

CAXTON HOUSE SETTLEMENT
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

CAXTON HOUSE SETTLEMENT

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CAXTON HOUSE SETTLEMENT

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

Trustees	S Camp, Chair and Hon. Secretary R Joseph, Vice Chair and Hon. Treasurer Health & Well-Being (represented by S Daley) Kurdish & Middle Eastern Women's Organisation (represented by S Salim) London Capital Credit Union (represented by H Baron) Experience Archery (represented by L Pittis)
Charity registered number	210270
Principal office	129 St John's Way Islington London N19 3RQ
Holding Trustees	J Corbyn MP Cllr. M Spall
Centre Manager	Paul Furze
Accountants	RPG Crouch Chapman LLP Chartered Accountants 14-16 Dowgate Hill London EC4R 2SU
Bankers	CAF Bank Limited Kings Hill West Malling Kent ME19 4TA
Independent Examiner	Jeremy Tyrrell BA (Hons) FCA RPG Crouch Chapman LLP Chartered Accountants 5th Floor, 14-16 Dowgate Hill London EC4R 2SU

CAXTON HOUSE SETTLEMENT

CHAIR'S STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

The chair presents her statement for the year.

Following a year of anxiety, lockdowns and restrictions, we are all now slowly returning to a new 'normal' in our lives. At the time of writing this report, we no longer have mandated restrictions and are beginning the process of restarting as many of our face-to-face services and activities as we can, mindful of the need to still prioritise the safety of our residents, groups, staff, volunteers and communities.

In the last 12 months, the effects of the global coronavirus pandemic continued to have a profound effect on organisations and individuals, including Caxton House, its staff, and the activities and projects we support. Right from the start of this pandemic, our staff, volunteers and Management Committee have ensured that residents continued to be supported and the hard work of Paul Furze and Sue Collins in particular has enabled Caxton House to cope as well as it has with challenging and difficult times.

Over the last year, our services and activities have been adapted to enable us to deliver these in new and imaginative ways. We have moved exercise and dance classes online, set up a You Tube channel for crafts and food kit videos, delivered hundreds of hot meals each week, supported the distribution of food and care parcels and crafts kits, collected prescriptions and medicines, walked dogs for housebound residents and made hundreds of befriending calls.

We have been fortunate to be able to fundraise for core costs as well as the emergency support residents needed and we are very grateful to all our funders and supporters for adapting their criteria so quickly to allow groups to access funding to care for our local communities. In pre-pandemic times, Caxton House raises income from a variety of sources, both through external funders and through premises and office lets. During lockdowns, all our income from premises hire, fees and fundraising events stopped, and our core grant from Islington Council was an essential core base that enabled us to generate additional income, as well as being a cushion against this unexpected downturn in our ability to generate income.

Like many others in Islington, we are extremely proud of the response from Islington Council, local residents and all the voluntary groups that responded so effectively to the crisis we faced, forming food networks for sharing supplies and volunteers, and online information forums, including 'We are Islington' that we all relied on to enable us to keep up-to-date and successfully signpost residents. We continue to work closely together with our partners as we face the next stage of this unfolding situation. We are grateful to Islington Council and the various charities that have helped us financially over the last year. Their support is invaluable. We are also grateful for the input of the volunteers who have aided us in so many ways and for the co-operation of other voluntary groups in Islington.

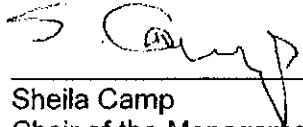
My thanks, as always, to Paul Furze and Sue Collins for the long hours, expertise and enthusiasm that they bring to their roles here. Thanks also to the other staff and our many volunteers for their hard work over the last 12 months.

In addition I wish to thank all those involved in running projects at Caxton House who have taken time to help others here and input to the management of Caxton House. This includes, of course, the Management Committee members themselves and the holding trustee Jeremy Corbyn MP who continues to monitor our progress. Our thanks too to our three Ward Councillors for their continued support of our work. Thanks must also go to my vice-chair Ruby Joseph, who is a supportive and able deputy.

