Stone & Partners

COMPANY NUMBER 2084536

THE JULIAN TRUST

COMPANY LIMITED BY GUARANTEE

The Queen's Award for Voluntary Service

The MBE for volunteer groups

TRUSTEES REPORT
and
ACCOUNTS

YEAR ENDED 31st MARCH 2012

REGISTERED CHARITY NUMBER 294751

STONE & PARTNERS
571 Fishponds Road,
Fishponds, Bristol
BS16 3AF

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COMPANIES HOUSE

Stone & Partners

The Julian Trust Annual Report

The Trustees present their report and audited accounts for the year ended 31st March, 2012.

1. REFERENCE & ADMINISTRATIVE INFORMATION

Organisational Status: The Julian Trust is a charitable company
Registered Charity Number 294751; Company Registration Number 2084536

Trustees
The Trustees who served during the year are as follows
J Brown
R A Drake
W A Duzniak (re-appointed 4th November 2011)
M Grimes (died 18th May 2011)
J Guppy
G J Hammond
R Martin (re-appointed 4th November 2011)
G Moon
J M Oates (re-appointed 4th November 2011)
E Reed
J H Rosewell
R A Torre (appointed 4th November 2011)

Company Secretary J H Rosewell

Registered Office: 120 High Street, Nailsea, Bristol BS48 1AH

Contact: Email secretary@juliantrust.org.uk ; Website www.juliantrust.org.uk

Auditor
Stone & Partners, 571 Fishponds Road, Fishponds, Bristol BS16 3AF
Bankers
Barclays Bank plc, Bristol & North Somerset Group, P O Box 207, Bristol BS99 7AJ

Solicitors
Wards with Westlakes, 120 High Street, Nailsea, Bristol BS48 1AH

THE JULIAN TRUST LIMITED

TRUSTEES' REPORT

2. STRUCTURE, GOVERNANCE & MANAGEMENT

Governing document
The Julian Trust is a charitable company limited by guarantee. It was incorporated on 16th December 1986 (Co No 2084536) and registered as a charity (reg no. 294751 on 20th February 1987 The company was established under Memorandum of Association and is governed under its Articles of Association which were later amended at AGMs in November 1997 and November 2008

Appointment of trustees
The Articles of Association states there must be at least five and not more than twelve trustees The Trustees are also Directors of the Company for the purposes of company law Trustees are appointed for a term of 3 years by the 60 guarantor members, they may stand for re-election at the end of their term of office Trustees are recruited from the register of members. All trustees receive an induction pack and key policy documents on appointment together with regular information about governance and training opportunities through the year We make regular use of the VOSCUR development programme The board of trustees meets approximately every six to eight weeks Board officers include a chair, vice chair, secretary and treasurer who are issued with specific role descriptions Trustee subgroups form from time to time to work on issues requiring attention submitting recommendations to the full board for approval Those who held office during the financial year and at the date of this report are set out on page 2. During the year eleven Board meetings were held as well as the AGM

Risk management
The trustees carry out a regular review of the risks to which the charity is exposed. In assessing risk the trustees recognise that some areas of our work require the acceptance and management of risk, if key objectives are to be achieved Systems and procedures have therefore been implemented to minimise any potential impact of these risks

Major risks, for this purpose, are those that may have a significant effect on·

- Operational performance, including risk to our volunteers
- Achievement of our aims and objectives
- Meeting the expectations of our beneficiaries or supporters

The trustees are determined to satisfy themselves that adequate procedures are in place to manage the risks identified. The following framework is central to ensuring adequate risk assurance

- monitoring of major risks and development of action plans
- a clear structure of delegated authority and control
- standard operating procedures and training
- reviewing in trustees meetings progress on projects, procedures and policies
- including Health & Safety
- maintaining sufficient reserves to guarantee running costs for 12 months ahead

THE JULIAN TRUST LIMITED

TRUSTEES' REPORT
continued

3. OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

Objects
The charitable objects for which the Julian Trust was established are:
"To relieve poverty, distress and homelessness in Bristol, particularly by the provision of emergency accommodation for those in need thereof".

