



# *Homes Choices Futures*



## ANNUAL REVIEW 2023–2024

[cambridgecyrenians.org.uk](https://cambridgecyrenians.org.uk)

Cambridge Cyrenians provide supported accommodation for nearly 100 men and women experiencing or at risk of homelessness in Cambridge.

Most of our accommodation is in shared houses rather than large hostels, where residents are encouraged to take responsibility for their lives and futures.

Our mix of long-stay, short-stay, and move-on houses, along with specific accommodations for women, ex-offenders, and those in employment, helps residents secure long-term housing and leave homelessness behind for good.

## Our Vision

To support anyone at risk of or experiencing homelessness, no matter their background or past, to have an equal opportunity to fulfil their potential.

## Our Mission

To support and empower those who are homeless or vulnerable to homelessness and to make a positive difference to the quality of their lives.

## Our Values

**Inclusive:** Open to all, valuing and respecting people for their differences.

**Flexible:** We are continually looking at ways to be innovative, to find solutions that will improve the quality of life of our service users.

**Empathetic:** We strive to understand and share the feelings of others.

**Respectful:** We believe in tolerance, acceptance, valuing diversity, and treating each other as equals.

**Empowering:** We believe in bringing out the best in people, equipping them to make their own decisions and reach their potential.

**Pioneering:** Leading in new and innovative ways of supporting homeless people and finding solutions to the challenges of homelessness.



## Chair's Report

After the difficult years of first the Covid-19 pandemic and then the energy and inflation crises, it is good to be able to report on a year of recovery. This was especially financial recovery which rebuilt our reserves, but also re-establishment of our core work of helping, with support as well as accommodation, over 100 men and women who would otherwise be at risk of being homeless.

It is apparent however that increasing numbers of those people referred to us have higher levels of need than previously. The number of people coming to us with combined alcohol and drug dependency is increasingly above the levels we are used to, and to which we are funded to provide services. Despite this we were still able to accept 94 of the 212 referrals in 2023/24. Our team of staff and volunteers continue to provide extensive levels of support, often going the extra mile when needed, and on behalf of the board, I thank them for that. It is very much our ambition to develop the skills of the team, along with increasing opportunities for them and trustees to work collectively in developing our work with people experiencing homelessness.

In relation to providing accommodation, our plans for the future are for the properties we use being better insulated and energy efficient; to begin investing in purchasing properties and reducing the number of houses rented; and to open two houses in South Cambridgeshire we have been seeking for some time and for which we have funding for support of residents.

Pressure of work and family led to our Chair of Trustees, Sarah Coates, having to step down both as chair and trustee. We thank her for her very extensive contribution she made over many years and send her our best wishes for the future. New trustees have, or are about, to join us and I thank all the members of the Board for their commitment and support.

*Richard Robertson—Chair of the Board of Trustees*



## Director's Report

While not a year of great changes, this financial year was an important period of consolidation and stability allowing us to recover from the difficulties of the Covid-19 pandemic and cost of living crisis. The hard work of our committed staff team led to a year of strong financial performance and allowed us to mitigate the financial pressures we had faced in the previous year.

In October, we realised the long-term goal of having a dedicated role of Community Engagement and Fundraising Manager on the staff team. The role has given us the resource we needed to increase our engagement with the local community and events, raising our profile and promoting the good work that Cambridge Cyrenians provides year after year.

We also handed back one of our longest standing properties at Carlyle Road. While this was a slight reduction in our Supported Accommodation service it allowed us to concentrate on the smaller shared housing that our commissioners prefer and help our residents move on and out of homelessness permanently.

While a relatively quiet year for fundraising, we were incredibly pleased to receive additional funding of £41,390 from the Government's Community Organisations Cost of Living Fund delivered by The National Lottery Community Fund.

*James Martin—Director*

## Our year in numbers

21

properties

42

residents  
received one-to-one  
Mental Health support

65 people  
supported by  
the Older  
Homeless  
Service

79

people made  
positive moves from and  
within our service, including  
47 who moved away from  
homeless services

148 people

supported  
through our  
accommodation







Photo by Cambridge Cyrenians

## 2024 Resident Survey

In our 2024 resident survey, of the residents who responded\*

- ➔ 89% were satisfied with the quality of their accommodation.
- ➔ 86% said that maintenance issues were resolved quickly.
- ➔ 86% said their quality of life has improved since they started living with Cambridge Cyrenians.
- ➔ 83% said they feel well supported to engage with hobbies, interests, volunteering, or paid work.
- ➔ 91% said they know how to get help with their mental health if they need it.

*\*Sample size of 36.*

# Accommodation Service

Our accommodation service provides comprehensive housing and support for people experiencing homelessness in Cambridge. We offer tiered accommodation options to meet different needs, including accommodation for people in employment, long-stay and short-stay options, Housing First flats, female only accommodation and move-on houses with tailored support from a team of Project Workers. Right now, we manage 21 properties in Cambridge, providing supported housing to 92 people at any given time.

This year, we've maintained a 95.13% occupancy rate, successfully getting people off the streets and into homes, despite challenges like increased referrals for people with higher support needs.

One of our key initiatives is the Jubilee Project, which provides housing for ten individuals with offending backgrounds. Housing ex-offenders is crucial for reducing reoffending and helping them reintegrate into society. Our Project Workers work with agencies like the Probation Service and health professionals to support residents in reaching their goals.

We also made some changes this year in response to referral needs. We converted one of our two female-only houses to a mixed-sex house due to decreased demand. We also closed one of our two short-stay houses, making sure residents were offered alternative accommodation and redistributing vital Project Worker capacity across our other projects.







## Case Study — Kayleigh

Kayleigh lived with Cambridge Cyrenians twice. The first time she abandoned her accommodation. The second time she flourished, finding work and successfully applying to the City Council's Rough Sleeping Accommodation Programme (RSAP). Now she is looking to move into long-term independent accommodation.

In 2018, after becoming homeless, rough sleeping, and some time in a hostel, Kayleigh was referred to Cambridge Cyrenians. After less than six months she had abandoned the tenancy. However, the abandonment wasn't the end of Kayleigh's journey.

Two years ago we received another referral for Kayleigh and found her a space in a move-on house. This time she felt ready to make a change. Kayleigh says she found it helped to live in a smaller shared house, further from the city centre. "A lot of my drug use was in town. I still had to be the person who decided to stay away but being in a different environment, away from town, helped me a lot."

When asked how support from Cambridge Cyrenians helped her get to where she is today, Kayleigh says that a lot of it was down to her Project Workers. "It was good to have someone there that you trust, someone who is there to support you. And it not being family who has to do that. If I needed them, they were there. I could just get on with what I needed to do."

Things are looking up for Kayleigh. "Just to have my own place. To be able to work full time. I am looking forward to having a brighter future."

Kayleigh says being able to have her nieces and nephews visit her flat has been a big part of her recovery. "I have a really close bond with one of my nieces. We've got that connection back now."





# Older Homeless Service

This year, the Older Homeless Service (OHS) team has supported 65 clients. We were unable to accept over a quarter of referrals as they had no active links to homelessness services or as their tenancies were not identified as being at risk.

In our 2023 survey of clients supported by the OHS, 92% of respondents agreed that the OHS improved their self confidence, 73% agreed that the OHS improved their social interactions and/or avoid loneliness, and 100% agreed that the OHS improved their independence.

The team have been working closely with Adult Social Care, who remain one of the most significant referrers to the service. Through this collaboration the team hope to better understand the increase in referrals to our service, reduce inappropriate referrals, and ensure a smooth transition for clients moving from temporary accommodation to sheltered scheme properties.

Staff attended Cuckooing and County Lines training with Cambridgeshire Police, as we identified an increase in our contact with Police and Neighbourhood teams related to safeguarding vulnerable individuals.

The OHS would not be possible without support from Cambridge City Council and the Tenancy Sustainment service, The Access Surgery, Cambridge City Community Safety Partnership, P3 (People, Potential, Possibilities), and Cambridgeshire Constabulary.



Photo by Cambridge Cyrenians

# Meaningful Activities

Our Meaningful Activities Project provides practical support to help residents living in our supported accommodation to engage in education, training, voluntary work, and employment. Our Meaningful Activities Manager, Shanice Jones, supports residents on a one-to-one basis to understand their interests and personal strengths and identify courses and activities to increase their skills and experience in preparation for employment. We also provide residents with small bursaries for training, travel, personal protective equipment, and clothes for interviews.

Cambridge Cyrenians supported 73 residents through the Meaningful Activities project during 2023/24. Of these, 26 residents attended education or training courses and learned new skills, 14 gained accredited qualifications, 27 secured suitable and sustainable employment, and 9 undertook regular voluntary roles.

