

**REGISTERED COMPANY NUMBER: 06378349 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1121919**

**Report of the Trustees and  
Financial Statements for the Year Ended 31 December 2017  
for  
CARIS CAMDEN**

Daniel Gricks FCA  
Upminster Limited  
Chartered Accountants  
1 Engayne Gardens  
Upminster  
Essex  
RM14 2SZ

**CARIS CAMDEN**

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for the Year Ended 31 December 2017**

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## **CARIS CAMDEN**

### **Report of the Trustees for the Year Ended 31 December 2017**

The Trustees, who are also the Directors of the Charity for the purposes of the Companies Act 2006, present their report for the year ended 31 December 2017. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in March 2015.

The Charity is a company limited by guarantee, without a share capital registered at Companies House (for England and Wales) under number 06378349 on 7 September 2007 and with the Charity Commission under number 1121919.

#### **Registered office**

31 Hill Street  
London W1J 5LS

The following were Trustees during the year:

Mr A W Allen

Mr J G Browne

Mr A H Penny

Ms A C F Penny

Mrs C M Risebero

Mr A J Rouse

Mrs L Trigg

The Rev Jonathan Kester (appointed by North Camden Deanery)

Mr Iraj Valizadeh

Mr A H Penny was Chair of the Trustees, Company Secretary and Charity Commission Correspondent.

The Independent Examiner was Daniel Gricks FCA, Upminster Limited, 1 Engayne Gardens, Upminster, Essex RM14 1UY.

The Charity's Bank is CAF Bank.

#### **Structure, Governance and Management**

The Charity's governing documents are its Memorandum and Articles of Association.

#### **Organisational Structure**

The Charity is governed by a board of Trustees who are its directors and also its members. They meet about four times each year and also deal with more urgent business by email.

New trustees are appointed by the board of Trustees with the exception of two who may be nominated, one by the North Camden Deanery Synod and one by the South Camden Deanery Synod.

The Charity's only paid staff are the four who have worked for the Community of Camden Churches Cold Weather Shelter Homeless Project ("C4WS") and three who work for CARIS Camden Families (CCF"). There were seven full and part time paid staff during the year.

#### **Objectives, Activities and Achievements**

The Charity's objectives are the promotion of charitable purposes for the benefit of the community and as an expression of Christian social concern, within the London Borough of Camden and surrounding/adjacent areas. This includes assisting the homeless and parents with children in need.

C4WS. The Charity continued to run the C4WS night shelters in the churches and church halls of participating churches for its fourteenth season. These shelters give overnight accommodation, dinner and breakfast to up to 16 homeless people (guests) each night from November to March inclusive every winter. This season, the shelter provided emergency respite accommodation for 69 guests. Each guest works with the Welfare Team to secure housing and gain support on issues including physical and mental health, budgeting, immigration and substance misuse to prevent a return to homelessness. In addition to a bed and hot meals, the guests are offered help in finding more stable accommodation (over 91% successfully for those willing to engage).

An increasing number of guests have no recourse to public funds and their only hope of finding permanent accommodation is by first finding work. We have therefore continued to develop the Jobs Club, which gives help in looking for jobs and training, applying for them, including preparation for interviews. The Club now operates when the shelter is closed. A tailor-made programme provides a pathway to employment and operates through trained volunteer mentors working in a one-on-one capacity with guests to support them with their needs. Last year, 67% of those eligible for work found paid employment through the Jobs Club.

In addition, C4WS runs a weekly drop-in service called the Friday Club providing hot lunches, clothing, showers, hairdressing and companionship to those in need in the local area; a Mentoring and Befriending Scheme which offers a volunteer mentor to each rehoused guest to help them with the transition to independent living for six months; and wellbeing services including yoga, osteopathy, massage, and weekly English Classes supporting comprehension, integration and confidence for non-English speaking guests. All these classes and clubs are staffed almost entirely by volunteers. Many of the guests have complex needs and increasingly need support after leaving the shelter and moving into accommodation. Others need a temporary home while waiting for papers or to build up a deposit to secure rental accommodation. For these we have started a hosting scheme 'Home from Home' whereby they occupy a spare room in a house or flat.

