

REGISTERED COMPANY NUMBER: 02504171 (England & Wales)
REGISTERED CHARITY NUMBER: 1000830
HOMES ENGLAND REGISTERED PROVIDER NUMBER: 4738

**Report of the Trustees and
Financial Statements for the year ended 31st March 2022
for**

**St Richard of Chichester Christian Care Association Ltd
Known as "Stonepillow"**

St Richard of Chichester Christian Care Association Ltd

**Contents of the Financial Statements
for the year ended 31st March 2022**

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St Richard of Chichester Christian Care Association Ltd

**Legal and Administrative Information
for the year ended 31st March 2022**

Mission Statement

STONEPILLOW offers shelter, information and support to empower homeless and vulnerable individuals to make positive changes in their lives.

It aims to create a safer environment that promotes social inclusion with practical assistance and without prejudice for all.

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

St Richard of Chichester Christian Care Association is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The company was incorporated on 21 May 1990 (company number 2504171) and was registered as a charity (number 1000830), as defined by the Charities Act, on 9th November 1990.

The company trading name is **STONEPILLOW**.

Directors and Trustees

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. Trustees are appointed at the AGM by the members in accordance with Article 35 or by the trustees under Article 36.

The trustees serving during the year and since the year end were as follows:

Chair of Trustees

Shelagh Legrave CBE DL

Vice Chair

Yvonne Thomson

Trustees

Clare Apel
Martyn Bell
David Coulthard
Anthony Fawcett
Andrew Harrop
Greg Mahon
Peter Stevens
Amanda Worne
Hannah Worricker

Chief Executive

Hilary Bartle

Company Secretary

Tim O'Reilly

Principal and Registered Office

39 Southgate
Chichester
West Sussex
PO19 1DP

LEGAL AND ADMINISTRATIVE INFORMATION

Auditors

Sheen Stickland
Chartered Accountants and Registered Auditors
7 East Pallant
Chichester
West Sussex
PO19 1TR

Solicitors

Irwin Mitchell LLP
Thomas Eggar House
Friary Lane
Chichester
West Sussex
PO19 1UF

Bankers

Barclays Bank plc
74/75 East Street
Chichester
West Sussex
PO19 1HT

**Report of the Chair
for the year ended 31st March 2022**

This year, Stonepillow has continued to overcome the challenges of the Covid-19 pandemic to deliver its mission; to support and empower homeless and vulnerable people to achieve sustainable independence and wellbeing.

One of the biggest difficulties has been the availability of staff, partly due to continuing infections but also reflecting a very tight UK employment market. In addition, rising inflation and the reduction in individuals' disposable income has increased costs and limited fundraising. However, more positively, Restore has remained open throughout the year, providing employment and volunteer opportunities for clients. We are very grateful to Kevin Couldwell who has successfully led and developed Restore for the last 5 years before retiring in April 2022.

There continues to be an excellent partnership with Chichester and Arun District Councils and both have assisted in providing move-on accommodation. In July the second floor of Hicks House, supported by MCHLG and Chichester District Council, was opened beside the hostel at Hunston. Then in August, our women's project was opened with the support of the National Lottery Community Fund. We won a competitive tender to deliver a service on behalf of West Sussex County Council for older looked after care leavers, and two houses to support this were taken on in April 2022. In addition, a new supported housing property in Chichester was identified, with the sale completing in June 2022.

The Recovery Service has been fully occupied and has delivered amazing outcomes for its clients. It is now a registered provider with the Care Quality Commission (CQC)

The Resource Hub which initially opened in February 2020 next to the Bognor Regis hostel, finally reopened for full service delivery after lockdown and is providing personalized health and wellbeing services to many clients, in partnership with other agencies.

Stonepillow could not continue to operate without the extremely generous donations from local churches and private individuals including some very generous legacies. Whilst fundraising events were limited, it was lovely to be back sharing the Big Sleepout outside the Cathedral in October 2021. The donations from those who support the charity either directly or through their church, are hugely appreciated.

Financially Stonepillow has achieved a strong financial position, mainly due to the receipt of some very generous legacies. It made a surplus of £318,841. Its cash reserves include ring-fenced funds for its capital strategy associated with the new house in Chichester.

Hilary Bartle, the Chief Executive, has led collaborative projects across organisations in West Sussex who support homelessness very effectively. West Sussex County Council have continued to support Stonepillow through its Supported People funding but there is still a risk of further funding cuts in the future.

Stonepillow staff have again been heroes this year, covering long shifts as some had to step away due to Covid-19. It could not be successful in helping vulnerable people without the extraordinary support of its excellent staff who work extremely hard with passion and professionalism, sometimes in very challenging circumstances and particularly during the pandemic. I also want to thank my fellow Trustees and all our volunteers who give their time and expertise to support the charity.

Shelagh Legrave CBE DL, Chair of the Trustees of Stonepillow

**Chief Executive Report
for the year ended 31st March 2022**

I would like to start by thanking all Stonepillow staff, Volunteers and Trustees for their continued hard work and commitment throughout the last 12 months. It has thrown us many challenges; Covid sickness, difficulties with recruitment, cost of living increases and significant demands on services due to increased numbers of those in need. However by putting robust business continuity plans as well as health and safety measures in place, we have managed to remain open throughout working face-to-face with all our clients; crucial for the nature of our services and our clientele. Financially we have been asked to do more for less money; we have appealed to trusts, grant-giving bodies such as the Lottery, and our many supporters within the community; all of whom have stepped up and without whom it would have been more of a struggle.

Stonepillow has focused on 5 key areas of activity during the past 12 months to manage the challenges and changes which demand and opportunity have presented us with:

1. Prevention of homelessness and rough sleeping through supporting people early to retain their homes or make positive planned moves.
2. Relief for those who find themselves homeless and with nowhere stable to live through provision of emergency or temporary accommodation.
3. Recovery support through focused casework addressing the root causes of a person's homelessness or insecure housing.
4. Resettlement into a new home to ensure it is sustainable and affordable.
5. Partnership strengthening both at an operational and strategic level.

This framework is supported by embedding of a psychological approach to client support work. A psychologically informed environment (PIE) describes a service that is designed and delivered in a way that takes into account the emotional and psychological needs of the individuals using and working in them; in our case, with particular emphasis on trauma informed care which underpins our operational model of support. We are clearly on a journey; leading from the front to advocate for a person-centred approach to be embedded into health, housing, and criminal justice systems.

Strategically we are well connected; and have identified the need to leverage our connections and influence to improve the systems upon which our clients depend but which don't always deliver to meet their needs. Through our campaigning and advocacy, we have influenced some key work programmes across Adult Social Care, Young People, Criminal Justice and addressing health inequalities. This ultimately has led to systematic improvements and positive change for our clients on the frontline.

Nevertheless we continue to see the needs of our beneficiaries changing and their complexity deepening. We have concentrated on developing services that meet more focussed needs; this includes having in the last year launched a new service for Older Looked after Children, a women's therapeutic service, building additional flats for those with multiple disadvantages, and establishing a positive support pathway into a home for people leaving prison; preventing inevitable additional street homelessness.

We are now in the midst of developing a new strategy; which will ensure that we build on our successes, address gaps in services and skills, enhance partnership working within the voluntary, community and statutory sectors and ultimately enable better outcomes for those who we support. This work is being supported by the pan-Sussex Changing Futures programme; a broad reaching collaboration which is seeking to deliver systematic change and to expand multi-disciplinary models of support based on coproduction and learning with those with lived experience of homelessness.

Hilary Bartle, CEO of Stonepillow

**Report of the Trustees
for the year ended 31st March 2022**

The trustees are pleased to present their report together with the financial statements for the year ended 31st March 2022.

Legal and administrative information set out on pages 1 and 2 forms part of this report. The financial statements have been prepared in accordance with applicable accounting standards including Financial Standard 102. The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2018, and with the Accounting Direction for private registered providers of social housing in England 2019.

STRUCTURE, GOVERNANCE AND MANAGEMENT

St. Richard of Chichester Christian Care Association (STONEPILLOW) is a company limited by guarantee. The members of the company appoint trustees at the AGM with one third of the existing Trustee Board coming up for reappointment each year. The number of trustees is flexible. The Trustee Board may co-opt new trustees during the year but such persons have to present themselves for appointment by the members at the next AGM. Trustees elect their own officers annually and appoint a Company Secretary. There are written statements outlining the roles and responsibilities of the Chair of the Trustee Board and of individual trustees, standing orders governing Trustee Board procedures and a Trustee Code of Conduct. All members of the board give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 5 of the accounts. There is a formal induction process for new trustees which aims to provide them with an understanding of the organisation and Trustees are encouraged to undertake any training course relevant to the performance of their duties.

