

HOXTON VINEYARD

REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2015

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

HOXTON VINEYARD
FOR THE YEAR ENDED 31 DECEMBER 2015

LEGAL & ADMINISTRATIVE DETAILS

ADDRESS FOR CORRESPONDENCE

54 Ivy Street
Hoxton
London, N1 6JN

GOVERNING DOCUMENT

Declaration of Trust June 2001
amended 12 September 2007

TRUSTEES

A Large
R Byk
S Hunter
R Steytler
P Sunderland
K Woods
R Yee

BANKERS

The Co-operative Bank
Bank of Scotland plc
CAF Bank

INDEPENDENT EXAMINER

Stephen Mathews FCA
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

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HOXTON VINEYARD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2015

The Trustees have pleasure in submitting the Report and Accounts for the year.

Objects and Government of the charity

Hoxton Vineyard is a charitable trust governed by a Trust Deed adopted on 10 June 2001 and amended by a Supplemental Deed on 12 September 2007. As a charity it acts entirely as a non-profit making organisation. The trustees are appointed by resolution of the Board.

Hoxton Vineyard advances the Christian faith as an urban missional community on the council estates of Hoxton in the London Borough of Hackney, whilst a member of Vineyard Churches UK & Ireland we currently work in partnership with St John's Hoxton (CofE). We care for young people, parents and carers through running the Ivy Street Family Centre which provides drop-in sessions and other activities for parents and carers of pre-school children during school term-time. The Centre has been serving the local community for 35 years and provides support to families who are unlikely to access more mainstream services. We aim to assist the poor and needy through our Growbaby Project which provides high quality second-hand baby clothes and equipment to local families in need.

Review of Activities

In furtherance of the Charity's objects we provided the following services:

- (a) The Ivy Street Family Centre – continues to provide term-time drop-in sessions for local parents and carers of under-5s at the charity's premises at 54 Ivy Street Hoxton;
- (b) The Growbaby service (run from the Ivy Street Family Centre), providing free baby clothes and equipment to mothers in crisis and severe need, this was launched with support from three firms in the City of London: UBS, Linklaters and Broadgate Estates and continues to be supported by Jaguar Building Services Ltd.;
- (c) The Hoxton Vineyard Missional Community is a small group seeking to live out the Christian faith. The community seeks to (i) communicate the gospel of Jesus Christ to our neighbours in Hoxton through conversation and relationship, practical compassion and through the witness of our lives; (ii) disciple those who wish to explore the new kind of life Jesus Christ offers; (iii) support one another in our missional goals and discipling relationships. During the year community members have supported other similar organisations, taught in other churches. As a community we continue to benefit from the ecumenical partnership with St. John the Baptist Church, Hoxton which was established in 2014.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission in December 2008.

Ivy Street Family Centre Centre Manager's Report

In 2015, the Ivy Street Family Centre at 54, Ivy Street Hoxton N1 5JE continued to provide, during school term-time, our Big Fun Time, Stay & Messy Play, and Café sessions for pre-school age children.

During the course of the year we had 187 families registered with us. 106 of these were new registrations extending the reach of the Centre to a further 135 children.

The average attendance for our sessions was 18 people - 8 adults and 10 children.

Our café sessions on a Thursday had the highest attendance, with an average attendance of 25 people - 11 adults and 14 children.

Our '**GROWBABY**' service, which provides high quality second-hand baby clothes and equipment to local families in need, became more established and we developed further links with local statutory services who referred families to us. We helped 105 families during the year.

We continued to provide a venue for a Home Education group, and a baby massage session run by a worker from **Family Action**. Our links with **Hackney Playbus** continued, with us hosting a group called 'Rollers & Crawlers', a group for babies under 1; '**Hoxton Rhymes**' – a music group; and in July we were visited by the Hackney Playbus as part of one of their outreach play sessions.

As well as our weekly sessions, we arranged trips to the Hackney City Farm; our local Fire Station and Hackney Empire for the Christmas Pantomime.

We organised our annual Christmas Party, kindly hosted by the Hoxton Salvation Army, and we were very grateful to JP Morgan for providing a team on the day.