**CARIS Camden Families** (formerly Families and St Margaret's Fund). This is a permanent endowment fund which is invested and the income from it is used for CCF's support work with homeless families living in Camden's hostels. The twice-weekly Belmont Kids Club in Belmont Hostel, which was established to mitigate the lack of play space for resident children, has flourished. The club provides arts and crafts, games, sports, healthy snacks and a range of play activities for resident children aged 0-12 who attend the club, in a renovated basement space which is dedicated to them. The club is popular and meets a crucial need. It is staffed chiefly by volunteers. In the summer holidays we run a fortnight's holiday programme taking the children with their parents to various – almost all free – locations in London and the South East, to get them out the hostel during the long summer break. It has been as valuable for the parents to see what London has to offer on a budget as it has been enjoyed by the children. In addition to the summer programme, educational day trips are run during each half term and in the Christmas and Easter holidays, each with the aim of teaching the children something new and broadening their horizons.

A major development has been a Homework Club in another temporary accommodation hostel in England's Lane. This club was developed from the need for hostel children to have space and support to concentrate on their work, away from the noise and overcrowding of their family room. Once up-and-running, it transpired that many of the children needed one-to-one mentoring with their homework from English-speaking adults, as those whose parents didn't speak English were falling behind at school. As a result, we have developed the model so that each child is matched with a Learning Mentor at each session who supports them through their tasks. These Learning Mentor volunteers come from a range of local businesses and academic institutions, including sixth formers from a local international school.

The first steps have been taken in developing a 'club' for the parents – many of them single mothers from minority backgrounds – to offer welfare support as well as support into employment and training. It is hoped to bring over skills developed in the C4WS Jobs Club to assist in these areas.

### **Risk**

The Trustees maintain statutory insurance policies and have established policies in line with their statutory duties and best practice to ensure the health and safety of their staff and the guests staying in overnight shelters. They consider that they have taken adequate precautions to eliminate or mitigate risks to which they are exposed.

### **Public Benefit and Impact**

The Trustees are aware of the Charity Commission's guidance on public benefit and are confident that their activities do indeed benefit the public in and around Camden. The shelter project makes a very significant improvement to the lives of the great majority of the guests (over 60 in the 2017/18 season) and the same is very obviously true of the 103 children from 66 families who have attended the After School and Homework Clubs over the last eighteen months. Their parents have also benefitted beyond mere childcare provision.

### **Reserves**

The policy and position on reserves is mentioned for each fund below.


## Financial Review

**C4WS.** The chief source of funding has remained grant making foundations and trusts, but the trustees are also grateful to the individual donors and the organisers and participants in fundraising events. We were particularly assisted by being chosen as the Mayor's Charity for 2017/18 by Councillor Richard Cotton, Mayor of Camden. This raised some £40,000 (most of which was received after the year-end) and an awareness of the problems of homelessness and what C4WS could do. The fund stood at £79,851 at 31 December 2017. This provided a small reserve for the following year.

**Hardship Fund.** This is a restricted fund originally of £10,000 given by one of the participating churches in the C4WS project and used to make loans and occasional grants to former guests to allow them to put down a deposit for rented accommodation or meet expenses of moving in. It stood at £9,443 at the year-end; repayments of loans made to guests remain high, although some have had to be written off.

**CCF** (formerly the Moral Welfare and St Margaret's Fund, both restricted) is invested in charity investment funds (COIF) CCLA and M&G Charibond units. The capital value of the endowment fund at 31 December 2017 was £1,492,597, an increase of some £40,000 in the year. Despite expenditure exceeding investment income by £14,575 in 2017, accumulated net income of £78,430 remained in the fund at the year-end. The expansion of the project means this income is no longer adequate and steps are being taken to raise funds to meet the shortfall.

Approved by the Trustees on 24 August 2018 and signed on their behalf by ANDREW PENNY, trustee



## **Independent Examiner's Report to the Trustees of CARIS CAMDEN**

### **Independent examiner's report to the trustees of CARIS CAMDEN ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2017.

#### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Daniel Gricks FCA  
Upminster Limited  
Chartered Accountants  
1 Engayne Gardens  
Upminster  
Essex  
RM14 2SZ

Date: .....