The trustees have joint corporate responsibility for all the activities of STONEPILLOW but, apart from the statutory obligations that fall directly upon them as a Board, exercise much of that responsibility through controlled delegation. This involves setting policies, arranging for them to be carried out with agreed resources and then monitoring operational and financial performance. Implementation of agreed policies involving day-by-day management of the staff and work of STONEPILLOW is the responsibility of the Chief Executive, appointed by the trustees and answerable to them. Long term strategic development and the yearly update of the Business Plan are discussed jointly by the Trustee Board and the Chief Executive. There is a joint commitment between the Trustee Board and the Chief Executive to carry out the agreed Business Plan. Implementation of project and service development set out in the Business Plan is primarily the responsibility of the Chief Executive, monitored through regular progress reports. A Finance and Internal Audit sub-committee acts on behalf of the Board in relation to the regular monitoring of the Association's finances and the preliminary appraisal of other financial matters, including internal procedures.

The trustees confirm that they have complied with their duty under section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in deciding what activities the charity should undertake.

Risk management

The charity's activities are subject to a variety of regulations and legal compliance. By applying appropriate governance and management structures, risk is adequately managed. The Board of Trustees acknowledges its ultimate responsibility for monitoring and reviewing the risks STONEPILLOW faces through a risk register which is scrutinised and updated by the Finance & Audit Committee on behalf of the trustees. The CEO and the management team are responsible for implementing all practical measures that can be taken to reduce or eliminate the risks identified at that time. The system of internal control is designed to provide reasonable assurance that key business objectives will be achieved and the charity's assets safeguarded.

Stonepillow identifies the key risks, the likelihood of those risks occurring, their potential impact and the actions being taken to reduce and mitigate the risks. Risks are prioritised using a consistent scoring system.

Report of the Trustees
for the year ended 31st March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Key	
E	Extreme risk, immediate action. Escalate as an issue.
H	High risk, action should be taken to compensate.
M	Moderate risk, action should be taken to monitor.
L	Low risk, routine acceptance of risk.

STONEPILLOW RISK REGISTER		IMPACT	MITIGATION
Governance			
1	The charity lacks direction, strategy and forward planning.	E	H
2	Board of Trustees fail to have the right skills, knowledge and understanding of the governance structures in place, preventing effective accountability and oversight of regulatory obligations which include the Care Quality Commission (CQC) and Charity Commission.	H	L
3	Inadequate or inaccurate information is reported to Trustees, resulting in poor quality decision making.	H	M
4	Negative PR and/or media coverage.	E	M
5	Failure to achieve a satisfactory compliance rating following a CQC inspection.	E	H
Financial			
6	Finance and resources dependent upon a limited number of contracts.	E	H
7	Poor contract delivery and service provision.	H	M
8	Inaccurate financial reporting and ineffective budgetary control.	H	M
9	Failure to deliver on fundraising ambitions due to lack of coherent fundraising strategy and loss of community commitment.	H	M
Operational			
10	Lack of clear management structure, leading to uncertainty amongst staff of roles and duties.	H	M
11	Failure to adhere to Health and Safety regulations, policies and regulatory requirements. Poor security of staff, arising from lack of knowledge of procedures and policies. Action being taken without proper authority, caused by lack of induction/training.	E	H
12	Failure to adhere to regulatory framework of CQC.	H	M
13	Employment issues arising from a failure to follow effective policies and procedures to regulate staff and volunteers' activities. Lack of managerial oversight and monitoring of work, conduct and performance. Non-compliance by staff and volunteers with CQC requirements, H&S legislation and regulations.	E	H
14	Poor disaster recovery and business continuity planning, leading to computer system failures or loss of data, the destruction of property, equipment, records through fire, flood or similar damage.	H	M
15	Failure to comply with GDPR requirements for clients, staff and donors.	H	L
16	Nationwide Pandemic.	H	M

Remuneration policy

Salaries are reviewed on an annual basis and bench marked against the National Joint Council (NJC) scales. There is no commitment to match the latest scale value, increases are only applied after consideration of financial viability.

ACHIEVEMENTS AND PERFORMANCE

Stonepillow - who we are

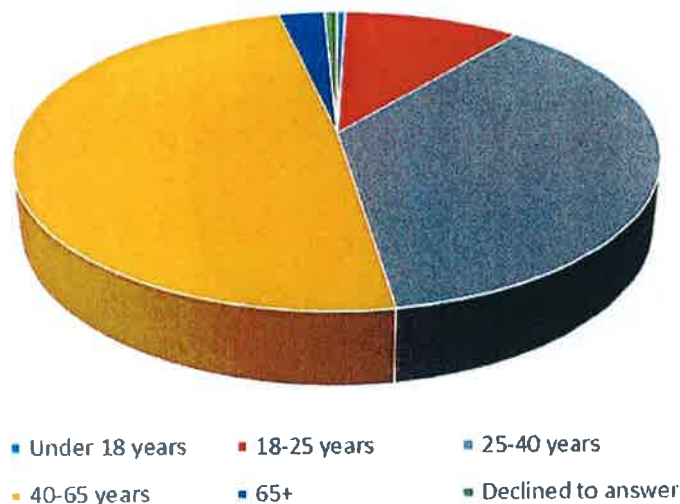
Clients

Homelessness services are essential to providing a safety net for those in the community who are vulnerable and do not have a secure place to reside due to a variety of reasons. Stonepillow places all clients at the heart of what we do. The services we deliver focus on support planning, which is co-produced with the clients. The partnerships we establish aim to make wider service provision more accessible and integrated to enable a smoother journey for clients navigating through complex services. A client once said *'It's not me who is complex, but the services around me'*. Stonepillow are committed to an enabling and empowering person-centred model of service. Staff are trained and skilled in this approach of working. The values of the organisation reinforce this approach by expecting all staff to live the values set out.

However, we can always improve, and a key objective within the 5-year strategy is to improve how clients can be meaningfully involved at all levels of the organisation. In particular, we are making huge steps in regard to their involvement in the governance of the charity, with an ex-client soon to be appointed to the board and the position of client engagement coordinator under review and development. This will provide us with a roadmap to achieve full engagement and involvement throughout governance, strategic and operation approaches.

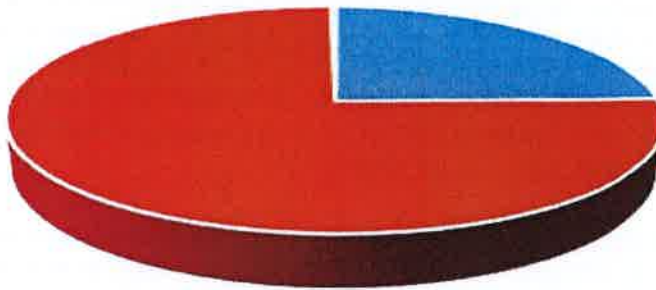
Demographics - our clients in 2021/22

Client age 2021-22



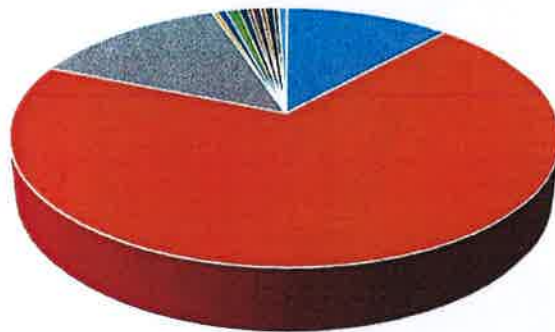
ACHIEVEMENTS AND PERFORMANCE

Gender breakdown 2021-22



■ Female ■ Male ■ Prefer not to say

Ethnic Origins for 2021-22



■ Prefer not to say ■ White British
■ White other ■ White Irish
■ White mixed ■ Gypsy/Traveller
■ Chinese/other ethnic origins ■ Black/Black British Other
■ Black/Black British African ■ Asian/Asain British Pakistani
■ Asian/Asain British Other ■ Asian/Asain British Indian
■ Arab

ACHIEVEMENTS AND PERFORMANCE

Staff

On average over FY21/22 Stonepillow employed 68 staff, plus the equivalent relief hours worked over the year equate to 8 full time staff to cover for staff sickness and holiday.

