



**Herefordshire Night Shelter
Hope Scott House**

Annual Report and Accounts

For the year ended 31 July 2025

Registered Charity Number 515025

Unaudited

Unaudited Report and Accounts

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Herefordshire Night Shelter
Hope Scott House
2024 - 2025

Reference and Administrative Details

Charity name: Herefordshire Night Shelter
Registered Charity Number: 515025
Registered office: Hope Scott House, Roman Road, Hereford, HR1 1LE

The following have acted as Trustees (and Management Council Members) of the Charity during the year:

	From	To	Additional roles
Mr Stuart Fox	10 th March 2022	-	Chair
Mrs Barbara Hartland	1 st August 2019	-	Vice-Chair
Mr David Halpern	11 th March 2022	13 th October 2022	Member
Mr Alex Cunliffe	1 st August 2018	-	Member
Mr Kevin Ebsworth	1 st August 2019	29 th February 2023	Honorary Treasurer
Mr Gerald Ridley	21 st October 2020	-	Secretary
Mr Iain Hayes	19 May 2021	2 nd March 2023	Member

Employees of the Charity:

Name	Role
N/A	N/A

Bankers:

Main account:

Santander
20/21 High Town
Hereford
HR1 2AB

House account:

Via
Tesco top up
Charge card

Deposit account:

CCLA Investment Management Limited
Senator House
85 Queen Victoria Street
London
EC4V 4ET

Independent Examiner:

RJ Francis & Co
Suites 1 & 2
Marshall Business Centre
Faraday Road
Hereford
HR4 9NS

Charity Information

The Charity is governed by a constitution adopted on the 16 September 1983, as amended on 29 November 1991, 28 March 1996 and 4 November 2014.

The Trustees/Management Council presents their report and accounts of the charity for the year ended 31 July 2025.

The accounts have been prepared in accordance with the accounting policies set out in the notes on pages 10- 13 to the accounts and comply with the charity's constitution, applicable law including the Charities Act 2011.

Comparative figures in the accounts relate to the previous accounting year.

No specific investment powers are included in the Constitution. The Charity is therefore governed by the general provisions of the Trustee Act 2000. The Charity holds money not immediately required for day-to-day management purposes with CCLA Investment Management Limited.

The objects of the Charity are the care and treatment of persons in need who are homeless, or suffering from psychological or physical infirmity, or who by reason of adverse circumstances, ill health, or being a discharged offender, are in need of help in acquiring a settled way of life through the establishment of hostels and residential accommodation, and to educate these persons to develop their physical, mental and spiritual capacity that they may develop full maturity as responsible individuals and members of society, and that their life may be improved.

To further these objects, the Charity owns a hostel for homeless persons who can directly access the accommodation. The Charity also takes referrals from outside agencies principally Herefordshire Council with which it has a long standing and successful relationship. In 2024, the charity entered into a partnership with another charity, Caring for Communities and People (CCP) which has taken over responsibility for the day-to-day running of the hostel. The trustees have retained close links with the staff and management of CCP and are actively involved in the work at Hope Scott House.

There are currently five Trustees, which are reviewed and agreed at each AGM. During this accounting period, The Trustee Board comprised of The Chairman, vice Chair, Secretary, Honorary Treasurer plus 1 additional volunteer Trustee.

There are currently no restrictions on the maximum number of Trustees and we are actively seeking to boost the number of trustees by up to four individuals. We are particularly keen to recruit individuals with building, management and mental health / social care experience.

Trustee recruitment/appointment has usually been by personal recommendation. Individuals who have a good standing and a clear understanding of the role, who are also happy to promote HSH within the wider community. A diverse approach is taken to recruit the right candidate.

All Trustees / Management Council members are volunteers.

All Trustees have regard to the Charity Commission guidance to public benefit

(<https://www.gov.uk/guidance/public-benefit-rules-for-charities>)

There have been no material changes in this policy since the last Report.

Since August 2024, the day-to day running of the hostel has been carried out by a dedicated team at our partners' CCP. Their work and achievements are overseen by the Trustees who maintain responsibility for the fabric of the building.

The hostel has continued to maintain consistently high standards throughout the past year.

Chairman's report

This last financial year has been one of positive transformation at Hope Scott House (HSH) and I am delighted to say that it is doing what it does best to an extremely high standard.

Our work and core focus at HSH is as in the past to give our residents a place to feel safe and settled as they are guided and supported towards the next stage of their lives with the ultimate goal of independent living. Over the years, we have witnessed the needs of our residents become increasingly complex. There is no one-size-fits-all solution and each resident has their own individual needs and levels of support.

This support work involves considerable skill, experience and dedication and so in August 2024, the trustees entered into a partnership agreement with another charity, Caring for Communities and People (CCP), which has taken on the delivery of support work alongside day-to-day management of HSH.

Twelve months on and this partnership is flourishing. The dedicated CCP team at HSH is providing a very high standard of support for our residents and the facility is being run and maintained to a high standard. CCP also manages other facilities for homeless people in Hereford and HSH gives them greater flexibility and more options when placing a resident in the most appropriate accommodation for their personalities and needs.

