

**ST. HILDA'S EAST**

**DIRECTORS' AND TRUSTEES' REPORT  
AND ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2018**

CHARITY COMMISSION  
FIRST CONTACT

17 SEP 2018

ACCOUNTS  
RECEIVED

Company No: 00052880  
Charity No: 212208

**ST. HILDA'S EAST**  
**REPORT AND ACCOUNTS**

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## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT

### FOR THE YEAR ENDED 31ST MARCH 2018

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31st March 2018, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statements 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 2015).

#### OUR PURPOSE AND ACTIVITIES

The company's objective and principal activities are:

- The relief of need which arises as a result of poverty, old age, disability or illness;
- To provide for the advancement of education;
- In the interests of the social welfare of the inhabitants of the London Borough of Tower Hamlets and surrounding areas in particular, but not exclusively, of the Weavers Ward and in order to improve the conditions of life for those in need of such facilities by reason of poverty, youth or age.

The main objectives and activities for the year continued to focus on implementation of these objectives, through a combination of community projects and community based social care services. The strategies employed by the charity to achieve this during the year included the following:

- Delivering a comprehensive range of supportive activities addressing the varied needs of a diverse local community. During the year the charity pursued a strategy of consolidating this service, from provision for pre-school children to older people's projects.
- Developing the charity's advice initiatives to address poverty, including use of pro bono agencies to provide advice and assistance to individuals.
- Evolving its care services to meet changing local and national agendas, currently centring around 'personalisation'.

#### The role and contribution of volunteers

During the year a total of 256 volunteers helped support the work of the paid staff in care services, family support, advice and youth and training work.

#### Achievements and Performance

St Hilda's East has successfully worked towards meeting its charitable objects during the last year. Implementation of objectives has centred around the four main areas of Care Services, Family Support, Youth, and Advice and Legal Support.

**Care Services:** St Hilda's East has provided a range of care support services and initiatives, both local and borough wide across Tower Hamlets – Sonali Gardens Day Centre; a community centre based Older People's Project incorporating a 'Lunch Club Plus' service and day care; and a LinkAge Plus service for people aged 50+ in the southwest of the Borough.

We have also played a key part in an 'Inspire' consortium delivering a borough wide Mental Health Recovery and Wellbeing Services contract for Tower Hamlets Council and CCG. These combined services have made significant difference to the lives of people in the community, notably older people and individuals experiencing mental ill health – promoting independence and wellbeing, while providing personal care to those who need it. Our Sonali Gardens Day Centre provided culturally appropriate Day Care for up to 40 service users each weekday, particularly from within the large Bangladeshi community in Tower Hamlets, while providing a welcoming environment for people from other communities.

## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2018

Our Older People's Project supported over 150 people, providing a lifeline for 'elderly old' at risk of loneliness and performing an important 'preventative' function among 'younger old' people. Menus of healthy living and wellbeing activities were on offer for people age 50+ to their 90s, including exercises, IT classes, crafts, inter-generational collaboration with local schools and very importantly, social contact combating isolation.

Our LinkAge Plus service acted as a 'One Stop Shop' linking up individuals with other agencies, while delivering group activities and support for isolated older adults, over people regularly using its services. As a member of of 'Inspire' mental health consortium, St Hilda's provided vital one-to-one support to individuals, while developing group activities inspiring confidence and increased social contact. Our organisation also led a consortium (newly commissioned by Tower Hamlets Council) with the Chinese Association of Tower Hamlets and Community of Refugees from Vietnam, supporting these organisations to deliver domiciliary care within Chinese and Vietnamese communities.

**Family Support:** St Hilda's East developed its family support provision in exciting directions with the assistance of a three year grant by the Henry Smith Charity. This enabled the organisation to increase its work with local women, supporting those who experience social exclusion or facing language barriers develop skills and realise their own potential. Our Boundary Women's Project worked with 310 women during the last year, over 90 accessing ESOL (English for Speakers of Other Languages) provision, expanded during the year with employability skills, IT and CV development, and volunteering embedded into the programme. 120 health and wellbeing sessions were held, accessed by in excess of 100 women, many attending health focused activities for the first time. In a ground breaking initiative, a six week 'Sangeet' project was delivered, reducing anxiety and depression through integrating cognitive behavioural therapy with a programme of Bengali cultural music and group singing.