CAXTON HOUSE SETTLEMENT

CHAIR'S STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Finally, my thanks to our independent examiner, Jeremy Tyrrell.



Sheila Camp
Chair of the Management Committee

Date: 20th January 2022

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the Caxton House Settlement for the year 1 April 2020 to 31 March 2021.

Objectives and activities

a. Policies and objectives

The objects of the Charity are to provide social amenities for the community in the London Borough of Islington.

Caxton House Settlement is a well-established community centre that focuses on a range of regeneration, education and health programmes tackling social exclusion, crime and housing related issues.

Our aims and objectives are broadly defined as:

- 1) Providing access to facilities or services which would otherwise be too costly or difficult for local people to obtain.
- 2) Generating self-development and education opportunities.
- 3) Organising social groups, advice surgeries and support groups.
- 4) Collaborating and networking with individuals, the local authority, voluntary organisations and other community projects.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Achievements and performance

a. Main achievements of the charity

Caxton House is a long established multi-purpose Community Centre that provides a wide range of diverse, innovative, highly responsive and community led services and activities to the local neighbourhood.

Our primary focus is to take a leading role in the empowerment of deprived neighbourhoods and communities, to bring resources and promote cohesion. Our commitment to multiple grass roots services are assessed and influenced by the unique needs of our diverse communities and the local neighbourhood. We have a proven track-record in delivering an innovative programme of services and activities aimed at preventing and improving a wide range of complex local issues including health inequalities, employability, well-being and access to high quality advice.

We have initiated a wide range of partnerships to broaden the interagency service delivery from our centre and avoid duplication to ensure our local communities have access to the widest possible range of services and activities helping to tackle key issues in the neighbourhood. We place local residents at the centre of provision driven by identified local needs, and through a variety of monitoring, consultation and feedback, are able to ensure resident engagement in the design of all our services and activities.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

The past year has seen us all experiencing restrictions on our daily lives as we are impacted by the effects of Covid-19. This coronavirus had a profound effect on organisations and individuals, including Caxton House, its staff, and the activities and projects we support. We continued to work closely with our partners to face these challenging and difficult times. During the various lockdowns, all face-to-face services and activities stopped and we adapted the work we do to offer emergency support as well as telephone and online services. As restrictions eased, we restarted face-to-face services and activities as soon as we were able to, all of which were adapted to ensure they were being delivered within relevant Covid guidelines.

Among our achievements are:

- Strengthening of local democracy and resident engagement through the Hillrise Ward Partnership meetings.
- Caxton House continues to be considered an example of Best Practice with regard to Community Engagement and the effective use of space within the centre.
- We have continued to work in partnership with Hillside Clubhouse on a work placement programme. This involves Caxton House providing 8 week volunteer placements for people with mental health issues.
- We have continued to develop, manage and deliver a range of health and welfare orientated projects which have addressed social isolation across all age ranges.
- We have expanded the opportunity for access to good quality health activities which are free or low cost, helping to tackle health inequalities, improve physical fitness and improve mental health and well being.
- We have taken a lead role in partnering on cluster groups and thematic partnerships with additional collaborations that bring in new resources, skills and join up services locally.
- Caxton House has continued in its role as the Locally Trusted Organisation for a long term resident led initiative.
- We recruited 16 volunteers to support delivery of crafts kits to over 50 residents during lockdowns
- We recruited over 40 volunteers to support emergency food, care and medicine distribution to 200 local residents and families.
- At the start of the first lockdown, we set up a befriending service to reach residents who were isolated, vulnerable and in need of regular contact, enabling us to signpost to additional support.
- We have set up two gardening and food growing projects with seven local volunteers.
- We have continued to work with GoodGym who support our centre with gardening and ground maintenance.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

- As we have been unable to run corporate volunteer projects, we have developed our corporate support programme with a number of corporate partners through furniture and equipment donation, which has supported our refurbishment of various areas in the centre.