This year, we have benefitted from a partnership working with Wintercomfort's social enterprise, Overstream Clean and Garden. Through this partnership, Shanice and the Overstream team have been able to support residents to secure and sustain employment.

*“Working with Cambridge Cyrenians and their residents has helped us to strengthen our Overstream Clean team whilst we are able to help diminish some of the anxieties behind returning to employment.”*

– Agnieszka Gada, Services Manager at Wintercomfort.



Photo by Filip Mroz on Unsplash





## Case Study — Blisse\*

Blisse\* is a resident in a Move-On house. This year, supported by our Meaningful Activities Manager, Shanice, he has been exploring new interests. Blisse's introduction to gardening was through the Cambridge Cyrenians Community Allotment. He first visited with his Project Worker before joining the group regularly. Keen to develop his skills and become more active, Blisse took on a small patch of the allotment.

Encouraged by his project at the Community Allotment, Blisse was inspired to make use the garden of his shared house to grow some produce. Working with another resident and the Cambridge Cyrenians maintenance team, Blisse started his project by tackling the grass. He then had an idea to plant seedlings in containers and plastic shopping bags.

Blisse has been sharing his crops with other residents in his house, as well as Shanice and others who had helped him with the project. After his first trial, Blisse has been able to expand his project with more seeds. This year he has planted onions, potatoes, beetroots, and beans.

The crops are growing well this time around. Encouraged by his project Blisse has hopes for the future: "I hope to get back to a job. One of the benefits of living [with Cambridge Cyrenians] has been the time and opportunity to get my head clearer." He says that living with Cambridge Cyrenians has given him "something constant."

*\*Name changed to protect privacy.*



# Volunteers

Our volunteers enrich the lives of our residents by providing practical support and positive social interactions. We continue to recruit live-in volunteers who support our Long-Stay houses and assist our residents with shopping orders, making healthy choices, and facilitating new experiences and connections.

This year, we were joined by four international volunteers who quickly learnt the tools necessary to support those living through homelessness. By building rapport with our residents, our volunteers are able to plan personalised initiatives and support tailored to residents' interests and needs. This year this involved accompanying residents on excursions to local museums and gardens, playing chess, enjoying tea and cake with visiting students, and watching television together.

This year, volunteers at our Long-Stay houses took the initiative to organise a series of events sharing foods from different cultures. At one event, residents helped to prepare their own pizzas.

In addition to our live-in volunteers, Cambridge Cyrenians are able to offer a free counselling service with newly qualified counsellors volunteering their time under the guidance of our Mental Health Practitioner. In the past year, a small team of volunteers have also regularly supported our Community Allotment Project.





# Community Allotment

Our Community Allotment, managed by our Horticulture Therapist/ Forest School Leader, provides an annual programme of nature-based activities and learning opportunities for those who are homeless or are vulnerable to homelessness in Cambridge.

This year saw the project build on previous successful partnerships in Cambridge and develop new local connections. In May, local small business owner Robin Standring and national cooperative, HomeHardware donated hundreds of pounds worth of compost. Robin has since generously gifted plants and equipment to the project. We enjoyed hosting a volunteers' day in July with fifteen members of the staff team at Allia Ltd. The Allia team joined group members to build and plant our new Wheel of the Year themed garden.

We have held several fundraising and awareness building events this year. For World Homelessness Day on 10th October, several of the group members held a very successful sponsored Sleep Out event. Later that month, our friends at Allia Ltd invited us to run our annual Halloween stall at their offices where we sold lots of our own produce including some massive home grown pumpkins. We have also had an amazing response from the public to our regular fruit and vegetable stalls in town this year.



Photo by Cambridge Cyrenians





## Community Allotment — A participant's perspective

“Over the last 6 years, there have been many highlights within the community allotment group, however, to name a few, I would have to include, being able to interact with others in a different environment. It's very freeing and it supports my mental health significantly.

Being able to do the sign painting is another avenue I enjoy, whereby it gives me a chance to encourage and develop my creative side.

Throughout the sessions, you really feel a sense of community. However the 1:1 work, growing seeds and nurturing the seedlings gives me a sense of purpose. This is enhanced when we know we are able to harvest the produce, a key aspect of our allotment journey... picking, collecting... transporting it... creating beautiful displays to encourage the general public to enjoy our produce for a donation.

Throughout the year, [we] celebrate festivals such as Beltane and have cook outs around the fire pit. It would be important to note that these would be my favourite parts of the community garden.

After group, [another group member] and I either go to Starbuck's or the Edge café, where we share a crossword whilst enjoying a coffee... friendship beyond the set group days.”

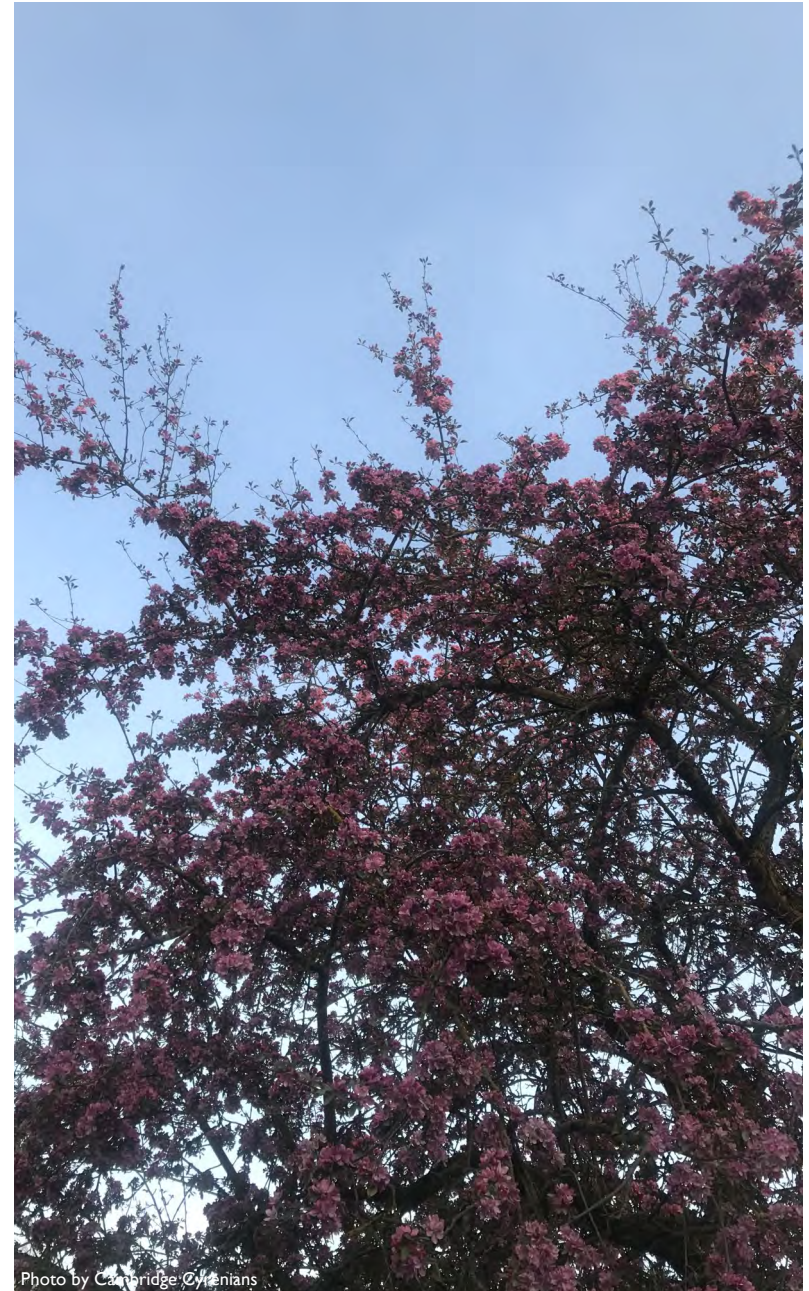
# Mental Health Service

Our Mental Health Service (MHS) has now been in place for seven years and continues to provide invaluable support to residents. The service offers both one-to-one support for residents and advice and guidance for Project Workers. Louisa Hallisey, our Mental Health Practitioner, also facilitates liaison with external mental health professionals and services.

Over the last year, residents have reported reduced isolation and loneliness as well as improved health and well-being. The objectives of the service continue to grow and adapt with the needs of our residents, however our fundamental goal is to support residents to better understand and manage their mental health in a way that works for them.

During the year there have been 20 new referrals to the service. 22 residents were also discharged from the service. Alongside referrals, we run drop-in sessions at specific projects for individuals who prefer informal support.

We were pleased to welcome back Anthony Browne as a fully qualified counsellor. Anthony completed a placement with the MHS during his counselling training and now offers pro bono counselling to our residents. Anthony has also helped us to arrange two Alcoholics Anonymous workshops and an Art Therapy partnership. The MHS also supported four student nurses on placement from Anglia Ruskin University.







