

ONE TO ONE (ENFIELD)
(a company limited by guarantee)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

ALISON WARD ACCOUNTANTS
CHARTERED CERTIFIED ACCOUNTANTS

28 HILLS ROAD
BUCKHURST HILL
ESSEX IG9 5RS

**ONE TO ONE (ENFIELD)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT - STATUTORY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2021**

CHAIR

Paul Lehrian

TREASURER

Mike Wells

OTHER DIRECTORS

Richard Armstrong

Louise Collins

Victor Chanaryn

Elizabeth Johnstone Taoushanis

Godfrey Luke

Vickash Rambojan

SECRETARY

Lesley Walls

REGISTERED OFFICE

Community House

311 Fore Street

London N9 0PZ

COMPANY NUMBER

3324923

CHARITY NUMBER

1061507

BANKERS

Barclays - Lower Edmonton Branch

East London Group

P O Box 2403

London N18 2BY

INDEPENDENT EXAMINER

Alison Ward FCCA

Alison Ward Accountants

Chartered Certified Accountants

28 Hills Road

Buckhurst Hill

Essex IG9 5RS

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

The directors (who are also trustees) present their report and the independently examined financial statements of the charitable company for the year ended 31 March 2021. The statutory information is shown on Page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company, number 3324923, is limited by guarantee and has charitable status. The charity registration number is 1061507. It has a Memorandum and Articles of Association as its governing document.

OBJECTS AND ACTIVITIES

The charity's objects, desired outcomes and related activities are:

Object 1

To assist and relieve people with learning difficulties living in Enfield in the interests of social welfare to become active members of the community.

Outcome we want to achieve

To assist and relieve people with learning difficulties living in Enfield (in the interests of social welfare) to become active members of the community.

Our main activities based on the above are:

To work alongside people with learning difficulties who live in Enfield to;

- Assist them in developing skills which enable them to become full and active participants in the life of the local community in Enfield
- Ensure that they have a voice in public debate about community issues

Object 2

To educate the public as to the difficulties encountered by people with learning difficulties and the advantages of integrating such people into the general community.

Outcome we want to achieve

A community that is aware of the needs of people with learning difficulties and is open and accessible to them.

Our main activities based on the above are:

- To publicise our services widely to the general public.
- To carry out introduction to volunteering training for anyone interested in our work
- To work with local voluntary and statutory organisations toward an inclusive community
- To provide user led training to other organisations

Queen's Award

We are proud to hold the prestigious Queen's Award for Voluntary Service which is the highest award given to local volunteer groups across the UK to recognise outstanding work done in their own communities. It is the MBE for volunteer groups and was awarded to us in 2015.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

Our plans for 2017-2021

In 2016 we used a Building Capabilities grant from the Big Lottery to have an external review and develop a business plan.

We chose the following as our priorities:-

- **Keep One-to-One Open and Well Run**
- **Support people to Live Longer Healthier Lives**
- **Support People to Speak Out**
- **Support People to be more Independent**
- **Support People to Get Out and About**
- **Develop a Peer Support Hub**

This report will show you the work we have done on our priorities during the year 2020-21, our achievements, the challenges that we face and our plan to address them. Our current work programme was due to end in 2020, but the pandemic led us to extend these plans for a further 12 months.

Keep One-to-One Open and Well Run

This is about Leadership, Governance, Risk Management, Safeguarding and ensuring that we keep to our charitable aims. We have a strong Committee and good plans for the future. However, our Chief Executive Lesley Walls who helped to found our organisation is due to retire in 2022, so succession planning is a big issue for us.

Management Committee

We have places for 12 Directors/Trustees on the Management Committee these are voted for at our annual general meetings. Currently we have 9 directors, 6 of these are people with learning difficulties and/or Autism; the others are a former Mayor of Enfield, our Treasurer who is a retired business person and our Safeguarding and Risk lead who has a management background in adult health & social welfare.

Committee members receive induction training and also attend training with Enfield Voluntary Action to help them to understand their individual and collective responsibilities.

Our Committee are supported by our staff and volunteers to consult with our members and make sure that we are doing what our members want and need us to do. The Committee then instructs our Chief Executive to find funds to do the work.

This year we have been working through the Charity Commissions new Code of Governance to ensure that we are compliant.

