

**ST. HILDA'S EAST**

**DIRECTORS' AND TRUSTEES' REPORT  
AND ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2020**

**Company No: 00052880  
Charity No: 212208**

**ST. HILDA'S EAST**  
**REPORT AND ACCOUNTS**

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**ST. HILDA'S EAST**  
**DIRECTORS' AND TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31st March 2020, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statements 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).

### **OUR PURPOSE AND ACTIVITIES**

The company's objective and principal activities are:

- The relief of need which arises as a result of poverty, old age, disability or illness;
- To provide for the advancement of education;
- In the interests of the social welfare of the inhabitants of the London Borough of Tower Hamlets and surrounding areas in particular, but not exclusively, of the Weavers Ward and in order to improve the conditions of life for those in need of such facilities by reason of poverty, youth or age.

The main objectives and activities for the year continued to focus on implementation of these objectives, through a combination of community projects and community based social care services. The strategies employed by the charity to achieve this during the year included the following:

- Delivering a comprehensive range of supportive activities addressing the varied needs of a diverse local community. During the year the charity pursued a strategy of consolidating this service, from provision for pre-school children to older people's projects.
- Developing the charity's advice initiatives to address poverty, including use of pro bono agencies to provide advice and assistance to individuals.
- Evolving its care services to meet changing local and national agendas, currently centring around 'personalisation'.

### **The role and contribution of volunteers**

During the year a total of 193 volunteers helped support the work of the paid staff in care services, family support, advice and youth and training work.

### **Achievements and Performance**

St Hilda's East has successfully worked towards meeting its charitable objects during the last year. Implementation of objectives has centered around the four main areas of Care Services, Family Support, Youth, and Advice and Legal Support.

#### **Care Services:**

St Hilda's East has provided a wide range of care support services, both local and borough wide across Tower Hamlets - Sonali Gardens Day Centre; a community centre based Over 50's Feeling Good! Project incorporating a 'Lunch Club Plus' service and day care; a LinkAge Plus service for people aged 50+ in the southwest of the Borough; mental health support through Tower Hamlets 'Inspire' consortium; and leading a Tower Hamlets Council commissioned consortium with the Chinese Association of Tower Hamlets and Community of Refugees from Vietnam.

These combined services made significant differences to the lives of people in the community, notably older people and other adults experiencing isolation – promoting independence and wellbeing, while providing personal care to those who need it. Our Sonali Gardens Day Centre provided culturally appropriate Day Care for up to 40 service users each weekday and up to 12 in the weekends. Majority of the service users are from Bangladeshi and south Asian community in Tower Hamlets. The Day Centre also provided services to the users of white and Afro Caribbean origin and maintains an exceptional welcoming attitude to everyone who visits it. Our revamped Older People's Project, now called Over 50's Feeling Good! supported over 102 people, providing a lifeline for over 50's at risk of loneliness as well as supporting both physical and mental wellbeing.

## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

#### FOR THE YEAR ENDED 31ST MARCH 2020

Our programme of Health and wellbeing activities are used by people ranging from 50+ right into their 90's and included exercise, IT classes, craft sessions, and intergenerational collaboration with local schools - encouraging interaction and mutual understanding between different ages and sections of the community. The popular singing sessions continued in this year, and the service also ran an Awards for All 'Art Well!' art sessions led by a locally based art teacher, with sessions focusing on the 130th anniversary, and service users' personal histories.

#### **Family Support:**

St Hilda's East further developed its family support provision through the Boundary Women's Project, including ESOL (English for Speakers of Other Languages) courses and developing employability skills via textile and craft skills training, while providing volunteer opportunities and vital one-to-one support for socially excluded women in the local community. Over 300 women received support from the Project during the year, with up to 70 taking part in its activities in any one week. As well as ESOL and craft training, activities on offer included Keep Fit and Yoga. An outreach service also helped individual women overcome isolation and provided one-to-one support. The Boundary Women's Project took part in a collaborative community art project, titled 'Looking East', a crafts initiative in partnership with The Mary Ward Centre, where service users participated in traditional methods of Middle Eastern craft to produce objects that were exhibited in the British Museum. The Project also ran a very successful International Women's Day in March, bringing together over 100 people to the centre to join in on activities.

Our City Bridge Trust supported Community Food and Advice Project provided fresh and affordable fruit and vegetables to the local community through its Food Co-op during 2018/19. An average of 90 people used this facility each week. A new programme of workshops titled 'Beauty on a Budget' . Run with the involvement of volunteers, the project is an inspiring example of social cohesion, a popular 'hub' bringing together people from surrounding area. 112 people used much needed drop in welfare benefits advice sessions run alongside the Food Co-op's daytime and evening opening hours, aimed at helping individuals move out of poverty. A free Legal Advice Clinic also operated (see **Advice and Legal Support** below) alongside the Co-op, offering local people additional help.

In an exciting new development, additional outreach Food Co-op sessions were run at local Children's Centre activities in south Hackney and Tower Hamlets during the year, funded by Derwent London Community Fund.

St Hilda's Under 5's Project ran regular stay and play activities open to the local community, incorporating family learning and support for parents and carers. The popular 'Splatter Time' programme continued, enabled by a grant from the Balcombe Charitable Trust, promoting children's development through play. St Hilda's also played a key role in Children's Centre delivery in the northwest area of Tower Hamlets borough, providing a setting for Tower Hamlets Council commissioned Active Play sessions within our community centre premises.

#### **Youth:**

As in previous years, St Hilda's Youth Project has worked with young people aged 13-19 with the aim of developing life skills, widening horizons and raising aspirations. While providing a welcoming environment to young people from throughout Tower Hamlets, the Project acts a local Hub for the Weavers Ward and surrounding Bethnal Green area.

St Hilda's generic Youth Project activities during the year included twice weekly group sessions, Muay Thai non-contact kick boxing and other sports, IT and one to one support including careers advice. Alongside this our Mercers' Company supported St Hilda's Unity Girls Project continued to provide a focal point for girls and young women aged 10-19, providing those who use it with a chance to take part in new and empowering activities. A highly popular Guide Group is run weekly in collaboration with Girlguiding UK, drawing its membership from local schools and housing estates.

St Hilda's East continued to run the very successful Surjamuki ('Sunflower' in Bengali) project aimed at young people with disabilities age 11 to 24 living throughout the Tower Hamlets area. It ran weekly transport assisted group sessions at St Hilda's, enabling members to participate regularly in on-site and outdoors activities. Surjamuki's educational and recreational opportunities were based on the principles of the Every Child Matters framework and Hear by Right, promoting involvement, independence and positive learning of young people. Service users also engaged in the inter-generational events that took part throughout the year, such as the Great Get Together, and Street Party.