## Case Study — Nadia\*

Nadia\* moved to Cambridge in 2016 but struggled to keep up with work when her health declined. Unable to pay rent or clear her arrears, Nadia became homeless. Nadia spent two years living in a hostel before she was offered a place in a shared house with Cambridge Cyrenians.

As soon as she moved in, the Mental Health Service set up a meeting with a counsellor. “I’d had some therapy at the hostel, but I struggled to open up,” she says. “I had one face-to-face meeting with my Cyrenians counsellor and we just clicked.”

Nadia says that opening up to her counsellor changed her life: “I would say to anyone, take that extra help. Just accept that sometimes you need to share your burdens.”

As well as counselling, Nadia found she could rely on her Project Workers: “Whoever was supporting us would come over sometimes twice a week. They’d always knock at the door, make sure that we were okay. I was always able to talk to someone who was just a phone call away.”

Nadia lived with Cambridge Cyrenians for almost two years. In December 2022, she received an email offering her a council flat. Nadia’s Project Worker was able to help her get a cooker, washing machine, and a Hoover for her new flat. The team also helped her get kitchen items like saucepans, crockery, and cutlery. Nadia feels positive about life now she has found a secure home. “I never thought that I would ever be happy again until now.”

*\*Name changed to protect privacy.*



# Co-production

As part of our commitment to ensuring residents are involved in decisions about their housing and futures, we've opened up regular opportunities to join collaborative co-production work. Co-production shares input into decision-making processes equally between service users and service providers.

In January, we ran a collaborative workshop to produce an updated support plan template. The residents in the group were able to use their lived experience to help co-produce the new support plan by rephrasing questions and establishing shared expectations for support. The group's revised support plan template is now being used by Project Workers and residents across our service.

Following on from the support plan workshop, in March we set up a co-production group which meets every month. In the first meeting the group took a broad look at the whole service, with suggestions from residents including policy changes and the creation of a trip committee.

The co-production group has given residents the opportunity to have direct involvement in the service they receive, and has been valuable feedback for us as a service on the support we are providing.

Driven by a commitment to empowering residents to make their own decisions and reach their potential, staff and resident collaboration helps us to develop a service that is responsive and empathetic.

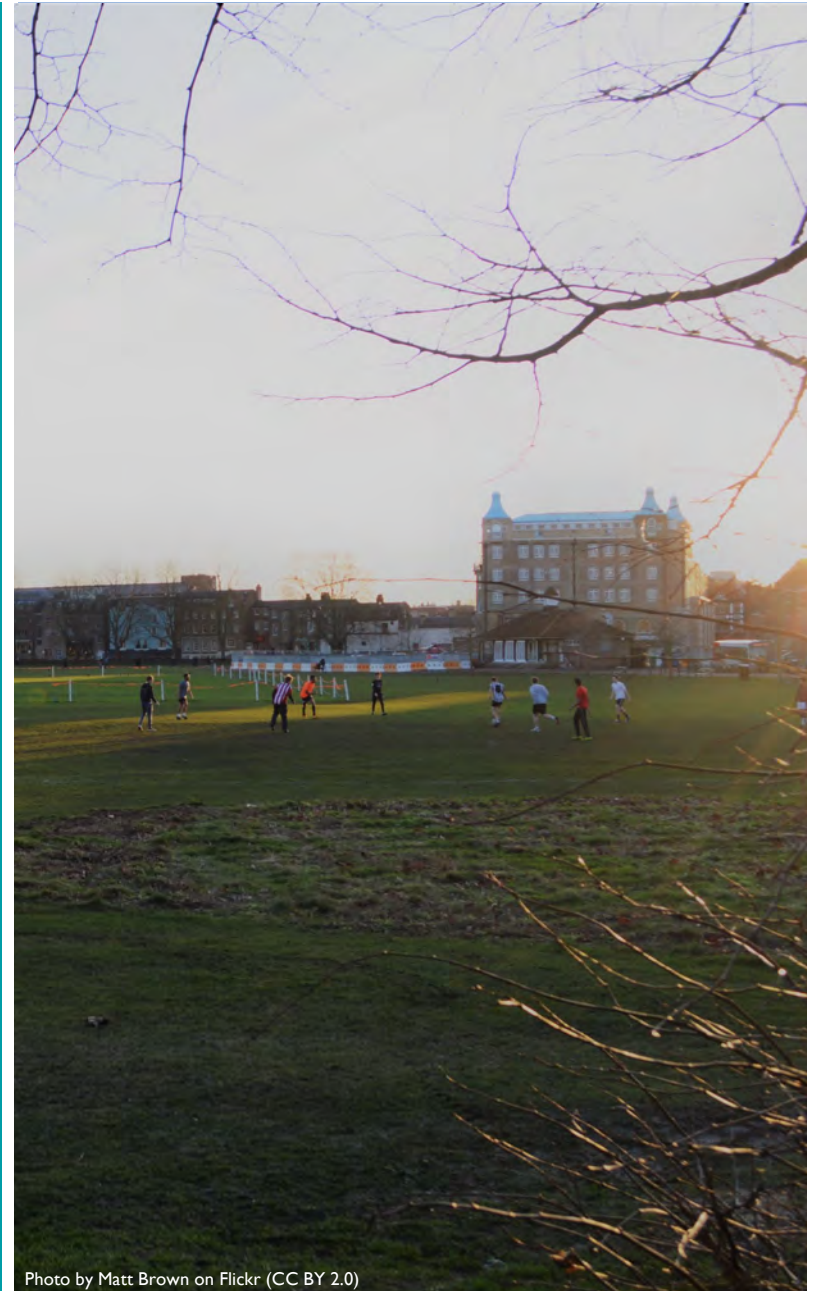


Photo by Matt Brown on Flickr (CC BY 2.0)

## Fundraising & Community Engagement

This year saw the creation of a new post of Fundraising and Community Engagement Manager. The new post enabled us to review our fundraising activities, produce a new fundraising strategy, engage with University groups, and develop our social media and website. Alongside this post we continue to be supported by a part-time Grants and Trusts Fundraiser.

This year we were pleased to continue to receive support from several local businesses, organisations, and corporate partners. In particular, Cambridge sock shop, Soctopus, donated 2000 pairs of socks in December. These were distributed to residents and some of our partner organisations over Christmas.

In February, Embrace, a student group from the University of Cambridge, ran a fundraising bake sale and quiz, and invited the Fundraising and Community Engagement Manager to contribute to a panel event alongside representatives from Jimmy's Cambridge and It Takes a City.

The majority of our fundraised income comes from public bodies, trusts, charitable organisations and companies. This activity is conducted in compliance with the Fundraising Regulator's Code of Fundraising Practice and our Board oversees our approach to ensure that our fundraising protects vulnerable people and complies with the guidelines of the Fundraising Regulator.



Photo by Cambridge Cyrenians

# In the future

The coming year should see the introduction of two long awaited South Cambridgeshire houses with the intention to provide a more diverse offer of accommodation to the people referred to us for support.

Over recent years we have seen the complexity and support needs of the people we accommodate continue to rise. Responding to this while trying to ensure we offer a service to as many people as possible is a constant challenge, which our dedicated team of staff and volunteers are committed to answering.

Working with Allia Green Business Programme and the VCSE Energy Efficiency Scheme, we will see a drive towards reducing our environmental footprint. This will lead to a greater focus on the energy efficiency of our accommodation and improvements in our operating procedures to ensure we are providing our service with the minimum environmental impact.

The year ahead will see the priorities of the new government trickle down to homelessness services. Whatever the outcome of this we are confident that our committed team of staff and volunteers will be ready to respond and ensure our residents and clients continue to thrive with Cambridge Cyrenians.



