



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 1	Month April	Year 2016		Day 31	Month March	Year 2017

## Section A Reference and administration details

**Charity name** Kilburn Older Voices Exchange

**Other names charity is known by**

**Registered charity number (if any)** 1137417

**Charity's principal address** 208 Webheath

Palmerston Road

**Postcode** NW6 2JU

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Barry Peskin	Chair		
2	Phyllis Young	Vice-Chair		
3	Lynda Stuart	Treasurer		
4	Violet Clarkson			
5	Frances Eley			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

Mel Wright (Joint Co-ordinator), Peter Lush (Joint Co-ordinator / Administrator)

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

There is an induction session for all new trustees.  
 Training is provided for trustees.  
 The trustees work with a Steering Group which meets eight times a year.  
 The charity works with Ageing Better in Camden, which is run by Age UK Camden.  
 The trustees have considered major risks, and the charity has adequate insurance cover.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

- (1) To advance any appropriate charitable purpose for the benefit of the older people (people aged 50 years or older) in Kilburn and the surrounding area.
- (2) To advance education of the public and raise awareness in the community of topics that impact on older people.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The main activities of Kilburn Older Voices Exchange (KOVE) in 2016-17 were:

- a) Organising community forums to discuss issues of concern to local older people, and identify issues to campaign on.
- b) Organising meetings to provide older people with information on issues such as health, transport and local facilities.
- c) Organising local walks to provide both exercise and a social activity to overcome isolation.
- d) To support a local film club to provide social activity and overcome isolation.
- e) To make films about local issues to help campaigns on facilities for local older people.
- f) To work in partnership with other organisations in the area to promote the charity's objectives, in particular Age UK Camden.
- g) To publicise activities and facilities for older people.
- h) To campaign for better street furniture, in particular benches, for older people.

The trustees are aware of the guidance from the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We regularly involve volunteers in our work. Areas where volunteers make an important contribution include the local walks, community forums and the film club we support.

Volunteers are also involved in the meetings of our Steering Group, and meetings organised by Age UK Camden.

Two of our members were given awards for their volunteering by the Camden Volunteer Centre.

**Summary of the main achievements of the charity during the year**

Summary of activities:

49 Events or training sessions  
 52 meetings of local community forums  
 25 Walks  
 11 Film club shows  
 6 Steering Group & Trustee meetings

1057 people total attendance at our activities

54 local, regional or national organisations that we work with.

KOVE is now part of its third year of activity with Ageing Better in Camden, a Camden wide organisation run by Age UK Camden, which heads a Big Lottery funded initiative focusing on older people who are socially isolated and lonely. This has given KOVE a wider platform for older people to express their views and suggestions about improving the quality of life of older people.

KOVE continues to tackle the urban street environment by campaigning for positive change in Kilburn, West Hampstead and Swiss Cottage area: Community seating – road crossings – challenging authorities over the short green man times, bus stops consulting with local groups about their experience of using bus stops has revealed dissatisfaction with poor/no seating, need for more bus count-down indicators, lack of shelters, poor state of stops, difficulty for visually impaired passengers, gap between kerb and bus pulling in etc. KOVE have made a film to present the views of older people.

One issue of concern to our supporters living in the Swiss Cottage area are the proposals to make major changes to the Swiss Cottage Gyratory system. These are part of London-wide plans to improve road use for cycling. Our main concern was the time to cross the road for people who can't use the subway through the underground station because of the number of steps involved.

We discussed this both at the Alexandra & Ainsworth Forum, and at our Steering Group. The feedback we received was that people find now that the time to cross the road at the traffic lights is not enough. If the traffic is worse under the new road layout, then motorists' frustration at older people crossing the road will only get worse! We are raising this with the Greater London Assembly and Camden Council. We asked a question at the annual Camden Council transport forum, and will continue to raise this issue.

KOVE's support by John Miles, together with Councillor Alison Kelly – Camden Council Champion for Older People – to the voluntary work led by Lynda Stuart on the Webheath Estate has resulted in positive action. There have been improvements to the public spaces, tidying pathways and green spaces, and forming a tenants & residents association (TRA). Webheath will be celebrating its 50th anniversary next year.

KOVE's community forums have an opportunity to raise issues and discuss matter of concern. The Sidings Community Forum has responded to Camden Council's consultation on housing for older people. It has also led on bus stops which are community assets, and took part in filming our project. Stroke Freedom a growing self-help group offering an opportunity for sharing experiences about disability has developed a helpful programme of speakers for its meetings.