## **ST. HILDA'S EAST**

### **DIRECTORS' AND TRUSTEES' REPORT (Cont/d)**

#### **FOR THE YEAR ENDED 31ST MARCH 2020**

As planned, in response to requests from Virginia Primary School, St Hilda's East Community Centre was able to successfully establish a club for boys aged 8-13. With the help of a start-up grant from Derwent London Community Fund, St Hilda's launched the Boys' Space in July 2019. A weekly Boys' Space group now takes place in St Hilda's East Community Centre from 4.00pm to 6.00pm for up to 20 boys per session aged 9-13, enjoying structured activities and opportunities, as well as open events. An initial six month programme was drawn up by a Youth Leader with boys themselves, resulting in highly popular after school sessions. These have quickly evolved into a regular pattern centering around use of our sports hall for indoor football, badminton and basketball; healthy eating group activities such as making fruit smoothies and snacks; games including carom (a traditional Bengali board game); arts activities; and use of our community centre IT suite for leisure and learning. Importantly, those coming to sessions are able to access valuable mentoring and support from the Youth Leader and volunteers drawn from the local community.

#### **Advice and Legal Support:**

With the limited resources of one part time Advice Worker and one sessional advisor the community centre Advice Service delivered a very high level of advice to members of the local community, helping many to improve their quality of life and move out of poverty. Over the last year 209 clients used the service, 123 of these being new. 725 advice appointments took place, during which over 667 hours of face to face advice was provided on a range of issues. Of these appointments, 508 involved welfare rights matters, 117 debt and 60 housing. Well used drop in sessions alongside our City Bridge Trust funded anti poverty Food Co-op initiative extended advice available on benefits and related issues to people living in our community.

A partnership with national law firm based in the City enabled St Hilda's to run free drop-in evening Legal Advice Clinics for the community. Advice was provided by volunteer law firm staff to members of the public on a pro bono basis. During 19/20 we had 37 advice sessions running at our weekly Legal Advice Clinic held in Bethnal Green area in Tower Hamlets. The legal clinic was able to provide tailored advice to a total of 97 clients. The area of enquires that the clinic was able to offer assistance were on 55 housing matters, 28 employment issues and 11 consumer concerns, as well as a wide range of other subjects. Run in partnership with Macfarlanes LLP and BPP Law School, the Clinic has made an enormous difference to many lives since being launched in November 2017. The value of pro bono advice given through St Hilda's two Legal Advice Clinics during the year amounted to £624,789.50, indicating the immense contribution made by our law firm partners.

#### **New business plan and strategy:**

Due to the funding and support from The Mercers' Company between 2017 to April 2020, St Hilda's East was able to develop its Business Model, based on the consultancy work carried out by The Charities Aid Foundation. After reviewing the Report recommendations, St Hilda's created a 3 year organisational Strategy, 2019 – 2022 to outline the direction of travel, focus and activities that the Charity would provide to meet the needs of the local community. The Staffing Structure was amended to include a Deputy Director, Projects & Strategy, as well as a Head of Fundraising to ensure key areas of the organisation were catered for and also to develop a more holistic Management structure to support the Director.

#### **Public benefit statement**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2)'. The achievements and activities above demonstrate the public benefit arising through the Charity's activities.

#### **FINANCIAL REVIEW**

The statement of Financial Activities showed a net deficit for the year of £65,488 (2019 – deficit £141,848) and total reserves stand at £1,951,327 (2019 – £2,016,815). This includes the book value of the Community Centre property and the capitalisation of grants for the premises and vehicles.

St. Hilda's East endeavours to run on a balance budget in delivering the various activities carried on at the community centre. The principal funding sources are shown under notes 2 and 3 and comprise a mix of statutory funding, grants from charitable trusts and commercial organisations. The charity also raises funds through a number of sponsored initiatives.

## **ST. HILDA'S EAST**

### **DIRECTORS' AND TRUSTEES' REPORT (Cont/d)**

#### **FOR THE YEAR ENDED 31ST MARCH 2020**

##### **Risk management**

The Directors and Trustees have identified the major risks to which the Charity is exposed and believe that the systems in place are adequate to mitigate those risks. The Charity's Organisational Risk Assessment has been reviewed to this end. The charity makes little use of financial instruments other than an operational bank account and an investment in a common investment fund so its exposure to price risk, credit risk, liquidity risk and cash flow risk is not material for the assessment of the assets, liabilities, financial position and profit or loss of the charity.

##### **Principal funding sources**

The charity aims to develop a diverse funding base for its activities. While the London Borough of Tower Hamlets remains its largest source of funding due to a number of contracts and Service Agreements, St. Hilda's East continues to attract funding for its various projects from a wide range of other sources – charitable trusts, livery companies, private companies, donations and the community centre's own income generating activities.

##### **Investment powers and policy**

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. It endeavours to maximise interest income from use of free financial resources.

##### **Reserves policy**

The Directors and Trustees consider it prudent to maintain an adequate level of unrestricted reserves to cover the community centre's contractual commitments and provide sufficient working capital and have set this at minimum of between three and six months expenditure. As at the year end accounts showed reserves of £1,951,327 (2019 - £2,016,815), of which £1,415,086 (2019 - £1,484,890) was restricted. In addition, the Trustees have set aside Designated Funds totalling £218,715 (2019 - £218,715) for specific purposes including staff contingency, building work and maintenance. The unrestricted funds not designated or invested in tangible fixed assets held by the charity are £267,052 (2019 - £250,439).

#### **FUTURE PLANS AND DEVELOPMENTS**

St Hilda's East will continue to deliver across its four main areas of activity i.e. Care Services, Family Support, Youth and Advice/Legal Support, in line with its charitable objectives, however, with a new Director in place, and based on the recommendations of the CAF Report and 3 year Strategy, the organisation will continue to develop and transform its services to meet the needs of the local community, and provide a strong, stable and sustainable organisation.

A Strategic Framework will be developed for the organisation to complement the 3 year Strategy and capture the essential elements of the Charity and provide an overview of the Vision, Mission and Values, Strategic Objectives, Operational Action Plans including monitoring and reporting, so that Trustees, SLT, MT and Staff have a clear understanding of the direction and focus of St Hilda's and are working together.

A Strategic Action Plan will be created to ensure that strategy is translated into action and cascaded to all levels of the organisation, with a focus on development in key areas i.e. Governance, Partnerships, Facilities, Marketing, Funding, Impact Framework, as well as reshaping Project Delivery so that it meets the needs of the local community in Tower Hamlets.