Stonepillow is continuing to develop a comprehensive training programme for all staff, and each job role has a tailored training profile to ensure staff have the skills and knowledge required to provide a safe, supportive and effective service.

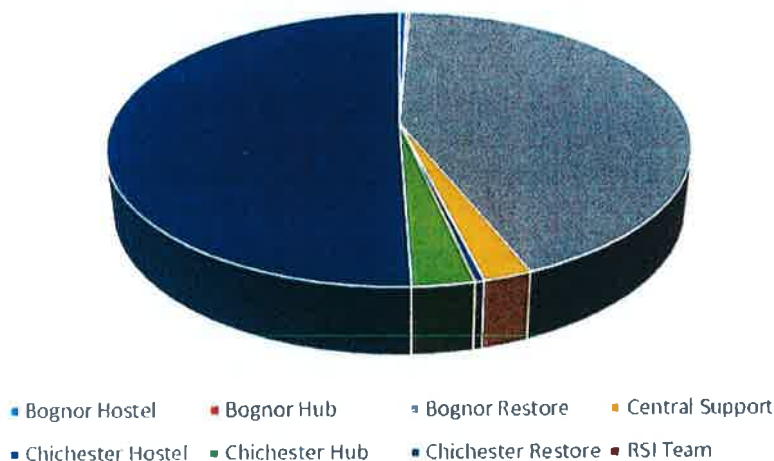
Volunteers

Stonepillow has 194 active volunteers. A source of strength and support to our projects, they work as part of onsite teams supporting through mentoring, maintenance work or cooking donated food, and bring their varied skills into the charity to better enrich clients' lives. They have led therapeutic sessions with unaccompanied asylum seeking children struggling to adapt to everyday living in an English culture. They have built flatpack furniture for clients moving into their home for the first time in a long time. They have created online "cook along" tutorials, shaken buckets, hauled furniture, answered our donation hotline and marshalled at events. They provide our projects with enthusiasm, stability and create a safe and welcoming environment for clients to feel safe and secure. They are imaginative in the ways they go about their roles, cooking with donated items, searching for treasures to be sold via our online selling platforms, stuffing food collections into their cars. They are led by a passion to end homelessness and rough sleeping.

During the second lockdown, food stopped coming in. Restaurants and Cafes were not open, there were food shortages in supermarkets. Without someone to make late night collections from supermarkets Stonepillow would have fallen short; Rachel took on this role and during lockdown #2 made around 40 collections, driving round in the cold, dark and rain, to leave items on a doorstep and wave at the hostel staff from afar due to covid restrictions, acknowledging they had seen it.

During this year, Restore's eBay shop took an amazing £61,737 lead by volunteers Mary, Lesley and Sally. Mary and Lesley have both left as they moved out of the area, and we thank them profusely for their contribution to Stonepillow. The eBay volunteers did an incredible job last year; their dedication was hugely valued by Restore and by Stonepillow as a whole. It is these volunteers and those like them, who have Stonepillow in their heart each and every day that make the real difference to moving towards our goal of eradicating homelessness.

Volunteer Time



**Report of the Trustees
for the year ended 31st March 2022**

ACHIEVEMENTS AND PERFORMANCE

Operations

Prevention

Prevention will be the most significant part of homelessness services in the future. Central government want homeless services and district councils to extend further into the communities to prevent homelessness, and have reflected this strategy in this year's recommissioning of the Rough Sleeping Initiative. Success here will significantly reduce trauma and the impact that homelessness has on the community.

In response, we have been commissioned by Chichester District Council to run a Pathways Home service. This small team supports clients who are struggling with mortgages, tenancies, complex needs and debt that could be leading them to eviction. Over the last 12 months we have supported 63 people in the community; 88% of whom had a positive outcomes and sustained their accommodation. Part of our Rough Sleeper Initiative (RSI) team is also centred on preventing accommodation breakdown. Both Arun District Council and Chichester District Council have a dedicated Tenancy Sustainment and Prevention worker – between them supporting 67 clients to sustain their tenancies and avoid becoming homeless or experiencing rough sleeping; a significant increase in their expected caseloads.

Rough Sleeping

The central government funded RSI team further expanded this year to ensure the Department of Levelling Up Housing and Communities' (DLUHC's) goals of prevention, quick interventions, and holistic support are met. In Arun District which hosts a large community of homeless non-UK nationals with no recourse to public funds, we expanded the team to provide specialist support to this very marginalised group. They are supported to gain passports, settled UK status or re-patriation to their country of origin. In 9 months (from June 2021 – March 2022) the Specialist Navigator worked positively with 19 clients. In Chichester District, we are facing increasing struggles in securing suitable independent accommodation for clients to move in to. We secured increased funding to work with the private rented sector to provide more housing for our rough sleepers to access.

In total across Chichester District and Arun, the RSI team have supported 310 people. They provide holistic, person-centred support strengthened through a range of partnerships within the community. They reach those who are rough sleeping, those with co-occurring mental health and substance misuse issues, and those who required preventative support to stay in their homes in the community.

Relief

Our day services, provided through Hubs in Bognor Regis and Chichester, offer rough sleepers immediate and essential relief by providing basic needs including food (breakfast/lunch/food packs), hot drinks, primary health care access, needle exchange and shower and laundry facilities. Rough sleeping numbers, which were high pre-pandemic, dropped hugely thanks to significant partnership efforts to ensure no-one remained on the streets during lockdown; sadly however these numbers have been ramping back up again fast, fuelled in part by the cost of living crisis.

Support staff facilitate clients' support needs on a client-led basis; always judgment free, and involving their choice and advocacy. The support can range from coordinating multiple agencies such as GP, mental health services, Housing Options teams and substance misuse teams to providing daily interventions that will relieve loneliness, listening support and gentle kindness.

Post Covid-19, in April 2021 sadly funding for Bognor Hub was withdrawn by DLUHC. This was a huge blow since the Hub is a vital resource for the area's rough sleepers and first point of entry to our services for those who are at risk or homeless in Bognor. Therefore, we committed to self-funding the service at reduced hours of 3 days rather than 4. The team manages a predominately non-UK national cohort of rough sleepers and a variety of multiple complex needs clients within the three open days of the hub. Bognor Hub saw 232 clients from April 2021 – March 2022; an increase of 36% on the previous year. We are delighted that as of August 2022, these hours will be extended further, with evening and weekend hours generously funded by a grant from the Henry Smith Charity.

Post Covid, we sought to improve the efficiency of the service at Chichester Hub by opening for breakfast/lunch and shower and laundry facilities in the morning, and the afternoons by appointment for support and group sessions. We invited in community groups such as AA, Pathfinder, Pallant House for art sessions, Haircuts for Homeless and Housing Options clinics. We conducted training for our clients in becoming tenancy ready and our volunteers return safely, supporting the hub with cooking. Chichester Hub saw 255 clients throughout the year.

**Report of the Trustees
for the year ended 31st March 2022**

ACHIEVEMENTS AND PERFORMANCE

Stonepillow Residential Services (Hostels)

Hostels, previously known as night shelters, continue to provide a first response to clients presenting as homeless. We continue to operate two 24hr hostels – one in Chichester and one in Bognor Regis. Post Covid-19 we gained further funding through the Rough Sleeper Accommodation Pathways (RSAP) to develop an additional 6 self-contained studios above our Lodge (now named Hicks House) at the Chichester Hostel site. We were successful, and in autumn 2021 we opened the new facility housing 12 self-contained units for complex needs rough sleepers. The Lodge was renamed Hicks House after our colleague Andy Hicks a valued team member who lived in The Lodge and became a colleague with lived experience who sadly passed away.

Chichester Hostel supported 22 clients over the year, and we are particularly proud that our new trauma-informed approach to reducing evictions resulted in no evictions over this period.

Since opening in August 2021, Hicks House has housed and supported 18 clients. Sadly, we have also lost 2 clients; one in January 2022 due to complications from alcoholism and one death still under coroner's investigation. However, we have also supported 4 clients with histories of entrenched rough sleeping to move into their own accommodation and become independent.

Bognor Hostel accommodates 16 high risk and high complex needs clients. During the year, we were successful in accommodating positive move-on for 33 clients and supported and stabilised 43 clients.

Recovery

Stonepillow Recovery

Stonepillow Recovery service is based in Bognor Regis and is the only psychosocial abstinence-based recovery model service in West Sussex. The model helps clients tackling their substance misuse by providing the structured support they need to stay abstinent and to rebuild their lives through volunteering and group sessions. It is a 12-bed, 24hr staffed service delivered in partnership with Turning Tides' detox and harm reduction service and Emerging Futures' education and training. It also offers move on accommodation to support their clients' next step to independence whilst still accessing wraparound specialist Recovery support.