Our website and social media have been an important way of communicating with residents during the various lockdowns and restarting of in-person sessions. We set up a You Tube channel with videos of step-by-step guides to a wide variety of crafts and cooking sessions to support the crafts and food kits we distributed. We also set up a number of WhatsApp groups to allow residents from various activities to keep in touch with each other and share stories and pictures. We added a link to our website with a video for residents and organisations to be able to see the measures we had set up in the centre to keep everyone as safe as possible, including one way systems, restrictions on numbers, social distancing measures, removal of furniture in communal areas, new signage and an increase in cleaning.

Another impact of the pandemic is on the range of support we provide to smaller local groups, which focussed around assisting with risk assessments, updating Covid guidelines, sharing policies and fundraising opportunities and supporting financial management. Through the charity In Kind Direct we continue to receive and distribute free goods and equipment to other groups and organisations.

We continue to carry out regular monitoring and collect feedback from beneficiaries which clearly demonstrate the positive impact of our projects and activities, in particular with regards to supporting our most vulnerable residents. This feedback also provides an opportunity for local residents to inform the design of additional future services and activities.

b. Fundraising activities and income generation

We aim to provide a secure and sustainable funding base for Caxton House's strategic development plans. The strategy aims to integrate fundraising and resource mobilisation as part of Caxton House's strategic priorities.

Our objectives:

- To embed fundraising as a key function within Caxton House and develop expertise and skills in fundraising within the Management Committee, staff and volunteers.
- To seek out and secure wider-collaborations with mutually beneficial Third Sector organisations, and Islington Council to join-up and grow the impact of services and activities locally.
- To strengthen the fundraising collaboration between Caxton House, Islington Council and other members of the voluntary sector and to identify and develop specialist/themed clusters to focus activities and services.
- To collaborate on joint-fundraising projects that are community-led, exciting, innovative and are underpinned by quality.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

In the year to 31 March 2021, there was an overall surplus of £47,398 (2020: £39,575). The Trustees consider this a satisfactory result.

Impact of COVID-19

Like most organisations, the COVID-19 coronavirus pandemic has had a significant impact on the services we have been able to deliver and has increased economic uncertainty.

Caxton House continues to be a going concern as we have a number of funded projects and are in the process of developing additional services that will span several years, along with reserves that will allow us to continue to deliver our services. We have secured core funding until 2024 and have adapted our premises hire and offices to enable additional services to continue to operate. We will ensure we are current with new funding opportunities, in particular those that support any lost income and/or core costs.

Our Management Committee will continue to meet regularly to review our financial position and where necessary, make prudent adjustments to expenditure and reduce costs.

b. Reserves policy

To avoid closure if funding difficulties were to happen the Trustees have as a target, the accrual of a certain level of financial reserves to ensure that main operations can continue for a set period of time of not less than 3 months. Or, should the centre face closure, appropriate reserves will be in place to cover necessary costs.

Trustees will aim to have in place reserves to cover all or some of the following:

- That staff can continue working, primarily to secure new funding.
- That the organisation is able to operate, running activities and services for the community for a set period of time of not less than 3 months. For this purpose, the charity aims to hold unrestricted reserves of no less than 3 months, these unrestricted reserves excluding balances relating to fixed assets.
- To meet unexpected costs e.g. urgent repairs and staffing costs.

c. Financial risk management objectives and policies

Caxton House continues to operate financial management policies on the basis of fund accounting, as described in section 1 of the notes to the financial statements.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

d. Principal funding

The main funder of the charity during the year to 31 March 2021 was The National Lottery (£98,725) (2020: The London Borough of Islington, £87,380). In total, 66% (2020: 49%) of the charity's income was received from funders.

Structure, governance and management

a. Constitution

Caxton House Settlement is a registered charity, number 210270, and is constituted under a Trust deed dated 27 September 1974.

b. Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Organisational structure and decision-making policies

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The Charity is managed by a Management Committee elected by the membership at the Annual General Meeting whose members during the year are set out below.