Photo by Cambridge Cyrenians



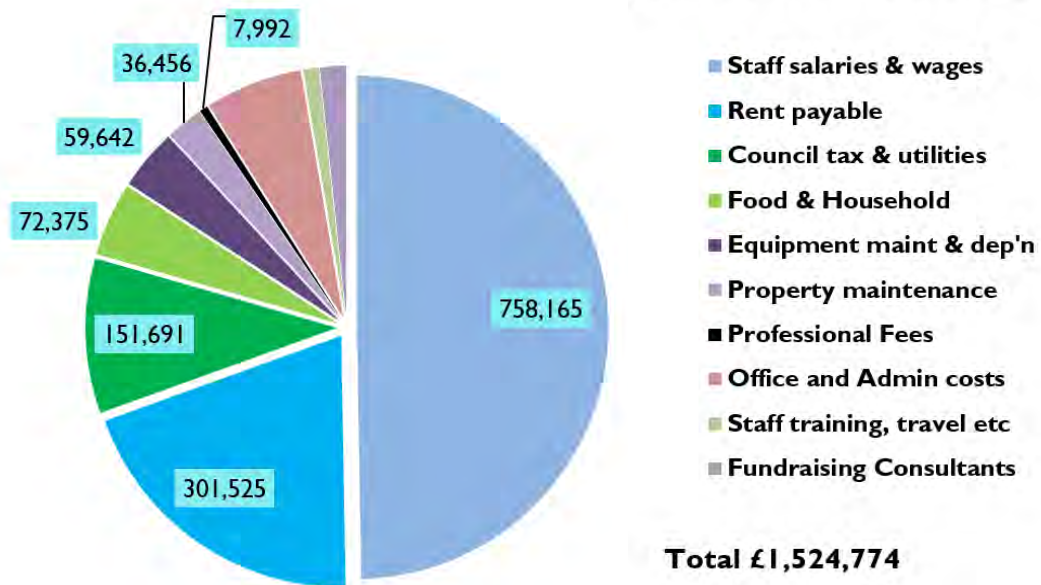
# Summary of Accounts

The accounts for 2023/24 show a strong financial performance resulting in income over expenditure of £65.3k.

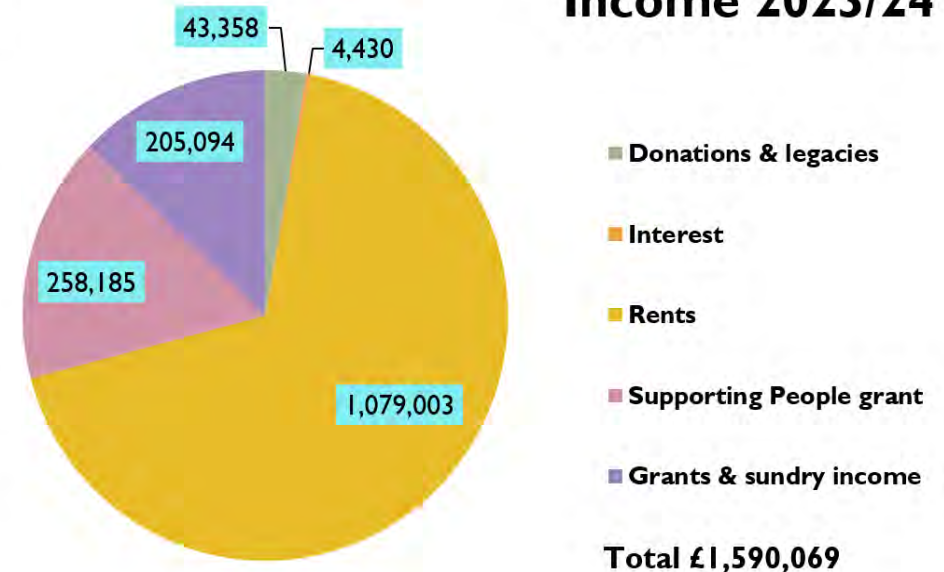
Grants fully covered the costs of our core services. £41k was received from the Government's Community Organisations Cost of Living Fund delivered by The National Lottery Community Fund towards the cost of living crisis, and donations for general purposes rose to £42k.

The loss of income from unpaid rents and empty rooms was kept down at 6.7% (£80k) of £1.08m. Energy contracts were obtained at much lower levels than had been feared and other expenditure was contained within budget. This result boosted general reserves to £285k.

## Expenditure 2023/24



## Income 2023/24





# Summary of Accounts

<b>INCOME</b>	<b>2023/24</b>	<b>2022/23</b>
Donations & legacies	43,358	19,863
Interest	4,430	1,489
Rents	1,079,003	923,850
Supporting People grant / County Grant to support residents	258,185	239,053
Grants & sundry income	205,094	158,067
Sale of Land Rover		13,700
<b>Total Incoming Resources</b>	<b>1,590,069</b>	<b>1,356,021</b>

<b>EXPENDITURE</b>		
Staff salaries & wages	758,165	655,579
Rent payable	301,525	287,524
Council tax & utilities	151,691	117,023
Food & Household	72,375	82,772
Equipment maint & dep'n	59,642	78,218
Property maintenance	36,456	36,232
Professional Fees	7,992	
Office and Admin costs	95,515	106,252
Staff training, travel etc	15,573	17,156
Fundraising Consultants	25,841	15,414
<b>Total Expenditure</b>	<b>1,524,774</b>	<b>1,396,170</b>

# Acknowledgements

Cambridge Cyrenians would like to thank all trustees, staff, and volunteers for their hard work during the year.

## Staff Team

James Martin—Director

Emma Hooton—Head of Services

Min-Hui Bird—Finance Manager

Rikke Jensen—Services Manager

Kristian Claxton—Services Manager

Shanice Jones—Volunteer and Resident Activities Manager

Beth Vickers—Fundraising and Community Engagement Manager

Louisa Hallisey—Mental Health Practitioner

Victoria Howell—Property Administrator

Sheila Smith—Property Administrator

Alison Greene—Finance Assistant

Amy Foster—Project Worker

Kate Duckett—Project Worker

Katherine Rogers—Project Worker

Kevin Walshe—Project Worker

Rachel Savage—Project Worker

Lucile Simonin—Project Worker

Clare Bruges—Project Worker

Elitza Zarcheva—Project Worker

Ashvin Mistry—Project Worker

Lucine Harrison—Older Homeless Project Worker

Lizzy Martin—Older Homeless Project Worker

Ruth Wood—Allotment Project Coordinator

Mick Crossley—Maintenance Operative

Frank Kohak—Maintenance Operative

## Board of Trustees

Richard Robertson—Treasurer (Chair from 23/02/24)

Oli Daffarn

Nicholas Sheppard

Mariella Giancola

Alyse Roberts

Sarah Coates—(Chair until 23/02/24)

Tim Cracknell

## Resident Volunteers

Emma Richter

Kevin Majewski

Till Jonas Meyer-Jark

Hanna Asare Bediako

Jaimi George

Mercedes Tapia

Aisa Bah

Lukas Luckert

## Fundraising Consultant

Anna Hunt

# Acknowledgements

Cambridge Cyrenians would like to thank the following organisations, trusts, and individuals for their support. Without whom we could not continue our essential work.

Cambridge City Council  
Cambridge City Council Homelessness Prevention Grant  
Cambridgeshire County Council  
Cambridgeshire Community Foundation — Cambscuisine  
Cambridgeshire Community Foundation — Hubert Julian Grassroots Endowed Fund  
Cambridgeshire Community Foundation — Warwick & Dominey  
City and University Masonic Charitable Trust  
City Church Cambridge  
Community Organisations Cost of Living Fund — Delivered by The National Lottery Community Fund  
Embrace Cambridge  
Evelyn Trust  
Henry Smith Charity  
HTS Estates  
South Cambridgeshire County Council

Henry Smith Charity  
Talisman Trust  
The Crown Court at Cambridge and Peterborough  
The D'Oyly Carte Charitable Trust  
The Fine and Country Foundation  
The National Lottery Community Fund — Reaching Communities  
The 29th May 1961 Charitable Trust

## **Partner Landlords**

Cambridge City Council  
Cambridge Housing Society  
Peabody Trust  
The Dawe Trust  
Chorus Homes — Places for People  
Metropolitan Thames Valley Housing



## Cambridge Cyrenians Ltd.

3 Signet Court, Swann Road, Cambridge CB5 8LA

T: 01223 712501

E: [office@cambridgecyrenians.org.uk](mailto:office@cambridgecyrenians.org.uk)

Registered Charity 261994 | Registered Company in England and Wales 992199



Report of the Board of Trustees and Financial Statements  
for the year ended 31st March 2024

# Cambridge Cyrenians Limited

Cambridge Cyrenians Limited is a charitable company limited by guarantee

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**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Report of the Board of Trustees  
for the year ended 31st March 2024**

The Board present their report and audited financial statements for the year Cambridge Cyrenians Limited is a charitable company limited by guarantee and is a charity registered with the Charities Commission.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

COMPANY NAME: Cambridge Cyrenians Limited

COMPANY NUMBER: 992199 (England & Wales)

REGISTERED CHARITY NUMBER: 261994

PRINCIPAL OFFICE and  
REGISTERED OFFICE: 3 Signet Court  
Swanns Road  
Cambridge  
CB5 8LA

**DIRECTORS AND TRUSTEES - THE BOARD OF TRUSTEES**

R Robertson	Chair
R Hayden	(appointed 22/07/2024)
N Sheppard	
M Giancola	
S Coates	(resigned 23/02/2024)
J Daffarn	
M Cracknell	(appointed 12/10/2023)

COMPANY SECRETARY: James Martin

The day to day management of the charity is delegated by the Board of Trustees to James Martin.