Each year one quarter of the Committee must stand down but they can ask to be re-elected. This year at our Annual General Meeting; Vickash Rambojan stood down and we thank him for his years of service as a Director/Trustee. Faye Medcalf and Patricia Ekechi both long time advisors to our Committee were appointed as Directors.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

Legal Obligations

Our Chief Executive, Lesley Walls is also our Company Secretary. She ensures Companies House and Charity Commission Returns are up to date. Committee are updated and discuss any issues that are affected by laws e.g. Employment Law, Health & Safety etc.

Managing Risk and Adult Safeguarding

The Management Committee recognises that the organisation faces a range of risks. There are risks to individuals, for example, service users, volunteer members, the general public and our staff; and there are risks to our organisation as a whole. Raymond Luke has taken on the Trustee role of leading on Safeguarding and Risk Management. He works with the staff team checking that policies are appropriate and that correct procedures are followed. He updates the Committee as a regular agenda item. We have agreed that we cannot completely avoid risks and that some risk taking is part of our work. We have a policy in our members pack about 'Supporting Members to Take Risks'. This year we revised our policies and procedures for managing risks, and plan to review all our policies next year to include an easy read version of these policies.

Reserves Policy

The directors have agreed a reserves policy and this includes setting a level of Designated Fund, which is reviewed annually. The Designated Fund is to cover the debt on withdrawal should we leave our pension fund with the Pensions Trust. This is currently £36.50

Evaluating our work

In 2016 we commissioned an Organisational Strength Review paid for by the Big Lottery this was carried out by external consultant Ian Beever. Our Business Plan based on findings was launched at our Annual General Meeting in January 2017.

Monitoring and evaluations completed during year 2020-2021::

- Lloyds Foundation- Independent Project
- National Lottery Community Fund: Let Speak Out- year Four/Five
- City Bridge Trust - Let's Get Out and About - year 2
- Postcode Community Trust - End of Grant
- Bailey Thomas Foundation - End of Grant

Grants officers have confirmed that they are satisfied.
More about these projects further on in this report.

Staff Team

We started 2020-21 with 13 staff members. In last year we said thank you to three leavers; Marion Bailey, Susila Ukkah and Susan Wilkinson who retired after years of part-time service. Also two long term staff; Brian Barton and Naomi Luke reduced their working hours toward semi-retirement during 2020. In August 2020 we welcomed Kanwal Naqvi and Bee Bentall to our Team. In December our administrator Sarah took Maternity Leave. All our staff work part-time, their work hours are equal to 3.8 full time staff.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

Staff at 31st March 2021:

| | | |
|---------------------|---|--------------------|
| Lesley Walls | Chief Executive | 28 |
| Nusrath Jaku | Volunteer Manager and Independence project leader | 28 |
| Usha Sisodiya | Sports Development Officer and Autism Strategy Project Leader | 21 |
| Kanwal Naqvi | Administrator | 18 |
| Bee Bentall | Administrator | 12 |
| Karen Harris | Support Worker | 10 |
| Robert Pisolkar | Support Worker | 7 |
| Elizabeth Griffiths | Support Worker Health | 4 |
| Brian Barton | Senior Support & Mentor | 3 |
| Naomi Luke | Senior Support & Mentor | 3 |
| Sarah Davis | Administration and Communications Officer | Maternity Leave |

We also worked with the following self-employed professionals

Glen Bassett - Sing-along sessions

Sally Golding - Tai Chi

Sonia Tonge - Zumba

Camilla Farrant of Music Therapy Tree - Let's Sing Out Choir

Volunteers

Volunteers are recruited from our membership and by open advertising to the general public we currently have 45 active volunteers. Volunteers receive induction training on our 'Train to be a volunteer' course which is accredited by the Open College Network. Nusrath provides support and supervision to all volunteers to help them achieve their volunteering goals.

Partnership working

We are in contact with approximately 40 local organisations sharing ideas and making referrals. Some of these partners are having problems because of the funding cuts by the Council. Two new partners are Enfield Carers Centre and Enfield Connections. We also have been working with Enfield Council's Integrated Learning Disability Services to host an End of life course and Death Café, so people can discuss about death and support them to plan things in advance. We work with the Local Authority to promote and support the Volunteers Recognition scheme and help with the running of the celebration event, where nominated volunteers from organisations are presented with a certificate and badge in appreciation of their contribution to the community through volunteering. Most of our volunteers have received their badges and certificates.