S. Camp – Chair and Hon. Secretary
R. Joseph Vice Chair and Hon. Treasurer
H. Baron
S. Clark (resigned January 2021)
S. Daley
L. Pittis
S. Salim

The Management Committee met four times during the year (virtually).

d. Financial risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Caxton House continues to operate financial management policies on the basis of fund accounting, as described in section 1 of the notes to the financial statements.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods

We will continue to promote Caxton House as a multi purpose community centre and Neighbourhood Partner within the local community.

A key aim is to continue to work collaboratively to deliver services that we know work, and will address fairness and poverty priorities so that we can reach more people among all generations in our neighbourhoods.

We will continue to develop our community centre as a vibrant and effective community anchor

- Enabling us and complementary partners to collaborate effectively
- Sharing and encouraging best practice through information sharing
- Ensuring we continue to best serve our communities
- Championing community action on local forums and with key decision making bodies
- Continue to work towards becoming sustainable and resourceful by seeking out new sources of funding to stimulate and sustain collaborative working
- Piloting new forms of income generation and resource sharing

To do this we have set ourselves a number of Key Strategic Objectives:

- To enhance our Quality and Sustainability Frameworks by identifying best practice with a view to continuing to develop a strong, enterprising and listening multi purpose community centre.
- To work collaboratively and in partnership with others to develop, nurture and maintain highly effective ward partnerships, in support of Islington Council's vision for localism, cohesive communities and fairness.
- To develop and deliver a portfolio of innovative, highly responsive and community led projects and activities that respond to the authentic voices of local communities in order to help neighbourhoods take ownership of improving community cohesion and wellbeing.
- To contribute to tackling poverty, including child poverty and vulnerable older people, through accessible informal lifelong learning spaces, by delivering a programme of community based learning provision to engage, enable, inspire, empower and support.
- To develop an effective community support network that will mobilize isolated and disengaged communities, and engage new user groups through widening participation initiatives and growing the number of diverse and fun recreational activities within Caxton House.
- To foster opportunities to explore volunteering and social enterprise solutions to local service provision gaps and social cohesion issues.
- To build stronger links with businesses to bring a different dimension to the wide variety of volunteering opportunities currently offered, maximise resource utilisation and embrace corporate social responsibility.

CAXTON HOUSE SETTLEMENT

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods (continued)

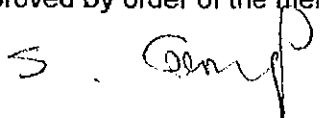
- To significantly increase the connectivity of Caxton House with complementary Third Sector Organisations, Islington Council and private business (where appropriate) to maximise potential for developing new services and activities, and attracting new funding to the Borough.
- Continue developing our fundraising strategy for Caxton House beyond statutory funding to include corporate and private sponsorship. Fundraising as a key function will continue to be embedded across all our services to provide a foundation for a sustainable funding base helping to ensure that our mission, vision and strategic development plans are met.
- Committed to supporting London Borough of Islington in its aim to tackle environment and the climate emergency by achieving a net zero carbon Islington by 2030

Our vision and definition of success is to see Caxton House continue to develop as a focal point and leader for the local neighbourhood: creating innovative ways to bring resources to and empower individuals and communities; work in partnership and play an active role in the empowerment and cohesion of neighbourhoods and communities; work collaboratively and continue to offer a wide range of high quality facilities, activities and services that are resident centred and accessible to all.

Funds held as custodian

Caxton House Settlement holds funds on behalf of Elthorne Pride, a Big Local resident-led initiative in Islington. Details are included in Note 19 to the accounts.