How our activities deliver public benefit.
The Julian Trust's principal activity is to provide emergency accommodation for the homeless by operating a Night Shelter Now in its 26th year the Night Shelter is unique in the city and perhaps the country as a provider of free emergency beds and meals for those in need *wholly through the work of volunteers and by public donation* There is an important additional benefit from our service to the homeless, in that it allows our homeless guests opportunities to receive information and referrals to other agencies that may help them move on in their recovery

We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and activities and in planning our future objectives

Activities undertaken to meet our objectives
We do this by providing 18 emergency beds on a first come, first served basis and hot meals / drinks to all callers for five nights a week. We were open for 49 weeks of the year, so we calculate that 4,400 bed spaces were used, we closed for 2 weeks in August to carry out planned building maintenance and for the Christmas week when we hand the building over to Caring at Christmas for their special provision to our homeless guests. We served on average 70 meals per night, so that we calculate 17,150 evening meals were served and about 4,400 breakfasts. We also provided throughout the period replacement clothes & shoes, takeaway sandwiches and blankets when available The Outreach team visit on Monday nights offering referrals and advice and St John Ambulance on Wednesday nights offering health care and medical support

We have no paid staff so all our work is undertaken by volunteers Our volunteer base consists of around 120 individuals in total Volunteers are organised into evening and overnight teams who do the catering and caring, there are also daytime teams who do the cleaning, stores management, collection of goods, fundraising and talks New volunteers are given an induction session, training packs that contain information on standard operating procedures, emergency measures and Health & Safety guidelines. Various training sessions are organised throughout the year on First Aid, Fire Drill and Procedures, Food Hygiene, Dealing with Challenging Behaviour, Drug and Alcohol Awareness and other relevant subjects as the need arises Volunteers are kept up-to-date on our work and activities through volunteer forum meetings, a bi-annual newsletter and our website www.juliantrust.org.uk

We do not work in isolation, instead we network with many other organisations. We liaise with the Outreach Team, Bristol City Council and Avon Health Authority We also work collaboratively with several key agencies in the voluntary sector Caring at Christmas, Crisis Centre Ministries, One25 and the Soup Run Trust. We participate in the Homeless Forum, run by BCAN (Bristol Christian Action Network), where we contribute to discussions on changes in regulation and provision for the homeless We are aware of our responsibilities to the environment and local community in terms of our carbon footprint We successfully recycle cardboard, textiles, tins, glass, plastic and paper. We have invested money in making the building more energy efficient We also try whenever possible to use local suppliers and contractors for purchasing goods and services.

ACHIEVEMENTS & PERFORMANCE

4. ACHIEVEMENTS & PERFORMANCE IN 2011/12

The highlight of the year was that the Julian Trust received the *'Queen's Award for Voluntary Service'*, the MBE for Volunteer Groups! Four volunteers attended a Garden Party at Buckingham Palace in July 2011 and in November 2011 we were highly honoured that the Lord Lieutenant of the City and County of Bristol, Mrs M Prior, attended our AGM to present the Award. This national recognition is a great encouragement to all our local volunteers and supporters Tragically our Founder, Meg Grimes, died unexpectedly in May 2011, she knew of the Award but was unable to be at the events She is greatly missed by many of our homeless guests and all who knew her Her passing was a great shock and loss to the organisation, but we are determined to continue the good work that she and others started and developed Another landmark occurred in September when the night shelter was included in the Bristol 'Doors Open Day' scheme which gave us the opportunity to explain the work of the charity to more than 200 visitors in a six hour period The number of supporters has increased during the year, our volunteer base continues to show long term commitment and finances remain healthy. This is all clear evidence that after 26 years the charity remains in good shape to continue serving the homeless

Over the year 2011/12 progress was made on some of the four targets the Trustees had set in April 2011
1 Improvements were made in the building for the benefit of our guests: tiling shower-rooms, replacing the main dormitory ceiling and lighting as well as redecorating and the purchase of a new fridge
2 Some key working policies were overhauled to ensure that they remain fit for purpose
3 Opportunities for volunteers to participate in discussion on service improvement were increased by organising a volunteers' forum, but the plan to survey a sample of our guests for their views on services we provide needs to be carried forward to 2012/13
4 Sending representatives to the national homeless link conference and making individual / group visits to other homeless centres in Bath, Oxford or London have also been postponed until next year