These actions will be supported by improvements in systems and processes in the back office functions i.e. Finance, HR, Admin and IT, including a new CRM system e.g. Salesforce and Funding Database e.g. Donorfy, so that information and documentation is communicated, handled and stored correctly and is easily accessible to staff. Additionally, Working Groups will be setup in each key area listed above, bringing together people with the right skills, knowledge and experience to input and advise on development.

Funding and Marketing are two key strategic areas for development at St Hilda's and as such the Charity will engage with two excellent Consultancies i.e. Ingenious Group (Marketing) and NCA (Funding) to support the growth in these areas, bring in the requisite skills, knowledge and expertise to the organisation, resulting in a full Marketing & Communications Strategy, Funding Strategy, and Facility Options Appraisal, as well as an overall Business Plan.

## **ST. HILDA'S EAST**

### **DIRECTORS' AND TRUSTEES' REPORT (Cont/d)**

#### **FOR THE YEAR ENDED 31ST MARCH 2020**

A Project Review will take place, which will assess the purpose and quality of current St Hilda's Project Delivery and also provide the foundation for future Project Development, based on the Needs Analysis and Map & Survey of Tower Hamlets, taking a Co-production approach, so that the Services and Provision that St Hilda's is delivering to the community is evidenced, up to date and of the right quality. This will be supported by the development and implementation of an Impact Framework to ensure that St Hilda's is capturing the right data, measuring its Project outputs & outcomes, is focused on the right KPIs and, hence, is in a position to assess its impact on the community, adjust its Projects and Programmes accordingly and continue to support its beneficiaries in the coming years.

Resources will be allocated, efficiently and effectively, to meet the strategic priorities of the Charity, as outlined above, and the Staff Structure will be shaped so that it is streamlined, efficient and fit for purpose, with a Senior Leadership Team, reporting through to the Board, and a Management Team, overseeing operations.

#### **Charitable and political donations**

During the year the company made no political or charitable donations.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

St. Hilda's East is a company limited by guarantee and not having a capital divided by shares.

The company was incorporated on 5<sup>th</sup> June 1897 and is a registered charity constituted as a Limited Company under the Memorandum and Articles of Association. The charity registration number is 212208 and the company registration number is 00052880.

#### **Trustee induction and training**

The Trustees maintain a working knowledge of charity and company law and best practice by attendance at charity and company courses run by outside providers. New Trustees are given copies of the Memorandum and Articles of Association and Policies and Procedures of the organisation.

#### **Appointment of trustees**

As set out in the Articles of Association the Chair of Trustees is nominated by St. Hilda's East Management Board. Membership of the Management Board is agreed by the charity's members at an Annual General Meeting.

The Directors in office in the year are set out on page 8. The Directors have no beneficial interest in the company other than as members and all guarantee to contribute £1 in the event of a winding up. The Board has the power to appoint additional Directors and Trustees with special expertise as it considers fit.

They also have unlimited investment powers.

#### **Organisation**

The company is structured so that the Directors and Trustees meet regularly in order to manage its affairs, with St. Hilda's East Management Board meeting approximately every six weeks. The Management Board comprises individuals from a variety of backgrounds, stakeholders and users. Board members' backgrounds include care, advice and legal professions as well as finance and management. A Finance & Personnel Sub-committee is in place, meeting regularly and reporting in turn to the Management Board.

A scheme of delegation is in place and day to day responsibility for the provision of the charity's services and activities rests with the Director and a Senior Management Team (SMT), members of which report to the Director. SMT staff has lead responsibility for specific areas of work such as social care, young people and older people.

#### **Related parties**

During the year there were no related party transactions.

**ST. HILDA'S EAST**  
**DIRECTORS' AND TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

**Pay policy for senior staff**

The pay structure for all employees is based on the nationally agreed NJC pay scale. Increases to pay scales are generally based on the nationally negotiated percentages. Pay scale reviews and the pay scale that is set for each role, including for all senior staff, is considered by the personnel sub-committee of the Executive Committee (EC), which makes recommendations to the full EC to make the final decisions.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Company Number:** 00052880

**Charity Number:** 212208

**Directors / Trustees:**

Mr D Twomey (Chair)  
Ms N Basuthakur (Treasurer)  
Ms S J Barry  
Mrs J Locker  
Ms A Klarfeld  
Miss H Edwards  
Ms F Rahman  
Ms M McCauley  
Ms B Mobey  
Mrs M Hadji-Michael – Appointed 21/02/2020  
Miss A Choudhury – Resigned 09/04/2019

**Secretary:** Mr R Williams – Resigned 06/04/2020  
Mr M Band – Appointed 06/04/2020

**Senior Management Team:**

Mr R Williams – Director - Resigned 06/04/2020  
Mr M Band – Director - Appointed 06/04/2020  
Mr F Ahmed – Deputy Director, Finance and Facilities – Resigned 30/06/2020  
Miss Zoe Eccles - Deputy Director, Projects and Strategy  
Miss Andrea Shortell – Executive Assistant

**Registered Office:** 18 Club Row, London E2 7EY

**Auditors:** Ramon Lee Audit LLP, 93 Tabernacle Street, London EC2A 4BA

**Bankers:** National Westminster Bank Plc., 180 Shoreditch High Street, London E1 6HN  
CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4TA  
The Royal Bank of Scotland, 62-63 Threadneedle Street, London EC2R 8LA  
Lloyds TSB, 25 Gresham Street, London EC2V 7HN  
Scottish Widows Bank, 67 Morrison Street, Edinburgh EH3 8YJ

**Trustees' responsibilities in relation to the financial statement**

The Trustees (who are also directors of St. Hilda's East for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its income and expenditure for that period.



## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

#### FOR THE YEAR ENDED 31ST MARCH 2020

In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### STATEMENT OF DISCLOSURE TO AUDITOR

So far as the Trustees are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the Trustees have taken all the necessary steps that we ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

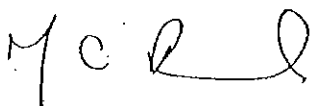
#### AUDITORS

A resolution was proposed and agreed at the Annual General Meeting that Ramon Lee Audit LLP be re-appointed as auditors of the Charity for the ensuing year.

The report of the directors has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

#### APPROVAL

This report was approved by the Board and signed on its behalf by:



M Band  
Secretary

16<sup>th</sup> July 2020

# REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF

## ST. HILDA'S EAST

### Opinion

We have audited the financial statements of St. Hilda's East for the year ended 31<sup>st</sup> March 2020, which comprise the Statement of Financial Activities (Summary Income and Expenditure Account), balance sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

### Other Information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The directors' report has been prepared in accordance with applicable legal requirements.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF (Cont/d)

## ST. HILDA'S EAST

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit;
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' and Trustees' Report.

