

CHARITY NUMBER: 106751

**REPORT OF THE TRUSTEES
AND
UNAUDITED FINANCIAL
STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2020
FOR
REGINA COELI HOSTEL**

REGINA COELI HOSTEL

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FOR THE YEAR ENDED 31 MARCH 2020**

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REGINA COELI HOSTEL**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS102).

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No 106751

Principal address 8-10 Lakeland Avenue
Andersonstown Road, Belfast, BT 11 8FE

Trustees

Mr H A Fitzsimons	Chairperson
Mr J Cassidy	Secretary
Mr M McCurley	Treasurer
Sister M J Catney	
Sister R M Curran	
Ms A D'Arcy	
Mr P Doherty	
Mr M Dummigan	
Mr W Higgins	
Mr B McGuinness	

Independent examiner McCaffrey & Co, Chartered Accountants
15a Donegall Pass, Belfast BT7 1DQ.

Bank First Trust Bank, 11-15 Donegall Square North, Belfast, BT1 5GB

OBJECTIVES AND ACTIVITIES

The purposes of the charity are to provide Belfast based temporary accommodation for homeless women from the ages of 18 up, by providing a safe and secure environment for the residents with appropriate levels of staff cover and pastoral care. The hostel provides accommodation for 21 women and accommodation includes 4 rooms with are disabled access. An emergency room is also available.

REGINA COELI HOSTEL

REPORT OF THE TRUSTEES continued FOR THE YEAR ENDED 31 MARCH 2020

As well as providing temporary accommodation, the Hostel provides advice and assistance to all residents by allocating each resident a keyworker who will help with primary health care, budgeting, debt management, mental health issues, substance misuse issues and future resettlement.

Regina Coeli Trustees recognise that to achieve these objectives it must develop innovative and effective policies and procedures and work in partnership with a range of organisations and individuals, to assist both those who are homeless and to prevent homelessness amongst those who are vulnerable and in danger.

The hostel's range of services is now extensive and includes not only frontline outreach, hostel and supported temporary and longer-term accommodation, but includes life-skills coaching, education, counselling and training. It is ideally placed within society to develop these services further for those in need.

Regina Coeli House acknowledges that its services are directed towards assisting those homeless women, who are unlikely to be able to resolve their homelessness problem without intervention of skilled support staff. It aims to encourage and foster a spirit of self-help and self-reliance.

The development of the spiritual dimension of the person is fundamental to the outlook of Regina Coeli. It is also a vital ingredient in the recovery of those with problems of addiction and empirical evidence suggests that it is beneficial to a happy and contented life. An oratory is available where religious services are held to which all the guests are invited.

Regina Coeli House is not in direct competition with other support charities or bodies. It will always work in conjunction with partner charities and bodies offering all those in need the best support available.

In setting our objectives and planning our activities for the year, the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to the beneficiaries.

ACHIEVEMENTS AND PERFORMANCE

The Hostel has provided temporary accommodation to homeless women since 1938.

The hostel is a refuge for homeless women, many of whom have a history of rough sleeping and alcohol or substance misuse and frequently present challenging behaviour.

REGINA COELI HOSTEL

REPORT OF THE TRUSTEES continued FOR THE YEAR ENDED 31 MARCH 2020

In the year to March 2020, Regina Coeli has provided support to 245 (2019: 235), homeless women. Each woman presented their own unique needs and risks, which are assessed during the application process and continuously assessed during the first week of their stay in Regina. These assessments provide the basis for individual support plans. The end goal being that the women are re-housed successfully with external floating support in place.

The Trustees and Management Committee have assessed the major risks to which the charity is exposed, those relating to the operations and finances of the hostel and is satisfied that systems are in place to manage the hostel's exposure to major risks excluding those relating to finance. The Trustees, at regular meetings, are constantly reviewing viability and taking steps to correct adverse variances.

The Trustees are mindful of risks relating to the global pandemic and anticipate mitigations evolving over time.

FINANCIAL REVIEW

Regina Coeli House receives funds via the Northern Ireland Housing Executive for support of its guests. Rental Income contributes to Landlord functions such as maintenance and support of the building. Funds are also received from a charge made to the guests and from charitable donations from time to time.

The Project leases the building from Legion of Mary.

Income received during the year from Supporting People, Housing Benefit, guests' charges, charitable donations and investment income amounted to £401,555 (2019, £403,573). Expenditure during the year was £484,667 (2019, £458,564) resulting in a net deficit of £83,112 (2019, deficit £54,991) in the year.

The Trustees are acting to remove operating deficits and place Regina Coeli House on a sound financial foundation. Cost reducing policies have been implemented especially staff costs and services purchased. The half year effects of these savings will be reflected in year end 2021 accounts.

REGINA COELI HOSTEL

**REPORT OF THE TRUSTEES continued
FOR THE YEAR ENDED 31 MARCH 2020**

The Trustees have reviewed the reserves of the charity and strives to ensure it has adequate reserves to cover any unforeseen expenditure in the future. It is desirable to maintain reserve levels which would equate to approximately six months of expenditure, thus safeguarding service delivery on an annual basis. Whilst the Charity is in deficit , with support from its major creditor, Legion of Mary, the charity has funds available that equate to approximately five months of expenditure.