COVID-19 Pandemic

In March 2020 alongside the rest of the UK we complied with the dramatic changes brought about by the Covid-19 pandemic. This caused us to totally change the way we worked for the 2020-21 year. Initially most of our staff team were furloughed using the Government Retention Scheme. Volunteers kept in contact with many members by phone, whilst our Chief Executive worked with the Management Committee and Enfield Council to develop a plan for the way forward. It did not take long for us to start bringing staff back and we are very proud of our Members, Staff and Volunteers for the way they have adapted over the long periods of Lockdowns. . Some funders offered changes to how we used our funds and we also got extra funds from them and from the Government (via the Big Lottery). We were able to carry on with meeting the goals of our planned projects and bring in new ones too. So here is what we have been doing.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

**Support people to Live Longer Healthier Lives
Funded by Postcode Lottery**

Zumba & Keep fit went online via Zoom. 49 sessions with an average attendance of 10.

Health and Wellbeing sessions and group health talks on Zoom. 15 sessions, average attendance 13.

Death Café and It's My Life sessions to think about loss, grief, and end of life. Six sessions, average attendance 11.

Chat & Relax sessions supporting peoples mental wellbeing. 50 sessions, average attendance 14.

**Support People to Speak Out
Funded by the Big Lottery Community Fund**

We host Enfield Learning Difficulties and Autism Council. These are elected representatives speaking up on behalf of their peers and our disability awareness training. This is funded by a grant from the National Lottery Community Fund.

Councillors met on a monthly basis on Zoom. There were initial struggles as some Councillors had no Wi-Fi access. We worked with them and their support services to help them to get 'on-line'.

Councillors also continued their representation on local and London wide meetings. For example, Transport for London, Learning Disability Partnership Board, Hate Crime, Safeguarding ...

Councillors supported by our staff talked to Enfield Council Integrated Learning Disability Services about helping to get more people using smart phones and tablets. They also worked with our Fundraising Committee to launch our Let's Get Connected project.

**Support People to be More Independent
Funded by Lloyds Foundation**

The aims of this project are:

Peer support will lead to increased confidence in beneficiaries' ability to take control of their lives

Outreach and support to people who live with family carers helping them move to independent living

Beneficiaries gain accredited qualifications designed to help them to live longer, make informed choices and move towards more independent lifestyles and support one another.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

This year, because of the pandemic, has been very challenging and difficult for everyone and we have witnessed some of the difficulties that our members have experienced, particularly those who are living independently in their flats and whilst many had to shield for months. The main success of the project in the last year has been the monthly independent living peer support group meetings, which was hosted on zoom and regularly attended by members. During the lockdown we have been running activities on zoom and also offering WhatsApp group support for people to stay connected with One-to-One and their friends. Our main aim was to keep people safe, healthy and reduce social isolation. The independent living peer support group, which was focused on support needs, has made significant contributions towards people feeling more confident to do new things and taking more control over making decisions for themselves, and talking about supports that they are lacking or if supports that they received were not working for them. Some of the difficulties people were experiencing were managing their budgets, difficulties understanding important letters and dealing with bill payments, people unable to see their GP and have their regular hospital appointments, booking online appointment for their Covid vaccinations. This was also an opportunity for the staff members to identify members' needs which compelled us to expand our capacity and work with external professionals and services to get the support that members needed. This was a positive thing for our organisation in terms of creating and developing a working relationship with other service providers. Some of the organisations which we have worked with are, Enfield Integrated Learning Disability Services, Enfield Disability Action, Enfield Connections, Enfield Voluntary Action, Enfield Council, supported living for adults with learning disabilities including Outwards, St John of Gods, New directions, and Riversides. We feel our work has empowered our members and they are able to voice their needs more effectively now. We are also pleased to say that inspite of all the challenges posed by the pandemic, we have helped one person to move out of the family home into their own flat.

**Support People to Get Out and About
Funded by City Bridge Trust**

Our Community Inclusion work is made up of a variety of projects all with the aim of ensuring that our members are able to be actively involved in community life. The City Bridge Trust project Let's Get Out and About Is all about inclusion in arts and culture.

The bulk of this second year of our funding was during the Covid-19 Pandemic.

We started out with a full programme of arts and cultural activities and had lots of people book to participate.

As our work is in the community and almost all face-to-face we initially furloughed several staff. The remaining staff started to work on looking at ways to support people and with volunteers soon started a WhatsApp group and worked through our database telephoned people to assess there ability to become involved in activities on line. We knew isolation would be a very big issue and wanted to make sure that what ever we did would help to counteract loneliness and help people keep in touch with their friends.