### Responsibilities of directors

As explained more fully in the directors' responsibilities statements set out on pages 7 and 8, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



DAVID TERRY (Senior Statutory Auditor)  
for and on behalf of RAMON LEE AUDIT LLP  
CHARTERED ACCOUNTANTS  
STATUTORY AUDITOR

93 TABERNACLE STREET  
LONDON EC2A 4BA

16<sup>th</sup> July 2020

**ST. HILDA'S EAST**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31ST MARCH 2020**

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds General Funds £	Designated Funds £	Restricted Funds £	2020 £	2019 £
<b>Income</b>						
Donations and legacies	2	77,914	-	12,166	90,080	57,286
Income from charitable activities	3	699,772	-	874,480	1,574,252	1,367,051
Income from other trading activities	4	222,235	-	-	222,235	169,426
Investment income	5	3,448	-	-	3,448	3,346
<b>Total income</b>		<u>1,003,369</u>	<u>-</u>	<u>886,646</u>	<u>1,890,015</u>	<u>1,597,109</u>
<b>Expenditure</b>						
Cost of raising funds	6	101,157	-	500	101,657	76,764
Expenditure on charitable activities	6	896,134	-	955,950	1,852,084	1,663,127
<b>Total expenditure</b>		<u>997,291</u>	<u>-</u>	<u>956,450</u>	<u>1,953,741</u>	<u>1,739,891</u>
<b>Net Income / (expenditure) &amp; net movements in funds before gains &amp; losses on Investments</b>		6,078	-	(69,804)	(63,726)	(142,782)
Net gains/(losses) on investments	8	(1,762)	-	-	(1,762)	934
<b>Net movement In funds</b>		<u>4,316</u>	<u>-</u>	<u>(69,804)</u>	<u>(65,488)</u>	<u>(141,848)</u>
<i>Reconciliation of funds:</i>						
Total funds, brought forward		313,210	218,715	1,484,890	2,016,815	2,158,663
<b>Total funds, carried forward</b>		<u>317,526</u>	<u>218,715</u>	<u>1,415,086</u>	<u>1,951,327</u>	<u>2,016,815</u>

**CONTINUING OPERATIONS**

None of the charity's activities were acquired or discontinued during the above two financial periods.

**TOTAL RECOGNISED GAINS AND LOSSES**

The charity has no recognised gains or losses other than the above movement in funds for the above two financial periods.

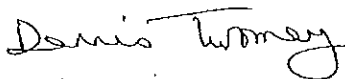
The notes on pages 14 to 26 form part of these accounts.

**ST. HILDA'S EAST**  
**BALANCE SHEET AS AT 31ST MARCH 2020**

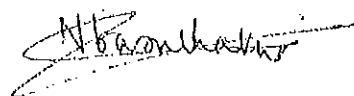
	Notes	2020	2019
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	12	1,413,561	1,468,690
Investments	13	67,393	69,155
		<u>1,480,954</u>	<u>1,537,845</u>
<b>Current assets</b>			
Stock	14	4,762	4,690
Debtors	15	150,006	178,420
Cash at bank and in hand		368,811	371,554
		<u>523,579</u>	<u>554,664</u>
<b>Liabilities</b>			
Creditors falling due within one year	16	53,206	75,694
		<u>470,373</u>	<u>478,970</u>
<b>Net current assets</b>			
<b>Net assets</b>		<u>1,951,327</u>	<u>2,016,815</u>
<b>The funds of the charity</b>			
Unrestricted funds:			
General	17	317,526	313,210
Designated	17	218,715	218,715
Restricted funds	17	1,415,086	1,484,890
<b>Total charity funds</b>		<u>1,951,327</u>	<u>2,016,815</u>

The Trustees have prepared accounts in accordance with Section 398 of the Companies Act 2006 and Section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

These accounts were approved by the Board of Directors and Trustees on 16<sup>th</sup> July 2020 and were signed on its behalf by:



Chair of the Directors  
Dennis Twomey



Treasurer  
Nandini Basuthakur

CompanyNumber 00052880

**ST. HILDA'S EAST**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

	2020 £	2019 £
<b>Net cash used in operating activities</b>	<u>(6,191)</u>	<u>(146,003)</u>
<b>Cash flows from investing activities</b>		
Interest income	3,448	3,346
<b>Cash provided by investing activities</b>	<u>3,448</u>	<u>3,346</u>
 Decrease / increase in cash & cash equivalents in the year	 <u>(2,743)</u>	 <u>(142,657)</u>
 Cash & cash equivalents at the beginning of the year	 371,554	 514,211
<b>Total cash &amp; cash equivalents at the end of the year</b>	<u><u>368,811</u></u>	<u><u>371,554</u></u>

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**Reconciliation of net movement in funds to net cashflow from operating activities:**

	2020 £	2019 £
Net movement in funds	(65,488)	(141,848)
Add back depreciation	55,129	64,273
Deduct interest income shown in investment activities	(3,448)	(3,346)
Deduct gains / add back losses on investment	1,762	(934)
Decrease / (increase) in stock	(72)	947
Decrease / (increase) in debtors	28,414	(21,707)
Increase / (decrease) in creditors	(22,488)	(43,388)
<b>Net cash used in operating activities</b>	<u><u>(6,191)</u></u>	<u><u>(146,003)</u></u>

**ST. HILDA'S EAST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of accounts**

The financial statements have been prepared in accordance with 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) – (Charity SORP (FRS 102), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

St.Hilda's East meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

**1.2 Preparation of accounts on a going concern basis**

The trustees are of the view that these results and fundraising plans for the future have secured the immediate future of the charity for the next 12 to 18 months and on this basis the charity is a going concern.

**1.3 Income recognition**

All income is included in the consolidated SOFA when the charity is legally entitled to it, receipt is probable and the amount can be measured with sufficient reliability.

**Grant Income**

Grants are credited to the SOFA when the charity is entitled to the funds. Income is only deferred where there are time constraints imposed by the donor or if the funding is performance related.

Where entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, the income is recognised when there is sufficient evidence that conditions will be met.

Grants supporting the core activities of the charity and with no specific restrictions placed upon their use are included within donations and legacies. Grants that have specific restrictions placed upon their use are included within income from charitable activities.

Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Deprecation on the related fixed assets are charged against the restricted fund.

**Donations and legacies**

Donations are recognised in the period in which they are received. Legacy income is recognised when the charity's entitlement is judged to be probable and where the amount can be reliably measured.