This Christmas we were very grateful for the continued support of **Croxley Green Baptist Church** in Hertfordshire (which has been supporting Ivy Street for many years) and the **ELBA (East London Business Alliance)** Toy Appeal for providing gifts for children at the Ivy Street Family Centre and in our wider community who would not otherwise receive a present. We were also helped hugely by the '**Stokey Parents**' website (<http://www.stokeyparents.com/#!/toyappealend/cuek>), who organised a major toy drive for us. We were able to provide gifts for 712 children, via 16 organisations. We also made links with seven new organisations this year, including Holloway Prison and Homerton Hospital. We continue to work with '**Stokey Parents**' through the year as they also support our GROWBABY project.

Our Christmas appeal was also supported by **M3 Consulting** (a property services consultancy in the City), who provided over forty gifts individually chosen for particular children with special need. They also held a Christmas card competition in which an Ivy Street child was chosen to design their corporate e-card; a donation was made to Ivy Street every time someone clicked through to see the e-card.

We also continued to benefit from the support of **Jaguar Building Services Ltd**, a property maintenance company in the City, whose CEO mentors our Centre Manager, and which has generously supported our GROWBABY project with gifts in kind such as a washing machine and tumble dryer so we can clean donated clothing.

Financial Review

The incoming receipts for the year were £35,029 (2014: £39,957). Expenditure was £42,251 (2014: £38,417) and was managed according to budget for the year.

During the year the charity received a grant from Sunbabies Nursery Trust to support the weekly dance and movement sessions at the Ivy Street Family Centre.

Towards the end of the year the trust entered into a formal commercial participation agreement with Jaguar Building Services Ltd. who have been providing mentoring support to the Centre Manager for some time and who agreed to support the trust financially. However no benefit from this Agreement was obtained during the course of 2015 and no benefit has yet been realised as of the date of this report.

The trust has made a number of grants and gifts during the year to individuals and to charities with similar objects amounting to 23% of unrestricted and donatable income.

Operating Reserves

The trustees aim to hold Cash Operating Reserves in line with average monthly expenses. These reserves are held in an interest-bearing account with quick access times to finance general operations. The trustees aim to maintain reserves equivalent to three months' operating expenses. This equates to a cash reserve of approximately £9,600. Current reserves are currently significantly larger than this.

Premises redevelopment

We have, for a number of years, been seeking to redevelop our premises at 54, Ivy Street but the financial climate and the local limitations on development of the site have proved frustrating. However, we have now found a potential partner in a local architect with whom we were negotiating through 2015, he designed a new scheme, on an enlarged footprint (offered by building on the current external playground space), to provide us with a modern facility on the lower ground and ground floors and a residential flat on the upper floors which the architect intends to use as his home. Planning permission was granted earlier this year and we hope to have signed a Development Agreement with the architect by July 2016 and that construction work will start in the Autumn 2016. Our Building Reserve and part of our Unrestricted Reserves will need to be used during the course of 2016 to cover legal and professional fees associated with the redevelopment. We will however need to raise additional funds to meet the fit-out costs of the new Centre.

Internal Controls

As part of their continuing responsibility the trustees have endeavoured to ensure that reasonable internal control procedures are in place. These include;

- setting and reviewing financial policies and procedures;
- receipt of management reports at each meeting of the trustees, including income and expense, budget and balance sheets;
- setting an annual budget;
- annual review of risk.

Risk Management

Throughout 2015 the trustees continued to maintain a register of risk and to identify and mitigate major strategic, operational and financial risks to the charity.

Trustees' Responsibilities

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees on 11th July 2016 and signed on their behalf by:

.....

Andrew Large : Chair

**Independent Examiner's Report
To the Trustees of Hoxton Vineyard**

.....

I report on the accounts of the charity for the year ended 31 December 2015 set out on pages 7 to 10 which have been prepared on the basis of the accounting policies on page 9.

Respective responsibilities of trustees and examiner

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirement under section 144 of the Charities Act 2011 (the 2011 Act), does not apply. It is my responsibility to :

- * examine the accounts under Section 145 of the 2011 Act.
- * follow the procedures laid down in the General Directions given by the Charity Commissioners made under section 145(5)(b) of the 2011 Act.
- * state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 130 of the 2011 Act, or that the accounts presented do not accord with those records, or comply with the accounting requirement of the 2011 Act. No matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Stephen Mathews FCA
For and on behalf of:
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

