

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2023  
for  
The Bristol Soup Run Trust  
(A Company Limited by Guarantee)

Dunkley's  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol  
BS32 4JY

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for the Year Ended 31 March 2023

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Report of the Trustees  
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Mission statement**

The prevention and relief of poverty by the provision of food, advice, support and assistance to persons in need, in particular (but not limited to) those who are homeless or at risk of becoming homeless or otherwise suffering the effects of poverty.

Our mission is to ensure that food, drinks and other essential supplies are provided to homeless people as well as others in need in Bristol City centre, every night of the year. We also aim to signpost homeless people to accommodation and other support services to ensure they are given the help they need to break the cycle of homelessness.

**Charitable activities**

To ensure we continue to operate a daily soup run, we have partnered with several volunteer organisations (mostly local churches, but also independent teams) who operate each daily soup run. As the umbrella charity, we have implemented a rota to coordinate the activities of these teams. To govern the charity, and to promote consistency of service delivery, we have implemented a Code of Practice for volunteer teams, outlining the rules for safely operating a soup run.

Each team generally operates in the same way; they prepare food and hot drinks, which they will then distribute at two designated points, at the same time of evening, in the city centre. Each team is expected to report back via a social media platform, with a summary of the evening's activity, including numbers of people fed, to facilitate planning for the next night's team.

We expect team leaders to ensure that any volunteer supporting a soup run also signs a form to confirm they have read and understood the Code of Practice before they participate. Team leaders are also responsible for ordering food and drink for each run, and for submitting receipts for reimbursement to the Bristol Soup Run Trust.

We undertake charitable fundraising activities (such as the big sleep out, to raise awareness of the challenges of homelessness) to fund the provision of supplies for each soup run. We operate a central storage facility to provide access to essential supplies such as cold weather clothing, sleeping bags and ambient food products. We facilitate communication between each team and link with other charities working with homeless people in Bristol.

During 2022-23 we were able to collaborate with one other homelessness charity, Help Bristol Homeless, to continue to build our reach and connections with organizations across Bristol. This included making a charitable donation of £10,000 (2022 - £Nil) to their organization towards the provision of a housing unit (a converted shipping container). Help Bristol Homeless have also supplied us with hot food in the latter part of 2022 to support food provision for our teams on a Saturday evening.

We have decided to continue the Volunteer Coordinator role in 2022 due to the success of the position in organising and supporting our teams, and facilitating communication, reporting and coordination between each group. Key responsibilities of this role include: responding to general enquiries; developing positive links with local businesses and local authority representatives or members of the public; monitoring social media communications between teams and managing social media platforms for the charity; collecting or receiving donations, maintaining contact lists; updating or creating policies; maintaining documentation; liaison with Bristol City Council, Bristol Homeless Forum and other homelessness charities; attending the soup runs when possible; maintaining good relationships with soup run team leaders; and recruitment, induction/training and assignment of other volunteers to support activities. This role continues to be of significant benefit to the charity and as such we increased the hours to 24 per week in March 2023 to cover the need for volunteer coordination and team support.

**Public benefit**

We provide benefit to the public through the provision of food, drinks and other essential supplies for homeless people and others in need.

The trustees confirm they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Report of the Trustees  
for the Year Ended 31 March 2023

## OBJECTIVES AND ACTIVITIES

### Volunteers

Operating the daily soup run, combined with the logistics of procuring, preparing and serving over 15,000 food portions over the course of the year has only been possible thanks to the hard work of our army of volunteers. We are reliant on our teams of volunteers who go out onto the streets of Bristol every night of the year to undertake the soup run. Without these wonderful volunteers, our work would not be possible. We would like to take this opportunity to thank our talented and dedicated teams for everything they do to help those in need in Bristol; we are so proud of them.

## ACHIEVEMENT AND PERFORMANCE

### 2022-23 Report

This report covers April 2022 to March 2023. We continue to operate a daily soup run during this period, seeing an average of 50 people each night, and giving out over 18,000 food portions over the year.

We have seen an increase in the last year for our average numbers. With highs of over 70 people on occasion. This seems to correlate with cost of living increases and other impacting factors in the community.

During 2022 and 2023, we have continued to implement our COVID risk assessment and safety policies to ensure the safety of our volunteers and also those that we serve. Our policy continuation has specifically included provision of PPE, if desired by volunteers (masks, gloves) and hygiene products (hand wash, gel, spray) to support safe preparation and distribution of food and drink products. We have also ensured training to our team leaders and their teams on social distancing and how to ensure safe delivery of our services to our clients.

We have continued to engage and collaborate through social media platforms with other homelessness charities in Bristol to ensure transparency across Bristol on the services offered to people in need. This has helped better signposting to other services for our clients and has promoted communication within the groups involved in providing these services. We have used this information to work on creation of a signposting factsheet for our guests to give them concise and useful information to direct them to the right continued support. Our volunteer coordinator and one of the trustees attend the regular Bristol homeless forum to continue to develop relationships and information share with other organizations.

We continue to operate a storage unit, which we use to distribute essential supplies to our teams.