**Contract Income**

Income from charitable activities include income recognised as earned (as the related goods and services are provided) under contract.

**Room hire and service charge income**

Room hire and service charge income are credited to income in the year in which they are receivable.

**Investment income**

Investment income is included when receivable.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 1.4 Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refers to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### 1.5 Expenditure recognition and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- (a) Cost of raising funds comprises costs of seeking donations and legacies, costs related to property rentals and their associated support costs.
- (b) Expenditure on charitable activities include expenditure associated with the main objectives of the charity and include both direct costs and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### 1.6 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 7.

#### 1.7 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### 1.8 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Individual fixed assets costing £1,000 or more are capitalised at cost.

A part of building owned and occupied by St. Hilda's East is rented out to charitable organisations, which carry out activities, compatible with St. Hilda's East charitable objectives, therefore, as required by SORP 2015 (FRS 102) the rented proportion of the building is identified separately in note 12, under Freehold property (mixed motive investment).

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases.

Freehold property	-	2% per annum on cost
Leasehold property improvements	-	Length on the lease
Furniture and equipment	-	25% per annum on cost
Motor vehicles	-	20% per annum on cost



## ST. HILDA'S EAST

### NOTES TO THE ACCOUNTS (Cont/d)

#### FOR THE YEAR ENDED 31ST MARCH 2020

##### **1.9 Fixed asset Investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in the property market due to wider economic conditions.

##### **1.10 Realised / unrealised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

##### **1.11 Stock**

Stock is included at the lower of cost or net realisable value.

##### **1.12 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.

##### **1.13 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term cash deposits.

##### **1.14 Creditors and provisions**

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.

##### **1.15 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **1.16 Judgement and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the charity is required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 1.17 Pension costs

Until 30 September 2013 the charity participated in a defined benefit pension scheme on behalf of its employees. From October 2013 these employees were transferred to a defined contribution arrangement. Additionally (from 1st May 2016) all other eligible employees were auto enrolled into the government's defined contribution scheme.

Contributions are charged to the Statement of Financial Activities in the period in which they are payable. The assets of the defined contribution schemes are held separately from those of the company in independently administered funds. The pension cost charge (note 10) represents contributions payable by the charity to the fund and amounted to £22,670 (2019 - £19,238). Contributions totalling £10 (2019 - £2,088) were payable to the fund at the year end and are included in creditors.

#### 1.18 Operating leases

All leases are operating leases, and rentals are charged to the Statement of Financial Activities on a straight-line basis over the lease duration. No assets are held under hire purchase agreements.

#### 1.19 Taxation

The charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

## 2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2020 £	2019 £
Cheltenham Ladies College	2,104	-	2,104	3,556
Guild of Cheltenham Ladies College	3,000	500	3,500	3,000
The Joseph Rank Trust	-	-	-	-
Macfarlanes LLP	5,000	-	5,000	10,000
Mercers Charitable Foundation	-	-	-	10,000
HMRC - Job retention scheme grant	-	11,666	11,666	-
Donations	63,151	-	63,151	26,476
Membership income	4,659	-	4,659	4,254
	<u>77,914</u>	<u>12,166</u>	<u>90,080</u>	<u>57,286</u>

The donations and legacies income in 2019 totalling £57,286 was attributed to unrestricted funds of £47,286 and restricted funds of £10,000.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2020 £	2019 £
<b>Care Services:</b>				
<i>Service agreements</i>				
L B of Tower Hamlets	581,728	-	581,728	560,426
Other contact income	19,766	-	19,766	19,495
<i>Grants and donations</i>				
L B of Tower Hamlets	-	23,400	23,400	17,350
Awards for All	-	-	-	9,071
Crédit Agricole	-	3,500	3,500	-
Derwent London Community Fund	-	1,500	1,500	-
The Drapers' Charitable Fund	-	-	-	5,000
Francis Winham Foundation	-	5,000	5,000	-
The Frank Jackson Foundation	-	7,000	7,000	-
Heritage Lottery Fund	-	-	-	3,400
Mercers Charitable Foundation	-	-	-	20,000
Peter Fraenkel Charitable Fund	-	-	-	4,000
Charitable company/trust donations < £5,000	-	9,330	9,330	5,361
Corporate donations < £5,000	-	6,500	6,500	-
Other income	42,157	-	42,157	47,496
<i>Pro-Bono services</i>				
Bryan Cave Leighton Paisner LLP	-	-	-	33,000
	<u>643,651</u>	<u>56,230</u>	<u>699,881</u>	<u>724,599</u>
<b>Family Support:</b>				
<i>Grants and donations</i>				
Account3	-	5,109	5,109	-
City Bridge Trust	-	33,435	33,435	33,216
Co-op Local Community Fund	-	-	-	5,845
Derwent London Community Fund	-	-	-	2,500
Heritage Lottery Fund	-	-	-	3,400
Mercers Charitable Foundation	-	-	-	5,000
The Rank Foundation	-	28,000	28,000	21,857
Charitable company/trust donations < £5,000	-	10,202	10,202	15,146
Other Income	33,293	-	33,293	29,182
	<u>33,293</u>	<u>76,746</u>	<u>110,039</u>	<u>116,146</u>
<b>Youth:</b>				
<i>Service agreements</i>				
L B of Tower Hamlets	21,607	-	21,607	-
<i>Grants and donations</i>				
L B of Tower Hamlets	-	27,431	27,431	14,083
BBC Children In Need	-	9,950	9,950	9,950
Co-op Local Community Fund	-	-	-	1,522
Canary Wharf Group Plc	-	11,625	11,625	-
Derwent London Community Fund	-	4,700	4,700	-
Inner London Magistrates' Court's	-	5,000	5,000	-
Mercers Charitable Foundation	-	10,000	10,000	30,000
Peter Fraenkel Charitable Fund	-	-	-	1,000
The Rank Foundation	-	9,040	9,040	-
Charitable company/trust donations < £5,000	-	5,998	5,998	1,000
Corporate donations < £5,000	-	1,770	1,770	-
Other income	1,221	-	1,221	630
	<u>22,828</u>	<u>85,514</u>	<u>108,342</u>	<u>58,185</u>
<b>Advice &amp; Legal Support:</b>				
<i>Grants and donations</i>				
L B of Tower Hamlets	-	8,628	8,628	8,500
City Bridge Trust	-	6,465	6,465	5,784
Crédit Agricole	-	2,500	2,500	-
Derwent London Community Fund	-	-	-	3,000
London Legal support Trust	-	7,977	7,977	10,545
Mercers Charitable Foundation	-	-	-	5,000
The Rank Foundation	-	-	-	-
Corporate donations < £5,000	-	4,131	4,131	3,570
Individual donations < £5,000	-	1,500	1,500	-
<i>Pro-Bono services</i>				
Bryan Cave Leighton Paisner LLP	-	263,448	263,448	135,640
Macfarlanes LLP	-	361,341	361,341	296,082
	<u>-</u>	<u>655,990</u>	<u>655,990</u>	<u>468,121</u>
	<u>699,772</u>	<u>874,480</u>	<u>1,574,252</u>	<u>1,367,051</u>

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d) FOR THE YEAR ENDED 31ST MARCH 2020

The charity is indebted to Bryan Cave Leighton Paisner LLP and Macfarlanes LLP for pro-bono advice service provided to our users. The values placed on these contributions by Bryan Cave Leighton Paisner LLP and Macfarlanes LLP, are recognised within income as donations, and corresponding charges included within Advice & Legal Support direct project costs.