Resource Hub

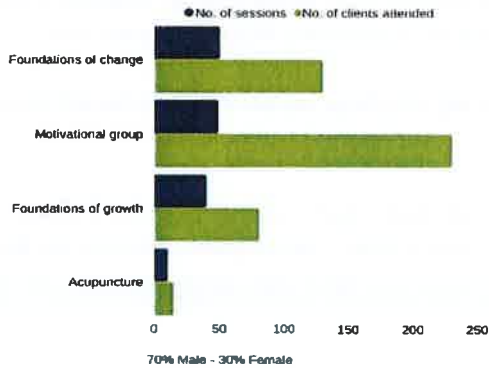
The Resource Hub has been a wonderful success over this year since its reopening in July 2021. Originally opened in February 2020, Covid hampered its delivery as local community groups who provide harm minimisation sessions had to hold back face to face support. Since July 2021, 13 different groups have been attended 2,841 times, supporting members of the community in their substance misuse and wellbeing journeys.

Report of the Trustees
for the year ended 31st March 2022

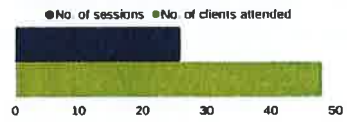
ACHIEVEMENTS AND PERFORMANCE

Groups and numbers attending include:

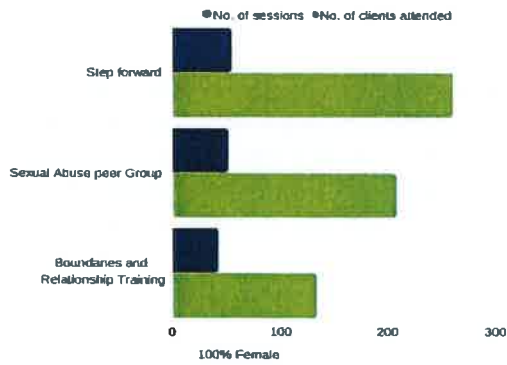
Change Grow Live



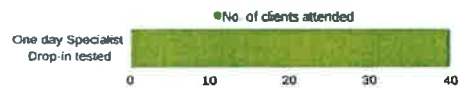
Arun Wellbeing Drop-in



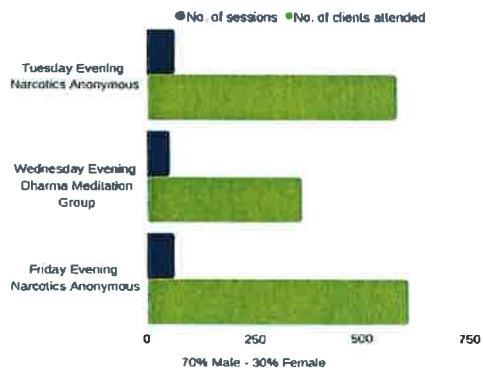
My Sisters House



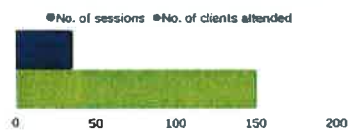
Hepatitis C Trust



Fellowships



Dual-Diagnosis Group



ACHIEVEMENTS AND PERFORMANCE

Housing First

In 2020 we launched Housing first as a 6-month pilot, funded through the National Lottery COVID-19 emergency fund. Housing First has an international track record of success with the most entrenched clients: all have been long-term homeless with concurrent high support needs. It is unique in that it flips the traditional model of homeless support to provide these clients with a home immediately; without waiting until they have stabilised or progressed through the standard homelessness housing routes. We have been able to source follow on funding to continue this project and 18 months later, Housing First has continued to be successful in providing permanent housing for 14 clients with a history of rough sleeping and chaotic, multiple disadvantages. Nationally, the UK success rate for Housing first clients to stay in their tenancies post 12 months is 78%. To date we have a 100% success rate for all our clients.

Success stories include one female client who has abused alcohol for over 10 years; but with a flat and a safe base, has managed to sustain a 6-month rehabilitation programme in Kent and is now sober and has been in her home for more than 18 months. There has also been our first Housing First baby born this year; to a man who has never, in his 45 years, had his own home. Housing First has enabled him to build his relationships and find work with Chichester District Council. He is now heroin free and living a fully independent stable life with his partner and baby daughter.

Housing First support continues for life. It is a commitment that Stonepillow has made to these clients, who can graduate but maintain contact if they wish.

Accommodation for Ex-Offenders (AFEO)

Ex-offenders leaving prison with no support system or home to go to is commonplace. They are unlikely to be accepted by private landlords, and as a result often end up on the streets and quickly re-offending. It is a cycle that Stonepillow is well-placed to help break; and as a result in April 2021, we were commissioned by both Arun and Chichester District Councils to employ 2 support workers to provide ex-offenders support in resettling in the community when they have no option from council housing. The team complete assessments and personal housing plans, crucially enabling a single point of contact and the building of strong links with Prisons and Probation Services. Our Offender Support and Resettlement Workers within Stonepillow work with non-priority homeless adult prison leavers in a trauma-informed way to support them to secure Private Rented Sector (PRS) accommodation and sustain their tenancy. This role supports individuals to access support for mental health / substance misuse as well as budgeting, health and wellbeing and work readiness.

To date they have worked with 18 clients in Arun, with 9 clients now housed and 9 others in temporary accommodation. In Chichester, we have worked with 11 clients; but due to huge challenges in obtaining PRS for this cohort of clients and the rising costs of PRS accommodation we have not yet been able to house any. This is disappointing and indicative of the exacerbated housing crisis in the area. Both district councils and Stonepillow are collaborating to address this challenge through the organisation of events targeted at PRS landlords and a package of support is being put into place to overcome their barriers to engagement.

**Report of the Trustees
for the year ended 31st March 2022**

ACHIEVEMENTS AND PERFORMANCE

KPI Targets - Operations

	2020 - 2021	2021 - 2022	% Increase or decrease
Pathways of interventions and support			
Total number of positive moves	169	352	70% +
No. of rough sleepers rough sleeping clients supported into hostels, tenancies, Housing First or supported accommodation	41	65	45% +
% of clients with a local connection	186/232 = 53%	184/401 = 45%	-15%
Number of clients who Stonepillow connected to Pathfinder mental health services (engagement in Mental health partnerships)	104	174	67% +
Total individuals supported by our Community Outreach Team (include, RSI for Chichester and Arun, Housing First)	129	301	80% +
Total number of attendances community led group work at Stonepillow Resource Hub (Re-opened in August 2021)	N/a	2841	N/a
Number of positive completions of Stonepillow abstinence programme at Recovery	25	28	11% +
Number of times clients accessed support from the Bognor Hub	171	232	30% +
Number of clients who accessed Chichester Hub	181	255	34% +
Accommodation:			
Total number of support units of accommodation across Stonepillow	90	101	11% +
Evictions (we only evict due to due to serious violence or serious criminal damage)	15 (2019-2020 – 73)	19	23% +
Clients moving into private rental places	42	16 (trend is showing the increased difficulty in us accessing PRS post Covid)	-89%

Restore - Social Enterprise

Restore is vitally important to Stonepillow for a number of reasons. It provides supported volunteering, upskilling and work opportunities to our clients; it creates an unrestricted revenue stream to help support our core services, and it offers an interface with the wider community who support us. Over the 2 shops in Chichester and Bognor we have 12 paid employees; a Head of Social Enterprise and Retail, 3 shop supervisors that oversee the day to day management of the shops and 8 further team members running the vans, shops and donations in.

This year has been incredibly successful for our Restore shops in both Bognor and Chichester. After the pandemic lockdowns ended, Restore returned with a vengeance; with volunteers now working at full capacity and record sales of £490,340 posted; an increase of 14% on FY19/20. This is a testament to the success of the model and the strength of its support from the local community.

To achieve these figures and the increase in turnover we collect and deliver 5 days a week, averaging 12 collections/deliveries per day; for which we are completely reliant on the support of our volunteer driver's assistance. We were able to take 3 kick start employees in 2021, 1 of which has been offered a full time placement in our donation goods in area. The other 2 left our employment to return to university. We took on 25 new volunteers from our local community, and have seen a positive uplift in volunteer hours and numbers with an increase on 17% in hours worked.

