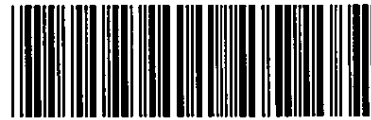


Charity Registration No 1004266

Company Registration No 2642712 (England and Wales)

**PETERBOROUGH STREETS  
TRUSTEE'S REPORT  
AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2012**  
COPY FOR SUBMISSION TO THE  
REGISTRAR OF COMPANIES

THURSDAY



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COMPANIES HOUSE

# PETERBOROUGH STREETS

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Andrea Patman David Willis Steve Williams Kerry Simmons
<b>Secretary</b>	Stanley Munson
<b>Charity number</b>	1004266
<b>Company number</b>	2642712
<b>Principal address</b>	Adderley North Bretton Peterborough PE3 8RA
<b>Independent examiner</b>	T L Richardson FCA Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP
<b>Bankers</b>	Royal Bank of Scotland plc 14-15 Hereward Cross Peterborough PE1 1TB

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# PETERBOROUGH STREETS

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Statement of financial activities	9
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# PETERBOROUGH STREETS

## CHAIRPERSON'S REPORT

**FOR THE YEAR ENDED 31 MARCH 2012**

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Change continued to be the predominant theme for the Charity in 2011/12

The challenges we have faced relate to a changing and dynamic workforce, changing client needs, and an economic climate that continues to impact on many charities ability to attract funding streams and donations, both large and small

Since the changes to the Board in the previous years, we now have a Board which has been substantively in place since July 2011. We share a common vision for the Charity and the clients we serve, and our aim has been to provide a positive and clear direction for taking the Charity forward in a sustainable way. We have plans in place to undertake some Board developments which will support the implementation of a strategy covering the next 5 years. This will include development of leadership, governance, and a strong environment for the delivery of the vision of the charity to support and care for the homeless and disadvantaged of Peterborough.

We are proud of our unique position in the delivery of support to our clients who are served by a committed and experienced team of professionals who enable clients to reach their potential.

Our new Centre Manager has proved more than equal to the challenge of taking the charity forward in a positive and effective manner. In particular she has enhanced the relationship between the Charity and other organisations, which now provides Human Resource and Policy advice as required. As a result of this, the Charity now has a wide range of new and updated staff and centre policies. Our Manager is pro-active in ensuring strong partnership working with both statutory and voluntary groups within the City.

Whilst there have been further changes to the staff profile, we have attracted some new team members who continue to enhance our effectiveness as a Charity. We continue to strive to develop a cohesive and positive team approach which we feel close to fully achieving.

We are eternally grateful to those organisations and individuals who have provided grants and financial donations, on which we are heavily reliant. We are grateful to all the staff and volunteers, and for those working in our charity Shop for their hard work and willingness to look at finding innovative ways to continuously improve our performance. We are also very grateful to our partner organisations who have provided significant support and encouragement in our plans to develop the Charity further.

We believe that the changes we have made in the past 2 years have provided a strong foundation to take Peterborough Streets forward, and to continue to provide accessible and responsive services to so many vulnerable people.

Andrea Patman

Dated

26/1/13



# PETERBOROUGH STREETS

## TRUSTEE'S REPORT

### FOR THE YEAR ENDED 31 MARCH 2012

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The trustees present their report and accounts for the year ended 31 March 2012

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's [governing document], the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005

#### **Structure, governance and management**

The charity is a company limited by guarantee, formerly known as St Theresa's House. It registered as a charity on 26 September 1991.

During the year it changed its offices to Adderley, Bretton, the charity registered address.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Andrea Patman	(Appointed 19 July 2011)
David Willis	(Appointed 19 July 2011)
Steve Williams	(Appointed 19 July 2011)
Kerry Simmons	

Positions for trustees are advertised in local voluntary community serving organisations. New trustees undertake an introduction to the charity and relevant training courses provided by the Homeless Network. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Peterborough Streets was established in 1991 by Trustees of the Roman Catholic Church to support Homeless people and rough sleepers in the City. Our mission statement is, "Opening doors for the Homeless". We deliver services through partnership working, positive intervention, and support, action planning, skills training, sign posting and providing a solid base for every day independent living. Our outreach workers tackle rough sleeping by supporting them to break the cycle of living on the streets through linking in with other services. We support clients who are in danger of becoming homeless by helping them to sustain tenancies, prevent tenancy breakdown, avoid evictions, promote employment, education and the establishment of social networks.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Objectives and activities**

The charity's objects are opening doors for the homeless. The policies adopted in furtherance of these objects are to assist the homeless to find accommodation, food and shelter, leading to a better life style and healthy living. There has been no change in these during the year.