It is a major objective to increase reserves beyond the six-month target.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is an unincorporated trust and operating in accordance with a constitution amended on 29th October 2019.

Regina Coeli House is a not-for-profit hostel with charitable status that works with homeless women principally in Belfast. The hostel has as its objectives the advancement of Christian ideals and education, the relief of poverty and the ending of homelessness. Regina Coeli House is an independent organisation with close relationships to the Legion of Mary. The Legion of Mary have the right to nominate several Trustees.

Trustees shall be appointed for 2 years when the appointments may be renewed. An appointment must be made if the number of trustees fall below four with a maximum of twelve.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Volunteers

The hostel is in the happy position of having many volunteers who give of their time and effort to help in the hostel particularly in the evenings and weekends. The Trustees are greatly indebted to these volunteers for their commitment and support.

The trustees approved the trustees report above.

Signed on behalf of the charity's trustees

Trustee Mr H A Fitzsimons

Position Chairperson

Date 25 January 2021

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
REGINA COELI HOSTEL**

I report on the accounts of the Trust for the year ended 31 March 2020 which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008. The charity's trustees consider that an audit is not required under section 65(2) of the Charities Act for this year and that an independent examination is required. Having satisfied myself that the charity is not subject to an audit, and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the General Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the General Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity 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 statements below.

My role is to state whether any material matters have come to my attention giving cause to believe:

- 1 That the accounting records were not kept in accordance with section 63 of the Charities Act.
- 2 That the accounts do not accord with those accounting records
- 3 That the accounts do not comply with the accounting requirements of the Charities Act
- 4 That there is further information needed for a proper understanding of the accounts to be reached

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants Ireland which is one of the listed bodies.

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Ciaran McNally - FCA

McCaffrey & Co

15a Donegall Pass

Belfast

BT7 1DQ

Date

25 January 2021

REGINA COELI HOSTEL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

CHARITY NUMBER: 106751

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
Notes	£	£	£	£
INCOMING RESOURCES				
Income from				
Donations	8,613	0	8,613	12,265
Charitable activities	126,050	266,892	392,941	391,272
Other trading activities	0	0	0	36
Investments	0	0	0	0
Total incoming resources	134,663	266,892	401,555	403,574
RESOURCES EXPENDED				
Raising funds				
Charitable activities	147,953	335,918	483,871	458,564
Other	797	0	797	0
Total resources expended	148,750	335,918	484,667	458,564
NET INCOMING/(OUTGOING) RESOURCES	(14,086)	(69,026)	(83,112)	(54,990)
RECONCILIATION OF FUNDS				
Total funds brought forward	123,980	(192,885)	(68,906)	(13,916)
Transfer between funds		0		
TOTAL FUNDS CARRIED FORWARD	109,894	(261,911)	(152,018)	(68,905)

REGINA COELI HOSTEL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
Notes	£	£	£	£
CURRENT ASSETS				
Debtors	3,370		3,370	5,238
Other debtors	(446)	663	217	781
Prepayments	1,525	975	2,500	2,530
Bank account	445,227		445,227	414,639
Cash on hand	1,608		1,608	1,235
	<u>451,284</u>	<u>1,638</u>	<u>452,922</u>	<u>424,423</u>
CREDITORS				
Bank overdraft		(257,471)	(257,471)	(192,227)
Creditors	(20,501)	(3,206)	(23,707)	(7,777)
PAYE/NI	(1,155)		(1,155)	0
Pension	0		0	0
Other creditors	(147)		(147)	0
Accruals	(4,858)	(2,872)	(7,730)	(19,396)
Legion of Mary	(314,729)		(314,729)	(273,929)
	<u>(341,391)</u>	<u>(263,549)</u>	<u>(604,940)</u>	<u>(493,329)</u>
NET ASSETS/(LIABILITIES)	<u>109,893</u>	<u>(261,911)</u>	<u>(152,018)</u>	<u>(68,906)</u>
FUNDS				
Unrestricted Funds			109,894	123,980
Restricted Funds			<u>(261,911)</u>	<u>(192,886)</u>
TOTAL FUNDS			<u>(152,018)</u>	<u>(68,906)</u>

The financial statements were approved by the Trustees on 25 January 2021 and were signed on their behalf by

Mr H A Fitzsimons
Chairperson

**REGINA COELI HOSTEL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

1 Accounting Policies

Basis of preparation

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS102).

Fund Accounting

Restricted funds

These are available for use subject to restrictions imposed by the donor or through the terms of an appeal.

Unrestricted funds

These are available for use at the discretion of the trustees in furtherance of the general objects of the charity

Income

Recognition of income

Income is included when the charity becomes entitled to, and is virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Volunteer Help

The value of any volunteer help received is not included in the accounts.