5. FINANCIAL REVIEW

During the financial year 2011/12 the charity received income of £74,027, the apparent decrease of £29,183 from the previous year is mainly explained by the large legacy that we received in that year Expenditure during the year was £81,562; higher than the previous year's total because we used the legacy for improvements to the night shelter building As of 31st March 2012 the total funds available to carry forward were £99,233; the predicted need to achieve income of around £60,000 to cover running costs for a further twelve months was therefore met allowing us to plan further improvements to the building of the order of £30,000 For further details refer to the Balance Sheet and the SoFA in the Financial Statements of the Accounts that follow.

THE JULIAN TRUST LIMITED

TRUSTEES' REPORT
continued

Funding Sources
We receive no grants from central or local government We have always been grateful that Bristol City Council has granted us discretionary rate relief, this is now under threat and we intend to vigorously make the case for continued exemption. Our funding comes from four main sources. individual donations including gift aid and legacies, community organisations; faith groups, and local businesses
In this reporting year donations received over £750 were as follows

	2012
	£
Charlcombe Ltd	750
Horfield PCC	1,830
Ian Rushton	1,100
J Lyons	800
Michael Hale	1,000
Redcatch Community Association	750
Robins & Day	1,474
St Georges Singers	3,000
St Martins, North Nibley	1,083
St Michaels, Stoke Gifford	2,222
T on the Farm, Winterbourne	1,712

Reserves
The Trust is entirely dependent on the receipt of unguaranteed donations and so the trustees allow reserves to accrue to cover the operating costs of the Night Shelter for twelve months ahead We intend to maintain a cautious approach to finances not least because of the risk of increased building maintenance costs Planned maintenance costs are likely to reach £30,000 in coming months We will therefore maintain our reserve policy at its current level of 12 months, releasing any surplus for planned maintenance to the building and improvements to services offered

6. PLANS FOR THE FUTURE – 2012/13.

We try to always keep in sight the needs of our guests when setting objectives and assessing operational and business risk We are therefore determined to set realistic and practical short term and medium term targets for the future. The four main targets we aim to achieve for the year ahead are as follows
1 To strengthen collaborative working with other agencies namely, St Mungo's on their 'no second night out' scheme; the Crisis Centre on their women's refuge project, as well as participating in the February 2013 Sleep-out Campaign and the national Homeless Link conference
2 To consult service users and external service providers about their experience of the night shelter
3 To learn by small group visits to other homeless centres in Bath, Oxford or London
4 To revitalise our training programme and update all training documents
5 To make further improvement to the building and the facilities we offer.

THE JULIAN TRUST LIMITED

TRUSTEES' REPORT
continued

7. ACCOUNTS

Statement of Trustees Responsibilities
The Trustees, who are also Directors for the purpose of Company Law, are responsible for maintaining 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 and Charities Act 2011

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.

In accordance with Company Law, as the Company's Directors, we certify that·
So far as we are aware, there is no relevant audit information of which the Company's Auditors are unaware; and as the Directors of the Company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the Charity's Auditors are aware of that information

Audit
This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small entities

A resolution proposing the reappointment of Stone & Partners as Auditors will be put to the next Annual General Meeting

By Order of the Board

Secretary J Rosewell Date 26th September 2012
J Rosewell

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE JULIAN TRUST LIMITED

We have audited the financial statements of The Julian Trust Limited for the year ended March 31, 2012 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes These financial statements have been prepared under the accounting policies set out therein

This report is made solely to the charity's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed

Respective responsibilities of trustees and auditors
The trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the charity's financial statements give a true and fair view are set out in the statement of Trustees responsibilities

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006

We also report to you whether in our opinion the information given in the Trustee' Annual report is consistent with the financial statements

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if disclosures of trustees' remuneration specified by law are not made

We read the Trustees' Annual report and consider the implications for our report if we become aware of any apparent misstatements within it.

Stone & Partners

INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF THE JULIAN TRUST LIMITED
(continued)

Basis of audit opinion
We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practises Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements

Opinion on financial statements

In our opinion·

- the financial statements give a true and fair view of the state of the charity's affairs as at March 31, 2012 and of its net incoming resources and application of resources, including its income and expenditure, for the year then ended
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the requirements of the Companies Act 2006
- the information given in the Trustees' Annual report is consistent with the financial statements.