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# **PETERBOROUGH STREETS**

## **TRUSTEE'S REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2012**

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#### **Financial review**

In 2011/12 we were successfully granted two year funding by Lloyds TSB to complement our City and Guilds Accredited Centre. On an outreach basis we provide computer support, CV's, Job clubs, interview techniques, access to Peterborough College for Apprenticeships, placement and have an in house structured volunteer pathway in the Day centre and our Charity shop for clients to assist them to move on to independence.

In 2011/12 we received further funding for the PRS CRISIS Scheme that we deliver in Partnership with Peterborough City Council to assist "Non priority" single people in to private accommodation. We provide landlord support, client accommodation and support them in the community. We provide Bonds to cover the first months rent, inventories, benefit safeguarding letters, debt advice and sign posting to other services.

In 2013 we successfully received funding to deliver in partnership with Homeless Link, Axiom and Peterborough City Council the "NO second Night Out" project that is due to be rolled out in April 2013 for an 18month period. This project aims to support rough sleepers not to spend a second night out in the City and to work with rough sleepers to move away from their entrenched lifestyles and engage with services take up an offer of accommodation and support.

It is the policy of the charity that unrestricted funds are transferred to designated for future contingencies so that the fund to be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

#### **Achievements and performance**

##### **Case -Study 1- Homeless gentleman 2011**

The client was sleeping rough for 4 years in graveyards etc, he has serious alcohol issues. Initially we were invited by the police to attend a meeting to support the gentleman as he was about to be served an ASBO for anti-social behaviour in the City. The gentleman started engaging with our services and accessing the healthy lifestyle projects in the centre. We sign posted him to the alcohol support services. We worked closely with the local council to support him in the transition from streets life to community living. Due to his positive engage with Streets he was offered a self-contained flat, we supported him in his tenancy, assisted and supported him to attend his appointments, obtained furniture etc to help him make it his home. We were successful in accessing a community care grant of £567.00 set up his utilities. The gentleman is still in his accommodation, his alcohol consumption is reduced and he still engages with Peterborough Streets when he feels he needs support.