The Trustees are enormously grateful to CCP's CEO, Cordell Ray and its Director of Accommodation Based Services, Max Larcombe for the interest they have shown in HSH and to CCP's Service Manager for Hereford, Paul Brazier for the enthusiasm and compassion that he brings in managing operations. The dedicated HSH team of support workers, Bobbi, Maggie and Jumaima has made an enormous difference and HSH has a more welcoming, home-like feel than ever before.

As in previous years, for most of this reporting period Hope Scott House was at full capacity with our 11 rooms and two self-contained residential pods fully occupied. With CCP now running operations, there is no longer a need for a live-in house manager. This

has created an exciting opportunity for us to convert the flat into three bedsit-style rooms with a shared kitchen and bathroom for three new residents who would still have use of the communal areas at HSH. This will provide another different type of living accommodation which will give CCP more options for residents on their journey to independence.

The flat conversion will give us a total of 16 places at HSH, and we are working on plans with CCP in future to introduce two more self-contained pods into the garden area and installing solar panels on the high roof of the west-facing, eastern extension.

Our relationship with Herefordshire Council officers remains very strong. We are very grateful for their support and guidance across a whole range of issues and HSH remains an integral part of Herefordshire Council's Homelessness pathway, Project Brave, the multi-agency response to homelessness and rough sleeping in Herefordshire. We are also grateful to the Environmental Health team at the Council and in particular, Sheneka Royal, who has guided us in drawing up our plans for the flat conversion.

In 2024, we said goodbye to our house manager of three years, Stuart Poole. On behalf of the trustees, I would like to thank him for his hard work and dedication throughout that period. We all wish him the very best in his retirement. We also said goodbye to our long-standing support worker, Ali Price. Ali's dedication and care were exemplary throughout our time with us and we are grateful for all the great work she did in supporting our residents.

Working together with CCP, we have welcomed a number of guests to HSH. In December 2024, we were delighted to welcome the Lord Lieutenant of Herefordshire, Edward Harley CBE, his wife Victoria along with Tim Howson and Ron

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Whitfield from the Herefordshire Lieutenancy who came to meet the HSH team and look around the facility.

In early 2025, we once again welcomed the Dean of Hereford Cathedral, the Reverend Canon Sarah Brown to HSH along with a number of the trustees of the Hereford Cathedral Almshouses who were interested in our work. At a summer barbecue event held in late July 2025, we also welcomed Abbot Brendan Thomas, the Abbot of Belmont Abbey and Father James Hood, the new parish priest at Saint Francis Xavier's Catholic Church in Hereford city Centre.

Links between the Church and HSH have traditionally been strong, and the trustees are keen to see these links grow across all faith groups in Herefordshire.

At the barbecue, we also welcomed colleagues from Herefordshire Council, including Councillor Carole Gandy, the Cabinet Member Adults, Health and Wellbeing. Also joining on a sunny afternoon in the well-tended garden at HSH were representatives from Hereford City Council, the City of Hereford Rotary Club as well as local businesspeople and benefactors from the wider community. Tea, cakes and strawberries were provided by Mary and the team from Friends of HSH with a barbecue provided by the team at CCP. This was an opportunity for our guests to chat to residents past and present while enjoying the good weather and HSH garden.

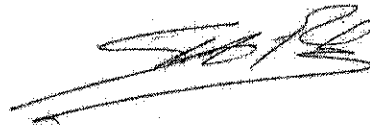
North Herefordshire MP, Ellie Chowns also visited HSH in July 2025 and was shown around by representatives from the trustees, Cordell Ray from CCP and the team at HSH.

As in previous years, the generous donations made by individuals and organizations are vital to the ongoing operations at HSH. Their contributions are essential in turning around the lives and the whole Committee would once again like to thank them for their support.

We also welcomed Mary Schiavon Priebe to the Committee of Trustees. Mary has run Friends of

Hope Scott House for a number of years and is a tremendous advocate for HSH. During the next twelve months we are keen to expand the Committee and bring in expertise in building management and adult social care as well as representatives from the church community in Herefordshire.

The work on the Committee continues as we try to support a facility that has evolved into a larger and more complex operation than ever before. Last year I wrote of the challenges of running such a facility but with our partnership with CCP yielding really excellent results I am confident that the charity is well set to continue in its important work of giving the homeless of Herefordshire a chance to a fulfilling independent life.