AUDITORS: Prentis & Co LLP  
Chartered Accountants & Statutory Auditors  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS: The Co-operative Bank  
131-135 Northumberland Street  
Newcastle upon Tyne, Tyne & Wear  
NE1 7AG

**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Report of the Board of Trustees  
for the year ended 31st March 2024**

The Trustees present their annual report and audited financial statements for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK Republic of Ireland (FRS102) (updated October 2019, effective 1 January 2019).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing Document**

Cambridge Cyrenians Limited is a charitable company limited by guarantee and is a registered charity governed by its Memorandum and Articles of Association. In the event of the charity being wound up members are required to contribute an amount not exceeding £1.

### **Recruitment and Appointment of Trustees**

The directors of the charitable company ("the charity") are its trustees referred to in the governing document as the Council of Management, but referred to throughout this document as the Board of Trustees.

Under the requirements of the Memorandum and Articles of Association the members of the Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. Only persons who are members of the charity are eligible to be elected as members of the Board of Trustees.

### **Trustee Induction and Training**

New Trustees are provided with initial induction into the activities of the charity by fellow Trustees and the Company Secretary. They are provided with a set of important documents including Memorandum and Articles of Association, latest financial statements and management accounts during their induction. Training is provided for all Trustees.

### **Organisational Structure**

Cambridge Cyrenians is controlled by its Trustees who meet at least every three months. A Director is appointed by the Board of Trustees to manage the day-to-day operations of the charity.

### **Risk Management**

The Board of Trustees conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. These procedures are reviewed periodically to ensure that they continue to meet the needs of the charity.

### **Partner Landlords**

Cambridge Cyrenians leases property from a number of landlords, including: Cambridge City Council, Cambridge Housing Society, Peabody Trust, The Dawe Trust and several private landlords. For part of the year Cambridge Cyrenians also had a Management Agreement with Metropolitan Housing Trust for the management of one other property.

The accounts of Housing Association owned properties may be included in the accounts of the charity as well as those of the Housing Association.



**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Report of the Board of Trustees - continued  
for the year ended 31st March 2024**

**REMUNERATION POLICY**

Cambridge Cyrenians is committed to ensuring that staff are paid in a transparent, fair and consistent manner, having regard to both charity market considerations, and the ability of Cambridge Cyrenians itself to pay. This is so Cambridge Cyrenians can attract and retain people with the right skills and therefore have the greatest impact in delivering our objectives.

Cambridge Cyrenians compares with other organisations within the support sector, and more specifically against those organisations which are in direct competition when it comes to the recruitment of high calibre staff.

In accordance with the SORP we:

- disclose all payments to trustees (no trustees are paid) and expenses reimbursed (note 14 to the accounts)
- disclose the number of staff in receipt of £60,000 and above (no staff are paid more than £60,000)
- disclose pensions and other benefits (note 2 to the accounts).

**OBJECTIVES AND ACTIVITIES**

The objects of the charity are the relief of poverty, sickness and old age and in particular the relief of homeless persons who are in need and require assistance in achieving a more settled way of life. This is currently done by providing supported housing for 95 individual men and women in small, residential, community houses which respond to the needs of homeless people. Cambridge Cyrenians also provides additional support to those who are homeless, or vulnerable to homelessness because of their mental health, or old age. By being flexible and innovative Cambridge Cyrenians is able to respond to the changing needs of homeless people.

The objectives for this year were to continue and develop the supported accommodation service subject to satisfactory funding arrangements.

The specific objectives for this year were to address the key priorities set out in the Business Plan, including :

- Secure continued funding for our Older Homeless Floating Support Service
- Deliver the existing Business Plan
- Expand our student placement programme.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives.

The main strategy used for achieving the objectives were to maintain a close working relationship with Cambridge City Council, Cambridgeshire County Council, and other partner agencies and funders.

The most significant factor which contributed to the achievement of the objectives was the full commitment of staff, volunteers and Trustees.

The charity benefits from volunteers who support the charity and its work in a variety of ways. These include full-time, live-in volunteers who are responsible for the day to day running of two of the houses. And then there are those who support the organisation on a part-time basis, providing administrative and fundraising support, and whose help is invaluable.

**ACHIEVEMENTS, PERFORMANCE AND PUBLIC BENEFIT**

The main areas of charitable activity are the provision of supported accommodation for single, homeless people in Cambridge, staffing these with residential volunteers supported by salaried staff. This area of activity is of significant public benefit to both those individually assisted and the wider community.

During the year we:

- Secured funding to expand and deliver our Older Homeless Homeless Service
- Appointed the new post of Fundraising and Community Engagement Manager to assist with our fundraising and community impact

**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Report of the Board of Trustees - continued  
for the year ended 31st March 2024**

**FINANCIAL REVIEW**

The Board of Trustees consider that the results for the year (and the comparative figures for the previous year) and financial position are satisfactory.

The Statement of Financial Activities (SOFA) shows a surplus for the year of £91,551 on the unrestricted funds before adding back excess funds from the designated reserves. On the restricted funds there was an excess of expenditure over income of £26,257 demonstrating further spending out of funding received in advance.

The cash balance of the charity at 31 March 2024 was £248,208 which was £51,229 higher than at the beginning of the year. Net current assets increased by £89,936 during the year largely because of the increased cash balance and the higher level of grants receivable. The free reserves held at 31 March 2024 was approximately £266k.

**PRINCIPAL SOURCES OF FUNDS**

The main sources of funding are rents, Housing Benefit and Housing Related Support grant for the supported accommodation.

These activities are further supported by fundraising and by grants from other organisations and individuals. These include Cambridgeshire County Council, Cambridge City Council, South Cambridgeshire District Council, Good Gifts Catalogue, The Big Lottery Community Fund, Cambridgeshire Community Foundation, Penningtons Manches Cooper, The Cole Charitable Trust, Clare College, Fine and Country Foundation, HTS Estates, Barnabus Oley Trust, D'Oyle Carte Charitable Trust, Garfield Weston Foundation, Evelyn Trust, Nationwide Community Fund, Talisman Charitable Trust, 29th May 1961 Charitable Trust, Albert Hunt Trust and the Henry Smith Charity.

**INVESTMENT POLICY**

Any investments made by the charity are the responsibility of the Board of Trustees, having taken suitable advice. Currently no specific investments are held and surplus cash is held in the short term and deposited in suitable, high interest, deposit accounts.

**RESERVES POLICY**

The Board has a policy of reviewing the unrestricted funds of the charity to ensure they are adequate for the risks to which the charity is exposed. It has been agreed that the unrestricted reserves should be a minimum of three months total expenditure, which equates to £380k. At this level the Board feels that the charity would be able to meet its commitments to the running of its projects as well as its obligations to its employees even in the event of a significant reduction in funding.

Unrestricted funds amounting to £399k have been designated as funding the office premises. This will reduce each year in line with the provision for depreciation. At 31 March 2024 undesignated unrestricted reserves amounted to £286k which is some £94k below the minimum target but it is anticipated the target will be reached by March 2027.

**FUNDRAISING POLICY**

The charity's approach to fundraising has progressed and is now a combination of community engagement and applications to grants and trusts. The majority of our fundraised income comes from public bodies, trusts, charitable organisations and companies. The Charity uses a professional fundraising consultant to assist in applying for these funds and has an employed Fundraising and Community Engagement Manager who arranges involvement with community events and engages the public in donating and fundraising for the charity.

This activity is conducted in compliance with the Fundraising Regulator's Code of Fundraising Practice and our Board oversees our approach to ensure that our fundraising protects vulnerable people and complies with the guidelines of the Fundraising Regulator.

**PLANS FOR FUTURE PERIODS**

The charity plans to continue to provide the supported housing service which is at its core, subject to securing sufficient funding. More specifically Cambridge Cyrenians intends to;

- Support the impact of the cost of living crisis on the homeless in Cambridge
- Secure properties in South Cambridgeshire in line with the Streets to Homes contract
- Develop opportunities for modular housing
- Work to improve energy efficiency of the buildings we use for housing

**Cambridge Cyrenians Limited  
(Limited by Guarantee)**

**Report of the Board of Trustees - continued  
for the year ended 31st March 2024**

**RESPONSIBILITIES OF THE BOARD OF TRUSTEES**

The charity trustees (who are also the directors of Cambridge Cyrenians Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Members of the Board of Trustees**

Members of the Board, are directors for the purpose of company law and trustees for the purposes of charity law. Those who served during the year and up to the date of this report are set out on page 1.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

The Members of the Board of Trustees of the Charity who held office at the date of approval of this annual report confirm that:

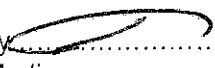
- So far as we are aware, there is no relevant audit information needed by the Charity's auditors in connection with preparing their report, of which the Charity's auditors are unaware:  
and
- They have taken all the steps that they ought to have taken as members of the Board of Trustees in order to make ourselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

**AUDITORS**

The auditors, Prentis & Co LLP, will be proposed for re-appointment in accordance with Section 458 of the Companies Act 2006.