##### **CASE STUDY 2-Female traveller**

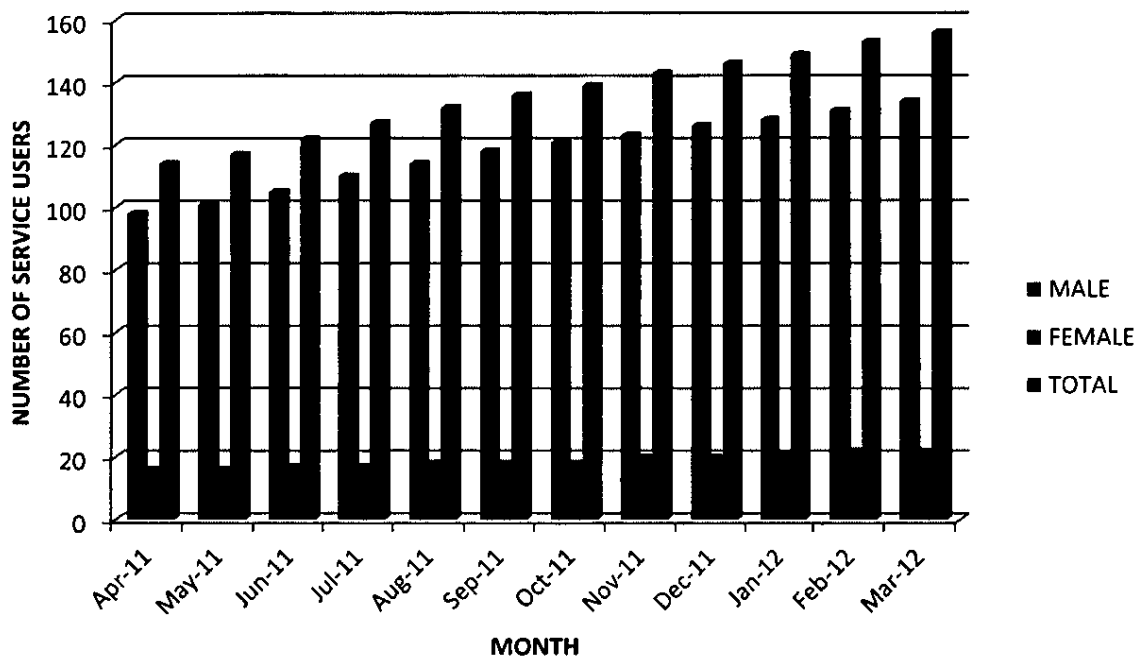
This lady came to us in 2011, she was unable to read or write, she had separated from her husband and was part of the travelling community with 5 children and pregnant with another child. Due to her illiteracy the lady was unaware of what benefits she could access. She was in poverty and struggling to feed the children. Job Centre + had sent her numerous letters but she was unable to read them. We assisted her to use our care of address for her mail to be delivered to our centre. We were able to assist her with her letters, gained birth certificates for all the children and assisted her to claim child benefit and child tax credits, we were also able to claim milk vouchers on her behalf as the lady was pregnant. We were successful with her benefits claims and managed to get them back dated, she received the sum of £16,000.00 in back dated benefits. Due to her receiving her full entitlements she is now on a weekly an income of £300.00 for her and her children. When the baby was born we were able to assist her to claim her entitlement benefits again. We continue to support client X and assist her to read letters so she does not fall through the net again. We assisted her to read by sign posting her to Peterborough Women's centre where she is attending literacy classes.

# PETERBOROUGH STREETS

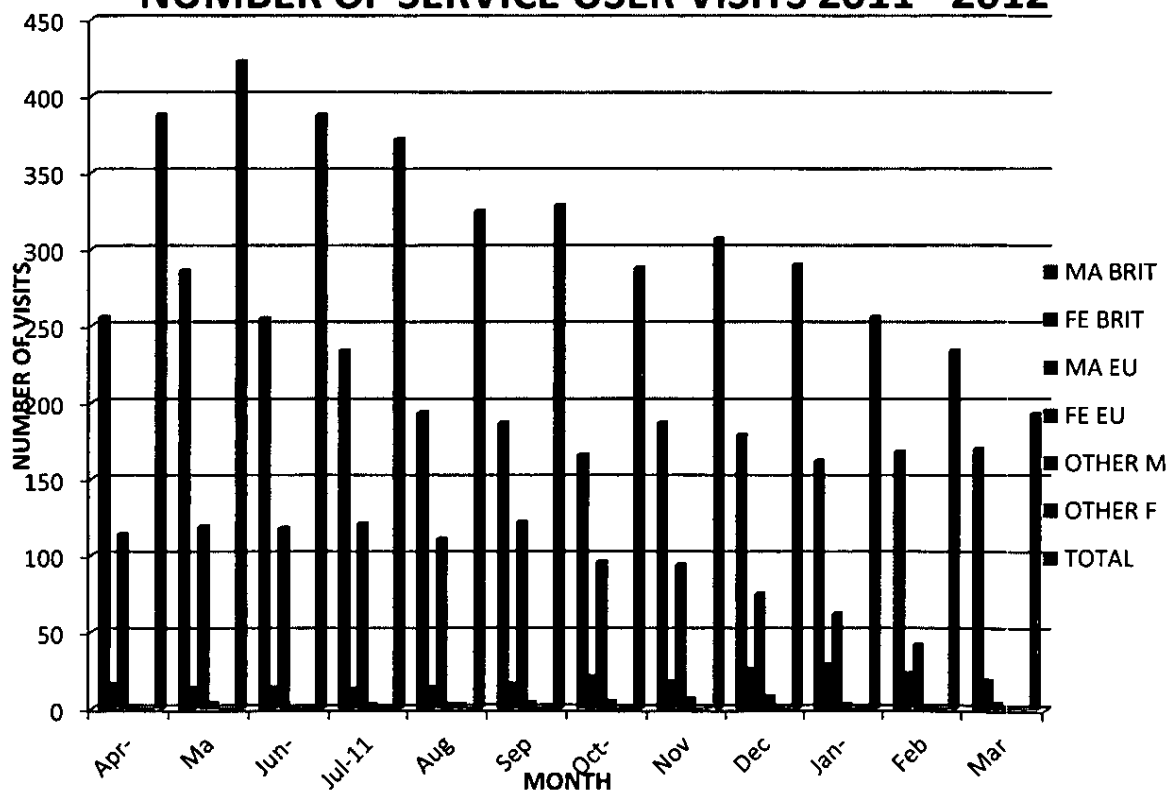
## TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2012

