develop the capacity and skills of socially disadvantaged groups in our community in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; in particular but not exclusively through raising awareness, promoting, sustaining and increasing individual and collective knowledge, skills and expertise, through the practical development of individual capabilities, competences, skills and understanding through formal training, informal talks and capacity building in voluntary services, according to Christian principles and the Street Pastor Urban Trinity principle of church, police and local government working together for the benefit of the community.

**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)**

Street Pastors are fully trained volunteers from local churches in Bishops Stortford and Sawbridgeworth who care about our community. They visit the town centre weekly on Friday and/ or Saturday nights, in mixed teams of men and women, aiming to care for, listen to, and help people who are out and about in our town, especially those who are vulnerable or at risk of harm.

Our volunteers regularly meet people in the night time economy who are at risk of making poor decisions as a result of substance misuse, or those who are struggling to get home safely. The volunteers are particularly mindful of lone individuals, especially women, who may be susceptible to unwanted attention. The volunteers also often support people with poor mental health, loneliness, and those sleeping rough.

When planning our work in the community, the trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. Although our volunteers are Christians from local churches, they seek to help everyone, are non-judgemental, and only speak about faith with others when asked to do so. They strive to demonstrate their faith by caring for others: people of all faiths and of no faith.

### **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.

Volunteers are integral to our work in the community. We currently have 17 volunteer Street Pastors who take turns to go out on patrol in teams of 3 or 4 each week between the hours of 10pm – 2am, helping to keep people safe. We also have a team of 4 Prayer Pastors, who take turns to meet with the team each week and pray for them. Our trustees are also volunteers. Our work would not be possible without our volunteers.

To support our work, we seek grants to purchase training, uniform, safeguarding checks, equipment and the coordinator's salary. We approach local authority departments, local businesses, churches and individuals, inviting them to make a contribution to support our work.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

This year, we have seen an increase in mental health needs within the community, including those with suicidal thoughts. We have received specific training to understand these needs, along with training on drug and alcohol awareness.

We have met with our local MP, who is very supportive of our work, and have also met with members of the local Business Improvement District (BID), working towards applying for Purple Flag status for our town.

On patrol in 2024 we spent over 550 hours on the streets, helped 668 people, and collected over 600 bottles and broken glasses.

## **Section E**

## **Financial review**

**Brief statement of the charity's policy on reserves**

Our trustees agree not to have a fixed reserve policy, as this is not practical with our reliance on periodic grant funding. However, finances are monitored very carefully, with ongoing applications for funding, and a system to alert trustees should funds drop below £3000, which is approximately 4 months running costs.

**Details of any funds materially in deficit****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.

The charity's principal sources of funding will come from grant applications made to local authorities, and donations from local churches, businesses, and individuals.

This funding is vital to enable our volunteers to continue our work, including purchasing up to date training, resources, uniform and equipment.

**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

<b>Signature(s)</b>	Corinne Lewis	Hilary McNeeney
<b>Full name(s)</b>	Corinne Lewis	Hilary McNeeney
<b>Position (eg Secretary, Chair, etc)</b>	Trustee	Treasurer
<b>Date</b>	21 <sup>st</sup> August 2025	

# BISHOPS STORTFORD AND SAWBRIDGEWORTH STREET PASTORS

## ACCOUNTS 1 JANUARY - 31 DECEMBER 2024

	£
INCOME	INCOME
Training Refund	150.00
Churches	2,465.64
Charities & other organisations	13,182.18
Local Authorities	0.00
Volunteers & individuals	169.85
	<b>15,967.67</b>
EXPENDITURE	
Co-ordinator's remuneration	5,140.20
PAYE	1,285.00
Training	944.02
Postage, stationery & literature	47.00
Uniforms & equipment	245.54
DBS checks	129.60
Ascension Trust Licence Fee	1,591.35
Subscriptions	10.00
Miscellaneous expenses	193.61
	<b>9,586.32</b>
OPENING BANK BALANCE	3,391.75
INCOME	15,967.67
EXPENSES	9,586.32
<b>CLOSING BALANCE</b>	<b>9,772.90</b>