We gradually returned staff to work (at home) training people to use Zoom and WhatApp as these seemed to be the simplest for our beneficiaries to access.

Some job roles changed and we had to purchase some equipment for safe home working. Also licences for on-line apps and extra work developing home working policies. We set up a fund to purchase loan equipment for people who wanted to join activities and needed smart phones or tablets. We worked with Enfield Council and other service providers to help more people get on-line. We have also sent Jigsaws and colouring books to help people keep busy.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

Funders, including City Bridge Trust, have all been very generous so we have not had to eat into the original project budgets to fund the extra costs.
We are now running all our planned activities on Zoom and WhatsApp.

With our City Bridge Trust funding we are currently running:

Weekly Choir. This included a run up to Christmas for twelve days, a new song everyday. The Choir leader visited people's doorsteps to record and put this together. It is on our website, FaceBook , WhatsApp and U-Tube channel.
<https://www.one-to-one-enfield.co.uk/12-days-of-christmas-2020/>

Bi-weekly Quiz night
Virtual Discos and Christmas party
Weekly Chat and Relax Group
Virtual trips - Arts and Culture on line as a group activity.

As Lockdown 1 was eased we ran an Outdoors and Nature month as a feature on our website. With members and staff sending in videos of themselves doing things outdoors.
<https://www.one-to-one-enfield.co.uk/activities/>

Volunteers are also making phone calls to keep in touch with our more profoundly disabled members who are not able to benefit from our online activities. We have learnt that the regular contact and our open door office policy is very important to our beneficiaries. It allows us to know people well and to be able to spot if things are not going well for them. So one of our unfunded activities is often signposting and support people to get help with things like, benefits, health checks and abuse.

We have tried our best to continue this by making sure that we have very regular contact with those that we have identified as most vulnerable. Safeguarding is the key topic for our weekly Zoom staff meetings. We have worked with the local authority to support people who we are concerned about.

For example, people who are in their fifties and live with elderly family carers often in their eighties have isolation issues as they and their carers do not have the skill to use smart phones or computers. This means they miss out on a lot of avenues to help and support. e.g. food banks, Covid tests etc. We have worked successfully to get 15 of these families provided with and supported to use smart phones. One of these people is a Management Committee member. At the start of the Pandemic she had a small non-smart mobile phone only used for emergencies and could not use it to come to meetings. She now has a tablet, Wifi in her home and is about to take on the role of Vice-Chair of our Committee. Her mother says 'we have been a life saver', helping her to get breaks whilst her daughter chats to friends and comes to our meetings.

Develop a Peer Support Hub

Our work leading the Enfield Autism Strategy (see below) has led us to identify a need for support to people who are isolated and excluded because they are on the autistic spectrum. Our learning from this, coupled with the impact on people with mild learning difficulties of local and national Government austerity measures, has led us to begin to develop a peer support hub.

The Hub will be a physical and virtual space opening up our work to be more inclusive of people who fall into the gap between meeting the criteria for disability benefits and services and also those who get minimum services as they live with family carers. Proposals have been developed and potential funders identified to help us to continue to develop the hub.

The Pandemic has taken some of our focus away from this and work will be pick up in future.

Contracted work

Let's Make Enfield Autism Friendly

The aim was to bring together people with Autism, carers, service providers and health & social Welfare professionals to work together to help Enfield to become Autism Friendly.

During the Pandemic we continued to Co-Chair the Enfield Autism Strategy Steering Group on-line. We have had lots of FaceBook and Zoom contact with Autistic people. Have run surveys on people's feelings about the Pandemic and about their needs for the future.