Income from charitable activities in 2019 totalling £1,367,051 was attributed to unrestricted funds of £657,229 and restricted funds of £709,822.

### 4. OTHER TRADING ACTIVITIES

	Unrestricted £	2020 £	2019 £
Rental and service charge income	158,298	158,298	164,111
Minibus Brokerage income	-	-	74
Fundraising activities	62,785	62,785	3,107
Membership Consortium income	1,152	1,152	2,134
	<u>222,235</u>	<u>222,235</u>	<u>169,426</u>

The other trading income in 2019 totalling £169,426 was attributed to unrestricted funds.

### 5. INVESTMENT INCOME

	Unrestricted £	2020 £	2019 £
Bank interest	648	648	475
Investment income from units in The Charities Property Fund	2,800	2,800	2,871
	<u>3,448</u>	<u>3,448</u>	<u>3,346</u>

The investment income in 2019 totalling £3,346 was attributed to unrestricted funds.

### 6. ANALYSIS OF EXPENDITURE

	Raising Funds £	Care Services £	Family Support £	Youth £	Advice & Legal Support £	2020 £	2019 £
Staff costs	70,584	541,506	99,310	82,716	32,023	826,139	823,826
Direct project costs	-	114,140	38,176	4,644	141	157,101	145,368
Pro bono legal services	-	-	-	-	624,789	624,789	464,722
Premises and equipment costs	3,843	14,989	9,993	7,687	1,922	38,434	38,800
Depreciation	4,962	19,447	12,858	9,882	2,467	49,616	57,845
Fundraising costs	9,018	-	-	-	-	9,018	2,537
Support costs (Note 7)	12,476	159,118	27,343	27,381	7,801	234,119	182,369
Governance costs (Note 7)	774	9,872	1,696	1,699	484	14,525	24,424
	<u>101,657</u>	<u>859,072</u>	<u>189,376</u>	<u>134,009</u>	<u>669,627</u>	<u>1,953,741</u>	<u>1,739,891</u>

Of the £1,953,741 expenditure in 2020 (2019 - £1,739,891), £997,291 was charged to general funds (2019 - £983,461), £nil to designated funds (2019 - £6,595) and £956,450 to restricted funds (2019 - £749,835).

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 7. SUPPORT COSTS

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's key activity undertaken (see note 6) in the year. All the general support and governance costs have been apportioned to the various charitable activities on the basis of staff time allocated to each activity.

	General Support £	Governance Function £	2020 £	2019 £
Management staff	115,924	5,000	120,924	79,694
General office staff	83,619	-	83,619	70,019
Premises and equipment costs	4,270	-	4,270	4,311
Insurance	8,834	-	8,834	8,952
Communication costs	8,654	-	8,654	10,743
Legal and professional costs	3,263	-	3,263	12,698
Sundry expenses	4,042	-	4,042	4,255
Depreciation	5,513	-	5,513	6,428
Audit fees	-	7,200	7,200	7,200
Annual report	-	2,325	2,325	2,493
	<u>234,119</u>	<u>14,525</u>	<u>248,644</u>	<u>206,793</u>

#### 8. GAINS / (LOSSES) ON INVESTMENT ASSETS

	Unrestricted £	2020 £	2019 £
Unrealised gain on year end valuation	(1,762)	(1,762)	934
	<u>(1,762)</u>	<u>(1,762)</u>	<u>934</u>

#### 9. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:	2020 £	2019 £
Depreciation of tangible fixed assets	55,129	64,273
Operating lease payments – photo copier	78	1,460
Auditors' remuneration – year-end audit	7,200	7,200
Auditors' remuneration – consultancy service	<u>720</u>	<u>720</u>

#### 10. ANALYSIS OF STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES, AND COST OF KEY MANAGEMENT PERSONNEL

	2020 £	2019 £
Salaries	936,279	887,775
National Insurance	71,733	66,625
Pension contribution	22,670	19,238
	<u>1,030,682</u>	<u>973,638</u>

No employee had employee benefits in excess of £60,000 (2019 - nil).

No Trustee received any remuneration during the year (2019 - £nil). No Trustees received reimbursed expenses during the year (2019 - £nil).

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

The key management personnel of the charity comprise the Executive Director, Deputy Director Finance and Facilities, and Deputy Director Projects and Strategy. The total employee benefits of the key management personnel of the charity were £140,927 (2019 - £99,619).

#### 11. STAFF NUMBERS

The average number of full-time equivalent employees (including casual and part-time staff) was as follows:

	2020	2019
Care Services	19.5	21.5
Family Support	3.5	5.0
Youth and Training	3.5	3.0
Advice and Legal Support	1.0	1.0
Fundraising, management and governance	5.5	3.5
General office	2.0	1.5
	<u>35.0</u>	<u>35.5</u>

The average monthly number of persons employed by the charity during the year was 54 (2019 – 54).