# CARIS CAMDEN

## Statement of Financial Activities for the Year Ended 31 December 2017

	Notes	Unrestricted fund £	Restricted fund £	Endowment fund £	31.12.17 Total funds £	31.12.16 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies		-	187,800	-	187,800	154,373
Investment income	2	-	62,994	-	62,994	64,300
<b>Total</b>		-	250,794	-	250,794	218,673
<b>EXPENDITURE ON</b>						
Charitable Activities	3	-	227,581	-	227,581	191,054
		-	227,581	-	227,581	191,054
Other		-	-	-	-	1,500
<b>Total</b>		-	227,581	-	227,581	192,554
Net gains/(losses) on investments		-	-	39,873	39,873	62,810
<b>NET INCOME</b>		-	23,213	39,873	63,086	88,929
<b>RECONCILIATION OF FUNDS</b>						
Total funds brought forward		90	144,511	1,452,724	1,597,325	1,508,396
<b>TOTAL FUNDS CARRIED FORWARD</b>		90	167,724	1,492,597	1,660,411	1,597,325

### CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**CARIS CAMDEN****Balance Sheet  
At 31 December 2017**

	Notes	31.12.17 £	31.12.16 £
<b>CURRENT ASSETS</b>			
Debtors	7	15,106	5,136
Investments	8	1,494,091	1,454,218
Cash at bank and in hand	9	<u>157,790</u>	<u>145,171</u>
		1,666,987	1,604,525
 <b>CREDITORS</b>			
Amounts falling due within one year	10	<u>(6,576)</u>	<u>(7,200)</u>
 <b>NET CURRENT ASSETS</b>		<u>1,660,411</u>	<u>1,597,325</u>
 <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,660,411</u>	<u>1,597,325</u>
 <b>NET ASSETS</b>		<u>1,660,411</u>	<u>1,597,325</u>
 <b>FUNDS</b>	12		
Unrestricted funds		90	90
Restricted funds		167,724	144,511
Endowment funds		<u>1,492,597</u>	<u>1,452,724</u>
 <b>TOTAL FUNDS</b>		<u>1,660,411</u>	<u>1,597,325</u>

The notes form part of these financial statements



**CARIS CAMDEN**

**Balance Sheet - continued**  
**At 31 December 2017**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 24 August 2018 and were signed on its behalf by: ANDREW PENNY, trustee

  
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## CARIS CAMDEN

### Notes to the Financial Statements for the Year Ended 31 December 2017

#### 1. ACCOUNTING POLICIES

##### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### Taxation

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

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. INVESTMENT INCOME

	31.12.17	31.12.16
	£	£
Trust income	<u>62,994</u>	<u>64,300</u>

#### 3. CHARITABLE ACTIVITIES

	31.12.17	31.12.16
	£	£
Staff costs	157,825	113,582
Other costs	66,388	77,472
Support costs	<u>3,368</u>	<u>-</u>
	<u>227,581</u>	<u>191,054</u>

# CARIS CAMDEN

## Notes to the Financial Statements - continued for the Year Ended 31 December 2017

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2017 nor for the year ended 31 December 2016.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2017 nor for the year ended 31 December 2016.

### 5. STAFF COSTS

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

	31.12.17	31.12.16
Managers	<u>4.5</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Endowment fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	-	154,372	1	154,373
Investment income	<u>-</u>	<u>64,300</u>	<u>-</u>	<u>64,300</u>
<b>Total</b>	-	218,672	1	218,673
<b>EXPENDITURE ON</b>				
Charitable Activities	-	191,054	-	191,054
Other	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>1,500</u>
<b>Total</b>	-	192,554	-	192,554
<b>Net gains/(losses) on investments</b>	<u>-</u>	<u>(423)</u>	<u>63,233</u>	<u>62,810</u>
<b>NET INCOME</b>	-	25,695	63,234	88,929
<b>Transfers between funds</b>	<u>1,488</u>	<u>(1,488)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	1,488	24,207	63,234	88,929
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	<u>(1,398)</u>	<u>120,304</u>	<u>1,389,490</u>	<u>1,508,396</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>90</u>	<u>144,511</u>	<u>1,452,724</u>	<u>1,597,325</u>

# CARIS CAMDEN

## Notes to the Financial Statements - continued for the Year Ended 31 December 2017

### 7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.17	31.12.16
	£	£
Grants/donations receivable	6,130	-
Outstanding loans due	4,732	2,335
Gift Aid	1,475	1,475
Prepayments	<u>2,769</u>	<u>1,326</u>
	<u>15,106</u>	<u>5,136</u>

### 8. CURRENT ASSET INVESTMENTS

	31.12.17	31.12.16
	£	£
Moral Welfare Fund invested in in COIF Property Fund	13,440	12,959
St Margaret's Fund invested in the COIF Property Fund	498,294	480,431
St Margaret's Fund invested in COIF Charities Global Equities	525,187	496,199
St Margaret's Fund invested in the M&G Charibond Charities F. Int Fund	<u>457,170</u>	<u>464,629</u>
	<u>1,494,091</u>	<u>1,454,218</u>