Restore also offers crucial work and volunteer opportunities to not only our clients, but also external volunteers paying back to the community or seeking work experience when others may not be willing or able to provide the opportunity. Restore has engaged 46 'Pathway 2' volunteers over the course of this year; those furthest from employment and coming from Ford Open Prison, from community payback, or referred by the Job Centre. 5 of these have progressed into employment; we have also employed 3 Kickstarter's, 2 of whom have gone into further education, and 1 who is now employed full time by Restore. These incredible outcomes contribute to our mission and vision as well as aligning with the purpose of Restore; to increase Stonepillow's own unrestricted income

ACHIEVEMENTS AND PERFORMANCE

Fundraising - Annual report

As the face of fundraising evolves post pandemic, Stonepillow is rising to the challenge. We are lucky to benefit from a mixed funding model that sees the larger part of our revenue coming from government contracts and housing benefit, whilst our fundraising is sourced from a healthy mix of community support in the form of events, 'challenge' fundraisers and individual giving, grants and trusts, corporate support and events we host ourselves such as the annual Big Sleep Out. As the charity grows, it will be crucial for the fundraising team to align their efforts with the areas of work that offer the highest return on investment, whilst also ensuring that our supporter base and community understand the breadth and scope of the work we do and the immense impact that their giving has upon vulnerable members of our community.

This year took off with some incredible efforts from local schoolchildren Charlie and Pippi who raised over £1,800 by completing a challenge a day in the Easter holidays. The art and design students of Chichester College raised nearly £1,000 through sales of their 'Urban Jungle' themed products, designed as part of their coursework and sold in the college's shop. Members of the West Wittering Cricket Club ran or walked the equivalent distance of 18 County Cricket grounds and Kingsham Primary School's reception classes Apple and Pears ran laps of their school field.

In October, we were finally able to once again gather within the grounds of Chichester Cathedral for the Stonepillow annual fundraising event, The Big Sleep Out. Although the Sleep Out has run for several years, last year's event had to be cancelled due to the pandemic, which gave this year's event a special sense of community and belonging. We would like to thank everyone who contributed to the success of this year's event; the supporters who slept out to raise funds, the entertainers who gave their time, and the local businesses that donated food, shelter building items and prizes. Without the support from the local community this wonderful event couldn't take place.

Coming into Christmas, and Bosham Primary School chose Stonepillow to benefit from their annual reindeer run whilst Carol singers from St Pauls Church gathered again for their annual carol singing outside Chichester Festival theatre, singing carols and collecting for Stonepillow. A group from Christ Church hosted a Thanksgiving Banquet to celebrate the church building being open again after COVID-19 restrictions, selling 56 tickets for a five course meal. We even had a charity single released in our support!

This year has seen several new projects and services launched, and as a result we were able to leverage significant multi-year grants to support our therapeutic women's project and Housing First. We would like to thank all the trusts and foundations who have chosen to support us over the course of the year – helping us to increase the scope and reach of our services.

FUTURE PLANS

Our Mission Statement

Stonepillow support and empower homeless and vulnerable people to achieve sustainable independence and wellbeing.

Our vision

Working in collaboration with our clients, communities and stakeholders, we will end rough sleeping and support people from homelessness to home. We will do this by:

- Providing wraparound services which put the client at the heart of what we do.
- Providing safe, secure, high-quality accommodation and support.
- Strengthening the client pathway by understanding the gaps in provision and proactively responding to them.
- Enabling clients to achieve their journey to recovery, wellbeing and sustainable independence.

**Report of the Trustees
for the year ended 31st March 2022**

FUTURE PLANS

Our core values

As an organisation, we are committed to:

- **Being client focused** - putting clients at the heart of what we do and engaging with them to actively participate at all levels of the charity.
- **Working collaboratively** - working with clients, local communities, stakeholders and partners to reduce homelessness and end rough sleeping.
- **Valuing diversity** - in our clients, staff, volunteers, trustees and communities.
- **Innovation and quality** - delivering high-quality services which evidence value for money and positive outcomes of clients.
- **Being professional, respectful and kind** - when delivering services to clients, when working with our communities and in our behaviour towards each other.

Our Objectives

To enable, empower and effectively respond to the needs of present and future clients by building them into our strategic planning process. We will do this by:

1. Delivering a high-quality, outcome-focused client pathway which enables successful recovery and independence for all.
2. Demonstrating strong organisational governance, accountability and leadership which drives forward the Stonepillow vision.
3. Having a skilled and motivated workforce.
4. Expanding and developing our Social Enterprise opportunities.
5. Strengthening partnerships and positive relationships with communities, voluntary and statutory agencies to deliver a wider wellbeing agenda to the vulnerable and those in need.
6. Being financially viable.
7. Delivering effective Fundraising and Communications strategies.
8. Delivering our Volunteering strategy which engages, supports and values all volunteers.

FINANCIAL REVIEW

The financial result for the year was a surplus of £318,841.

Financial management policies

The main financial management policies applied by the Charity are to:

- Enter each financial year with a balanced budget or sufficient cash in reserves to cover any projected deficiency.
- Monitor the monthly out-turn against that budget through detailed management accounts.
- Monitor the monthly cash flow position.
- Ensure that any new projects are adequately funded before being implemented.
- Ensure that any contract work makes an adequate contribution to the administrative and managerial overheads.
- Find replacement funding for grants before their cessation date.

FINANCIAL REVIEW

Policy on reserves

The policy of the trustees is to aim to hold liquid reserves up to a maximum of 6 month's total expenditure. It is recognised that this is important to help ensure service continuity in the event of any income stream being changed.

The unrestricted reserves of the Charity are held to meet deficiencies in the provision of services between one year and another and to even out cash flow variations within the year. Reserves may also be used to support activities which are inadequately funded on a temporary basis pending the receipt of fresh funding. The major financial risk faced by the Charity is disruption to its cash flow by a major funder being unable to make payments when due. At 31st March 2022 our liquid reserves would cover 3.5 month's expenditure, after allowing for designated capital funding of £600,000.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and Note 14 a description of the restricted funds. The assets are sufficient to meet the charity's obligations on a fund by fund basis.

Future Plans & Income Concerns

The financial impact of the Covid-19 virus on both future Government and our own income generating streams are unknown, in particular our concerns are:-

- Future Government grants may be reduced as the government look to recoup their additional expenditure incurred during the pandemic.
- Income from individuals, together with fundraising event income is currently lower than pre Covid-19 levels and this appears to be the current trend. All charities are experiencing this trend and this had made fundraising difficult and is likely to continue as individuals are impacted by the cost of living crisis, including high inflation, all of which will affect the level of individual giving.
- The impact of inflation increasing will result in higher expenditure. In particular the energy cost is a concern.
- Staff absence is likely to still be high this year as the world has not eradicated Covid-19 and it is anticipated that this virus will continue to cause absence. In addition other viruses may reappear as we all open up.
- Housing Benefit – This is our largest income stream and remains a concern as it could be an area our Government could again target. Should a cap be introduced a 25% decrease would amount to a reduction in income of £300,050 per annum. The Government are reviewing the structure / criteria for payments, it is not known whether this will impact us.

Capital expenditure during 2022-23

£600,000 has been designated for the funding of capital projects, these include: -

- Purchasing a property in Chichester to provide a provision for clinically high need clients who require specialist support and accommodation. In addition to the purchase price refurbishment will be required.

Report of the Trustees
for the year ended 31st March 2022

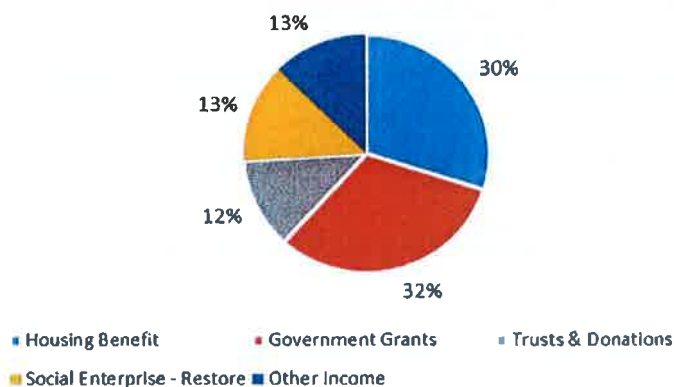
FINANCIAL REVIEW

Sources of Funds and their Deployment

Our principal funding sources in the year were as follows:

Housing Benefit	£1,155,263
Government Grants	£1,224,352
Trusts and Donations*	£476,677
Social Enterprise - Restore	£516,659
Other Income	£483,282

Source of Funds

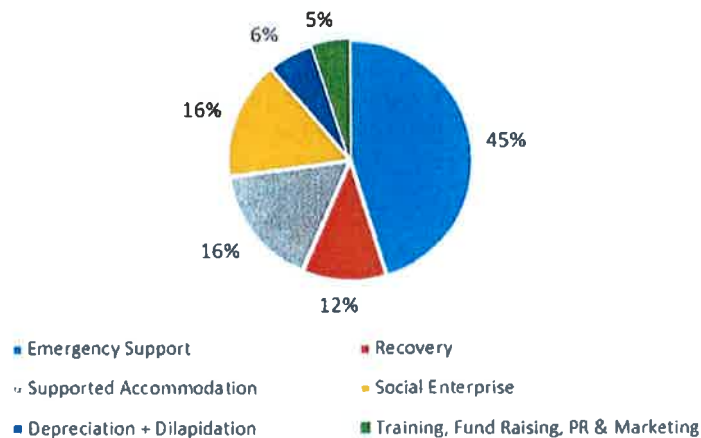


* Note: Trusts and Donations includes Fund Raising.