St Hilda's Under 5's service provided highly valuable pre-school activities for young children from 6 months to 5 years, offering opportunities to explore and learn, both indoors and outdoors. Our play sessions also played a key role for parents, providing them with a safe place to talk, have fun with their child, and make friends. Our Ofsted registered crèche provision enabled parents to take part in other activities within the community centre such as training courses. More than 80 children used our early years activities during the year, enjoying stay and play, childcare, and parties.

Supported by a three year grant from City Bridge Trust, St Hilda's ran a ground breaking anti-poverty initiative during 2017/18, our Community Food and Advice Project. A weekly Food Co-op provided fresh affordable fruit and vegetables to the local community, an average of 70 people using this facility each week. Run with the involvement of volunteers, the project is also a wonderful example of social cohesion, a popular 'hub' bringing together people from surrounding area – while raising awareness of healthy living. 187 people used much needed drop in welfare benefits advice sessions run alongside the Co-op's daytime and evening opening hours, aimed at helping individuals move out of poverty. From November 2017 a new Legal Advice Clinic also operated (see Advice and legal support below) alongside the Co-op, offering local people a truly holistic service.

**Youth:** St Hilda's Youth Project worked with young people aged 13-19 with the aim of developing life skills, widening horizons and raising aspirations. While providing a welcoming environment to young people from throughout Tower Hamlets, the Project acts a local Hub for the Weavers Ward and surrounding Bethnal Green area. Over 70 young people took part in St Hilda's generic Youth Project activities during the year with twice weekly group sessions, football and other sports, IT and arts projects to one to one support including careers advice. Alongside this our Mercers' Company supported St Hilda's Unity Girls Project provided a focal point for girls and young women aged 10-19, providing those who use it with a chance to take part in new and empowering activities. A highly popular Guide Group ran weekly in collaboration with Girlguiding UK, while other activities included intergenerational programme with St Hilda's Older Peoples Project, and a hugely successful 'Science is for Girls!' public event encouraging girls from local schools to enjoy and pursue science as a subject and potential career option.

St Hilda's East also ran a Surjamuki ('Sunflower' in Bengali) project aimed at young people with disabilities age 11 to 24 living throughout the Tower Hamlets area. It ran weekly transport assisted group sessions at St Hilda's, enabling members to participate regularly in on-site and outdoors activities. Surjamuki's educational and recreational opportunities were based on the principles of the Every Child Matters framework and Hear by Right, promoting involvement, independence and positive learning of young people. A highly imaginative annual programme of activities included Surajumuki members making and starring in their own Hollywood blockbuster film in partnership, The Big Day, a 'wedding horror comedy'! Shown at a community Great Get Together event held at St Hilda's, it showcased the amazing talents of young people involved in the project.

**ST. HILDA'S EAST**  
**DIRECTORS' AND TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

**Advice and Legal Support:** St Hilda's East enabled people living in the local community to access welfare benefits and legal rights through a combination of its community centre Advice Service and evening Legal Advice Clinics.

The community centre Advice Service provided advice to members of the community through 763 advice appointments, during which over 637 hours of face to face advice was provided on a range of issues. Of these, 556 appointments involved welfare rights matters, 84 debt and 64 housing. Well used drop in sessions alongside our City Bridge Trust funded anti-poverty Food Co-op initiative extended advice available on benefits and related issues to people living in our local community. St Hilda's Advice Service successfully underwent an Advice Quality Standard (AQS) audit in September 2017 and continues to be AQS certified, demonstrating the ongoing high standards of work carried out.