Approved by order of the members of the board of Trustees and signed on their behalf by:



S Camp
(Chair of Trustees)

Date: 20/1/22

CAXTON HOUSE SETTLEMENT

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2021

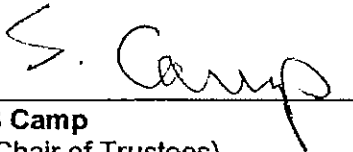
The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



S Camp
(Chair of Trustees)
Date: 20/1/22

CAXTON HOUSE SETTLEMENT

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Caxton House Settlement ('the charity')

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

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

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

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of (enter body here), which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the accounts 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

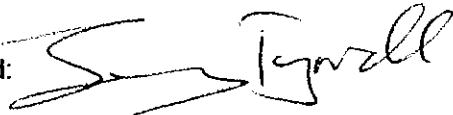
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

CAXTON HOUSE SETTLEMENT

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed:



Dated:

26/01/2022

Jeremy Tyrrell FCA

5th Floor
14-16 Dowgate Hill
London
EC4R 2SU

CAXTON HOUSE SETTLEMENT

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	5	25,777	252,435	278,212	159,603
Charitable activities	6	131,360	-	131,360	162,980
Other income		107	-	107	289
		<u>157,244</u>	<u>252,435</u>	<u>409,679</u>	<u>322,872</u>
Total income					
Expenditure on:					
Charitable activities	8	106,465	255,816	362,281	283,297
		<u>106,465</u>	<u>255,816</u>	<u>362,281</u>	<u>283,297</u>
Total expenditure					
		50,779	(3,381)	47,398	39,575
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		222,721	72,925	295,646	256,071
Net movement in funds		50,779	(3,381)	47,398	39,575
		<u>273,500</u>	<u>69,544</u>	<u>343,044</u>	<u>295,646</u>
Total funds carried forward					

The Statement of Financial Activities includes all gains and losses recognised in the year.

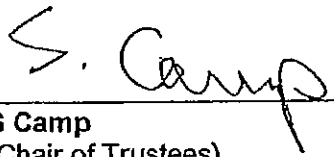
The notes on pages 16 to 29 form part of these financial statements.

CAXTON HOUSE SETTLEMENT

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	130,905	143,720
		<u>130,905</u>	<u>143,720</u>
Current assets			
Debtors	13	6,776	9,023
Cash at bank and in hand		252,434	158,500
		<u>259,210</u>	<u>168,123</u>
Creditors: amounts falling due within one year	14	(47,071)	(16,197)
Net current assets		<u>212,139</u>	<u>151,926</u>
Total assets less current liabilities		<u>343,044</u>	<u>295,646</u>
		<u>343,044</u>	<u>295,646</u>
Total net assets		<u>343,044</u>	<u>295,646</u>
Charity funds			
Restricted funds	15	69,544	72,926
Unrestricted funds	15	273,500	222,721
Total funds		<u>343,044</u>	<u>295,646</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


S Camp
(Chair of Trustees)

Date: 20/1/22

The notes on pages 16 to 29 form part of these financial statements.

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The entity is an unincorporated trust registered with the Charity Commission in England and Wales, charity number 210270. Its principal office is 129 St John's Way, Islington, London, N19 3RQ, which is also its principal place of operation.

The activity of the trust remained that of a Community Centre.

These financial statements have been prepared in GBP and all amounts have been rounded to the nearest £.

2. Accounting policies

Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Caxton House Settlement meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern for the foreseeable future. The most significant consideration in reaching this conclusion is future funding. The trustees have secured commitments which enable them to conclude that the charity can be considered a going concern for the foreseeable future, this being a period of at least 12 months from the date of approval of the balance sheet.

Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

Income (continued)

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

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 upon notification of the interest paid or payable by the institution with whom the funds are deposited.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets and depreciation

Tangible fixed assets costing £200 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives .

Depreciation is provided on the following bases:

Long-term leasehold property	- 2% p.a. straight line
Plant and machinery	- 10% p.a. straight line or 20 years
Fixtures and fittings	- 25% p.a. straight line

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and 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.

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

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.

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

Pensions

The charge to the Statement of Financial Activities is the amount of contributions payable to pension schemes in respect of the accounting year. These contributions are invested separately from the charity's assets.