The Report of the Board of Trustees has been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

**ON BEHALF OF THE BOARD OF TRUSTEES:**

Secretary   
James Martin  
Dated: 05/09/2024



**Cambridge Cyrenians Limited  
(Limited by Guarantee)**

**Independent Auditors' Report to the Members of Cambridge Cyrenians Limited  
for the year ended 31st March 2024**

**Opinion**

We have audited the financial statements of Cambridge Cyrenians Limited for the year ended 31st March 2024 which comprise Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standards 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31st March 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis of Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect of going concern are described in the relevant sections of this report.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our Auditor's report therein. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

**Cambridge Cyrenians Limited  
(Limited by Guarantee)**

**Independent Auditors' Report to the Members of Cambridge Cyrenians Limited  
for the year ended 31st March 2024 - continued**

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemptions in preparing the trustees' report as from the requirement to prepare a strategic report.

**Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement set out on page 5 the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

**Auditors' responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but it not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The primary responsibility for the prevention and detection of irregularities including fraud rests with both the management and those charged with governance of the charity. We designed procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We have considered the nature of the industry and sector, control environment, laws and regulations and business performance, of the charity, including its remuneration policies. Laws and regulations considered included, but were not limited to, the Companies Act 2006, FRS102, Charity SORP and UK taxation legislation.

We have enquired with management in regards to their own assessment of the risks of irregularities, including fraud. We also enquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.

We have obtained relevant documentation and representations in order to form an opinion on potential irregularities, including fraud.

We considered the opportunities and incentives that may exist within the organisation for fraud.

Based on this understanding, we designed specific audit procedures to identify instances of non-compliance with laws and regulations, including obtaining additional corroborative evidence as required. Examples of procedures included reviewing large and unusual transactions, reviewing large and unexpected variances, reviewing journal entries, and reviewing legal correspondence.

There are inherent limitations in the audit procedures described above, not least as sampling is used under International Standards on Auditing, therefore not all transactions are reviewed. This means there is a risk we will not detect all irregularities including those leading to a material misstatement in the financial statements or non-compliance with regulations. The risk of not detecting a material misstatement due to fraud is also higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, collusion, omission, or intentional misrepresentation.

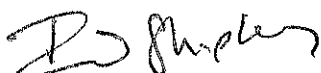
**Cambridge Cyrenians Limited  
(Limited by Guarantee)**

**Independent Auditors' Report to the Members of Cambridge Cyrenians Limited  
for the year ended 31st March 2024 - continued**

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Auditors.

**Use of our report**

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters, we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



.....  
Ian Shipley, Senior Statutory Auditor  
for and on behalf of Prentis & Co LLP  
Chartered Accountants and Statutory Auditors

115c Milton Road  
Cambridge  
CB4 1XE

19<sup>th</sup> September 2024



**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Statement of Financial Activities  
Including Income and Expenditure Account  
for the year ended 31st March 2024**

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds Year ended 31.3.2024	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds Year ended 31.3.2023	
Notes	£	£	£	£	£	£	£	£	
<b><u>Income from:</u></b>									
<b>Donations and legacies</b>	42,003	-	1,355	43,358	15,863	-	4,000	19,863	
<b>Charitable activities:</b>									
Net rental income of housing projects	1,079,003	-	-	1,079,003	923,850	-	-	923,850	
County Council grants for support of residents	-	-	258,185	258,185	-	-	239,053	239,053	
Grants from Trusts	-	-	161,044	161,044	-	-	154,933	154,933	
Cambridge City Council homelessness grant	-	-	-	-	-	-	-	-	
Sundry Income (incl. Cost of Living support)	41,390	-	2,660	44,050	-	-	3,134	3,134	
Profit on disposal of fixed assets	-	-	-	-	13,700	-	-	13,700	
	1,120,393	-	421,889	1,542,281	937,550	-	397,120	1,334,670	
<b>Investment income</b>	6	4,430	-	4,430	1,489	-	-	1,489	
<b>Total Income</b>		1,166,825	-	423,244	1,590,069	954,901	-	401,120	1,356,021
<b><u>Expenditure on:</u></b>	5								
Costs of raising funds	45,290	-	-	45,290	17,762	-	-	17,762	
Expenditure on Charitable Activities	999,019	-	480,465	1,479,484	940,458	-	437,950	1,378,408	
<b>Total Expenditure</b>		1,044,309	-	480,465	1,524,774	958,220	-	437,950	1,396,170
<b>Net movement in funds</b>		122,516	-	(57,222)	65,295	(3,319)	-	(36,830)	(40,149)
<b>Transfer between funds</b>	12	(30,965)	-	30,965	-	(5,249)	-	5,249	-
		91,551	-	(26,257)	65,295	(8,568)	-	(31,581)	(40,149)
Adjust sum designated re office premises		8,320	(8,320)	-	-	8,608	(8,608)	-	-
		99,871	(8,320)	(26,257)	65,295	40	(8,608)	(31,581)	(40,149)
<b>Reconciliation of Funds:</b>									
Total Funds brought forward		185,809	407,367	64,594	657,770	185,769	415,975	96,175	697,919
<b>Total Funds carried forward</b>		285,680	399,047	38,337	723,065	185,809	407,367	64,594	657,770

The statement of financial activities includes all gains and losses in the year. All income and expenditure derived are from continuing activities.

The surplus for Companies Act purposes was £65,295 (2022/23: deficit £40,149)

The notes on pages 12 - 17 form part of these financial statements

**Cambridge Cyrenians Limited**  
(Limited By Guarantee)

**Balance Sheet**  
**at 31st March 2024**

	Notes	31 March 2024 £	31 March 2023 £
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	8	<u>418,023</u>	<u>442,665</u>
Total Fixed Assets		418,023	442,665
<b>CURRENT ASSETS</b>			
Debtors	9	104,667	57,299
Cash at Bank and in Hand	16	<u>248,208</u>	<u>196,979</u>
<b>Total Current Assets</b>		352,875	254,278
<b>CREDITORS:</b>			
Amounts falling due within one year	10	<u>47,834</u>	<u>39,173</u>
<b>NET CURRENT ASSETS</b>		<u>305,041</u>	<u>215,105</u>
<b>NET ASSETS</b>		<u><u>723,064</u></u>	<u><u>657,770</u></u>
 <b>THE FUNDS OF THE CHARITY</b>	12		
Unrestricted Funds			
Undesignated		285,680	185,809
Designated		<u>399,047</u>	<u>407,367</u>
		684,727	593,176
Restricted Funds		<u>38,337</u>	<u>64,594</u>
<b>TOTAL CHARITY FUNDS</b>		<u><u>723,065</u></u>	<u><u>657,770</u></u>

The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to charities subject to the small companies regime.

Approved by the Board of Trustees on *5th September 2024*

Signed on behalf of the Board of Trustees

.....  
R Robertson FCA  
Treasurer

The notes on pages 12 - 17 form part of these financial statements

**Cambridge Cyrenians Limited**  
**(Limited By Guarantee)**

**Statement of Cash Flows**  
**for the year ended 31st March 2024**

	Notes	Year ended 31.3.2024 £	Year ended 31.3.2023 £
Cash flow from operating activities	15	<u>46,801</u>	<u>(26,113)</u>
Cash flows from investing activities:			
Interest income		4,430	1,489
Purchase of tangible fixed assets		(1)	(2,841)
		<u>4,429</u>	<u>(1,352)</u>
Net cash provided by/(used in) investing activities		<u>4,429</u>	<u>(1,352)</u>
Increase/(Decrease) in Cash and Cash Equivalents in Year		51,229	(27,465)
Cash and Cash Equivalents at Beginning of Year		196,979	224,444
		<u>196,979</u>	<u>224,444</u>
Cash and Cash Equivalents at End of Year	16	<u>248,208</u>	<u>196,979</u>



**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Notes forming part of the Financial Statements  
for the year ended 31st March 2024**

**1. ACCOUNTING POLICIES**

Cambridge Cyrenians Limited is a charitable company limited by guarantee. The accounting policies are listed below and have been applied consistently throughout the year and in the preceding period. The presentation currency of the financial statements is the Pound Sterling (£).

**(a) Basis of accounting**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019, effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cambridge Cyrenians Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**(b) Fund accounting**

Restricted funds are subject to the limitations on their use specified by the donors or other providers. Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

**(c) Income**

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Incoming resources from charitable activity are accounted for when earned.

**(d) Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates. Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and financial statutory requirements of the Charity and include the audit fees and the costs of preparation of statements.

All costs are allocated between expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the basis of staff time spent on the activity.