A partnership with national law firms, based in the City, enabled St Hilda's to run free drop-in evening Legal Advice Clinics for the community. Advice was provided by volunteer law firm staff to members of the public on a pro bono basis. During 2017/18, 450 drop-in 'appointments' took place, including advice enquiries on 188 housing matters, 108 on welfare benefits, 43 employment issues, and 24 consumer concerns, as well as a wide range of other subjects. In an exciting development, a new Legal Advice Clinic was launched on St Hilda's community centre site in Bethnal Green, run in partnership with Macfarlanes LLP and supported by BPP Law School. This complements our highly effective and longstanding Clinic run at Sonali Gardens in Shadwell, run with Bryan Cave Leighton Paisner (formerly Berwin Leighton Paisner). The value of pro bono advice given and received during the year amounted to £215,981, indicating the immense contribution made by our law firm partners.

**Public benefit statement**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2)'. The achievements and activities above demonstrate the public benefit arising through the Charity's activities.

**FINANCIAL REVIEW**

The statement of Financial Activities showed a net deficit for the year of £117,491 (2017 – deficit £148,847) and total reserves stand at £2,158,663 (2017 – £2,276,154). This includes the book value of the Community Centre property and the capitalisation of grants for the premises and vehicles.

St. Hilda's East endeavours to run on a balance budget in delivering the various activities carried on at the community centre. The principal funding sources are shown under notes 2 and 3 and comprise a mix of statutory funding, grants from charitable trusts and commercial organisations. The charity also raises funds through a number of sponsored initiatives.

**Risk management**

The Directors and Trustees have identified the major risks to which the Charity is exposed and believe that the systems in place are adequate to mitigate those risks. The Charity's Organisational Risk Assessment has been reviewed to this end. The charity makes little use of financial instruments other than an operational bank account and an investment in a common investment fund so its exposure to price risk, credit risk, liquidity risk and cash flow risk is not material for the assessment of the assets, liabilities, financial position and profit or loss of the charity.

**Principal funding sources**

The charity aims to develop a diverse funding base for its activities. While the London Borough of Tower Hamlets remains its largest source of funding due to a number of contracts and Service Agreements, St. Hilda's East continues to attract funding for its various projects from a wide range of other sources – charitable trusts, livery companies, private companies, donations and the community centre's own income generating activities.

# ST. HILDA'S EAST

## DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2018

### Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. It endeavours to maximise interest income from use of free financial resources.

### Reserves policy

The Directors and Trustees consider it prudent to maintain an adequate level of unrestricted reserves to cover the community centre's contractual commitments and provide sufficient working capital and have set this at minimum of between three and six months expenditure. In addition, the Trustees have set aside Designated Funds totalling £225,310 (2017 - £225,310) for specific purposes including staff contingency, building work and maintenance. The unrestricted funds not designated or invested in tangible fixed assets held by the charity are £342,140 (2017 - £387,884).

### FUTURE PLANS AND DEVELOPMENTS

St Hilda's East plans to maintain and develop its four main areas of activity during the forthcoming financial year around Care Services, Family Support, Youth, and Advice and Legal Support. It will do this in line with the organisation's charitable objectives, including relief of need arising as a result of poverty, old age, disability or illness; and providing for the advancement of education.

The charity also has crosscutting organisational plans to aid the development of its services and prepare for the future.

**New business plan and strategy:** In an exciting development St Hilda's East was chosen by The Mercers' Company as its Company Charity in 2017, to run until 2020. We are extremely grateful for the support of the Mercers, which includes a generous annual grant towards our work with girls and young women, as well as supporting our volunteering work. As part of its support the Mercers' Company is also financing consultancy assistance to develop a new business plan. This will enable us to develop a business model and fundraising strategy that is resilient to funding challenges increasingly facing the voluntary sector. It will be particularly beneficial to our charity, which has experienced reduced local authority aid due to the wider public funding climate, resulting in manageable deficits during the last three financial years, following many years of breakeven or small surplus results. St Hilda's is a well-run and financially stable organisation, and we are very optimistic that implementation of our business plan will enable St Hilda's to achieve ongoing balanced income and expenditure in future years, with a diverse range of funds from income generation to charitable grants a key part of the charity's approach. We have engaged the Charities Aid Foundation to provide business plan consultancy input, with this work commencing during 2018/19.