Our expenditure in support of our key objectives was as follows:

Emergency Support	£1,601,537
Recovery	£399,333
Supported Accommodation	£576,054
Social Enterprise	£565,597
Depreciation on Capital Expenditure	£218,559
Training, Fundraising, PR & Marketing	£176,312

Expenditure Deployment



St Richard of Chichester Christian Care Association Ltd

**Report of the Trustees
for the year ended 31st March 2022**

FINANCIAL REVIEW

Trusts and Grants support

We gratefully acknowledge financial support received either in the year to 31 March 2022, or before or after the year but relating to our work for that year, from the following Trusts and Businesses:

Trust or Business	Amount
National Lottery	£76,937
West Sussex County Council	£41,715
Henry Smith Charity	£29,150
Hospital of the Blessed Mary	£25,000
NHS West Sussex	£19,500
Chichester District Council - Restore	£10,596
Bernard Sunley Foundation	£10,000
HMRC - Restore	£8,316
Albert Hunt Trust	£7,000
Austin & Hope Pilkington Trust	£5,000
HARP Research	£5,000
NHS Brighton	£4,712
B&Q	£4,500
Irwin Mitchell	£3,000
Patricia Routledge	£3,000
Dennis Curry Charitable Trust	£2,000
Arthur Williams Trust	£2,000
Hoare Trust	£2,000
Bernadette Trust	£1,000
The Homity Trust	£1,000
Arnold Clark	£1,000
Lennox Trust	£500
Below £500	£1,403

**Report of the Trustees
for the year ended 31st March 2022**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of St Richard of Chichester Christian Care Association for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Registered Social Housing Providers SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DISCLOSURE TO AUDITORS

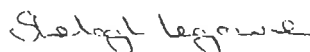
Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

AUDITORS

Sheen Stickland were appointed auditors to the company during the year. A resolution proposing that they be reappointed will be put to the Annual General Meeting.

This report has been prepared in accordance with the provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Trustees and signed on their behalf by:



Shelagh Legrave CBE DL - Chair of Stonepillow Trustees

Date: 28th October 2022

Opinion

We have audited the financial statements of St Richard of Chichester Christian Care Association for the year ended 31st March 2022 on pages 23 to 33. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Accounting Direction for private registered providers of social housing in England 2019.

Basis for 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 Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the 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 charitable company'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 to 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 statement and or Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and 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 statement 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 information, we are required to report that fact. We have nothing to report in this regard.

Opinion 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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Report of the Independent Auditors to the Members of
St Richard of Chichester Christian Care Association Ltd**

Responsibilities of Trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 the trustees 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Our 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 a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is 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. We design 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 listed below:

- Enquiry of management, those charged with governance and the entity's solicitors around actual and potential litigation and claims.
- Reviewing minutes of meetings of those charged with governance.
- Auditing the risk of management override of controls including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

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. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company'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 charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.


P E H Wright FCA DChA (Senior Statutory Auditor)

for and on behalf of Sheen Stickland

Chartered Accountants and Registered Auditors

7 East Pallant

Chichester

West Sussex

PO19 1TR

Date: 28.01.22

St Richard of Chichester Christian Care Association Ltd

Statement of Comprehensive Income
for the year ended 31st March 2022

		2022	2021
	Notes	£	£
Turnover	2	3,856,179	3,316,656
Operating expenditure		(3,537,392)	(2,797,735)
Operating surplus	4	318,788	518,921
Interest receivable and similar income	5	54	1,424
Total Comprehensive Income for the year		318,841	520,345

Statement of Changes in Reserves

	2022	2021
	Income and Expenditure Reserve	Income and Expenditure Reserve
Balance at 1 April 2021	2,785,358	2,265,013
Surplus from Statement of Comprehensive Income	318,841	520,345
Transfers	-	-
Balance as at 31 March 2022	3,104,199	2,785,358

All income and expenditure arise from continuing activities.

The notes on pages 26 to 33 form part of these financial statements.

The financial statements were approved by the Board of Trustees and authorised for issue on 20th October 2022 and were signed on its behalf by:



Mrs S J Legrave CBE DL
Trustee



Mr A C F Fawcett FCA
Trustee

St Richard of Chichester Christian Care Association Ltd

Statement of Financial Position
as at 31st March 2022

		2022	2021
	Notes	£	£
FIXED ASSETS			
Housing properties - depreciated cost	8	3,397,961	3,417,542
Other tangible assets	9	58,424	73,420
		<u>3,456,385</u>	<u>3,490,962</u>
CURRENT ASSETS			
Debtors	10	812,408	315,218
Cash at bank and in hand		1,045,932	1,266,629
		<u>1,858,340</u>	<u>1,581,847</u>
CREDITORS			
Amounts falling due within one year	11	(343,705)	(326,255)
		<u>1,514,635</u>	<u>1,255,592</u>
NET CURRENT ASSETS			
		<u>4,971,020</u>	<u>4,746,554</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>4,971,020</u>	<u>4,746,554</u>
CREDITORS			
Amounts falling due after more than one year	12	(1,866,821)	(1,961,196)
		<u>3,104,199</u>	<u>2,785,358</u>
NET ASSETS			
		<u>3,104,199</u>	<u>2,785,358</u>
RESERVES			
Unrestricted reserves			
General reserve	15	1,066,890	832,172
Property reserve	15	1,437,309	1,353,186
Capital reserves	15	600,000	600,000
		<u>3,104,199</u>	<u>2,785,358</u>

The notes on pages 26 to 33 form part of these financial statements.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees and authorised for issue on 28th October 2022 and were signed on its behalf by:

S J Legrave

.....
Mrs S J Legrave CBE DL
Trustee

A C F Fawcett

.....
Mr A C F Fawcett FCA
Trustee

St Richard of Chichester Christian Care Association Ltd

**Cash Flow Statement
for the Year Ended 31st March 2022**

	2022	2021
	£	£
Cash flows from operating activities:		
Cash generated from operations (see below)	(39,769)	950,522
Net cash provided by operating activities	<u>(39,769)</u>	<u>950,522</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(180,982)	(801,347)
Interest received	54	1,424
Net cash used in investing activities	<u>(180,928)</u>	<u>(799,923)</u>
Change in cash and cash equivalents in the reporting period	(220,697)	150,599
Cash and cash equivalents at the beginning of the reporting period	1,266,629	1,116,030
Cash and cash equivalents at the end of the reporting period	<u><u>1,045,932</u></u>	<u><u>1,266,629</u></u>

RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net income for the reporting period (as per the statement of comprehensive income)	318,841	520,345
Adjustments for:		
Depreciation charges	215,559	193,301
Interest received	(54)	(1,424)
Decrease in debtors	(497,190)	(138,832)
Increase/(decrease) in creditors	(76,925)	377,132
Net cash provided by operating activities	<u><u>(39,769)</u></u>	<u><u>950,522</u></u>

1. ACCOUNTING POLICIES

Accounting convention

St Richard of Chichester Christian Care Association Ltd is a company limited by guarantee, incorporated in England and Wales, a registered charity and a private registered provider of social housing in the United Kingdom. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are detailed in the Trustees' Annual Report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2019, and with the Accounting Direction for Private Registered Providers of Social Housing in England 2015. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling, which is the functional currency of the charity, and rounded to the nearest £.