### THE NUMBER OF SERVICE USERS ON CENTRE REGISTERS 2011 - 2012



### NUMBER OF SERVICE USER VISITS 2011 - 2012

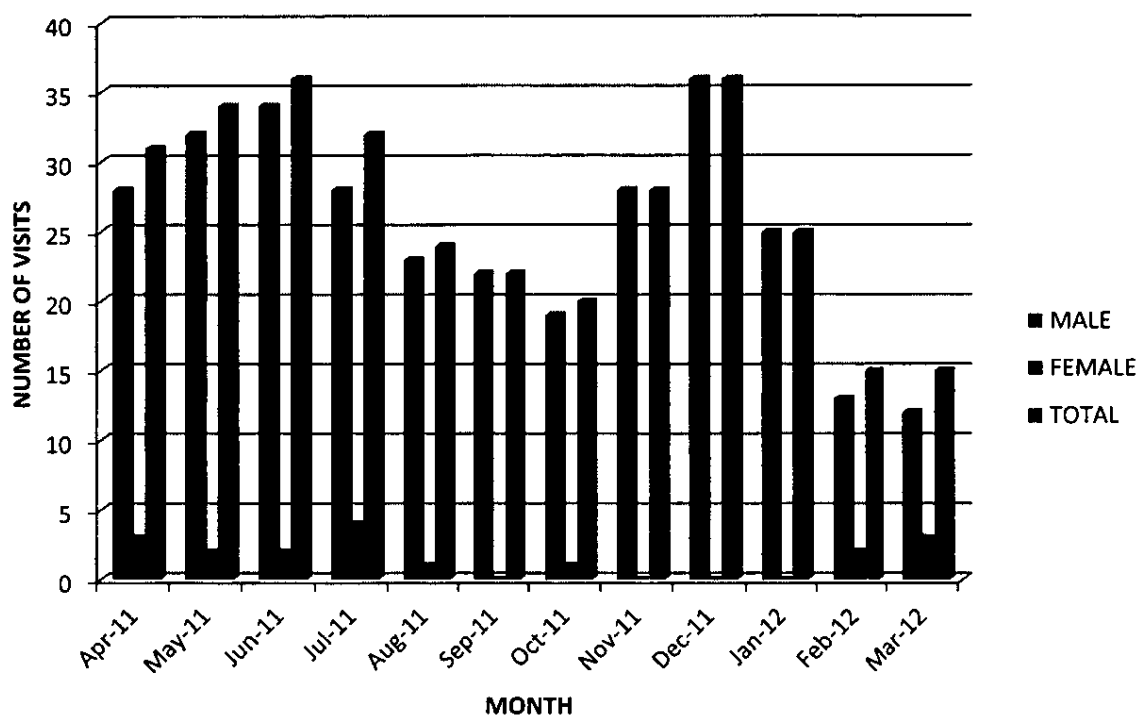


# PETERBOROUGH STREETS

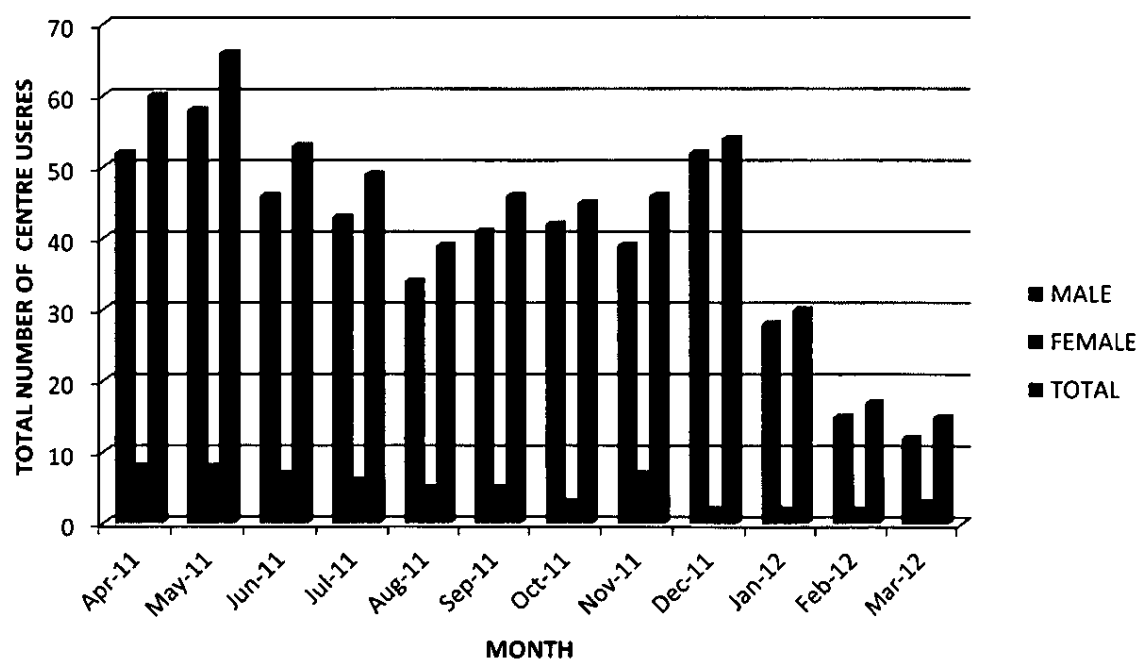
## TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2012