Cash flow exemption

These accounts do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to produce such a statement.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. However, the trustees are of the opinion that there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

4. Financial Performance of the Charity

	Unrestricted Funds	Restricted Funds	Total Funds
	31 March 2021	31 March 2021	31 March 2021
	£	£	£
Income	157,244	252,435	409,679
Expenditure before depreciation	(94,088)	(252,435)	(346,523)
	<u>63,156</u>	<u>-</u>	<u>63,156</u>
Depreciation adjustment	(12,377)	(3,381)	(15,758)
Total	<u><u>50,779</u></u>	<u><u>(3,381)</u></u>	<u><u>47,398</u></u>

The trustees regard the result before depreciation of a surplus of £63,156 (2020: £54,759) as key to understanding the underlying results of the charity.

5. Income from donations and legacies

	Un- restricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	25,777	-	25,777
Grants	-	252,435	252,435
	<u>25,777</u>	<u>252,435</u>	<u>278,212</u>

	Un- restricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations	2,905	-	2,905
Grants	2,545	154,153	156,698
	<u>5,450</u>	<u>154,153</u>	<u>159,603</u>

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

6. Income from charitable activities

	Un- restricted funds 2021 £	Total funds 2021 £
Income from services provided	131,360	131,360

	Un- restricted funds 2020 £	Total funds 2020 £
Income from services provided	162,980	162,980

7. Total expenditure

	Staff costs 2021 £	De- preciation 2021 £	Other costs 2021 £	Total funds 2021 £
Social amenities	148,421	15,758	191,975	356,154
Management and administration of the charity - Governance	4,127	-	2,000	6,127
	<u>152,548</u>	<u>15,758</u>	<u>193,975</u>	<u>362,281</u>

	Staff costs 2020 £	De- preciation 2020 £	Other Costs 2020 £	Total funds 2020 £
Social amenities	129,301	15,184	132,236	276,721
Management and administration of the charity - Governance	4,127	-	2,449	6,576
	<u>133,428</u>	<u>15,184</u>	<u>134,685</u>	<u>283,297</u>

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

8. Charitable expenditure

	Direct Costs 2021 £	Support Costs 2021 £	Total funds 2021 £
Voluntary and Fundraising	62,714	15,421	78,135
Premises Management & Hire	53,497	22,547	76,044
Under 5's Stay & Play/Toy Library	9,980	741	10,721
Community Project / Events	48,881	2,799	51,680
Stay Well Live Well	24,271	1,627	25,898
The National Lottery Community Fund	98,725	5,629	104,354
Section 106/Kitchen	-	-	-
Awards For All	-	-	-
Coop Community Fund	319	15	334
Arsenal Foundation	2,500	163	2,663
Local Initiative Projects	1,735	34	1,769
Power to Change	10,000	683	10,683
Other Projects	-	-	-
	<u>312,622</u>	<u>49,659</u>	<u>362,281</u>

	Direct Costs 2020 £	Support Costs 2020 £	Total funds 2020 £
Voluntary and Fundraising	36,326	18,523	54,849
Premises Management & Hire	59,104	71,244	130,348
Under 5's Stay & Play/Toy Library	10,830	2,736	13,566
Community Project / Events	4,750	6,408	11,158
Stay Well Live Well	-	-	-
The National Lottery Community Fund	-	-	-
Section 106/Kitchen	30,000	1,562	31,562
Awards for All	9,980	2,152	12,132
Coop Community Fund	11,957	2,152	14,109
Arsenal Foundation	2,500	949	3,449
Local Initiative Projects	1,500	803	2,303
Power to Change	-	-	-
Other Projects	2,635	7,186	9,821
	<u>169,582</u>	<u>113,715</u>	<u>283,297</u>

CAXTON HOUSE SETTLEMENT

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

9. Governance costs

	2021	2020
	£	£
AGM & Annual Report Costs	-	469
Independent examination	2,000	1,980
Management time	4,127	4,127
	6,127	6,576

10. Staff costs

	2021	2020
	£	£
Wages and salaries	137,525	120,575
Social security costs	12,798	10,628
Other pension costs	2,225	2,225
	152,548	133,428

The average number of persons employed by the charity during the year was as follows:

	2021	2020
	No.	No.
Social Amenities	5	5
Management and administration	1	1
	6	6

No employee received remuneration amounting to more than £60,000 in either year.