A new initiative is Adult Colouring session at Sidings Community

Centre, which offer a popular and therapeutic colouring-in activity in a friendly atmosphere which results in some fine work from participants who haven't done it before.

Our regular Bench-to-Bench walks continue to be very popular.

We support the Reel to Reel cinema club with Cotleigh Studios, Puppet Power Films and Kingsgate Community Centre. At Kingsgate Resource Centre, we organise various meetings open to people attending the centre. Nick Foxell, and independent film maker has worked with us for over 10 years on our community films.

A health issue that affects many older people is Arthritis. We organised a well-attended meeting at Abbey Community Centre in March, in partnership with the South Sudan Women's Development Group. We invited a speaker from Arthritis Action, and subsequently had a meeting with them to discuss how we can work together. The Kilburn & West Hampstead Pensioners Group also held a meeting on Arthritis and Diet, with a dietician who works with Arthritis Action. We are now planning to hold an open meeting to discuss setting a regular forum for people who have Arthritis.

Public toilet provision is an important issue for older people. KOVE has run campaigns on this in the past, and have had a speaker from Camden at the Steering Group about their Community Toilet Scheme. We have also worked with the Friends of Hampstead Cemetery to try to secure a public toilet at the cemetery for visitors to be able to use. We are now looking at broadening this campaign by examining provision throughout the area we cover, and identifying any lack of facilities.

To help keep members informed of our activities, we now publish a newsletter three or four times a year. This has worked well, and got new people involved.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

The charity aims to have designated reserves of £1,000 to cover costs in case the charity had to wind up.

Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funding is from Ageing Better in Camden, which is part of a national project funded by the National Lottery.

We also receive some funding from local organisations to fund specific activities.

The funding has been used to organise activities involving older people, in particular to overcome social isolation, and to campaign on issues facing local people in our area.

## Section F

## Other optional information

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## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	B. Peskin	
Full name(s)	BARRY PESKIN	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	10/10/17	

**KILBURN OLDER VOICES EXCHANGE**

**FINANCIAL STATEMENTS**

**31 MARCH 2017**

Charity Number 1137417

# KILBURN OLDER VOICES EXCHANGE CONTENTS

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**KILBURN OLDER VOICES EXCHANGE  
REFERENCE AND ADMINISTRATIVE DETAILS**

**Name of Organisation**                      Kilburn Older Voices Exchange

**Charity Registration Number**        1137417

**Registered Office**                        Kingsgate Resource Centre  
208 Webheath  
Palmerstone Road  
London NW6 2JU

**Committee Members**                    Barry Peskin (Chair)  
Phyllis Young (Vice Chair)  
Lynda Stuart (Treasurer)

**Bankers**                                      Santander  
131 Kilburn High Road  
London NW6 7HS

The Cooperative Bank  
P.O.Box 50  
Delf House  
Southway  
Skelmersdale  
WN8 6WT

**KILBURN OLDER VOICES EXCHANGE  
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS  
YEAR ENDED 31 MARCH 2017**

I have examined the accounts of the organisation for the period ended 31<sup>st</sup> March 2017, which are set out on pages 4 to 9.

**RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER**

As the trustees of the organisation, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) Charities Act does not apply. It is my responsibility to state, on the basis of procedures specified in the General directions given by the Charity Commissioners under section 43(7) (b) of the Act, whether particular matters have come to my notice.

**BASIS OF EXAMINER'S REPORT**

This report is in respect of examination 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 organisation and a comparison of the accounts with those records. It also includes a 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 constitute an audit.

**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 41 of the Act, or that the accounts presented do not accord with those records or comply with the accounting requirements of the 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.