Expenditure

Recognition of expenditure

Expenditure is recognised on an accruals basis. Expenditure includes VAT and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities

These comprise the costs incurred by the Charity in the delivery of its activities and services in furtherance of its objects, including the making of grants and governance costs.

Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

Other expenditure

These are support costs not allocated to a particular activity.

Taxation

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

**REGINA COELI HOSTEL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

Trade and other debtors

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

Trade and other creditors

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

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Trustee remuneration and expenses

Remuneration

No trustees have been paid remuneration in the current or prior periods.

Expenses

One or more of the trustees has been paid expenses in the current or prior periods.

	2020	2019
	Number	Number
Number of trustees paid expenses	2	0
The nature of the reimbursed expenses - travel and out of pocket.		
	£	£
Total expenses reimbursed to trustees	797	0

**REGINA COELI HOSTEL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

MOVEMENT IN FUNDS

	At 01/04/19 £	Net Movement in funds £	Transfer of funds £	At 31/03/20 £
Unrestricted funds				
General fund	123,980	(14,086)	0	109,894
Restricted funds				
NIHE Support	(195,885)	(69,026)	0	(264,911)
Rosemary Steven	3,000	0	0	3,000
TOTAL FUNDS	(68,906)	(83,112)	0	(152,018)

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

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	134,663	(148,750)	(14,086)
Restricted funds			
NIHE Support	266,892	(335,918)	(69,026)
Rosemary Steven	0		0
	401,555	(484,667)	(83,112)

**REGINA COELI HOSTEL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

Related party disclosures

	2020	2019
	£	£
Legion of Mary		
Payments made during the year		
Management fee	22,800	22,800
Rent	18,000	18,000
Other		(2,520)
Payments made to associated Legion of Mary charities	0	0
Creditor - Legion of Mary	(314,729)	(273,929)
Interest free and repayable on demand.		

Regina Coeli Hostel can only continue to operate due to the continuing support of Legion of Mary and who have given assurances that the monies due to it will not be demanded for the next two to three years.

**REGINA COELI HOSTEL
DETAIL STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
INCOMING RESOURCES				
Donations				
Gifts	0		0	0
Donations	4,839		4,839	11,030
Minister Social Dev	3,775		3,775	1,235
	<u>8,613</u>	<u>0</u>	<u>8,613</u>	<u>12,265</u>
Charitable activities				
Residents contributions	37,991		37,991	38,431
NIHE Support	0	265,783	265,783	265,783
NIHE Support - Temporary Fund	0	1,108	1,108	0
NIHE housing benefit	88,059		88,059	87,058
	<u>126,050</u>	<u>266,892</u>	<u>392,941</u>	<u>391,272</u>
Other trading activities				
Clothes	0		0	36
Sundry	0		0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>36</u>
Investments			0	0
Total Income	<u>134,663</u>	<u>266,892</u>	<u>401,555</u>	<u>403,573</u>
Total resources expended	147,953	335,918	483,871	458,564
Net Income	<u>(13,290)</u>	<u>(69,026)</u>	<u>(82,316)</u>	<u>(54,991)</u>

REGINA COELI HOSTEL
DETAIL STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
Expenditure on				
Raising funds	0	0	0	0
Charitable activities				
Wages	26,164	260,894	287,058	264,769
Social security	1,312	13,081	14,393	12,350
Pension	421	4,197	4,618	2,567
Agency Staff and Morning Star wages recharge	0	4,974	4,974	6,261
Management fee	3,420	19,380	22,800	22,800
Food	28,017	0	28,017	26,136
Rent	18,000	0	18,000	18,000
Water rates	0	3,638	3,638	4,721
Telephone	402	2,279	2,681	5,828
Light and heat	16,143	0	16,143	17,195
Postage and stationery	545	3,089	3,634	2,980
Travel expenses	82	465	547	1,066
Household and cleaning	7,163	0	7,163	6,654
Insurance	6,685	4,274	10,959	10,927
Repairs and renewals	20,219	0	20,219	18,398
Subscriptions and licences	0	0	0	0
Training and uniforms	6,532	0	6,532	4,119
Leasing	792	0	792	701
Residents expenses	2,372	0	2,372	988
Sundries	978	0	978	1,551
Bad debts	4,430	0	4,430	6,990
Bank charges	810	0	810	760
	<u>144,486</u>	<u>316,272</u>	<u>460,758</u>	<u>435,761</u>
Legal and professional costs				
Accountancy and Audit	2,318	13,133	15,450	7,050
Legal and professional	1,149	6,513	7,663	15,753
	<u>3,467</u>	<u>19,646</u>	<u>23,113</u>	<u>22,803</u>
Total of expenditure on charitable activities	<u>147,953</u>	<u>335,918</u>	<u>483,871</u>	<u>458,564</u>
Other expenditure				
Trustees Expenses	797	0	797	0
Total other expenditure	<u>797</u>	<u>0</u>	<u>797</u>	<u>0</u>
Total resources expended	<u>147,953</u>	<u>335,918</u>	<u>483,871</u>	<u>458,564</u>