Stone Stone & Partners

Mrs J Stone FCA
Senior Statutory Auditor
For and on behalf of Stone and Partners
Statutory Auditor
Chartered Accountants
571 Fishponds Road
Fishponds
Bristol
BS16 3AF

Dated. . September 28, 2012

Stone & Partners

THE JULIAN TRUST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)

MARCH 31, 2012

	Notes	Restricted funds £	Unrestricted funds £	Total 2012 £	2011 £
Incoming Resources:					
Incoming resources from generated funds					
Voluntary income		-	74,008	74,008	103,187
Investment income		-	19	19	23
Total incoming resources		-	74,027	74,027	103,210
Resources Expended:					
Charitable activities					
Direct charitable provision		-	76,815	76,815	67,402
Governance costs	8	-	4,747	4,747	680
Total resources expended		-	81,562	81,562	68,082
Net incoming/(outgoing) resources - net incoming/expenditure for the year	3	-	(7,535)	(7,535)	35,128
Total funds brought forward		3	106,765	106,768	71,640
Movement in funds		(3)	3	-	-
Total funds carried forward		-	99,233	99,233	106,768

Continuing operations

None of the company's activities were acquired or discontinued during the above two financial years

Total recognised gains and losses

The company has no recognised gains or losses other than the surplus for the above two financial years

Stone & Partners

THE JULIAN TRUST LIMITED

BALANCE SHEET

MARCH 31, 2012

	Notes	2012 £	2011 £
Tangible fixed assets	4	29,652	12,514
Current assets			
Cash at bank		60,231	89,086
Debtors and prepayments		10,345	7,586
		70,576	96,672
Creditors: Amounts falling due within one year			
Accruals		995	2,418
Net current assets		69,581	94,254
Total net assets		99,233	106,768
Restricted funds	6	-	3
Unrestricted funds		99,233	106,765
		99,233	106,768

The accounts have been prepared in accordance with the special provisions for small companies under s.477 of the Companies Act 2006

Approved by the board

R Drake
Treasurer

J M Oates
Chairman

Dated. 26 · 9 12

THE JULIAN TRUST LIMITED

NOTES TO THE ACCOUNTS

AT MARCH 31, 2012

1. Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice· Accounting and Reporting by Charities issued in March 2005

Cash flow statement

The company has taken advantage of the exemption available per FRS 1 for small companies not to prepare a cash flow statement.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

Restricted funds are subjected to restrictions on their expenditure imposed by the donor

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy The following specific policies are applied to particular categories of income

- Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable
- The value of goods donated and the services provided by volunteers have not been included in these accounts
- Investment income is included when receivable

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity

THE JULIAN TRUST LIMITED

NOTES TO THE ACCOUNTS

AT MARCH 31, 2012
(continued)

Depreciation

Depreciation is provided on all tangible fixed assets, in equal instalments at rates calculated to write off fixed assets over their useful lives, as follows -

Equipment	20% per annum
Motor vehicle	20% per annum
Computer equipment	33% per annum
Tenants' improvements	10% per annum

2. Information regarding trustees and employees

The trustees received no remuneration in the year (2011 - £Nil)

The average number of people employed by the company during the year was nil (2011 - Nil)

3. Net incoming resources

	2012 £	2011 £
Net incoming resources are stated after charging		
Auditors' remuneration	590	529
Depreciation	4,716	2,405

THE JULIAN TRUST LIMITED

NOTES TO THE ACCOUNTS

AT MARCH 31, 2012
(continued)

4. Tangible fixed assets

	Van	Tenant's improvements	Computer	Equipment	Total
	£	£	£	£	£
Cost					
At April 1, 2011	6,995	24,045	1,817	17,465	50,322
Additions	-	20,594	-	1,260	21,854
Disposals	6,995	-	-	-	6,995
At March 31, 2012	-	44,639	1,817	18,725	65,181
Depreciation					
At April 1, 2011	6,995	11,531	1,817	17,465	37,808
Charge for year	-	4,464	-	252	4,716
Disposal	6,995	-	-	-	6,995
At March 31, 2012	-	15,995	1,817	17,717	35,529
Net book value					
March 31, 2012	-	28,644	-	1,008	29,652
Net book value					
March 31, 2011	-	12,514	-	-	12,514

5. Capital commitments

Rent payable to Caring at Christmas is £13,500 per annum until July 1, 2013.