Mohammad Jameer  
31 Romilly Road,  
London N4 2QY

9<sup>th</sup> May 2017

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**KILBURN OLDER VOICES EXCHANGE**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE**  
**INCOME AND EXPENDITURE ACCOUNT)**  
**YEAR ENDED 31 MARCH 2017**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>INCOME FROM</b>					
Donations and legacies	2	1,269	400	1,669	1,434
Income from charitable activities	3		24,469	24,469	23,656
Investment income	4				1
<b>TOTAL INCOME</b>		<u>1,269</u>	<u>24,869</u>	<u>26,138</u>	<u>25,091</u>
<b>EXPENDITURE ON</b>					
Charitable activities	5	<u>(1,426)</u>	<u>(24,449)</u>	<u>(25,875)</u>	<u>(24,903)</u>
<b>TOTAL EXPENDITURE</b>		<u>(1,426)</u>	<u>(24,449)</u>	<u>(25,875)</u>	<u>(24,903)</u>
<b>NET INCOME / (EXPENDITURE)</b>		(157)	420	263	188
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>1,357</u>	<u>3,863</u>	<u>5,220</u>	<u>5,032</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>1,200</u>	<u>4,283</u>	<u>5,483</u>	<u>5,220</u>

The Statement of Financial Activities includes all gains and losses recognised in the year  
All of the above amounts relate to continuing activities.

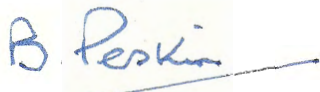
The notes on pages 6 to 9 form part of these financial statements.

**KILBURN OLDER VOICES EXCHANGE  
BALANCE SHEET  
YEAR ENDED 31 MARCH 2017**

	Note	2017 £	£	2016 £	£
<b>CURRENT ASSETS</b>					
Cash at bank and in hand	6	5,483		7,215	
		<u>5,483</u>		<u>7,215</u>	
<b>CREDITORS: Amounts falling due within one year</b>	7			(1,995)	
<b>NET CURRENT ASSETS</b>			<b>5,483</b>		<b>5,220</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
			<u><b>5,483</b></u>		<u><b>5,220</b></u>
<b>NET ASSETS</b>			<u><b>5,483</b></u>		<u><b>5,220</b></u>
<b>CHARITY FUNDS</b>					
Unrestricted income funds	8		<b>1,200</b>		1,357
Restricted income funds	9		<b>4,283</b>		3,863
<b>TOTAL FUNDS</b>			<u><b>5,483</b></u>		<u><b>5,220</b></u>

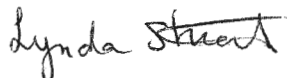
The accounts have been prepared in accordance with the Financial Reporting Standard 102 (effective January 2015)

These financial statements were approved by the members of the committee on the 16<sup>th</sup> May 2017 and are signed on their behalf by



Barry Peskin (Chair)

Lynda Stuart (Treasurer)



The notes on pages 6 to 9 form part of these financial statements.

**KILBURN OLDER VOICES EXCHANGE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2017**

**1. ACCOUNTING POLICIES:**

**Basis of accounting**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

**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.

**Expenditure**

All expenditure is included on an accrual basis, inclusive of any VAT, which cannot be recovered. Expenditure is allocated to specific activities where the cost relates directly to that activity.

**Unrestricted funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the charity.

**Restricted funds**

Restricted income received are accounted for separately as restricted funds and are used for the purposes specified by the donor

**2. DONATION AND LEGACIES:**

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Donations	394	400	794	484
Grants	875		875	950
	<u>1,269</u>	<u>400</u>	<u>1,669</u>	<u>1,434</u>

**2a. DONATIONS:**

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Waitrose	394		394	384
West Hampstead Community Ass		400	400	
Miscellaneous				100
	<u>394</u>	<u>400</u>	<u>794</u>	<u>484</u>

**KILBURN OLDER VOICES EXCHANGE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2017**

**2b. GRANTS:**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Age UK Camden	875		875	750
Camden Carers				200
	<u>875</u>		<u>875</u>	<u>950</u>

**3. INCOME FROM CHARITABLE ACTIVITIES:**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Grants		24,469	24,469	23,406
Other Income				250
		<u>24,469</u>	<u>24,469</u>	<u>23,656</u>

**3a. GRANTS:**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Ageing Better in Camden (Big Lottery)		24,469	24,469	23,206
London Borough of Camden				200
		<u>24,469</u>	<u>24,469</u>	<u>24,406</u>

**3b. OTHER INCOME:**

	Unrestricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Miscellaneous			250
			<u>250</u>

**4. INVESTMENT INCOME:**

	Unrestricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Bank Interest Received			1
			<u>1</u>

**KILBURN OLDER VOICES EXCHANGE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2017**

**5. COSTS OF CHARITABLE ACTIVITIES:**

	Total Funds 2017 £	Total Funds 2016 £
Support Costs	5,424	2,881
Direct Project Costs	<u>20,451</u>	<u>22,022</u>
	<u>25,875</u>	<u>24,903</u>