### 9. CASH AT BANK AND IN HAND

	Restricted funds	Endowment fund	31.12.17	31.12.16
	£	£	Total funds	Total funds
	£	£	£	£
Petty cash	1,229	-	1,229	428
CAF Bank C4WS Current account	62,133	-	62,133	41,295
CAF BankTrusts Current account	59,307	16,839	76,146	89,809
Barclays current account	3,078	1,351	4,429	4,442
St Pancras Trust account	4,471	-	4,471	145
Money card	3,771	-	3,771	1,414
HSBC Hardship Fund	4,940	-	4,940	7,338
C4WS Paypal	<u>671</u>	<u>-</u>	<u>671</u>	<u>300</u>
Total	<u>139,600</u>	<u>18,190</u>	<u>157,790</u>	<u>145,171</u>

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.17	31.12.16
	£	£
Trade creditors	15	-
Direct & Governance costs	3,368	1,500
Other	<u>3,193</u>	<u>5,700</u>
	<u>6,576</u>	<u>7,200</u>

# CARIS CAMDEN

## Notes to the Financial Statements - continued for the Year Ended 31 December 2017

### 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted fund £	Endowment fund £	31.12.17 Total funds £	31.12.16 Total funds £
Current assets	90	174,300	1,492,597	1,666,987	1,604,525
Current liabilities	-	(6,576)	-	(6,576)	(7,200)
	<u>90</u>	<u>167,724</u>	<u>1,492,597</u>	<u>1,660,411</u>	<u>1,597,325</u>

### 12. MOVEMENT IN FUNDS

	At 1/1/17 £	Net movement in funds £	At 31/12/17 £
<b>Unrestricted funds</b>			
General fund	90	-	90
<b>Restricted funds</b>			
Restricted funds	144,511	23,213	167,724
<b>Endowment funds</b>			
Endowment fund	1,452,724	39,873	1,492,597
<b>TOTAL FUNDS</b>	<u>1,597,325</u>	<u>63,086</u>	<u>1,660,411</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Restricted funds</b>				
Restricted funds	250,794	(227,581)	-	23,213
<b>Endowment funds</b>				
Endowment fund	-	-	39,873	39,873
<b>TOTAL FUNDS</b>	<u>250,794</u>	<u>(227,581)</u>	<u>39,873</u>	<u>63,086</u>

**CARIS CAMDEN**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2017**

**12. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1/1/16 £	Net movement in funds £	Transfers between funds £	At 31/12/16 £
<b>Unrestricted Funds</b>				
General fund	(1,398)	-	1,488	90
<b>Restricted Funds</b>				
Restricted funds	120,304	25,695	(1,488)	144,511
<b>Endowment funds</b>				
Endowment fund	1,389,490	63,234	-	1,452,724
<b>TOTAL FUNDS</b>	<u>1,508,396</u>	<u>88,929</u>	<u>-</u>	<u>1,597,325</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Restricted funds</b>				
Restricted funds	218,672	(192,554)	(423)	25,695
<b>Endowment funds</b>				
Endowment fund	1	-	63,233	63,234
<b>TOTAL FUNDS</b>	<u>218,673</u>	<u>(192,554)</u>	<u>62,810</u>	<u>88,929</u>

**Further analysis of Restricted Funds:**

	C4WS	Hardship	Families	Total
<b>Brought forward</b>	42,063	9,443	93,005	144,511
<b>Incoming resources</b>	187,300		63,494	250,794
<b>Resources expended</b>	(149,512)		(78,069)	(227,581)
<b>Gains/Losses</b>				
<b>Transfers</b>				
<b>Carried forward</b>	79,851	9,443	78,430	167,724

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2017.

**CARIS CAMDEN****Detailed Statement of Financial Activities  
for the Year Ended 31 December 2017**

	31.12.17 £	31.12.16 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Direct donations	187,800	154,373
<b>Investment income</b>		
Trust income	<u>62,994</u>	<u>64,300</u>
<b>Total incoming resources</b>	250,794	218,673
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Wages	147,213	106,348
Social security	10,612	7,234
Other costs	<u>66,388</u>	<u>77,472</u>
	224,213	191,054
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy and legal fees	<u>3,368</u>	<u>1,500</u>
<b>Total resources expended</b>	227,581	192,554
	<hr/>	<hr/>
<b>Net income</b>	<u>23,213</u>	<u>26,119</u>

