



Receipts and payments accounts

CC16a

For the period
from

6 July 2017

To

31 March 2018

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Individual Donations	23,519	-	-	23,519	-
Company/Group Donations	35,430	-	-	35,430	-
Cash Donations	25,839	-	-	25,839	-
Grants	7,261	-	-	7,261	-
Gift Aid	1,485	-	-	1,485	-
Transfer from Unincorporated Charity	11,019	-	-	11,019	-
	-	-	-	-	-
Sub total (Gross income for AR)	104,552	-	-	104,552	-
A2 Asset and investment sales (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	104,552	-	-	104,552	-
A3 Payments					
Fixed Assets	12,920	-	-	12,920	-
Bus Fit-out/Repairs	11,422	-	-	11,422	-
Site Set-up/Repairs	7,614	-	-	7,614	-
Salaries	4,558	-	-	4,558	-
Equipment Hire	2,735	-	-	2,735	-
Admin Expenses	849	-	-	849	-
Insurance	408	-	-	408	-
Bank Charges	154	-	-	154	-
Guest Welfare	150	-	-	150	-
Fundraising Expenses	88	-	-	88	-
Phone/Internet	48	-	-	48	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	40,947	-	-	40,947	-
A4 Asset and investment purchases (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	40,947	-	-	40,947	-
Net of receipts/(payments)	63,605	-	-	63,605	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	63,605	-	-	63,605	-



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

B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Current Account	63,395	-	-
PayPal Balance	211	-	-
	-	-	-
Total cash funds	63,605	-	-

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

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Bus (Kassbohrer Setra S228 DT 1984)		-	7,500
Welfare Unit - Kitchen/Dining		-	3,000
Welfare Unit - Showers/Toilets		-	3,000
Office		-	2,000
Kennels		-	500
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
HMRC - PAYE/NIC		559	22 April 2018
		-	
		-	
		-	

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

Signature

Print Name

Date of approval

	Carole Jinks - Treasurer	25 January 2019
	Pamela Williams - Chair	25 January 2019



Trustees' Annual Report for the Period

Period start date

Period end date

From 6 July 2017 To 31 March 2018

Section A Reference and administration details

Charity name **The Bus Shelter MK**

Other names charity is known by

Registered charity number (if any) **1173705**

Charity's principal address **Colgrain Street**

Campbell Park

Milton Keynes

MK9 4BF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Williams	Chair		
2	David Pickering	Vice Chair	Appointed 3/8/17	
3	Carole Jinks	Treasurer	Appointed 1/5/18	
4	Peter Smith	Acting Secretary	Appointed 6/2/18	
5	Matthew Penning		Appointed 3/4/18	
6	Claire Henson		Appointed 7/11/17	
7	Ellis Rust		Appointed 10/12/18	
8	Thomas Davis	Vice Chair	Resigned 10/5/18	
9	Douglas Campbell	Treasurer	Resigned 25/11/17	
10	Rosie Drinkwater	Secretary	Resigned 10/4/18	
11	Lee Kent		Resigned 12/4/18	
12	Karl Hanif		Resigned 17/8/17	
13	Toni Baker	Secretary	Appointed 19/6/18 Resigned 19/8/18	

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B	Structure, governance and management
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Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charitable Incorporated Organisation (CIO)

Trustee selection methods

Elected or appointed as appropriate**Additional governance issues (Optional information)**

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

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

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

To relieve the needs of homeless persons, or those at risk of homelessness, within the borough of Milton Keynes, by the provision of temporary accommodation, shelter, warmth, food, advice, signposting and support

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

The Bus Shelter MK (TBSMK) opened its doors to people experiencing homelessness, who would otherwise be sleeping on the streets of Milton Keynes, on 28 March 2018. Accordingly, activity during this reporting period focussed largely on the fundraising and site set-up needed to achieve this goal.

TBSMK took over the assets of the previous unincorporated association set-up with the same aims which included a converted double decker bus. Having lobbied Milton Keynes Council (MKC) to find a suitable site for the bus to operate from and receiving cross party support for the proposed project, planning permission was granted in November 2017 for the bus and ancillary buildings to be located in Campbell Park, Central Milton Keynes with access to the site gained at the end of December 2017. MKC funded the installation of electricity, water and sewerage to the site which Trustees and Volunteers project managed over the following three months.

A full-time Shelter Manager was appointed to run the site, assess potential guests and direct Volunteers.

Fund raising was generously supported by intu Milton Keynes including taking the bus into the shopping centre to publicise the project and raise funds, a direct donation and winning the intu Chairman's award. Several corporate charitable trusts also donated including Santander, Tesco, Baxi Heating and Lush as well local Freemason Lodges and Rotary Clubs.

Goods and services were donated or provided at greatly reduced cost from numerous companies enabling us to deliver the project within budget.

The Trustees have considered the Charity Commission guidelines on public benefit and consider that these are being met through the Charity's objectives and activities.

Additional details of objectives and activities (Optional information)

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

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

TBSMK would not have been able to launch our service and continue the vital work without the wonderful volunteers who have helped us reach this point and whose support is greatly appreciated by the Trustees and more importantly the guests.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

- Raise the profile of TBSMK through numerous local events and local and national media appearances
- Securing further funding, goods and services from the Milton Keynes community, Charitable Trusts and Corporate charitable funds to purchase/refurbish two ancillary units to accommodate the kitchen, office, toilets, showers and laundry facilities plus kennels to allow guests who have dogs to retain ownership of their pets
- Obtaining HMRC recognition for Gift Aid
- Receiving the offer of the site in Campbell Park on which the bus and ancillary buildings could be located and operated from. This has been leased by MKC from Milton Keynes Development Partnership (MKDP)
- Being granted planning permission for the change of use of the Campbell Park site
- Working with various organisations to ensure the site was connected to electricity, mains water and sewerage
- Registering the site as a postal address to support guests back into work and housing
- Ensuring compliance with health and safety regulations
- Recruiting and training over 50 Volunteers
- Recruiting an experienced Shelter Manager
- Becoming operational on 28 March 2018 with three initial guests

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees continue with their efforts to raise funds to support the charitable activities and to build up a level of reserves sufficient to meet its overheads for the following 12 month period

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Section F

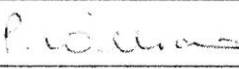
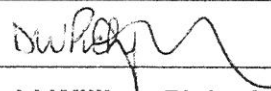
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Pamela Williams	David William Pickering
Position (eg Secretary, Chair, etc)	Chair	Vice Chair
Date	25 January 2019	



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE BUS SHELTER MK

On accounts for the year
ended

31 MARCH 2018

Charity no
(if any)

1173705

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2018.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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

Signed:

Date:

25/01/2019

Name:

SIMON JOHN GILL

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

FELLOW OF THE CHARTERED ASSOCIATION OF CERTIFIED
ACCOUNTANTS

Address:

SOVEREIGN COURT, 230 UPPER 5TH STREET,
MILTON KEYNES, BUCKINGHAMSHIRE, MK9 2HR

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

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

N/A