

## **Report of the Trustees for the Year Ending 31<sup>st</sup> March 2020**

The Management Committee presents its report and accounts for the year end 31<sup>st</sup> March 2020

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and requirements of the Charities Statement of Recommended Practice (FRS 102).

### **Reference and Administration information:**

<b>Name of Charity:</b>	World's End Under Fives Centre
<b>Charity Number:</b>	297958
<b>Registration History:</b>	Registered as a charity on 23 November 1987
<b>Principle Office:</b>	18 Blantyre Street Chelsea London SW10 0DS
<b>Telephone:</b>	020 7351 5871
<b>Email:</b>	<a href="mailto:info@weu5c.org">info@weu5c.org</a>

### **Trustees:**

Dee Dainton	<b>Chair</b>
Khadidja N'Diaye	<b>Trustee</b>
Stephen Doran	<b>Trustee</b>
Richard Thompson	<b>Trustee</b>
Nicole Moore	<b>Trustee</b>

### **Staff Members:**

Patricia Alert	Coordinator
Ellen Godden	Early Years Practitioner – Deputy Coordinator
Catherine Samuel Campbell	Senior Play Worker
Irma Kurti	Early Years Practitioner
Rebecca Nash	Early Years Practitioner
Bahar Maulood	Early Years Practitioner
Sarah Topp	Nursery Assistant
Blerina Ceni	Cleaner

### **Governing Document:**

Constitution adopted on the 15 July 1987, amended on 21 November 1989, 9 November 1993 and 15 December 1998.

**Independent examiner:** NB Corless, ACMA

**Bankers:** NatWest Bank Plc  
PO Box 3048  
224 King's Road  
Chelsea  
London SW3 5XJ

The World's End Under Fives Centre is an unincorporated association registered with the Charity Commissioners No. 297958. It is governed by its constitution adopted on 15 July 1987 and run by a management committee. This is made up a minimum of six and a maximum of nine members, of whom one of them should be a representative of the Worlds End Health Centre and two representatives of the users of the centre. Other members are elected annually at the annual general meeting and eligible for re-election.

### **Objectives of the charity**

The Under Fives Centre was established over thirty years ago and has been a registered charity since August 1983. The objectives of the charity are to run a free daily Drop-In and Creche and an affordable Pre-school for families living on or near to the World's End Estate, London SW10. The Centre also aims to provide parental workshop and activities to support users of the Centre and the local community.

The Daily Drop-In runs from Monday to Friday from 9:30am to 11:45am

The Creche runs on Monday, Tuesday and Friday from 13:00 to 15:00

The Pre-school runs Monday to Friday 9:00 to 15:00 during term time

Parental workshops run throughout the year, ensuring that identified needs are met.

### **Our activities and results**

The year 2019 to 2020 at World's End Under Fives Centre was as always very busy, although March 2020 was extremely challenging.

The centre continues to provide the families in an around the World's End Estate with the three core services, our Drop-in provided over 150 families with an opportunity to meet with other families and to attend family sessions. We attracted between 12 – 15 families (children aged between birth and 4 years) each morning session. The Creche continues to have a waiting and we have incorporated Music Activities within each creche session, this aids with the children's social and emotional skills.

The Pre-school continues to offer full-time and part-time places for children aged 2 to 4 years, our occupancy averages between 80%-90%, a number of the families are low income families.

We continue to work in partnership with local, voluntary and statutory agencies including providing a new service - baby massage at Chelsea Theatre, Christmas party with Maternity Champions, Ashburnham School, RBKC Early Help, Early Years, HEY (Healthy Early Years Partnership) Awarded the Gold, London Healthy Workplace Charter, World's End and Lots Road Big Local, ChickenShed and

Health Visitors, Speech and Language Therapists, Music Therapist, Dad's House and local women's refuse, with our partners we are able to provide a variety of services for the local community.

Throughout the year we have organised outings and events locally and further afield, we have organised our Summer Fair, World Book Day, Christmas Party, graduation and sports day for the children.

Parents and carers play an important part in ensuring that we provide a service that meets their needs, this includes discussion with staff in all areas of our service. We view any suggestions and requests from the users to ensure that the needs of the community are met.

### **Quality Assurance**

We measure user satisfaction through our compliments and complaints procedure, comment book in the entrance of our building, plus we have regular parent feedback informally and formally, through face to face, questionnaire and meetings.

The centre has been judged as 'Good' by OFSTED quality rating. We continue to work to strengthen our systems and the staff continue to provide the best for the children and the families that we work with and for. The staff continued commitment to best practice and improvement enables the families to combat isolation and the children to build on the learning they receive from the staff in the centre.

### **Our future strategy**

Our priority will remain that of ensuring the service we provide is high quality and that the take up of the services is of the service meets the needs of the community. The centre aims to provide a high quality sustainable service which supports and enables the local community. We plan to provide a more vigorous marketing strategy which includes building on our social media and using social media to support families and communities in the area.

We plan to upgrade our outdoor area, to support the need for exercise and access to outdoor spaces for the local children. We also plan to upgrade our IT system as this has become an important part of communicating with the families and providing assessments for the children in the pre-school.

The centre will continue to review and update where necessary the services it provides, this will ensure that it continues to meet the needs of children and families on World's End estate and locally. It will also continue to identify and take advantage of any opportunities to work in partnership with other voluntary and or community organisations, RBKC Early Help, RBKC Early Years and health services.

### **Finance**

#### **Our reserves policy and financial review**

The Management Committee has established a policy whereby the funds not committed or invested in tangible fixed assets (the "free reserves") held by the charity should equate to 3 to 6 months of the annual running costs. Expenditure for 2019/10 was £192,388. The targeted reserves are therefore between £48,100 and 96,200.

At this level the Management Committee believe that they would be able to continue the current activities of the charity in the event of a significant drop on funding and to finance any contractual liabilities which may arise, although it would obviously be necessary to consider how the funding would be replaced or the activities changed in the long term.

The Centre made a deficit of (£1,468) in the year which was set against unrestricted funds. Of the Centre's total unrestricted funds of £55,058 at 31 March 2020, £10,000 was designated. Restricted funds carried forward to be spent on specific projects totalled £15,500.

### **Our investment policy**

The Management Committee has considered the most appropriate policy for investing funds and found that investment in a high interest, 14-day notice bank account is most appropriate means for a project such as outs to generate a small income. The Management Committee considers the return on investments to be satisfactory.

### **Our risk review**

The Management Committee has conducted a review of the major risks to which the charity is exposed and systems are being developed to mitigate those risks as evidence in the reserves policy above.

External risk to funding has led to the development of a strategic plan, which will allow for the diversification of funding and activities.

Internal risks are minimised by the implementation of procedures and the authorisation of all transactions and projects and to ensure consistent equality of delivery for all operational aspects of the charitable company.

These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

### **Statement of Management Committee responsibilities**

The Management Committee are responsible for preparing the annual report and financial statements in accordance with the applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity at the balance sheet date, including its incoming resources and expenditure for the financial year. In preparing financial statements, the Management Committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Public Benefit Statement**

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

World's End Under Fives Centre's charitable purpose is to provide support to parents of children under fives on the World's End Estate by the provision of a drop in, creche and pre-school.

**Independent examiner**

Neil Corless ACMA was appointed as our independent examiner during the year and has expressed his willingness to continue in the position.

Approved by the Management Committee and signed on its behalf by:

**Khadidja N'Diaye**  
**Trustee**

A handwritten signature in black ink, appearing to be 'K. N'Diaye', written over a horizontal line.