In June we hosted a month long conference on our Website. This featured a new item everyday for 30 days, including, talks, discussion groups, videos and art work. This is now available as a resource on our website <https://www.one-to-one-enfield.co.uk/life-in-lockdown/>

Our Work During the Covid-19 Pandemic

We have been staying in contact with our members during this pandemic and working to support our members to stay safe and healthy. Many of our members were shielding and were not able to have their regular visits from their support workers, or family and friends, which made them feel very isolated. Our staff and volunteers teamed up to ensure our members had their essentials and weren't in any difficulties. We worked alongside other organisations including EVA, EDA, Local Authority and ILDS services to identify members' needs and refer people to relevant services, including safeguarding, foodbanks, community nurses, duty social workers, housing and benefit services. To help people stay connected with others digitally, we launched 'Let's Get Connected' a drive to get more people online. We have hosted Zoom activities, website events, a conference and supported people to attend Enfield Council meetings on 'Teams'. Our members encountered a lot of difficulties and challenges as many members did not have the right equipment or access to internet, so weren't able to connect with our activities. We supported them with purchasing devices, resolving internet issues, training them on how to use their devices so they can join the online activities. We also set up WhatsApp groups so they can stay in contact with their friends and monitored Facebook messages to help and identify any needs of our members. Our trustees and Chief Executive Officer have been busy with raising funds to help our members get connected with the digital world, so we set up committees to steer projects and initiatives. We realised that people may need bereavement support, so we hosted on-line Death Cafés and independent living peers support group for people to support each other. We understand this might be the way to do things now and in the future, so we have been helping our members to understand this and gradually get ourselves ready to embrace the challenges and embark on this journey of changes.

FUTURE PLANS

In March 2021 we started the process of consulting our members, volunteers, staff and stakeholders on a plan for 2022 forward. The outcome is outside the scope of this report, however the themes were agreed and launched in October 2021 and can be viewed here. <https://www.one-to-one-enfield.co.uk/our-plans-for-next-3-years-2022-23-24/>

A workplan based on these is being drawn up at the time of writing.

Our Chief Executive Lesley Walls was due to retire in June 2021. Due to the pandemic she agreed to stay for an additional year. The Management Committee has drawn up a recruitment plan, this includes an overlap period with Lesley and the new Chief Executive working on a three to five months handover.

**ONE TO ONE (ENFIELD)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

TRUSTEES RESPONSIBILITIES

Company and charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the trustees are required to:-

- 1) select suitable accounting policies and then apply them consistently.
- 2) make judgements and estimates that are reasonable and prudent.
- 3) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. 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.

INDEPENDENT EXAMINER

Alison Ward FCCA, of Alison Ward Accountants, offers herself for reappointment as the independent examiner at the forthcoming AGM.

SMALL COMPANY EXEMPTIONS

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

This report was approved by the board on 15 December 2021 and signed on their behalf.

Lesley Walls

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF ONE TO ONE (ENFIELD)
FOR THE YEAR ENDED 31 MARCH 2021**

I report on the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



Alison Ward FCCA

15 December 2021

Alison Ward Accountants
28 Hills Road
Buckhurst Hill
Essex IG9 5RS

ONE TO ONE (ENFIELD)

Company registered number: 3324923

BALANCE SHEET AT 31 MARCH 2021

| | Note | 2021 £ | £ | 2020 £ |
|---|------|------------------|----------|-----------|
| CURRENT ASSETS | | | | |
| Debtors | 2 | 12,780 | | 18,237 |
| Cash at bank and in hand | | 137,952 | | 101,367 |
| | | 150,732 | | 119,604 |
| CREDITORS: Amounts falling due within one year | 10 | (3,016) | | (1,534) |
| NET CURRENT ASSETS | | 147,716 | | 118,070 |
| NET ASSETS | | £ 147,716 | £ | 118,070 |
| RESERVES | | | | |
| Unrestricted funds | 4 | 62,726 | | 63,901 |
| Restricted funds | 4 | 84,953 | | 54,132 |
| Designated funds | 4 | 37 | | 37 |
| | | £ 147,716 | £ | 118,070 |

In approving these financial statements as trustees of the charitable company we hereby confirm that:

For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the board of trustees on 15 December 2021

Mike Wells, Trustee

The notes on pages 15 to 22 form part of these financial statements

ONE TO ONE (ENFIELD)
STATEMENT OF FINANCIAL ACTIVITIES (including the Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