Turnover

Turnover is accounted for in the statement of comprehensive income when the company becomes legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants receivable and local authority fees are credited to the statement of comprehensive income in the year for which they are due. Other voluntary income sources are credited to the statement of comprehensive income in the year in which the charity becomes legally entitled to the income .

Operating costs

Operating costs are accounted for on an accruals basis and have been classified under headings that aggregate all costs relating to that category.

Tangible fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its useful economic life, as follows:

Housing properties	4% straight line
Fixtures, fittings and equipment	25% and 33.3% straight line

Assets costing less than £1,000 are written off to expenditure.

As the estimated useful economic life of the building is greater than 50 years, the trustees undertake an annual impairment review. They have concluded that no adjustment is required in the current accounting period.

Social housing grant and deferred income

Social housing grants are grants made to the charity towards the cost of development of housing properties. They are repayable under certain circumstances but will normally be restricted to net proceeds of sale. Housing grants are recognised in the statement of comprehensive income over their estimated useful economic life of 25 years. Grants which have been received but have not been recognised as income are credited to deferred income.

Notes to the Financial Statements
for the year ended 31st March 2022

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the statement of comprehensive income in the period to which they relate.

Operating lease commitments

Rentals payable under operating leases are charged against the statement of comprehensive income on a straight line basis over the period of the lease.

Taxation

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

Restricted Reserves

Restricted Reserves are those reserves which are only expendable in accordance with the wishes of the funder or regulatory body. Restricted reserves include funds raised in response to a specific appeal. Revenue and expenditure cannot be directly set against restricted reserves but is taken through the statement of comprehensive income and then a transfer to restricted reserves is made as appropriate.

2. TURNOVER

	2022	2021
	£	£
Donations	301,674	525,665
Fundraising income	41,318	58,030
Housing benefit	1,155,263	1,050,490
Grants	1,307,563	1,281,414
Release of capital grant	76,973	76,465
Client contributions	58,800	60,761
Restore sales	490,340	219,463
Legacies	399,254	20,500
Other income	24,994	23,868
	<u>3,856,179</u>	<u>3,316,656</u>

3. ACCOMMODATION IN MANAGEMENT

	2022	2021
Number of units managed by the charity at the end of the year:		
Recovery Service	22	22
Hostels	60	33
Supported Accommodation	36	41
	<u>118</u>	<u>96</u>

Notes to the Financial Statements
for the year ended 31st March 2022

4. OPERATING SURPLUS

Operating surplus is stated after charging/(crediting):	2022	2021
	£	£
Auditors' remuneration	9,839	6,840
Depreciation - housing properties	168,289	151,147
Depreciation - other tangible assets	47,270	42,154
	<u>225,398</u>	<u>200,141</u>

5. INTEREST RECEIVABLE AND SIMILAR INCOME

	2022	2021
	£	£
Deposit account interest	54	1,424
	<u>54</u>	<u>1,424</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

7. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	1,940,833	1,526,337
Social security costs	156,221	126,560
Other pension costs	78,741	61,463
	<u>2,175,795</u>	<u>1,714,360</u>

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

	2022	2021
Project workers	64	51
Administration and publicity	13	9
	<u>77</u>	<u>60</u>

One employee received emoluments in excess of £60,000 (2021 - one).

The total value of employee benefits received by key management personnel during the year was £260,151 (2021 - £174,765).

Notes to the Financial Statements
for the year ended 31st March 2022

8. TANGIBLE FIXED ASSETS - HOUSING PROPERTIES

	Freehold Housing Property 2022 £	Freehold Housing Property 2021 £
COST		
At 1st April 2021	4,058,493	3,320,255
Additions	148,708	738,238
Disposals	-	-
At 31st March 2022	<u>4,207,201</u>	<u>4,058,493</u>
DEPRECIATION		
At 1st April 2021	640,951	489,804
Charge for year	168,289	151,147
Depreciation on disposal	-	-
At 31st March 2022	<u>809,240</u>	<u>640,951</u>
NET BOOK VALUE		
At 31st March 2022	<u>3,397,961</u>	<u>3,417,542</u>
At 31st March 2021	<u>3,417,542</u>	<u>2,830,451</u>

9. TANGIBLE FIXED ASSETS - OTHER

	Fixtures & Fittings 2022 £	Fixtures & Fittings 2021 £
COST		
At 1st April 2021	305,050	241,941
Additions	32,274	63,109
Disposals	-	-
At 31st March 2022	<u>337,324</u>	<u>305,050</u>
DEPRECIATION		
At 1st April 2021	231,630	189,476
Charge for year	47,270	42,154
Depreciation on disposal	-	-
At 31st March 2022	<u>278,900</u>	<u>231,630</u>
NET BOOK VALUE		
At 31st March 2022	<u>58,424</u>	<u>73,420</u>
At 31st March 2021	<u>73,420</u>	<u>52,465</u>

Notes to the Financial Statements
for the year ended 31st March 2022

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	162,774	236,096
Other debtors	568,287	23,521
Prepayments and accrued income	81,347	55,601
	<u>812,408</u>	<u>315,218</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Bank loans	28,058	26,695
Social security and other taxes	44,317	31,125
Other creditors	41,223	32,514
Accruals, dilapidations and deferred income	230,107	235,921
	<u>343,705</u>	<u>326,255</u>

Included within the Accruals, dilapidations and deferred income figure of £230,107 are grants received in advance for 2022-23 amounting to £76,973 (2021: £76,465).

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2022	2021
	£	£
Bank loans	515,733	544,667
Deferred income	1,351,088	1,416,529
	<u>1,866,821</u>	<u>1,961,196</u>

An analysis of the maturity of loans is given below:

	2022	2021
	£	£
Amounts falling due within one year on demand	<u>28,058</u>	<u>26,695</u>
Amounts falling due between one and two years	<u>29,436</u>	<u>28,001</u>
Amounts falling due between two and five years	<u>97,328</u>	<u>92,545</u>
Amounts falling due in more than five years	<u>388,969</u>	<u>424,121</u>

There is a legal charge over St Joseph's, Whyke Lane and Ellasdale Road as security for the long term bank loan.

The bank loan on St Joseph's and Whyke Lane is payable by instalments at an interest rate of 5.85% per annum, with the final repayment date being December 2036.

During the year ended 31 March 2019 two new bank loans were taken out against the purchase and refurbishment of Ellasdale Road. The first bank loan is payable by instalments at an interest rate of 2.69%. The second bank loan is payable by instalments at an interest rate of 4.46%. The final repayment dates for these loans are both November 2034.

Notes to the Financial Statements
for the year ended 31st March 2022

13. DEFERRED INCOME

	2022	2021
	£	£
Brought forward	1,492,993	1,072,698
New grants	12,040	496,760
Release of capital grant	(76,973)	(76,465)
Carried forward	<u>1,428,060</u>	<u>1,492,993</u>

Deferred income represents social housing grants made to the charity towards the cost of development of housing properties, which are released to the income and expenditure account over their estimated useful lives.

14. ANALYSIS OF NET ASSETS BETWEEN RESERVES

	Unrestricted reserves	Restricted reserves	2022 Total reserves	2021 Total reserves
	£	£	£	£
Fixed assets	3,456,385	-	3,456,385	3,490,962
Current assets	1,858,340	-	1,858,340	1,581,847
Current liabilities	(343,705)	-	(343,705)	(326,255)
Long term liabilities	(1,866,821)	-	(1,866,821)	(1,961,196)
	<u>3,104,199</u>	<u>-</u>	<u>3,104,199</u>	<u>2,785,358</u>

15. RESERVES

	At 1.4.21 £	Surplus/ (deficit) £	Transfers £	At 31.3.22 £
Unrestricted reserves				
General reserve	832,172	2,158,930	(1,924,212)	1,066,890
Property reserve	1,353,186	-	84,123	1,437,309
Designated Capital reserve	600,000	-	-	600,000
Restricted reserves				
Chichester Hub (Old Glassworks)	-	(106,145)	106,145	-
Restore - Social Enterprise Chichester	-	(383,009)	383,009	-
Restore - Social Enterprise Bognor Regis	-	(126,875)	126,875	-
Recovery Service (Sands)	-	(193,233)	193,233	-
Chichester Hostel (St Joseph's + Hicks House)	-	(397,858)	397,858	-
Bognor Regis Hostel/Hub (Glenlogie + Ellasdale Road)	-	(237,904)	237,904	-
Supported Accommodation (Move-on)	-	(282,837)	282,837	-
Outreach	-	(112,228)	112,228	-
	<u>-</u>	<u>(1,840,089)</u>	<u>1,840,089</u>	<u>-</u>
TOTAL RESERVES	<u>2,785,358</u>	<u>318,841</u>	<u>-</u>	<u>3,104,199</u>

During the year ended 31st March 2019 the trustees decided to create a new Property reserve. This reserve is made up of the book value of freehold properties owned by the Charity less associated bank debt and deferred capital grants relating to these properties.