Stuart Fox
Chair of Trustees
July 2025

Independent Examiner's Report

I report on the accounts of Herefordshire Night Shelter for the year ended 31 July 2025, which are set out on pages 10 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees and members of the Management Council are responsible for the preparation of the accounts. The charity's trustees and members of the Management Council consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's report


My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 1. to keep accounting records in accordance with section 130 of the 2011 Act; and
 2. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

A A Houston

ON BEHALF OF RJ FRANCIS & CO

Chartered Accountants
Suites 1 & 2
Marshal Business Centre
Faraday Road
Hereford
HR4 9NS

Date: 

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Statement of Assets and Liabilities

Liabilities	General Fund	Restricted Fund	2025	2024
	£	£	£	£
Fund b/fwd.	667223	147	667,370	687,691
Surplus/(loss) for the year	32,301	-	32,301	(20,321)
Fund c/fwd.	<u>699524</u>	<u>147</u>	<u>699,671</u>	<u>667,370</u>
Represented by:				
Current Account - Santander	50165	147	50,312	24,779
Deposit Account – CCLA	149,359	-	149,359	142,584
House Manager Account	-	-	-	7
HSH Property Value	500,000	-	500,000	500,000
<u>Total Charity Funds</u>	<u>699524</u>	<u>147</u>	<u>699,671</u>	<u>667,370</u>
Potential LA Grant Liability	(125,000)	-	(125,000)	(150,000)
Taking Liability into Consideration	<u>574524</u>	<u>147</u>	<u>574,671</u>	<u>517,370</u>

New annex (East Wing) - LA Grant liability agreement:
£250k (reducing at straight-line 10% (£25k) pa over 10 years) starting October 2019

These accounts were approved by the Trustees and Council of the Management of the Charity on TBA, and signed on their behalf by:



Mr. Stuart Fox
HSH Chairman

Date 16th October 2025



Gerald Ridley
Honorary Treasurer

Date 16th October 2025

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Receipts & Payments

General Fund

	<u>Receipts</u>			<u>Payments</u>	
	2025	2024		2025	2024
	£	£		£	£
Housing Benefit	7,029	105,479	House Manager	1,125	19,345
Donations	300	7,166	Relief House Manager	1,620	24,635
Refunds	1,317	23,969	Support Worker	-	21,740
CCP Rent	46,630	-	Water	112	780
Interest	6,775	-	Council Tax (flat)	1,194	7,133
			Electricity	547	7,437
			Oil	-	6,809
			Insurance	6584	4,807
			Repairs/Maintenance	13,698	37,300
			TV License	-	159
			Housekeeping	-	1,924
			New Items	1,382	12,745
			Phone, B/band & Website	522	882
			Misc.	-	7884
			Acct / Payroll Services	1004	1402
			Office Expenses	262	13
			Refurbishment (old annex)	-	-
			New Build Items	-	-
			Mobile SIM Costs	-	180
			Tesco Club Card	-	1,554
			HB Refund	-	195
			Donations	253	-
			Moving on Costs	399	-
			End of Year Adjustment	1,048	-
			Surplus/(Loss)	32,301	(20,310)
	62,051	136,614		62,051	136,614

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Receipts & Payments
Restricted Fund – Website

	<u>Receipts</u>			<u>Payments</u>	
	2025 £	2024 £		2025 £	2024 £
Grants	-	-	Build cost	-	-
			Hostinger – Web hosting	11	11
			Domain Transfer		-
			Surplus/(Loss)	147	158
	158	169		158	169

Notes:

- These accounts are on a receipts and payments basis
- There are no trusts
- Due to an error in last year's accounts an "End of Year Adjustment" of £1048 has been applied to the payments for 2025
- The accounts comply with the appropriate legal requirements. That is, that gross recorded income from all sources did not exceed £250,000 and the charity is not a company incorporated under the Companies Act.
- The above Receipts and Payments details and the associated Balance Sheet are extracted from the from the cash book and records of Herefordshire Night Shelter, and are certified to be correct and that the assets are as stated.
- A review of restricted funds was carried out by the trustees and it was established that funds previously donated for specific use where the particular need no longer exists should be reassigned into the unrestricted cash account.

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Reserves Policy

Unrestricted funds are held for routine use in accordance with the charity's objects.

The charity has experienced serious financial difficulties in the past and now aims to retain free reserves sufficient to provide adequate working capital to fund the core activities for at least 18 months.

The charity's assets are available and adequate to fulfil these obligations.

Total reserves at the balance sheet date were £149,359 in the CCLA deposit account with the immediate access to £50,311 – giving a total of £199,670

With total projected future annual overheads of around £20,000, this provides around 120 months protection.

Future potential impacts on the reserves policy:

Although HSH has changed its operational model to a partnership arrangement with CCP, it is prudent financial management to ensure that current and future liabilities are contained and managed.

There is a desire on the part of the Trustees and Herefordshire Council to expand the number of rooms available at HSH and there will be capital costs associated with such a move. In late 2025, we expect to begin work to create three new bedsit style rooms in the former house manager's flat. To fund this, the Trustees will continue to seek donations from private benefactors who have supported the charity generously in the past; however, it is likely that there will be some direct expenditure from the charity on these developments.

In addition, Hope Scott House itself is an old building and requires ongoing maintenance. In this last 12 months alone, we have had to replace most of the fire doors, upgrade the plumbing and kitchen and carry out routine repairs to the roof. Should more major structural repairs be required (e.g. a replacement roof on the main building) then significant sums would be required.

The Charity proposes therefore to retain our reserves at their current levels for the immediate future.