**Cambridge Cyrenians Limited**  
(Limited By Guarantee)

**Notes, continued, forming part of the Financial Statements**  
**for the year ended 31st March 2024**

**1. ACCOUNTING POLICIES (continued)**

**(e) Fixed Assets**

The Charity has a policy of writing off any capital items which cost less than £3,000. The nature of the Charity's activities means such items have an average useful life of less than one year.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the costs less estimated residual value of each asset over its expected useful life as follows:

Equipment	25% straight line basis
Software	10% straight line basis
Vehicles	25% straight line basis
Office Building	2% straight line basis

**(f) Operating Leases**

Rentals applicable to operating leases, where substantially all the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

**(g) Debtors**

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

**(h) Creditors**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**2. STAFF COSTS AND NUMBERS**

	31.3.2024	31.3.2023
<u>Wages and Salaries</u>	£	£
Salaries	642,604	555,238
Employer's Social Security	54,005	48,717
Employer's Pension Costs	32,061	27,741
	<u>728,670</u>	<u>631,696</u>
The average weekly number of employees during the year was as follows:		
Project Staff	18	19
Administration Staff	5	5
	<u>23</u>	<u>24</u>

No employee has earned more than £60,000 per annum in the 2023/24 or 2022/23 financial years. The key management are the trustees who are not remunerated, together with the Director and Head of Service whose aggregate remuneration amounted to £122,644 (2022/23: £108,499)

**3. PENSION SCHEMES**

The Charity contributes to defined contribution pension schemes for each employee who wishes to establish such a scheme. The assets of the scheme are held separately from those of the Charity in independently administered funds. There were no contributions outstanding at the year end.

**4. NET INCOMING RESOURCES FOR THE YEAR**

	31.3.2024	31.3.2023
The operating surplus is stated after charging:	£	£
Auditor's remuneration for: audit services	4,856	4,383
other services	3,247	3,203
	<u>8,103</u>	<u>7,586</u>

**Cambridge Cyrenians Limited  
(Limited By Guarantee)**

**Notes, continued, forming part of the Financial Statements  
for the year ended 31st March 2024**

**5. EXPENDITURE**

	Voluntary income £	Supported housing £	Other projects £	31.03.2024 Total £	Voluntary income £	Supported housing £	Other projects £	31.3.2023 Total £
<b>Costs directly allocated to activities</b>								
Staff salaries & wages	26,986	206,133	428,997	662,116	-	184,098	385,429	569,527
Training, travel etc	-	2,615	7,032	9,646	-	1,824	5,285	7,110
Rent payable	-	301,525	-	301,525	-	287,524	-	287,524
Council tax & utilities	-	151,501	190	151,691	-	116,845	178	117,023
Food	-	28,394	-	28,394	-	33,195	-	33,195
Equipment maintenance and rentals	-	49,722	-	49,722	-	68,299	-	68,299
Equipment & Vehicle Depreciation	-	994	8,926	9,920	-	994	8,925	9,919
Vehicle Running costs	-	-	43	43	-	-	214	214
Property maintenance and repairs	-	36,456	-	36,456	-	36,232	-	36,232
Household & Direct costs	469	36,654	6,858	43,981	-	39,666	9,911	49,577
Professional Fees	14,773	-	11,068	25,841	12,902	-	2,512	15,414
Social and Welfare	-	1,302	-	1,302	-	1,163	-	1,163
<b>Governance costs</b>								
Audit fees	73	4,370	413	4,856	-	3,813	570	4,383
<b>Support costs allocated to activities</b>								
General Office and Finance salaries	1,441	86,444	8,164	96,049	4,860	70,637	10,555	86,052
Professional Fees	120	7,192	679	7,992	-	-	-	-
General administration	710	42,589	4,022	47,322	-	61,311	9,161	70,472
Premises	204	12,223	1,154	13,581	-	7,533	1,126	8,658
Insurance	63	3,788	358	4,209	-	2,889	432	3,321
Software support & depreciation	363	21,782	2,057	24,202	-	15,695	2,345	18,040
Recruitment, training and travel	89	5,334	504	5,927	-	8,740	1,306	10,046
<b>Total resources expended</b>	<b>45,290</b>	<b>999,019</b>	<b>480,465</b>	<b>1,524,774</b>	<b>17,762</b>	<b>940,458</b>	<b>437,949</b>	<b>1,396,170</b>

**6. INVESTMENT INCOME**

	31.3.2024 £	31.3.2023 £
Deposit account interest	<u>4,430</u>	<u>1,489</u>

**7. TAXATION**

As a charity Cambridge Cyrenians is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.



**Cambridge Cyrenians Limited**  
(Limited By Guarantee)

Notes, continued, forming part of the Financial Statements  
for the year ended 31st March 2024

**8. TANGIBLE FIXED ASSETS**

	Office Building	Equipment	Software	Vehicles	Total
	£	£	£	£	£
<b>2023/24</b>					
Balance brought forward	415,915	39,864	26,750	35,700	518,229
Additions	-	1	-	-	1
Disposals	-	(4,618)	(9,910)	-	(14,528)
Balance carried forward	415,915	35,247	16,840	35,700	503,702
<b>Depreciation</b>					
Depreciation brought forward	8,547	35,664	21,914	9,439	75,564
Provided in year	8,319	2,560	4,838	8,925	24,643
Disposals in year	-	(4,618)	(9,910)	-	(14,528)
Depreciation carried forward	16,867	33,606	16,842	18,364	85,679
<b>Net book value at 31 March 2024</b>	<b>399,048</b>	<b>1,641</b>	<b>(2)</b>	<b>17,336</b>	<b>418,023</b>
<b>2022/23</b>					
Balance brought forward	415,975	42,856	26,750	50,765	536,346
Additions	-	2,901	-	-	2,901
Disposals	(60)	(5,893)	-	(15,065)	(21,018)
Balance carried forward	415,915	39,864	26,750	35,700	518,229
<b>Depreciation</b>					
Depreciation brought forward	228	38,999	19,658	15,579	74,464
Provided in year	8,319	2,558	2,256	8,925	22,058
Disposals in year	-	(5,893)	-	(15,065)	(20,958)
Depreciation carried forward	8,547	35,664	21,914	9,439	75,564
<b>Net book value at 31 March 2023</b>	<b>407,367</b>	<b>4,200</b>	<b>4,836</b>	<b>26,261</b>	<b>442,665</b>

**9. DEBTORS**

	31.3.2024 £	31.3.2023 £
Trade debtors - rents receivable	20,850	20,763
Other debtors and prepayments	83,817	36,536
	<u>104,667</u>	<u>57,299</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.2024 £	31.3.2023 £
Other creditors and accruals	47,834	39,173

**11a. ANALYSIS OF NET ASSETS BETWEEN FUNDS - 31st March 2024**

The net assets of the unrestricted and restricted funds are as follows

	Unrestricted Funds	Restricted Funds	Total Funds
Fixed Assets	400,687	17,336	418,023
Current Assets	331,874	21,001	352,875
Current Liabilities	(47,834)	-	(47,834)
Net assets at 31 March 2024	<u>684,727</u>	<u>38,337</u>	<u>723,064</u>

**11b. ANALYSIS OF NET ASSETS BETWEEN FUNDS - 31st March 2023**

	Unrestricted Funds	Restricted Funds	Total Funds
Fixed Assets	416,404	26,261	442,665
Current Assets	215,945	38,333	254,278
Current Liabilities	(39,173)	-	(39,173)
Net assets at 31 March 2023	<u>593,176</u>	<u>64,594</u>	<u>657,770</u>

**Cambridge Cyrenians Limited**  
(Limited By Guarantee)

**Notes, continued, forming part of the Financial Statements**  
**for the year ended 31st March 2024**

**12a. MOVEMENTS IN FUNDS - 2023/24**

	At 1 April 2023	Incoming resources	Outgoing resources	Transfers	At 31 March 2024
	£	£	£	£	£
<b>Restricted Funds</b>					
Allotments	-	10,204	18,454	8,250	-
Meaningful Activities	-	10,500	19,416	8,916	-
City Council Homelessness Grant	-	5,000	5,000	-	-
County grant for ex-offenders	-	94,660	94,660	-	-
County grant for housing related support	-	163,524	163,524	-	-
Older Homeless Support	12,938	71,029	81,880	-	2,088
Mental Health Outreach	6,538	64,093	84,430	13,799	0
Female Homeless Support	-	-	-	-	-
Apprentice Project Worker	2,500	-	-	-	2,500
Vehicle Fund	25,360	-	8,926	-	16,434
Bursary Fund	2,395	-	489	-	1,906
Others	14,863	2,232	1,685	-	15,410
<b>Total restricted funds</b>	<b>64,594</b>	<b>421,243</b>	<b>478,465</b>	<b>30,965</b>	<b>38,337</b>
<b>Unrestricted Funds</b>					
Undesignated General Funds	185,809	1,166,825	1,044,309	(22,645)	285,680
Designated General Funds	407,367	-	-	(8,320)	399,047
<b>Total unrestricted Funds</b>	<b>593,176</b>	<b>1,166,825</b>	<b>1,044,309</b>	<b>(30,965)</b>	<b>684,727</b>
<b>Total funds</b>	<b>657,770</b>	<b>1,588,069</b>	<b>1,522,774</b>	<b>-</b>	<b>723,064</b>