| | | Unrestricted Note Funds £ | Restricted Funds £ | Designated Funds £ | Total 2021 £ | Unrestricted Funds £ | Restricted Funds £ | Designated Funds £ | Total 2020 £ |
|---|---|---------------------------------|--------------------------|--------------------------|--------------------|----------------------------|--------------------------|--------------------------|--------------------|
| Income | | | | | | | | | |
| Donations and legacies | 5 | 22,654 | - | - | 22,654 | 6,931 | 10,663 | - | 17,594 |
| Other trading activities | 6 | 1,832 | - | - | 1,832 | 567 | - | - | 567 |
| Income from charitable activities | 7 | 7,425 | 195,870 | - | 203,295 | 30,106 | 206,868 | - | 236,974 |
| Income from investments | 8 | 73 | - | - | 73 | 303 | - | - | 303 |
| Total Income | | 31,984 | 195,870 | - | 227,854 | 37,907 | 217,531 | - | 255,438 |
| Expenditure on: | | | | | | | | | |
| Charitable activities | 9 | 33,159 | 165,049 | - | 198,208 | 54,963 | 200,274 | - | 255,237 |
| Total expenditure | | 33,159 | 165,049 | - | 198,208 | 54,963 | 200,274 | - | 255,237 |
| Net (Expenditure)/Income before Transfers | | (1,175) | 30,821 | - | 29,646 | (17,056) | 17,257 | - | 201 |
| Transfer between funds | | - | - | - | - | 6,418 | - | (6,418) | - |
| Net (expenditure)/income | | (1,175) | 30,821 | - | 29,646 | (10,638) | 17,257 | (6,418) | 201 |
| Reconciliation of Funds | | | | | | | | | |
| Total funds brought forward at 1 April 2020 | | 63,901 | 54,132 | 37 | 118,070 | 74,539 | 36,875 | 6,455 | 117,869 |
| Total funds carried forward at 31 March 2021 | | 62,726 | 84,953 | 37 | 147,716 | 63,901 | 54,132 | 37 | 118,070 |

The company made no recognised gains and losses other than those reported in the income and expenditure account.

The notes on pages 15 to 22 form part of these financial statements

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1a. Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) as amended by Update Bulletin 1 issued in February 2016, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

One to One (Enfield) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1b. Preparation of the accounts on a going concern basis

One to One (Enfield) has reported a surplus of £29,646 for the year. The trustees are of the view that the immediate future of the Trust for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

The trustees remain in regular contact with the local authority and other funders to secure their on-going support.

1c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service it is deferred until the criteria for income recognition are met.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (CONTINUED)

1d. 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), general volunteer time is not recognised. The trustees' annual report contains information about the contribution to the charity made by volunteers.

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.

1e. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the Bank.

1f. Funds

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 or grants which the donor has specified are to be used solely for particular purposes/areas of the charity's work or for specific projects undertaken by the charity.

1g. Expenditure 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.

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

1h. Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of the assets, less their residual value, over their useful lives.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (CONTINUED)

1i. Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

1j. Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1k. 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 discounts due.

1l. Taxation

The charitable company is exempt from taxation under sections 466 to 493 of the Corporation Tax Act 2010.

1m. Pensions

The charitable company offers a stakeholder scheme and makes contributions equivalent to 5% of employees' gross salary. These are charged in the SOFA as incurred.

1n. Pensions

The charitable company offers a stakeholder scheme and makes contributions equivalent to 5% of employees' gross salary. These are charged in the SOFA as incurred.

2. DEBTORS

| | 2021 | 2020 |
|---------------|-----------------|-----------------|
| | £ | £ |
| Trade debtors | 12,780 | 18,237 |
| | <u>£ 12,780</u> | <u>£ 18,237</u> |

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

3. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 | 2020 |
|-----------------|----------------|----------------|
| | £ | £ |
| Trade creditors | 1,422 | - |
| Accruals | 1,594 | 1,534 |
| | <u>£ 3,016</u> | <u>£ 1,534</u> |

4. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted Funds £ | Restricted Funds £ | Designated Funds £ | Total 2021 £ |
|--|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------|
| Fund Balances at 31 March 2021 are represented by | | | | |
| Current assets | 64,107 | 86,588 | 37 | 150,732 |
| Current liabilities | (1,381) | (1,635) | - | (3,016) |
| Total Net Assets | <u>£ 62,726</u> | <u>£ 84,953</u> | <u>£ 37</u> | <u>£ 147,716</u> |
| Fund Balances at 31 March 2020 are represented by | | | | |
| Current assets | 65,023 | 54,544 | 37 | 119,604 |
| Current liabilities | (1,122) | (412) | - | (1,534) |
| Total Net Assets | <u>£ 63,901</u> | <u>£ 54,132</u> | <u>£ 37</u> | <u>£ 118,070</u> |

The designated funds comprise funds set aside to cover statutory obligations.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