#### 12. TANGIBLE FIXED ASSETS

	Freehold property £	Freehold property (mixed motive investment) £	Leasehold property improvements £	Furniture & equipment £	Motor vehicles £	Total £
<b>COST</b>						
As at 1st April 2019	2,050,750	503,665	66,998	54,847	81,289	2,757,549
Disposals	-	-	-	-	-	-
As at 31st March 2020	<u>2,050,750</u>	<u>503,665</u>	<u>66,998</u>	<u>54,847</u>	<u>81,289</u>	<u>2,757,549</u>
<b>DEPRECIATION</b>						
As at 1st April 2019	862,092	251,805	40,199	53,475	81,288	1,288,859
Charge for the year	41,016	10,073	3,350	690	-	55,129
Disposals	-	-	-	-	-	-
As at 31st March 2020	<u>903,108</u>	<u>261,878</u>	<u>43,549</u>	<u>54,165</u>	<u>81,288</u>	<u>1,343,988</u>
<b>NET BOOK VALUES</b>						
As at 31st March 2020	<u>1,147,642</u>	<u>241,787</u>	<u>23,449</u>	<u>682</u>	<u>1</u>	<u>1,413,561</u>
As at 31st March 2019	<u>1,188,658</u>	<u>251,860</u>	<u>26,799</u>	<u>1,372</u>	<u>1</u>	<u>1,468,690</u>

The Freehold property (mixed motive investment) above represents the proportion of St. Hilda's East community building, rented to charitable organisations with activities that correspond to the objectives of St. Hilda's East.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 13. CHARITY INVESTMENT FUNDS

	2020 £	2019 £
Units value, brought forward	69,155	68,221
Unrealised gain / (loss) during the year	(1,762)	934
Units value, carried forward	<u>67,393</u>	<u>69,155</u>
Historic cost	<u>50,000</u>	<u>50,000</u>

The investment above is represented by 53,381 units in The Charities Property Fund a Common Investment Fund available to all charities in England and Wales that invests directly in UK commercial property.

At 31<sup>st</sup> March 2020 the charity held 53,381 units that represented no more than 5% of the total value of the units of The Charities Property Fund as at 31<sup>st</sup> March 2020. The investment is valued utilising NAV price, by Savills Investment Management, on behalf of The Charities Property Fund at £67,393.

#### 14. STOCK

	2020 £	2019 £
Food and cleaning products	2,566	2,735
Postage and stationary	2,196	1,955
	<u>4,762</u>	<u>4,690</u>

#### 15. DEBTORS

	2020 £	2019 £
Grant, contract and rental debtors	129,421	163,431
Other debtors	11,812	5,425
Prepayments	8,773	9,564
	<u>150,006</u>	<u>178,420</u>

#### 16. CREDITORS: amounts falling due within one year

	2020 £	2019 £
Trade creditors	8,139	12,569
Taxation and social security	18,653	-
Other creditors	5,059	38,366
Accruals	15,702	20,088
Deferred income (note 19)	5,653	4,671
	<u>53,206</u>	<u>75,694</u>

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 17. MOVEMENT IN FUNDS

	Balance as 01.04.19 £	Income £	Expenditure £	Gains / (Losses) £	Balance as 31.03.20 £
<b>RESTRICTED FUNDS:</b>					
Guild of Cheltenham Ladies College	-	500	500	-	-
HMRC - Job retention scheme grant	-	11,666	11,666	-	-
<b>Care Services:</b>					
L B of Tower Hamlets	-	23,400	23,400	-	-
Awards for All	9,071	-	9,071	-	-
Credit Agricole	-	3,500	3,500	-	-
Derwent London Community Fund	-	1,500	1,500	-	-
Francis Winham Foundation	-	5,000	5,000	-	-
The Frank Jackson Foundation	-	7,000	-	-	7,000
Mercers Charitable Foundation	20,000	-	20,000	-	-
Peter Fraenkel Charitable Fund	4,000	-	4,000	-	-
Charitable company/trust donations < £5,000	-	9,330	5,830	-	3,500
Corporate donations < £5,000	-	6,500	5,500	-	1,000
<b>Family Support:</b>					
Account3	-	5,109	5,109	-	-
City Bridge Trust	2,768	33,435	33,392	-	2,811
Mercers Charitable Foundation	4,167	-	4,167	-	-
The Rank Foundation	-	28,000	-	-	28,000
Charitable trust donations < £5,000	-	10,202	10,202	-	-
<b>Youth:</b>					
L B of Tower Hamlets	-	27,431	27,431	-	-
BBC Children in Need	3,316	9,950	9,950	-	3,316
Canary Wharf Group Plc	-	11,625	11,625	-	-
Derwent London Community Fund	-	4,700	4,700	-	-
Inner London Magistrates' Court's	-	5,000	5,000	-	-
Mercers Charitable Foundation	30,000	10,000	34,167	-	5,833
Peter Fraenkel Charitable Fund	1,000	-	1,000	-	-
The Rank Foundation	-	9,040	9,040	-	-
Charitable company/trust donations < £5,000	-	5,998	5,998	-	-
Corporate donations < £5,000	-	1,770	1,770	-	-
<b>Advice &amp; Legal Support:</b>					
L B of Tower Hamlets	-	8,628	8,628	-	-
City Bridge Trust	482	6,465	6,408	-	539
Credit Agricole	-	2,500	2,500	-	-
London Legal Support Trust	-	7,977	7,977	-	-
Mercers Charitable Foundation	4,167	-	4,167	-	-
Corporate donations < £5,000	-	4,131	4,131	-	-
Individual donations < £5,000	-	1,500	1,500	-	-
Bryan Cave Leighton Paisner LLP - Pro bono	-	263,448	263,448	-	-
Macfarlanes LLP - Pro bono	-	361,341	361,341	-	-
<b>Building Redevelopment:</b>					
Redevelopment Fund	1,405,918	-	42,832	-	1,363,086
<b>Fixed Assets:</b>					
Purchase of vehicle	1	-	-	-	1
	<u>1,484,890</u>	<u>886,646</u>	<u>956,450</u>	<u>-</u>	<u>1,415,086</u>
<b>DESIGNATED FUNDS :</b>					
Staff contingency fund	90,803	-	-	-	90,803
Maintenance fund	97,912	-	-	-	97,912
Building fund	30,000	-	-	-	30,000
	<u>218,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>218,715</u>
<b>GENERAL FUNDS:</b>	313,210	1,003,369	997,291	(1,762)	317,526
Total unrestricted funds	<u>531,925</u>	<u>1,003,369</u>	<u>997,291</u>	<u>(1,762)</u>	<u>536,241</u>
Total funds	<u>2,016,815</u>	<u>1,890,015</u>	<u>1,953,741</u>	<u>(1,762)</u>	<u>1,951,327</u>