**St Hilda's East 130<sup>th</sup> Anniversary:** St Hilda's East will celebrate its 130<sup>th</sup> anniversary in October 2019, a major watershed achievement for the charity. Established as a charitable settlement by former pupils of Cheltenham Ladies' College in 1889, it has since evolved into a vibrant modern day community organisation, dedicated to helping change the lives of those who use it for the better. We will begin our year of anniversary activities during 2018/19, continuing during 2019/20, and culminating in a celebration on 1<sup>st</sup> October 2019 at the Mercers' Hall, kindly made available for us by The Mercers' Company. We plan that our programme of anniversary events will promote the work of St Hilda's East among the local community, existing and potential future supporters.

### Service plans for 2018/19:

**Care Services:** St Hilda's East will continue to provide a wide range of care support services, both local and borough wide across Tower Hamlets. These will include Sonali Gardens Day Centre; a community centre based Older People's Project incorporating a 'Lunch Club Plus' service and day care; a LinkAge Plus service for people aged 50+ in the southwest of the Borough; mental health support through Tower Hamlets Inspire consortium; and leading a Tower Hamlets Council commissioned consortium with the Chinese Association of Tower Hamlets and Community of Refugees from Vietnam, supporting these organisations to deliver domiciliary care within Chinese and Vietnamese communities. Specific new developments among our work with older people will include a new community Older People's Singing Group, a Heritage Lottery Fund supported textiles themed project 'Cut from the Same Cloth' run in partnership with St Hilda's Women's Project, and a new programme of sports activities.

## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31ST MARCH 2018

**Family Support:** St Hilda's East will further develop its family support provision through Boundary Women's Project, including ESOL (English for Speakers of Other Languages) courses and developing employability skills via volunteer opportunities, textile and craft skills training, while providing vital one-to-one support for socially excluded women in the local community. Our City Bridge Trust supported Community Food and Advice Project will provide fresh and affordable fruit and vegetables to the local community through its Food Co-op, reaching working people on low incomes. It will run a new programme of workshops aimed at increasing awareness of healthy food and lifestyles, while advice sessions will offer individuals and families support in dealing with money issues. In an exciting new development, additional Outreach Food Co-op sessions will be run at local Children's Centre activities in south Hackney and Tower Hamlets, funded by Derwent London Community Fund.

St Hilda's Under 5s Project will continue to run regular stay and play activities, incorporating family learning and support for parents and carers. Crèche childcare, registered with Ofsted, will also be provided to enable parents to take part in other activities within our community centre. A new Splatter Time programme will commence, enabled by a grant from the Balcombe Charitable Trust, promoting children's development through play. St Hilda's will also continue to offer a setting for Tower Hamlets Council commissioned Active Play sessions within our community centre premises.

**Youth:** St Hilda's youth provision will continue to involve young people, raising aspirations and offering life changing experiences. This will centre around its Youth Project for young people, acting as a local youth Hub for the Weavers Ward and surrounding Bethnal Green area. Supported by our Mercers' Company grant, we plan to expand St Hilda's youth work with girls and young women with the support of a Mercers' Company, including an existing Guide Group for 10 to 14s run in collaboration with Girlguiding UK. In response to requests from Virginia Primary School and its pupils, we hope to establish a club for boys aged 8-13, subject to securing funding for this initiative. St Hilda's East will continue to run its Surjamuki Project with and for young people with disabilities age 11 to 24 living throughout the Tower Hamlets area, with transport assisted groups at St Hilda's enabling members to participate regularly in on-site and outdoors activities. Arts activities will be central to the project's provision, including Surjamuki members making a new film in partnership with Create arts charity.

**Advice and Legal Support:** St Hilda's East plans to continue and develop its advice provision for the local community, enabling access to welfare benefits and legal rights. It will do this through a combination of its community centre based Advice Quality Standard (AQS) accredited Advice Service and evening pro bono Legal Advice Clinics. The Advice Service will offer a vital source of advice and assistance to individuals and families from the Weavers Ward and surrounding area, through a appointment based and drop in advice sessions. Partnership working with major law firms based in the City of London will enable us to provide access to free legal advice on a range of issues, from housing to small claims. In conjunction with partner law firms, we will continue to work with the London Legal Support Trust, primarily around its annual sponsored Legal Walk, to raise funds for St Hilda's advice work.