Apart from the trustees, who give their time freely, key management personnel comprises the Centre Manager and the Finance & Office Manager. Total remuneration for key management during the year amounted to £95,635 (2020: £88,084).

11. Trustees' remuneration and expenses

During the year, one or more Trustees has been paid remuneration or has received other benefits for services provided to the charity. The total value of trustees remuneration paid during the year was £3,370. The services were provided in connection with the trustees' capacity as users of the Centre and were not related to services provided as trustees. The charity's constitution requires that the charity must have user group representation on its Management Committee.

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

12. Tangible fixed assets

	Long-term leasehold property £	Plant and machinery £	Fixtures and fittings £	Total £
<u>Cost or valuation</u>				
At 1 April 2020	523,320	58,985	3,627	585,932
Additions	-	-	2,943	2,943
At 31 March 2021	<u>523,320</u>	<u>58,985</u>	<u>6,570</u>	<u>588,875</u>
<u>Depreciation</u>				
At 1 April 2020	424,410	15,764	2,038	442,212
Charge for the year	10,466	3,899	1,393	15,758
At 31 March 2021	<u>434,876</u>	<u>19,663</u>	<u>3,431</u>	<u>457,970</u>
<u>Net book value</u>				
At 31 March 2021	<u>88,444</u>	<u>39,322</u>	<u>3,139</u>	<u>130,905</u>
At 31 March 2020	<u>98,910</u>	<u>43,221</u>	<u>1,589</u>	<u>143,720</u>

13. Debtors

	2021 £	2020 £
<u>Due within one year</u>		
Trade debtors	709	3,083
Prepayments and accrued income	6,067	6,540
	<u>6,776</u>	<u>9,623</u>

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

14. Creditors: Amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	71	71
Accruals and deferred income	47,000	16,126
	<u>47,071</u>	<u>16,197</u>
	<u><u>47,071</u></u>	<u><u>16,197</u></u>
	2021 £	2020 £
Deferred income at 1 April 2020	12,596	22,507
Resources deferred during the year	44,825	12,596
Amounts released from previous periods	(12,596)	(22,507)
	<u>44,825</u>	<u>12,596</u>
	<u><u>44,825</u></u>	<u><u>12,596</u></u>

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
<u>Unrestricted funds</u>					
<u>Designated funds</u>					
Capital Fund	27,137	-	-	-	27,137
Cyclical Maintenance Fund	14,230	-	(9,604)	9,604	14,230
	<u>41,367</u>	<u>-</u>	<u>(9,604)</u>	<u>9,604</u>	<u>41,367</u>
<u>General funds</u>					
General Funds	181,354	157,244	(96,861)	(9,604)	232,133
<u>Total Unrestricted funds</u>	<u>222,721</u>	<u>157,244</u>	<u>(106,465)</u>	<u>-</u>	<u>273,500</u>
<u>Restricted funds</u>					
Solar Panels	33,552	-	(881)	-	32,671
Grant for New Boiler	1,373	-	(500)	-	873
Toy Library	-	9,980	(9,980)	-	-
LBI Partnership Programme	-	41,250	(41,250)	-	-
Gentle Exercise	-	1,452	(1,452)	-	-
Great Get Together	-	283	(283)	-	-
Arsenal Foundation	-	2,500	(2,500)	-	-
Co-Op Community Fund	-	319	(319)	-	-
Kitchen	38,000	-	(2,000)	-	36,000
HMRC Job Retention Scheme	-	14,914	(14,914)	-	-
The National Lottery Community Fund	-	98,725	(98,725)	-	-
Reaching Communities	-	24,271	(24,271)	-	-
Power to Change	-	10,000	(10,000)	-	-
London Community Response Fund	-	48,741	(48,741)	-	-
	<u>72,925</u>	<u>252,435</u>	<u>(255,816)</u>	<u>-</u>	<u>69,544</u>
<u>Total of funds</u>	<u>295,646</u>	<u>409,679</u>	<u>(362,281)</u>	<u>-</u>	<u>343,044</u>