### ONE TIME ONLY VISITS 2011 - 2012



### NUMBER OF INDIVIDUALS THAT HAVE USED THE CENTRE 2011 - 2012



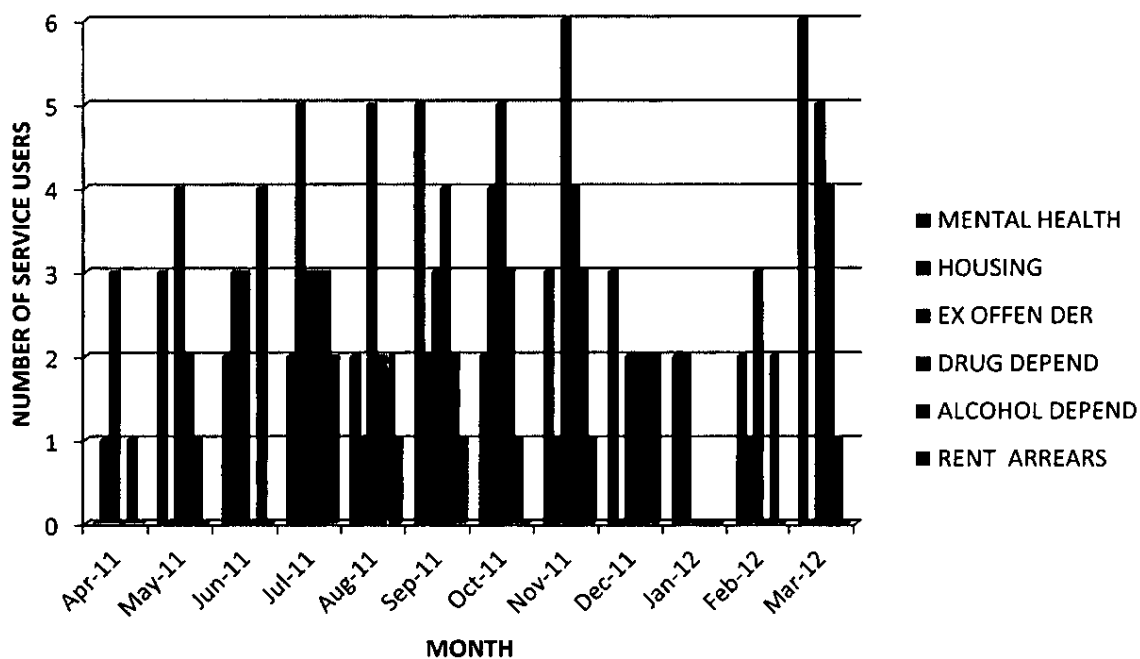


# PETERBOROUGH STREETS

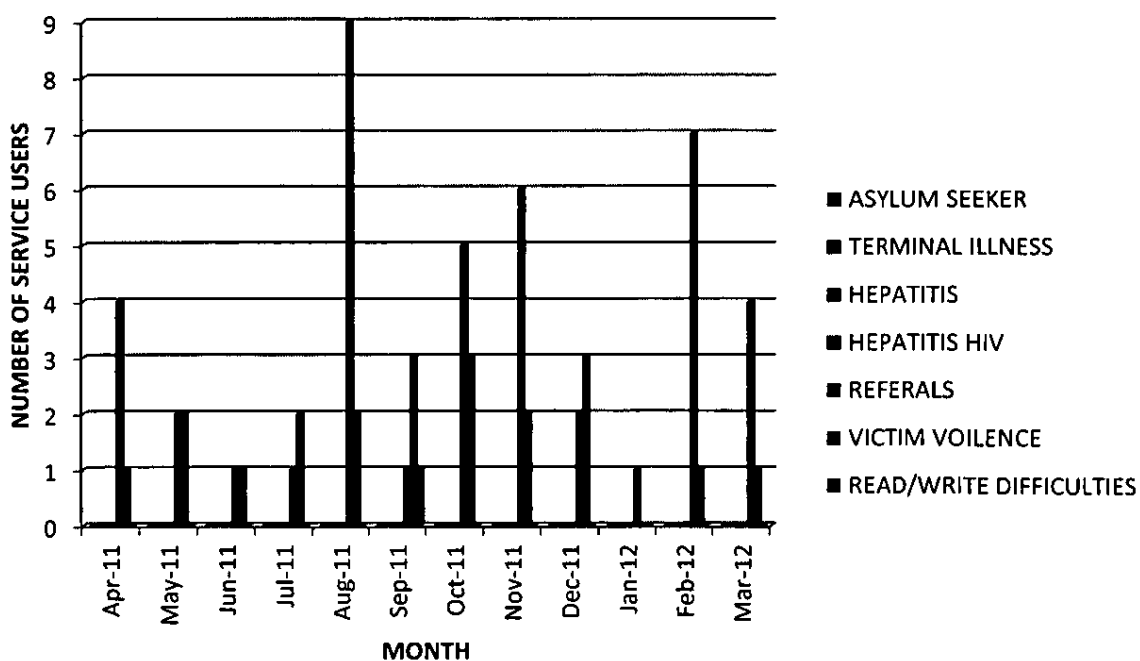
## TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2012

### HEALTH AND SOCIAL ISSUES HIGHLIGHTED AT REGISTRATION



### HEALTH AND SOCIAL ISSUES HIGHLIGHTED AT REGISTRATION



## PETERBOROUGH STREETS

### TRUSTEE'S REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2012**

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On behalf of the board of trustees

**Andrea Patman**

Trustee

Dated 30/11/13



# PETERBOROUGH STREETS

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF PETERBOROUGH STREETS

---

I report on the accounts of the charity for the year ended 31 March 2012, which are set out on pages 9 to 16

#### Respective responsibilities of trustees and examiner

The trustees, who are also the directors of Peterborough Streets for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- (i) examine the accounts under section 145 of the 2011 Act,
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- (iii) to state whether particular matters have come to my attention

#### Basis of independent examiner's report

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

#### Independent examiner's qualified statement

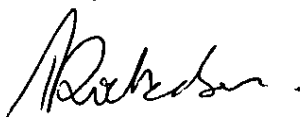
In connection with my examination, no matter has come to my attention other than that disclosed below

- (a) which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities,have not been met, or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

The matters that have come to my attention are that I have not been provided with a breakdown of the opening debtors and creditors as at 1 April 2011 and I have not been provided with supporting documentation for all the payments made. This has led to some uncertainty over the allocation of expenditure in these accounts. The charity trustees are aware of the importance of maintaining full accounting records going forward

T L Richardson FCA

Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP



Dated

30/1/13.