5. DONATIONS AND LEGACIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|---------------------------------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Jack Petchey Achievers | 1,000 | - | 1,000 | 1,500 |
| Enfield Mayor's Fund | - | - | - | 1,572 |
| Bailey Thomas Foundation | - | - | - | 4,000 |
| Swimathon | - | - | - | 1,101 |
| HMRC Coronavirus Job Retention Scheme | 21,348 | - | 21,348 | 4,812 |
| Donations | 306 | - | 306 | 3,859 |
| | <u>£ 22,654</u> | <u>£ -</u> | <u>£ 22,654</u> | <u>£ 16,844</u> |

In 2020 unrestricted income comprised £3,859 from donations, £1,572 from Enfield Mayor's Fund and £1,500 from Jack Petchey. The remaining grants shown in 2020 above were restricted.

The charity benefits greatly from the involvement and enthusiastic support of its volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

6. OTHER TRADING ACTIVITIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|--------------------------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Income from fundraising events | 1,832 | - | 1,832 | 567 |
| | <u>£ 1,832</u> | <u>£ -</u> | <u>£ 1,832</u> | <u>£ 567</u> |

In 2020 £567 was unrestricted income.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

7. INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|--|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Grants | | | | |
| Big Lottery Fund | - | 56,284 | 56,284 | 80,559 |
| Postcode Community Fund | - | 14,788 | 14,788 | - |
| Lloyds Bank Foundation | - | 40,923 | 40,923 | 31,584 |
| City Bridge Trust | - | 48,875 | 48,875 | 59,725 |
| LB Enfield - Autism contract | - | 35,000 | 35,000 | 35,000 |
| | - | 195,870 | 195,870 | 206,868 |
| Fees receivable | 7,425 | - | 7,425 | 23,425 |
| Members contributions to events | - | - | - | 6,681 |
| | <u>£ 7,425</u> | <u>£ 195,870</u> | <u>£ 203,295</u> | <u>£ 236,974</u> |

In 2020 all income restricted except for £23,425 from Fees receivable and £6,681 from Members contributions to events which were unrestricted.

8. INCOME FROM INVESTMENTS

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|--------------------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Bank interest receivable | 73 | - | 73 | 303 |
| | <u>£ 73</u> | <u>£ -</u> | <u>£ 73</u> | <u>£ 303</u> |

In 2020 £303 was unrestricted income.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

9. CHARITABLE ACTIVITIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Charitable activities | 32,019 | 165,049 | 197,068 | 254,157 |
| Governance costs | 1,140 | - | 1,140 | 1,080 |
| | <u>£ 33,159</u> | <u>£ 165,049</u> | <u>£ 198,208</u> | <u>£ 255,237</u> |

In 2020 the unrestricted expenditure on charitable activities was £54,963. All the remaining expenditure was restricted.

10. GOVERNANCE COSTS

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|-------------------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Independent examination | 1,140 | - | 1,140 | 1,080 |
| | <u>£ 1,140</u> | <u>£ -</u> | <u>£ 1,140</u> | <u>£ 1,080</u> |

In 2020 all the expenditure was restricted.

11. TRUSTEES EXPENSES

Trustees may claim for reasonable out of pocket expenses but no claims were made during the year. (2020 - £Nil)

12. RELATED PARTIES

One to One (Enfield) is a user led organisation and the majority of the Management Committee are users of the service. The User Directors act in accordance with the Charity Commissions guidelines for user led organisations and receive no preferential treatment in terms of receipt of services.

The trustee, Godfrey Luke, is married to Naomi Luke who was a member of staff during the year. He was not involved in any decisions regarding her remuneration etc.

ONE TO ONE (ENFIELD)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

13. LEASE COMMITMENTS

During the period under review One to One (Enfield) finalised the lease agreement on the offices at Community House. The charity has a 3 year lease which began in 2018.

The minimum annual rentals under the leases are as follows:

| | 2021 | 2020 |
|--------------------|----------------|-----------------|
| | £ | £ |
| - within 1 year | 4,595 | 6,126 |
| - within 2-5 years | - | 4,595 |
| | <hr/> | <hr/> |
| | £ 4,595 | £ 10,721 |
| | <hr/> | <hr/> |

14. CONTINGENT LIABILITIES

The charity operates a stakeholder pension scheme making contributions into the personal pension schemes of staff members. One such scheme has a deficit of £37 as at 30 September 2019 which would crystallise if the organisation withdraws from the scheme.