CAXTON HOUSE SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
<u>Unrestricted funds</u>					
<u>Designated funds</u>					
Capital Fund	27,137	-	-	-	27,137
Cyclical Maintenance Fund	14,230	-	(6,970)	6,970	14,230
	<u>41,367</u>	<u>-</u>	<u>(6,970)</u>	<u>6,970</u>	<u>41,367</u>
<u>General funds</u>					
General Funds	175,199	168,719	(155,594)	(6,970)	181,354
<u>Total Unrestricted funds</u>	<u>216,566</u>	<u>-</u>	<u>(162,564)</u>	<u>-</u>	<u>222,721</u>
<u>Restricted funds</u>					
Solar Panels	34,433	-	(881)	-	33,552
Grant for New Boiler	1,873	-	(500)	-	1,373
Toy Library	864	10,830	(11,694)	-	-
Hillrise Festival	786	786	(1,572)	-	-
Funding for Kitchen	1,549	1,550	(3,099)	-	-
LBI Partnership Programme	-	40,000	(40,000)	-	-
Summer & Winter Festivals	-	4,250	(4,250)	-	-
Gentle Exercise	-	1,500	(1,500)	-	-
Great Get Together	-	500	(500)	-	-
Event Workshop	-	300	(300)	-	-
Arsenal Foundation	-	2,500	(2,500)	-	-
Awards for All	-	9,980	(9,980)	-	-
Co-Op Community Fund	-	11,957	(11,957)	-	-
Capital Work	-	30,000	(30,000)	-	-
Kitchen	-	40,000	(2,000)	-	38,000
	<u>39,505</u>	<u>154,153</u>	<u>(120,733)</u>	<u>-</u>	<u>72,925</u>
<u>Total of funds</u>	<u>256,071</u>	<u>154,153</u>	<u>(283,297)</u>	<u>-</u>	<u>295,646</u>

CAXTON HOUSE SETTLEMENT

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

15. Statement of funds (continued)

Capital Fund

Grants and donations towards the cost of the original fixed assets of the Settlement and subsequent additions (not being repairs) are regarded as part of the capital fund.

The depreciation charge on assets other than the solar heating panels, the kitchen and the LBI fixed asset contribution has been charged to the capital fund and interest received and investment income is credited to the fund.

Cyclical Maintenance Fund

The Cyclical Maintenance Fund represents a reserve established in recognition of the need to provide for major expenditure which is anticipated as a result of the age and high usage of the building. The trustees transfer amounts into the cyclical maintenance fund on an annual basis, depending on the anticipated expenditure in the following year.

Restricted Fund

The net book value of solar panels, which are being depreciated over 50 years, was £32,593 (2020: £33,474) at the year end. The net book value of the plant and machinery purchased with an LBI grant was £3,322 (2020: 5,221). The net book value of the kitchen donated to the charity in 2020 was £36,000 (2020: £38,000).

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Un- restricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	61,361	69,544	130,905
Current assets	259,210	-	259,210
Creditors due within one year	(47,071)	-	(47,071)
<u>Total</u>	<u>273,500</u>	<u>69,544</u>	<u>343,044</u>

CAXTON HOUSE SETTLEMENT

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Un- restricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	70,795	72,925	143,720
Current assets	168,123	-	168,123
Creditors due within one year	(16,197)	-	(16,197)
<u>Total</u>	222,721	72,925	295,646

17. Pension commitments

The charity contributes to individual personal pensions. Contributions paid by the charity during the year amounted to £2,225 (2020: £2,225).

18. Related Party Transactions

There were no transactions with related parties during the year other than those disclosed in Note 11 to the accounts (2020: None).

19. Funds Held On Behalf of Third Parties

Caxton House Settlement held a balance of £23,724 (2020: £29,286) at the year end on behalf of Elthorne Pride, a Big Local resident-led initiative in Islington. The balance is not shown in the financial statements of Caxton House.