St Hilda's internal partnership of its advice provision and Food Co-op will provide a joined up and effective source of support for people on low incomes, through its Community Food and Advice anti-poverty initiative. Members of the local community will be able to receive welfare benefits and linked advice at the same time as using the Co-op, with legal advice on other issues also available from our Legal Advice Clinics.

#### **Charitable and political donations**

During the year the company made no political or charitable donations.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

St. Hilda's East is a company limited by guarantee and not having a capital divided by shares.

The company was incorporated on 5<sup>th</sup> June 1897 and is a registered charity constituted as a Limited Company under the Memorandum and Articles of Association. The charity registration number is 212208 and the company registration number is 00052880.

## **ST. HILDA'S EAST**

### **DIRECTORS' AND TRUSTEES' REPORT (Cont'd)**

#### **FOR THE YEAR ENDED 31ST MARCH 2018**

##### **Trustee induction and training**

The Trustees maintain a working knowledge of charity and company law and best practice by attendance at charity and company courses run by outside providers. New Trustees are given copies of the Memorandum and Articles of Association and Policies and Procedures of the organisation.

##### **Appointment of trustees**

As set out in the Articles of Association the Chair of Trustees is nominated by St. Hilda's East Management Board. Membership of the Management Board is agreed by the charity's members at an Annual General Meeting.

The Directors in office in the year are set out on page 8. The Directors have no beneficial interest in the company other than as members and all guarantee to contribute £1 in the event of a winding up. The Board has the power to appoint additional Directors and Trustees with special expertise as it considers fit.

They also have unlimited investment powers.

##### **Organisation**

The company is structured so that the Directors and Trustees meet regularly in order to manage its affairs, with St. Hilda's East Management Board meeting approximately every six weeks. The Management Board comprises individuals from a variety of backgrounds, stakeholders and users. Board members' backgrounds include care, advice and legal professions as well as finance and management. A Finance & Personnel Sub-committee is in place, meeting regularly and reporting in turn to the Management Board.

A scheme of delegation is in place and day to day responsibility for the provision of the charity's services and activities rests with the Director and a Senior Management Team (SMT), members of which report to the Director. SMT staff has lead responsibility for specific areas of work such as social care, young people and older people.

##### **Related parties**

During the year there were no related party transactions.

##### **Pay policy for senior staff**

The pay structure for all employees is based on the nationally agreed NJC pay scale. Increases to pay scales are generally based on the nationally negotiated percentages. Pay scale reviews and the pay scale that is set for each role, including for all senior staff, is considered by the personnel sub-committee of the Executive Committee (EC), which makes recommendations to the full EC to make the final decisions.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Company Number:** 00052880

**Charity Number:** 212208

##### **Directors / Trustees:**

Mr D Twomey (Chair)

Ms N Basuthakur (Treasurer)

Ms S J Barry

Mrs J Locker

Ms A Klarfeld

Miss H Edwards

Miss A Choudhury

Ms N F Khan – Resigned 08/06/2017

Ms F Rahman – Appointed 28/11/2017

**Secretary:** Mr R Williams



## ST. HILDA'S EAST

### DIRECTORS' AND TRUSTEES' REPORT (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2018

#### Senior Management Team:

R Williams – Chief Executive Officer  
F Ahmed – Deputy Chief Executive Officer  
H Livermore – Executive Assistant  
L Gibson – Older People's Project Co-ordinator  
A Miah – Youth Manager  
E Sarwar – Elders Care Manager

**Registered Office:** 18 Club Row, London E2 7EY

**Auditors:** Ramon Lee & Partners, Eagle House, 167 City Road, London EC1V 1AW

**Bankers:** National Westminster Bank Plc., 180 Shoreditch High Street, London E1 6HN  
CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4TA  
The Royal Bank of Scotland, 62-63 Threadneedle Street, London EC2R 8LA  
Lloyds TSB, 25 Gresham Street, London EC2V 7HN  
Scottish Widows Bank, 67 Morrison Street, Edinburgh EH3 8YJ