THE JULIAN TRUST LIMITED

NOTES TO THE ACCOUNTS

AT MARCH 31, 2012
(continued)

6. Restricted funds

	2012 £
At April 1, 2011	3
Incoming resources – donations	-
Resources expended	3
At March 31, 2012	=

Purpose of the restricted fund
Provision of a new freezer, washing machines and dormitory upgrades.

7. Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Tangible fixed assets	29,652	-	29,652
Current assets	70,576	-	70,576
Current liabilities	995	-	995
Net assets at March 31, 2012	99,233	-	99,233

8 Bereavement Support

Meg Grimes the chairman of The Julian Trust and the founder of the night shelter died on May 18th 2011
After due consideration, the Trustees agreed unanimously to assist Meg's family with the funeral expenses in recognition of her 25 years of unstinting duty and contribution to the charity.
Donations and contributions totalling £3,072 were received from supporters of the charity and the funeral costs amounted to £3,703

Stone & Partners

THE JULIAN TRUST LIMITED

DETAILED INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED MARCH 31, 2012

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total 2012 £	Total 2011 £
Incoming resources:				
Voluntary income				
Donations				
Corporate gifts	-	5,800	5,800	7,380
Charitable gifts	-	448	448	1,747
Churches	-	14,855	14,855	16,286
Community organisations	-	9,498	9,498	6,589
Personal gifts	-	21,988	21,988	23,484
In memory of Meg Grimes	-	3,072	3,072	-
Events	-	7,515	7,515	14,185
Legacies	-	59	59	22,178
H M Revenue & Customs gift aid	-	3,455	3,455	3,813
Members subscriptions	-	358	358	225
Caring at Christmas – running costs contribution	-	6,960	6,960	7,300
	-	74,008	74,008	103,187
Investment income	-	19	19	23
Total incoming resources	-	74,027	74,027	103,210

Stone & Partners

THE JULIAN TRUST LIMITED

DETAILED INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED MARCH 31, 2012
continued

	Restricted Funds £	Unrestricted funds £	Total 2012 £	2011 £
Resources expended				
Charitable activities				
Food and bedding	-	6,228	6,228	3,929
Donations				
Home Start	-	1,080	1,080	688
Women's night service	-	-	-	1,000
Marah Trust-		-	-	250
Premises costs				
Rent – Caring at Christmas	-	12,250	12,250	9,000
Water and sewerage rates	-	3,262	3,262	2,880
Cleaning and refuse	-	3,766	3,766	3,465
Light and heat	-	16,961	16,961	19,469
Repairs, alterations and equipment		18,116	18,116	13,279
Property damage insurance	-	3,858	3,858	4,008
Depreciation property improvements	-	4,464	4,464	2,405
Administration costs				
Printing, postage and stationery	-	-	-	145
Advertising -		311	311	928
Motor expenses	-	1,382	1,382	2,048
Telephone	-	478	478	362
Asset and liability insurance	-	2,371	2,371	2,318
Sundries	-	1,079	1,079	748
Travelling	-	19	19	-
Training	-	75	75	204
Newsletter and brochures	-	818	818	-
Christmas cards sale	-	-	-	276
Subscriptions	-	75	75	-
Fund raising costs	-	72	72	-
Disposal of fixed assets	-	(180)	(180)	-
Penalties and charges	-	76	76	-
Depreciation	-	252	252	-
Bank charges	-	2	2	-
	-	76,815	76,815	67,402
Governance costs				
Audit and accountancy	-	590	590	529
AGM costs	-	285	285	151
Meg Grimes – Bereavement support	-	3,703	3,703	-
Secretarial expenses	-	169	169	-
	-	4,747	4,747	680
Total expenditure	-	81,562	81,562	68,082
Net (outgoing)/incoming resources	-	(7,535)	(7,535)	35,128