



Trustees' Annual Report for the period

Period start date		Period end date	
From	1 April 2020	To	31 March 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sue Giles	Chair		
2	Paul Walter	Treasurer		
3	Linda Puttick			
4	Gill Lawrence			
5	Robert Brown		Elected 9 th November 2020	Board of Trustees
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Appointed/Invited by Executive Committee

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

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

To relieve hardship, need and distress amongst those who are homeless, in particular people of the ages 18 years or over.

To educate the public concerning the homeless and inadequately housed.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The coronavirus pandemic has had a significant impact on the way that we have delivered our services. We could no longer safely run our drop in sessions or provide face to face support. However, we adapted quickly and case workers continued to work with clients via telephone, email & video calls. We have worked to ensure that clients are easily able to access help. In addition to the above ways to make contact we have set up an online chat function on our website as another means for new clients to get in touch.

We have set up a legal clinic in partnership with Wycombe Homeless Connection and Hillingdon Law Centre. This allows us to offer free legal housing advice to any person facing eviction. It has successfully prevented a number of people from becoming homeless and we anticipate that the project will have greater demand with the potential rise in cases following the lifting of the eviction ban.

We have also extended the contract for our mental health workers. With the impact of the pandemic on clients' mental health this services has offered additional support throughout the past year. Staff have also received supervision and support as they have had to deal with a number of difficult and complex clients.

We have worked as part of a wider team providing housing support to those who were offered temporary accommodation by the council. This has been very challenging at times as many clients have additional complex support needs. However there have been stories of real success as clients have been assisted into sustainable permanent housing.

One of our experienced volunteers has supported clients with access to benefits, in particular when making Personal Independence Payment claims. This was particularly beneficial whilst the Job Centres were closed.

The charity has not been able to use its other volunteer supporters as much due to the suspension of the drop in sessions, however, we have been able to use their skills to provide a befriending service to some of our clients. This offered a friendly ear to some of our more isolated clients who were experiencing loneliness due to lockdown.

All our services are offered free of charge to the general public.

We confirm that the Trustees have had regard to the Charity Commission's guidance on public benefit.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

This year 185 (279) people have sought help from the charity. Of these 101 (176) were accessing services for the first time. 59% (53%) of homeless clients have secured housing in the past year. Within the twelve month period we worked with 51 (60) clients to prevent them from becoming homeless and 75 (60) clients received ongoing tenancy support.

In the first 3 months of the advocacy clinic we were able to support 7 clients with housing legal advice.

Mental health support was offered to 19 clients during the year.

Figures in brackets denote the data from 2019/20.

Section E Financial review

Brief statement of the charity's policy on reserves

AHAG aims to maintain reserves consisting of:

- Reserves to meet redundancy liabilities
- General contingency reserves equal to between six & twelve months total expenditure.

Unrestricted funds at 31st March 2020 are £183,959. After meeting the requirements above there is currently a surplus of £26,038. This will be a short term issue as several of our three-year grants have now ended so lower income is anticipated this and the next financial year.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

AHAG's work is supported by of the Henry Smith Charity, Buckinghamshire Council, the Sobell Foundation and the Rothschild Foundation. Additionally we received £24,000 in donations from local churches businesses and individuals during the year.

We have also benefitted from a donation from Tesco's Bags of Help scheme towards new home starter packs. The Vicar's Relief Fund continues to support our clients with grants towards accessing accommodation and we supported St. Mary's Church with their Christmas Hamper fundraising appeal.

The charity has a continued to receive a small number of donations in kind (food, clothing, toiletries) during the period. These were kindly donated by members of the public.



Section F Other optional information

The trustees have passed the resolution to convert the charity to a Charitable Incorporated Organisation. It will have a new name 'Aylesbury Homeless and Housing Support'. It will not affect our aims, activities, accounting arrangements or fundraising work. The process set out by the Charity Commission is being followed for the conversion. At the appropriate time there will be a transfer of the assets and undertakings of Aylesbury Homeless Action Group to the CIO.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SUSAN RHIANNON GILES	PAM WALTER
Position (eg Secretary, Chair, etc)	CHAIR	Treasurer
Date	13.9.21	



Receipts and payments accounts

CC16a

For the period
from

01-Apr-20

To

31-Mar-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
AVDC Core Fund Grant		23,280	-	23,280	23,280
Buckinghamshire Council	5,000	25,000		30,000	
Buckinghamshire Council Rough Sleeper Initiative	35,605			35,605	36,660
Buckinghamshire Council Local Emergency Support		5,000		5,000	
Henry Smith Charity		30,000		30,000	30,000
Rothschild Foundation (Advocacy work)		26,500		26,500	-
Rothschild Foundation (Rent arrears)		40,000		40,000	
Sobell Foundation	10,000			10,000	10,000
Groundwork UK (Tesco)(Starter packs)		1,166		1,166	
Vicar's Relief Fund		2,575		2,575	2,292
Christmas Hamper Fund		3,452		3,452	
Gift Aid	1,273		-	1,273	655
Other donations	23,974		-	23,974	37,601
Interest	1,270		-	1,270	93
Other Income	77		-	77	238
Shanly Foundation (Starter packs)			-	-	7,500
AVDC Complex Needs support			-	-	5,600
Heart of Bucks	-		-	-	507
			-	-	-
Sub total (Gross income for AR)	77,198	166,983	-	234,181	154,636
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	77,198	166,983	-	234,181	154,636
A3 Payments					
Staff Costs	73,153	60,123	-	123,276	116,804
Rent (Office & Hub)		6,360	-	6,360	6,072
Database		288	-	288	-
Rent Deposit Scheme		16,418	-	16,418	5,977
Utilities & Telephone		2,440	-	2,440	3,282
Office Expenses		318	-	318	6,079
Starter Packs	324	1,082	-	1,406	541
Web & Publicity		135	-	135	170
Catering		133	-	133	706
Training & Travel		41	-	41	708
Fundraising costs	144		-	144	1,293
Miscellaneous costs		899	-	899	1,582
Insurance		849	-	849	748
Christmas Hamper Fund		3,452	-	3,452	-
			-	-	-
Sub total	73,621	82,536	-	156,157	143,939
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	73,621	82,536	-	156,157	143,939
Net of receipts/(payments)	3,577	74,447	-	78,023	10,697
A5 Transfers between funds	16	16	-	-	-
A6 Cash funds last year end	180,366	18,184	-	198,550	187,853
Cash funds this year end	183,959	92,615	-	276,573	198,550

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current accounts net of uncleared cheques	98,780	92,615	-
	Savings accounts	85,022	-	-
	Petty cash	157	-	-
	Total cash funds	183,959	92,615	-

(agree balances with receipts and payments account(s))



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Some rent deposits may be received back at a future date (not quantified)	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SUSAN GILES	13.9.21
	PAUL WALTER	13/9/21



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Aylesbury Homeless Action Group

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

1009983

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

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

It is my responsibility to:

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

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

29.9.21

Name:

R J Marshall

**Relevant professional
qualification(s) or body
(if any):**

Address:

45 Walton Road, Aylesbury, Bucks HP21 7SR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