**12b. MOVEMENTS IN FUNDS - 2022/23**

	At 1 April 2022	Incoming resources	Outgoing resources	Transfers	At 31 March 2023
	£	£	£	£	£
<b>Restricted Funds</b>					
Allotments	-	12,922	15,786	2,864	-
Meaningful Activities	-	16,000	18,126	2,126	-
City Council Homelessness Grant	-	5,000	5,000	-	-
County grant for ex-offenders	-	80,000	80,000	-	-
County grant for housing related support	-	159,053	159,053	-	-
Older Homeless Support	37,687	38,700	63,449	-	12,938
Mental Health Outreach	-	84,273	77,735	-	6,538
Female Homeless Support	3,782	-	4,041	259	-
Apprentice Project Worker	-	2,500	-	-	2,500
Vehicle Fund	34,285	-	8,925	-	25,360
Bursary Fund	6,545	-	4,150	-	2,395
Others	13,876	2,672	1,685	-	14,863
<b>Total restricted funds</b>	<b>96,175</b>	<b>401,120</b>	<b>437,950</b>	<b>5,249</b>	<b>64,594</b>
<b>Unrestricted Funds</b>					
Undesignated General Funds	185,769	954,901	958,220	3,359	185,809
Designated General Funds	415,975	-	-	(8,608)	407,367
<b>Total unrestricted Funds</b>	<b>601,744</b>	<b>954,901</b>	<b>958,220</b>	<b>(5,249)</b>	<b>593,176</b>
<b>Total funds</b>	<b>697,919</b>	<b>1,356,021</b>	<b>1,396,170</b>	<b>-</b>	<b>657,770</b>

**PURPOSE OF FUNDS**

**DESIGNATED FUNDS**

This is in respect of the new office building acquired in 2021 and is reduced annually by depreciation. The closing balance therefore represents the net book value of the building at the year end.

**Cambridge Cyrenians Limited**  
(Limited By Guarantee)

Notes, continued, forming part of the Financial Statements  
for the year ended 31st March 2024

**PURPOSE OF FUNDS - continued**

**RESTRICTED FUNDS**

- Allotments:** Providing a therapeutic horticulture project for homeless men and women.
- Meaningful Activities:** Offering support to all Cambridge Cyrenians residents to enable them to more readily access employment, training and volunteering.
- City Council Homelessness Grant:** For the provision of services to homeless people in need of support.
- Cambridgeshire County Council Ex-Offenders Funding:** For accommodating and supporting ex-offenders at the Jubilee Project.
- Cambridgeshire County Council Funding:** For housing related support.
- Older Homeless Support:** Providing support to homeless men and women over the age of 50 to enable them to access and maintain suitable independent accommodation.
- Mental Health Outreach:** A project to provide specialist support to homeless men and women currently living in hostel accommodation and who have mental health issues.
- Female Homeless Support:** Project funded by Good Enough Mothering to provide support for homeless women such as contact with their children.
- Apprentice Project Worker** Project to fund an apprentice housing project worker.
- Vehicle Fund:** Funds raised to acquire an electric van to replace the Land Rover.
- Bursary Fund:** Donations and grants received to assist residents when moving into their own accommodation.
- Others:** Numerous small grants which have been gratefully received for specific purposes to facilitate the support of individual residents.

13. OPERATING LEASE COMMITMENTS	31.3.2024	31.3.2023
	£	£
Lease commitments at the year end	<u>654,427</u>	<u>610,263</u>

**14. ULTIMATE CONTROLLING PARTY AND RELATED PARTIES**

Throughout the year the Charity was controlled jointly by the Board of Trustees.

No member of the Board or any person connected to them received any fees or expenses from the charity during the year (2022/23: £nil). No member of the Board or other person related to them had any interest in any contract or transaction entered into by the Charity during the year (2022/23: £nil).

**15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2024	2023
	£	£
Net movement in funds	65,295	(40,149)
Add back depreciation	24,643	22,058
Deduct interest income	(4,430)	(1,489)
(Increase)/Decrease in debtors and stock	(47,367)	13,625
Increase/(Decrease) in creditors	8,660	(20,159)
<b>Net cash used in operating activities</b>	<u>46,801</u>	<u>(26,113)</u>

**16a. ANALYSIS OF CASH AND CASH EQUIVALENTS - 31st March 2024**

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash in hand	2,206	(1)	2,205
Cash at bank	194,772	51,230	246,003
	<u>196,978</u>	<u>51,229</u>	<u>248,208</u>

**16b. ANALYSIS OF CASH AND CASH EQUIVALENTS - 31st March 2023**

	At 1 April 2022	Cash flows	At 31 March 2023
	£	£	£
Cash in hand	2,207	(1)	2,206
Cash at bank	222,238	(27,466)	194,772
	<u>224,445</u>	<u>(27,467)</u>	<u>196,978</u>



# Prentis & Co LLP

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Ian W Shipley FCCA  
Tim Catley CTA ATT  
Nigel A Prentis FCA

Our Ref.  
Your Ref.      C82/IWS/DM

23 August 2024

The Trustees  
Cambridge Cyrenians Limited  
3 Signet Court  
Swann Road  
Cambridge  
CB5 8LA

Dear Sirs

In accordance with our normal practice, we are writing to draw your attention to various matters which arose during the course of our audit of the charitable company's accounts for the year ended 31 March 2024.

1. We have no comments to make concerning the qualitative aspects of the entity's accounting practices and financial reporting.
2. We did not encounter any significant difficulties during the audit and there are no significant findings from the audit to draw to your attention.
3. A draft of our proposed letter of representation is attached. The letter is routine.
4. Any adjustments required have already been made by management to the financial statements.
5. As you are aware from our letter of engagement, our audit procedures were directed towards testing the accounting systems in operation upon which we have based our assessment of the accounts. An appendix to the letter contains details of actual and potential weaknesses identified during the course of our audit and our recommendations for improvements. It is not meant to be a full and accurate reflection of all weaknesses that may be present in your system. There is a third column which is available for management comment or action you intend to take. In making our recommendations, we have considered the size of your company and the number of staff you employ.
6. We do not propose any modifications to our audit opinion and hence will be issuing a clean audit report.
7. Prentis & Co LLP and the audit team have complied with all relevant ethical requirements regarding independence, which includes your management's approval of all returns where we act as agent, where appropriate segregation of duties within

the firm and second partner or independent review, where necessary.

Please note that this report has been prepared for the sole use of Cambridge Cyrenians Limited. It must not be disclosed to third parties, quoted or referred to, without our prior written consent. No responsibility is assumed by us to any other person.

The purpose of the audit was to enable us to express an opinion on the financial statements. The audit included consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. The matters reported above are limited to those deficiencies that the auditor has identified during the audit and that the auditor has concluded are of sufficient importance to merit being reported to those charged with governance.

We are able to offer as an additional engagement services designed to review specific areas of your activities such as PAYE and VAT compliance.

We may contact you shortly to discuss the contents of this letter.

Yours faithfully



Ian W Shipley FCCA  
Prentis & Co LLP  
[ian.shipley@prentis.co.uk](mailto:ian.shipley@prentis.co.uk)

Encs

CAMBRIDGE CYRENIANS LIMITED

AUDIT FOR THE YEAR ENDED 31 MARCH 2024

APPENDIX TO MEMORANDUM DATED 23 AUGUST 2024

Area of Concern	Suggested Action	Management Comments	Points Cleared?
From discussions during the audit fieldwork, there appears to be a lack of oversight in relation to journal entries, before they are posted onto Pyramid. Min-Hui Bird and Alison Green are able to post journals and may check each other's work, however errors may go unnoticed.	We have tested journals and not noted any significant errors or deliberate attempts to manipulate financial results, however an additional check should be performed e.g. by senior staff to ensure these remain appropriate. This can be part of the process when reviewing the management accounts on a regularly basis.		
For the ordering of items, e.g. new stationery or larger items for tenants, there does not appear to be a formal process in place. Sometimes this is just a phone call to confirm what is needed, but written evidence for the approval of expenses is required, especially for those of larger values.	To formalise the process for ordering items, especially of higher value. Finance manuals may be useful to note what levels of authorisation are required for specific expenditure requirements.		
The ICO (Data Protection) registration is still registered to 4 Short Street.	To update the address with ICO to 3 Signet Court.		