6 September 2016

HOXTON VINEYARD
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2015

	Notes	Unrestricted General	Restricted Funds	2015 £	2014 £
Receipts					
<i>Voluntary receipts</i>					
Grants and gifts received		12,041	13,658	25,700	34,386
Tax refunds under Gift Aid		3,776	368	4,144	4,123
		<hr/>	<hr/>	<hr/>	<hr/>
		15,818	14,026	29,843	38,509
<i>Other receipts</i>					
Activities income		-	4,894	4,894	661
Interest received		103	-	103	83
Other		188	-	188	-
		<hr/>	<hr/>	<hr/>	<hr/>
Total Receipts		16,109	18,920	35,029	39,253
Payments					
<i>Payments in furtherance of the church's objectives</i>					
Direct costs	2	3,326	35,472	38,798	35,346
Grants paid	3	2,136	1,317	3,453	2,328
		<hr/>	<hr/>	<hr/>	<hr/>
Total Payments		5,462	36,789	42,251	37,674
Net Receipts/(Payments) before transfers		10,647	(17,869)	(7,222)	1,579
Transfers between funds		(19,054)	19,054	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
Net Movement in Funds		(8,407)	1,185	(7,222)	1,579
Balances held at 1 January		54,588	10,856	65,444	63,865
		<hr/>	<hr/>	<hr/>	<hr/>
Balances held at 31 December		46,181	12,041	58,222	65,444

The notes on pages 9 - 10 form part of these accounts.

HOXTON VINEYARD

STATEMENT OF ASSETS & LIABILITIES

FOR THE YEAR ENDED 31 DECEMBER 2015

1. Fixed Assets

	Cost £	Market Value £
The value of the assets owned are:		
Freehold Building Market value 2008		362,500
Vehicles	9,799	-
Equipment	4,203	200
	<u>14,002</u>	<u>362,700</u>

2. Bank & Cash Balances

	2015 £	2014 £
Held at Bank	57,485	64,803
Cash float	737	641
	<u>58,222</u>	<u>65,444</u>

3. Other Assets & Liabilities

Assets

Gift aid tax recovery not yet received	1,914	2,331
Other monetary assets	-	-
	<u>1,914</u>	<u>2,331</u>

Liabilities

Unbilled fee for Accounts and Examination	525	717
Credit card balance due	571	109
	<u>1,096</u>	<u>826</u>

The accounts were approved by the trustees and signed on their behalf on 11th July 2016

by Andrew Large

The notes on page 9-10 form part of these accounts

HOXTON VINEYARD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2015

1. Accounting Policies

The accounts have been prepared on a receipts and payments basis with a statement of assets and liabilities.

2. Direct costs	General Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
Employment and staff costs (Note 4)	22	19,088	19,110	16,811
Ministry and conference	1,868	102	1,970	1,440
Drop in cost	-	9,528	9,528	6,408
Property costs (Note 5)	21	3,438	3,459	2,393
Support services	630	3,198	3,828	5,887
Accounts and examination	717	-	717	717
Other costs	68	118	185	1,690
	<u>3,326</u>	<u>35,472</u>	<u>38,798</u>	<u>35,346</u>

3. Grants Paid

Individuals		1,031	1,031	
Institutions	2,136	286	2,422	
	<u>2,136</u>	<u>1,317</u>	<u>3,453</u>	<u>2,328</u>

The grants to institutions amounting to more than £1,000 in the year were to Vineyard Churches UK amounting to £1,300.

4. Employees

The charity has 2 employees, to whom the employment costs above refer.

Angela Large, spouse of Andrew Large a Trustee, was employed to manage the Ivy Street Family Centre during the year receiving a gross salary of £11,014 (2014 £10,136).

No other amounts were paid or are payable to any trustee or to any person connected to them.

HOXTON VINEYARD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2015

5. Property costs	2015	2014
	£	£
Rent	298	292
Council tax & water rates	290	284
Utilities	2,244	1,299
Other	628	518
	<u>3,459</u>	<u>2,393</u>

6. Movement of Restricted Funds

	Balance Jan 2015 £	Receipts £	Payments £	Transfers £	Balance Dec 2015 £
Ivy Street Family Centre Fund					
Drop-in	(1,837)	13,374	(30,591)	19,054	-
Growbaby	1,248	546	(218)		1,577
Sunbabies grant	980	5,000	(5,980)		-
Building Fund	10,465	-	-		10,465
	<u>10,856</u>	<u>18,920</u>	<u>(36,789)</u>	<u>19,054</u>	<u>12,042</u>