During the year 31st March 2020 the trustees decided to create a new Capital reserve and designated £600,000 for funding of capital projects.

Notes to the Financial Statements
for the year ended 31st March 2022

15. RESERVES - continued

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

	Total income £	Total expenditure £	Surplus/ (deficit) £	
Unrestricted reserves				
General reserve	2,553,799	(394,869)	2,158,930	
Restricted reserves				
Chichester Hub (Old Glassworks)	140,003	(246,148)	(106,145)	
Restore - Social Enterprise Chichester	51,713	(434,722)	(383,009)	
Restore - Social Enterprise Bognor Regis	4,000	(130,875)	(126,875)	
Recovery Service (Sands)	168,179	(361,412)	(193,233)	
Chichester Hostel (St Joseph's + Hicks House)	77,370	(475,228)	(397,858)	
Bognor Regis Hostel/Hub (Glenlogie + Ellasdale Road)	151,525	(389,429)	(237,904)	
Supported Accommodation (Move-on)	331,139	(613,976)	(282,837)	
Outreach	378,505	(490,733)	(112,228)	
	<u>1,302,434</u>	<u>(3,142,523)</u>	<u>(1,840,089)</u>	
	<u>3,856,233</u>	<u>(3,537,392)</u>	<u>318,841</u>	
Comparatives for movement in funds				
	At 1.4.20 £	Surplus/ (deficit) £	Transfers £	At 31.3.21 £
Unrestricted reserves				
General reserve	605,006	1,950,039	(1,722,873)	832,172
Property reserve	1,160,007	-	193,179	1,353,186
Designated Capital reserve	500,000	-	100,000	600,000
Restricted reserves				
Chichester Hub (Old Glassworks)	-	(76,163)	76,163	-
Restore - Social Enterprise Chichester	-	(287,152)	287,152	-
Restore - Social Enterprise Bognor Regis	-	(114,420)	114,420	-
Recovery Service (Sands)	-	(172,546)	172,546	-
Chichester Hostel (St Joseph's + Hicks House)	-	(118,149)	118,149	-
Bognor Regis Hostel/Hub (Glenlogie + Ellasdale Road)	-	(329,114)	329,114	-
Supported Accommodation (Move-on)	-	(332,150)	332,150	-
Outreach	-	-	-	-
	<u>-</u>	<u>(1,429,694)</u>	<u>1,429,694</u>	<u>-</u>
TOTAL RESERVES	<u>2,265,013</u>	<u>520,345</u>	<u>-</u>	<u>2,785,358</u>

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

	Total income £	Total expenditure £	Surplus/ (deficit) £
Unrestricted reserves			
General reserve	2,267,102	(317,063)	1,950,039
Restricted reserves			
Chichester Hub (Old Glassworks)	136,003	(212,166)	(76,163)
Restore - Social Enterprise Chichester	39,857	(327,009)	(287,152)
Restore - Social Enterprise Bognor Regis	-	(114,420)	(114,420)
Recovery Service (Sands)	175,468	(348,014)	(172,546)
Chichester Hostel (St Joseph's + Hicks House)	273,574	(391,723)	(118,149)
Bognor Regis Hostel/Hub (Glenlogie + Ellasdale Road)	46,250	(375,364)	(329,114)
Supported Accommodation (Move-on)	152,041	(484,191)	(332,150)
Outreach	227,785	(227,785)	-
	<u>1,050,978</u>	<u>(2,480,672)</u>	<u>(1,429,694)</u>
	<u>3,318,080</u>	<u>(2,797,735)</u>	<u>520,345</u>

15. RESERVES - continued

Restricted reserves

The Chichester Hub reserve was set up to fund the operations of the day centre located at the Old Glassworks.

The Chichester Hostel reserve is held for the St Joseph's hostel and Hicks House in Chichester.

The Restore reserve is for use in the Social Enterprise project. Donated furniture is recycled and trainees are taught the skills required to gain employment, one based in Chichester, the other in Bognor Regis.

The Recovery Service reserve is held for use at the Sands residential recovery project which provides a rehabilitation service for people with drug and alcohol problems.

The Bognor Regis Hostel/Hub covers the hostel at Ellasdale Road and the day centre at Glenlogie.

The Supported Accommodation reserve is for our accommodation, excluding the hostels, previously known as move-on accommodation.

16. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	Land and buildings		Other operating leases	
	2022	2021	2022	2021
	£	£	£	£
Expiring:				
Within one year	206,063	186,480	-	5,209
Between one and five years	154,182	203,632	-	-
In more than five years	-	42,000	-	-
	<u>360,245</u>	<u>432,112</u>	<u>-</u>	<u>5,209</u>

17. RELATED PARTY DISCLOSURES

Shelagh Legrave, a trustee of the charity, was the Chief Executive of Chichester College Group. During the year the charity incurred expenditure of nil (2021: £150) on holding meetings at the College and £13,500 (2021: £18,000) on the lease of a property from the Group. Income of £33,361 was received relating to fundraising events.

Peter Stevens, a trustee of the charity, is also a Director of Pure Employment Law Limited. During the year the charity incurred £480 (2021: £900) on professional fees from Pure Employment Law Limited.

The Jull Housing Trust is a charity under the control of St Richard of Chichester Christian Care Association. During the year a management charge of £16,627 (2021: £17,498) was charged to the Jull Housing Trust and at the year end the charity owed £692 (2021: £14,549) to the Jull Housing Trust.

Clare Apel and Martyn Bell, trustees of the charity are also Councillors of Chichester District Council. During the year the charity received grants and benefits from Chichester District Council of £669,505 (2021: £524,565), and incurred expenditure of £38,806 (2021: £61,927). All transactions were conducted on an arms length basis and neither trustee was directly involved in decisions relating to the charity and its funding.

Amanda Worne, a trustee of the charity, is also a Councillor of Arun District Council. During the year the charity received grants and benefits from Arun District Council of £1,073,824 (2021: £921,838), and incurred expenditure of £40,958 (2021: £53,770). All transactions were conducted on an arms length basis and neither trustee was directly involved in decisions relating to the charity and its funding.

David Coulthard, a trustee of the charity, was Communar of the Dean & Chapter of Chichester Cathedral and Clerk to the trustees of the Hospital of the Blessed Mary during the financial year. During the year a donation of £25,000 (2021: £25,000) was received from this Charity.

18. CAPITAL COMMITMENTS

At 31st March 2022 contracts were being negotiated for the purchase of 21 Westhampnett Road. The property was finally secured on 7th June 2022 at a purchase price of £490,000.

St Richard of Chichester Christian Care Association Ltd

Detailed Income and Expenditure Account
for the year ended 31st March 2022

	2022	2021
	£	£
Turnover		
Voluntary income		
Church donations	13,737	11,136
Private and other donations	142,320	223,255
Trust funds	145,617	291,274
Local authority grants	493,337	348,152
	<u>795,011</u>	<u>873,816</u>
Activities for generating funds		
Fundraising income	41,318	58,030
Income from charitable activities		
Housing benefit	1,155,263	1,050,490
Grants	814,226	933,262
Release of capital grant	76,973	76,465
Client contributions	58,800	60,761
Restore sales	490,340	219,463
Legacies	399,254	20,500
Other income	24,994	23,868
Membership subscriptions	-	560
	<u>3,019,850</u>	<u>2,385,369</u>
Total turnover	<u>3,856,179</u>	<u>3,317,216</u>
Operating costs		
Wages and salaries	1,940,833	1,526,337
Social security	156,221	126,560
Pensions	78,741	61,463
Insurance	29,586	27,713
Postage and stationary	17,783	10,429
Other costs	341,518	252,657
Property costs	596,575	496,905
Staff related costs	32,916	20,626
Auditors' remuneration	9,839	6,840
Legal and professional fees	117,821	74,904
Depreciation of tangible fixed assets	215,559	193,301
	<u>3,537,392</u>	<u>2,797,733</u>
Operating surplus	<u>318,788</u>	<u>519,483</u>
Interest receivable and similar income	54	1,424
Surplus for the financial year	<u><u>318,841</u></u>	<u><u>520,907</u></u>