**ST. HILDA'S EAST**  
**NOTES TO THE ACCOUNTS (Cont/d)**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

**17. MOVEMENT IN FUNDS (CONTINUED)**

**Movement In funds – previous year**

	Balance as 01.04.18 £	Income £	Expenditure £	Gains / (Losses) £	Balance as 31.03.19 £
<b>RESTRICTED FUNDS:</b>					
Mercers Charitable Foundation	-	10,000	10,000	-	-
<b>Care Services:</b>					
L B of Tower Hamlets	-	17,350	17,350	-	-
Awards for All	-	9,071	-	-	9,071
The Drapers' Charitable Fund	-	5,000	5,000	-	-
Garfield Weston Foundation	5,000	-	5,000	-	-
Heritage Lottery Fund	-	3,400	3,400	-	-
Mercers Charitable Foundation	20,000	20,000	20,000	-	20,000
Peter Fraenkel Charitable Fund	-	4,000	-	-	4,000
Charitable trust donations < £5,000	-	5,361	5,361	-	-
Bryan Cave Leighton Paisner LLP - Pro bono	-	33,000	33,000	-	-
<b>Family Support:</b>					
City Bridge Trust	3,250	33,216	33,698	-	2,768
Co-op Local Community Fund	-	5,845	5,845	-	-
Derwent London Community Fund	-	2,500	2,500	-	-
Heritage Lottery Fund	-	3,400	3,400	-	-
Mercers Charitable Foundation	-	5,000	833	-	4,167
The Rank Foundation	-	21,857	21,857	-	-
Charitable trust donations < £5,000	-	15,146	15,146	-	-
<b>Youth:</b>					
L B of Tower Hamlets	-	14,083	14,083	-	-
BBC Children in Need	-	9,950	6,633	-	3,317
Co-op Local Community Fund	-	1,522	1,522	-	-
Mercers Charitable Foundation	30,000	30,000	30,000	-	30,000
Peter Fraenkel Charitable Fund	-	1,000	-	-	1,000
Charitable trust donations < £5,000	-	1,000	1,000	-	-
<b>Advice &amp; Legal Support:</b>					
L B of Tower Hamlets	-	8,500	8,500	-	-
City Bridge Trust	-	5,784	5,302	-	482
Derwent London Community Fund	-	3,000	3,000	-	-
London Legal Support Trust	-	10,545	10,545	-	-
Mercers Charitable Foundation	-	5,000	833	-	4,167
Corporate donations < £5,000	-	3,570	3,570	-	-
Bryan Cave Leighton Paisner LLP - Pro bono	-	135,640	135,640	-	-
Macfarlanes LLP - Pro bono	-	296,082	296,082	-	-
<b>Building Redevelopment:</b>					
Redevelopment Fund	1,448,750	-	42,832	-	1,405,918
<b>Fixed Assets:</b>					
Purchase of vehicle	7,903	-	7,902	-	1
	<u>1,514,903</u>	<u>719,822</u>	<u>749,835</u>	<u>-</u>	<u>1,484,890</u>
<b>DESIGNATED FUNDS :</b>					
Staff contingency fund	90,803	-	-	-	90,803
Maintenance fund	104,507	-	6,595	-	97,912
Building fund	30,000	-	-	-	30,000
	<u>225,310</u>	<u>-</u>	<u>6,595</u>	<u>-</u>	<u>218,715</u>
<b>GENERAL FUNDS:</b>	418,450	877,287	983,461	934	313,210
Total unrestricted funds	<u>643,760</u>	<u>877,287</u>	<u>990,056</u>	<u>934</u>	<u>531,925</u>
Total funds	<u>2,158,663</u>	<u>1,597,109</u>	<u>1,739,891</u>	<u>934</u>	<u>2,016,815</u>

**ST. HILDA'S EAST**  
**NOTES TO THE ACCOUNTS (Cont/d)**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

**17. MOVEMENT IN FUNDS (CONTINUED)**

**Description, nature and purpose of restricted funds:**

**Mercers' Charitable Foundation:**

Funding was used for commissioning a consultant to prepare a strategic business plan.

**Guild of Cheltenham Ladies' College:**

Funding towards the costs of the 130<sup>th</sup> Anniversary event.

**Care Services:**

Funding was used to deliver a number of care services to people in need of support for reasons of disability, old age or illness, and their carers – including day care, health promotion, complementary therapy, social support and respite services for carers.

**Family Support:**

Funding was used for services working with parents, pre-school children and women living in the local community in need of support. Services for parents and young children included crèche childcare provision with children enjoying high quality play opportunities and learning through play, and family support. In supporting local women a range of activities were delivered, including ESOL, fitness classes, health promotion events, skills and confidence building.

**Youth:**

The funding enabled the charity to support young people at risk of social exclusion, by way of delivering a balanced programme of activities. These were aimed at empowering young people and promoting individual independence, and included sessional out of school hours activities, creative arts projects, inter-generational activities and holiday schemes. Funding was also used to support young people with learning and physical disabilities.

**Advice & Legal Support:**

The service is targeted at local people providing free advice on welfare benefits, housing, debt (by daytime advice service), income maximisation and other issues.

**Building redevelopment:**

Building development and landscape garden. The balance remaining represents un-depreciated costs.

**Purchase of vehicle:**

Funding received to purchase a minibus. The balance remaining represents un-depreciated cost.

**Description, nature and purpose of unrestricted funds:**

**General funds:**

General fund represents funds available to spend at the discretion of the Trustees after allowing for all the designated funds.

**The staff contingency fund:**

Represents monies designated by the Trustees towards covering the legal commitment for staff potential redundancy and notice costs.

**Building redevelopment:**

Building development and landscape garden. The balance remaining represents un-depreciated costs.

**The maintenance fund:**

Represents monies designated by the Trustees towards major repairs and improvements to the freehold premises and minibus.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2020

#### 18. ANALYSIS OF FUND BALANCES BETWEEN NET ASSETS

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	50,474	-	1,363,087	1,413,561
Investments	67,393	-	-	67,393
Net current assets	199,659	218,715	51,999	470,373
	<u>317,526</u>	<u>218,715</u>	<u>1,415,086</u>	<u>1,951,327</u>

#### Analysis of fund balances between net assets – previous year

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	62,771	-	1,405,919	1,468,690
Investments	69,155	-	-	69,155
Net current assets	181,284	218,715	78,971	478,970
	<u>313,210</u>	<u>218,715</u>	<u>1,484,890</u>	<u>2,016,815</u>

#### 19. DEFERRED INCOME

	2020 £	2019 £
Balance as at 1st April	4,671	-
Amount released to income in the year	(4,671)	-
Amount deferred in the year	5,653	4,671
Balance as at 31st March	<u>5,653</u>	<u>4,671</u>

Deferred income represents rental income and service charges received in advance for 2020/21.

#### 20. OPERATING LEASE COMMITMENTS

The charity has operating lease commitments relating to its photo copiers as shown below.

	2020 £	2019 £
Less than 1 years	1,397	1,397
Within 2 - 5 years	4,190	5,587
	<u>5,587</u>	<u>6,984</u>

#### 21. SHARE CAPITAL

The charity is constituted as a company limited by guarantee and does not have a share capital divided by shares.