**5a. SUPPORT COSTS:**

	Total Funds 2017 £	Total Funds 2016 £
Administrator Fees	2,030	
Volunteers Expenses	50	122
DBS Check	86	
Training	15	200
Insurance	627	601
Office Expenses	972	700
Computer Expenses	860	424
DVD's Copying		30
Subscription	40	20
Travel	80	139
Publicity	367	177
Website	61	148
Independent Examination	195	180
AGM /Planning Day	29	140
Bank Charges	12	
	<u>5,424</u>	<u>2,881</u>

**5b. DIRECT PROJECT EXPENDITURE:**

	Total Funds 2017 £	Total Funds 2016 £
Coordinator Fees	14,305	15,549
Assistant Cordinator Fees	1,535	
Ageing Better	4,515	4,473
Bench to Bench	96	1,432
OU Intergeneration		468
Camden Carers		100
	<u>20,451</u>	<u>22,022</u>

**KILBURN OLDER VOICES EXCHANGE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2017**

**6. CASH AT BANK AND IN HAND:**

	2017	2016
	£	£
Co-operative	5,481	7,213
Santander	2	2
	<u>5,483</u>	<u>7,215</u>

**7. CREDITORS: Amounts falling due within one year**

	2017	2016
	£	£
Accruals	<u>          </u>	1,995
	<u>          </u>	<u>1,995</u>

**8. UNRESTRICTED INCOME FUNDS:**

	Balance at 1 April 2016	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 31 Mar 2017
	£	£	£	£	£
General	1,357	1,269	(1,426)	<u>          </u>	1,200
	<u>1,357</u>	<u>1,269</u>	<u>(1,426)</u>	<u>          </u>	<u>1,200</u>

**9. RESTRICTED INCOME FUNDS:**

	Balance at 1 April 2016	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 31 Mar 2017
Ageing Better	3,763	24,469	(24,253)	<u>          </u>	3,979
Bench to Bench	<u>          </u>	400	(96)	<u>          </u>	304
Kilburn Debates	100	<u>          </u>	(100)	<u>          </u>	<u>          </u>
	<u>3,863</u>	<u>24,869</u>	<u>(24,449)</u>	<u>          </u>	<u>4,283</u>



**KILBURN OLDER VOICES EXCHANGE  
MANAGEMENT INFORMATION  
YEAR ENDED 31 MARCH 2017**

**The following pages do not form part of the statutory financial statements**

**KILBURN OLDER VOICES EXCHANGE**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 MARCH 2017**

	2017 £	2016 £
<b>INCOME FOR</b>		
<b>DONATION AND LEGACIES</b>		
<b>Donations</b>	794	484
<b>Grants</b>		
Age UK Camden	875	750
Camden Carers		200
	<b>1,669</b>	1,434
<b>INCOME FROM CHARITABLE ACTIVITIES</b>		
<b>Grants</b>		
Ageing Better in Camden (Big Lottery)	24,469	23,206
London Borough of Camden		200
<b>Other Income</b>		
Miscellaneous		250
	<b>24,469</b>	23,656
<b>INVESTMENT INCOME</b>		
Bank Interest Received		1
<b>TOTAL INCOME</b>	<b>26,138</b>	25,091

**KILBURN OLDER VOICES EXCHANGE**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 MARCH 2017**

	2017	2016
	£	£
<b>EXPENDITURE ON</b>		
<b>CHARITABLE ACTIVITIES</b>		
<b>Support Costs</b>		
Administrator Fees	2,030	
Volunteers Expenses	50	122
DBS Check	86	
Training	15	200
Insurance	627	601
Office Expenses	972	700
Computer Expenses	860	424
DVD's Copying		30
Subscription	40	20
Travel	80	139
Publicity	367	177
Website	61	148
Independent Examination	195	180
AGM /Planning Day	29	140
Bank Charges	12	
<b>Direct Project Costs</b>		
Coordinator Fees	14,305	15,549
Assistant Cordinator Fees	1,535	
Ageing Better	4,515	4,473
Bench to Bench	96	1,432
OU Intergeneration		468
Camden Carers		100
	<b>25,875</b>	<b>24,903</b>
<b>TOTAL EXPENDITURE</b>	<b>25,875</b>	<b>24,903</b>
<b>NET INCOME FOR THE YEAR</b>	<b>263</b>	<b>188</b>