# PETERBOROUGH STREETS

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2012

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2012 £	Total 2011 £
<b><u>Incoming resources from generated funds</u></b>						
Donations and legacies	2	85,417	-	88,018	173,435	214,060
Activities for generating funds	3	49,919	-	-	49,919	50,002
Investment income	4	6,737	-	-	6,737	6,095
		142,073	-	88,018	230,091	270,157
Incoming resources from charitable activities	5	917	-	-	917	4,656
<b>Total incoming resources</b>		<b>142,990</b>	<b>-</b>	<b>88,018</b>	<b>231,008</b>	<b>274,813</b>
<b><u>Resources expended</u></b>						
<b>Costs of generating funds</b>						
Fundraising trading staff costs of charity shop		15,312	-	-	15,312	12,456
Fundraising trading operation of charity shop	3	18,105	-	-	18,105	14,245
		33,417	-	-	33,417	26,701
<b>Net incoming resources available</b>		<b>109,573</b>	<b>-</b>	<b>88,018</b>	<b>197,591</b>	<b>248,112</b>
<b>Charitable activities</b>						
Opening doors for the homeless		100,657	-	54,853	155,510	219,943
Governance costs		3,000	-	-	3,000	-
<b>Total resources expended</b>		<b>137,074</b>	<b>-</b>	<b>54,853</b>	<b>191,927</b>	<b>246,644</b>
<b>Net income for the year/ Net movement in funds</b>		<b>5,916</b>	<b>-</b>	<b>33,165</b>	<b>39,081</b>	<b>28,169</b>
Fund balances at 1 April 2011		31,157	79,275	13,528	123,960	95,791
<b>Fund balances at 31 March 2012</b>		<b>37,073</b>	<b>79,275</b>	<b>46,693</b>	<b>163,041</b>	<b>123,960</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

# PETERBOROUGH STREETS

## BALANCE SHEET

AS AT 31 MARCH 2012

	Notes	2012 £	£	2011 £	£
<b>Current assets</b>					
Debtors	10	-		28,110	
Cash at bank and in hand		173,743		116,262	
		<u>173,743</u>		<u>144,372</u>	
<b>Creditors' amounts falling due within one year</b>	11	<u>(10,702)</u>		<u>(20,412)</u>	
<b>Total assets less current liabilities</b>			<u>163,041</u>		<u>123,960</u>
<b>Income funds</b>					
Restricted funds	12		46,693		13,528
Unrestricted funds					
Designated funds	13		79,275		79,275
Other charitable funds			<u>37,073</u>		<u>31,157</u>
			<u>163,041</u>		<u>123,960</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2012. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

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

The accounts were approved by the Board on 30/1/13



Andrea Patman  
Trustee

Company Registration No 2642712

# **PETERBOROUGH STREETS**

## **NOTES TO THE ACCOUNTS**

***FOR THE YEAR ENDED 31 MARCH 2012***

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### **1 Accounting policies**

#### **1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006

# PETERBOROUGH STREETS

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2012

#### 2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
Donations and gifts	27,397	-	27,397	35,888
Grants receivable for core activities	58,020	88,018	146,038	178,172
	<b>85,417</b>	<b>88,018</b>	<b>173,435</b>	<b>214,060</b>
<b>Donations and gifts</b>				
Unrestricted funds				
Donations and gifts			27,397	32,177
Gift aid on donations and gifts			-	3,711
			<b>27,397</b>	<b>35,888</b>
<b>Grants receivable for core activities</b>				
Unrestricted funds				
CRISIS			20	-
Peterborough City Council			28,000	44,000
Evan Cornish Foundation			-	7,500
Seedbed Christian Trust			-	5,000
Mrs Smith & Maintenance Trust			-	5,000
Trusthouse Charitable Foundation			-	7,500
Harmed Trust			-	10,000
Garfield Weston Foundation			-	3,000
Hilden Charity Trust			-	3,400
Help the Homeless Trust			-	3,000
Santander Foundation			-	2,600
Henry Smith Charitable Trust			30,000	30,000
			<b>58,020</b>	<b>121,000</b>
<b>Restricted funds</b>				
Big Lottery Grant			32,391	31,448
Grant from Dion Trust			25,627	25,724
Grant from CRISIS			30,000	-
			<b>88,018</b>	<b>57,172</b>