## FINANCIAL REVIEW

### Financial position

Income for the year was £62,311 (2022 - £31,391). Expenditure for the year was £42,251 (2022 - £26,116). As a result, for the year ended 31st March 2023, there was a benefit of £20,060 (2022 - £5,274). This benefit will be utilised in future years.

### Reserves policy

The trustees will maintain adequate reserves to cover all commitments and budgeted costs for the current financial year and maintain an appropriate budget for future years to cover commitments for the following 12 month..

At the year end, unrestricted reserves of £131,914 were available (2022 - £111,854).

### Going concern

The Trustees of the Charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. Given the additional challenges of Covid-19 in 2020 and 2021 and the Cost of Living Crisis in 2022 and 2023, the Trustees are of the opinion that the Charity will still have sufficient resources to meet its liabilities as they fall due.

## FUTURE PLANS

The charity will continue to provide food, advice, support and assistance to those who are in need in the years to come.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Report of the Trustees  
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The identification of potential new trustees is carried out by the board, the aim being to appoint those with the appropriate expertise and experience for the charity's work. On agreeing to become a trustee of the charity, they are thoroughly briefed by their co-trustees on the history of the trust, the day-to-day management, the responsibilities of the trustees, the current objectives and future plans.

Organisational structure

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet throughout the year to review developments with regard to the charity, any grant giving activities and to make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number  
02205600 (England and Wales)

Registered Charity number  
298819

Registered office  
38 Woodbridge Road  
Bristol  
BS4 2EU

Trustees  
Mrs K Woods  
A N Coletto  
D G Cussans  
Mrs N Oliver  
R C Price  
Mrs S Price

Independent Examiner  
Dunkley's  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol  
BS32 4JY

Approved by order of the board of trustees on 29 February 2024 and signed on its behalf by:



Mrs K Woods - Trustee

Independent Examiner's Report to the Trustees of  
The Bristol Soup Run Trust

Independent examiner's report to the trustees of The Bristol Soup Run Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

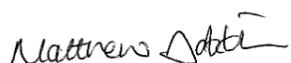
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



Matthew Dobbins FCA

Dunkley's  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol  
BS32 4JY

29/02/2024

Date: .....

The Bristol Soup Run Trust

Statement of Financial Activities  
for the Year Ended 31 March 2023

		31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		61,737	31,391
Investment income	2	574	-
Total		<u>62,311</u>	<u>31,391</u>
EXPENDITURE ON			
Charitable activities			
Food, advice, and support for persons in need		40,799	26,117
Other		1,452	-
Total		<u>42,251</u>	<u>26,117</u>
NET INCOME		20,060	5,274
RECONCILIATION OF FUNDS			
Total funds brought forward		111,854	106,580
TOTAL FUNDS CARRIED FORWARD		<u><u>131,914</u></u>	<u><u>111,854</u></u>

The notes form part of these financial statements

Balance Sheet  
31 March 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
CURRENT ASSETS			
Debtors	7	362	-
Cash at bank		132,960	112,827
		<u>133,322</u>	<u>112,827</u>
CREDITORS			
Amounts falling due within one year	8	(1,408)	(973)
		<u>131,914</u>	<u>111,854</u>
NET CURRENT ASSETS			
		<u>131,914</u>	<u>111,854</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		131,914	111,854
		<u>131,914</u>	<u>111,854</u>
NET ASSETS			
		<u>131,914</u>	<u>111,854</u>
FUNDS	9		
Unrestricted funds		131,914	111,854
		<u>131,914</u>	<u>111,854</u>
TOTAL FUNDS		<u>131,914</u>	<u>111,854</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29 February 2024 and were signed on its behalf by:



K Woods - Trustee

Notes to the Financial Statements  
for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	574	-
	<u>574</u>	<u>-</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Auditors' remuneration	<u>250</u>	<u>250</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	7,629	6,685
Other pension costs	<u>224</u>	<u>475</u>
	<u>7,853</u>	<u>7,160</u>

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Staff	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	<u>31,391</u>
EXPENDITURE ON	
Charitable activities	
Food, advice, and support for persons in need	<u>26,117</u>
NET INCOME	5,274
RECONCILIATION OF FUNDS	
Total funds brought forward	106,580
TOTAL FUNDS CARRIED FORWARD	<u>111,854</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Prepayments and accrued income	362	-
	<u>          </u>	<u>          </u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	1	-
Social security and other taxes	557	123
Accrued expenses	850	850
	<u>          </u>	<u>          </u>
	1,408	973
	<u>          </u>	<u>          </u>

9. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	111,854	20,060	131,914
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	111,854	20,060	131,914
	<u>          </u>	<u>          </u>	<u>          </u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	62,311	(42,251)	20,060
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	62,311	(42,251)	20,060
	<u>          </u>	<u>          </u>	<u>          </u>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	106,580	5,274	111,854
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	106,580	5,274	111,854
	<u>          </u>	<u>          </u>	<u>          </u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,391	(26,117)	5,274
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>31,391</u>	<u>(26,117)</u>	<u>5,274</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	106,580	25,334	131,914
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>106,580</u>	<u>25,334</u>	<u>131,914</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	93,702	(68,368)	25,334
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>93,702</u>	<u>(68,368)</u>	<u>25,334</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023 (2022 - £Nil).