# PETERBOROUGH STREETS

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2012**

### 3 Activities for generating funds

	2012 £	2011 £
Activities for generating funds	49,919	50,002
Fundraising trading operation of charity shop	(18,105)	(14,245)
<b>Net Activities for generating funds</b>	<b>31,814</b>	<b>35,757</b>

### 4 Investment income

	2012 £	2011 £
Rental income	5,400	4,968
Interest receivable	1,337	1,127
	<b>6,737</b>	<b>6,095</b>

### 5 Incoming resources from charitable activities

	2012 £	2011 £
Sale of meals & snacks	917	4,656



# PETERBOROUGH STREETS

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2012

#### 6 Total resources expended

	Staff costs £	Other costs £	Total 2012 £	Total 2011 £
<b>Costs of generating funds</b>				
Fundraising trading staff costs of charity shop	15,312	-	15,312	12,456
Fundraising trading operation of charity shop	-	18,105	18,105	14,245
<b>Total</b>	<b>15,312</b>	<b>18,105</b>	<b>33,417</b>	<b>26,701</b>
<b>Charitable activities</b>				
<u>Opening doors for the homeless</u>				
Activities undertaken directly	104,932	50,578	155,510	219,943
<b>Governance costs</b>	-	3,000	3,000	-
	<b>120,244</b>	<b>71,683</b>	<b>191,927</b>	<b>246,644</b>

Governance costs includes payments to the independent examiner of £3,000 for fees

#### 7 Activities undertaken directly

	2012 £	2011 £
Other costs relating to opening doors for the homeless comprise		
Administrative costs	34,998	97,665
Administrative costs for the delivery of projects	13,477	17,341
Unspent funds clawback	2,103	-
	<b>50,578</b>	<b>115,006</b>

#### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, none of them were reimbursed for expenses (2011 none were reimbursed)

# PETERBOROUGH STREETS

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

### 9 Employees

#### Number of employees

The average monthly number of employees during the year was

	2012 Number	2011 Number
Centre staff	8	8
Charity shop staff	2	2
	<u>10</u>	<u>10</u>

#### Employment costs

	2012 £	2011 £
Wages and salaries	<u>120,244</u>	<u>117,393</u>

There were no employees whose annual remuneration was £60,000 or more

### 10 Debtors

	2012 £	2011 £
Trade debtors	<u>-</u>	<u>28,110</u>

### 11 Creditors, amounts falling due within one year

	2012 £	2011 £
Trade creditors	6,239	18,411
Taxes and social security costs	4,463	2,001
	<u>10,702</u>	<u>20,412</u>

# PETERBOROUGH STREETS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2012

### 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Balance at 1 April 2011	Movement in funds		Balance at 31 March 2012
	£	Incoming resources	Resources expended	£
Big Lottery	6,028	32,391	(32,898)	5,521
Emigrant Support (Dion Trust)	-	25,627	(20,610)	5,017
CRISIS	-	30,000	(1,345)	28,655
Llyods TSB Foundation for England & Wales	7,500	-	-	7,500
	<u>13,528</u>	<u>88,018</u>	<u>(54,853)</u>	<u>46,693</u>

### 13 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes

	Balance at 1 April 2011	Movement in funds		Balance at 31 March 2012
	£	Incoming resources	Resources expended	£
Contingency	79,275	-	-	79,275
	<u>79,275</u>	<u>-</u>	<u>-</u>	<u>79,275</u>

### 14 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 March 2012 are represented by				
Current assets	45,672	79,275	48,796	173,743
Creditors amounts falling due within one year	(8,599)	-	(2,103)	(10,702)
	<u>37,073</u>	<u>79,275</u>	<u>46,693</u>	<u>163,041</u>