#### Trustees' responsibilities in relation to the financial statement

The Trustees (who are also directors of St. Hilda's East for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

The trustees are responsible for maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### STATEMENT OF DISCLOSURE TO AUDITOR

So far as the Trustees are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the Trustees have taken all the necessary steps that we ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

**ST. HILDA'S EAST**

**DIRECTORS' AND TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31ST MARCH 2018**

**AUDITORS**

A resolution was proposed and agreed at the Annual General Meeting that Ramon Lee & Partners be re-appointed as auditors of the Charity for the ensuing year.

The report of the directors has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

**APPROVAL**

This report was approved by the Board and signed on its behalf by:

*Rupert Williams*

**MR R WILLIAMS  
COMPANY SECRETARY**

**4<sup>TH</sup> SEPTEMBER 2018**

# REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF

## ST. HILDA'S EAST

### Opinion

We have audited the financial statements of St. Hilda's East for the year ended 31<sup>st</sup> March 2018, which comprise the Statement of Financial Activities (Summary Income and Expenditure Account), balance sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The directors' report has been prepared in accordance with applicable legal requirements.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF (Cont'd)

## ST. HILDA'S EAST

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit;
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' and Trustees' Report.

### Responsibilities of directors

As explained more fully in the directors' responsibilities statements set out on pages 8, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**DAVID TERRY (Senior Statutory Auditor)**  
**for and on behalf of RAMON LEE & PARTNERS**  
**CHARTERED ACCOUNTANTS**  
**STATUTORY AUDITOR**

**EAGLE HOUSE**  
**167 CITY ROAD**  
**LONDON EC1V 1AW**

**4<sup>TH</sup> SEPTEMBER 2018**

# ST. HILDA'S EAST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2018 SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted Funds General Funds £	Designated Funds £	Restricted Funds £	2018 £	2017 £
<b>Income</b>						
Donations and legacies	2	42,334	-	15,000	57,334	64,404
Income from charitable activities	3	632,238	-	542,399	1,174,637	1,515,225
Income from other trading activities	4	155,500	-	-	155,500	119,400
Investment income	5	3,065	-	-	3,065	3,755
<b>Total income</b>		<u>833,137</u>	<u>-</u>	<u>557,399</u>	<u>1,390,536</u>	<u>1,702,784</u>
<b>Expenditure</b>						
Cost of raising funds	6	73,483	-	-	73,483	53,965
Expenditure on charitable activities	6	821,644	-	617,117	1,438,761	1,798,066
<b>Total expenditure</b>		<u>895,127</u>	<u>-</u>	<u>617,117</u>	<u>1,512,244</u>	<u>1,852,031</u>
<b>Net income / (expenditure) &amp; net movements in funds before gains &amp; losses on investments</b>		(61,990)	-	(59,718)	(121,708)	(149,247)
Net gains on investments	8	4,217	-	-	4,217	400
<b>Net movement in funds</b>		<u>(57,773)</u>	<u>-</u>	<u>(59,718)</u>	<u>(117,491)</u>	<u>(148,847)</u>
<i>Reconciliation of funds:</i>						
Total funds, brought forward		476,223	225,310	1,574,621	2,276,154	2,425,001
<b>Total funds, carried forward</b>		<u>418,450</u>	<u>225,310</u>	<u>1,514,903</u>	<u>2,158,663</u>	<u>2,276,154</u>

### CONTINUING OPERATIONS

None of the charity's activities were acquired or discontinued during the above two financial periods.

### TOTAL RECOGNISED GAINS AND LOSSES

The charity has no recognised gains or losses other than the above movement in funds for the above two financial periods.

The notes on pages 15 to 27 form part of these accounts.

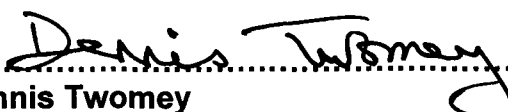
# ST. HILDA'S EAST

## BALANCE SHEET AS AT 31ST MARCH 2018

	Notes	2018		2017	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	12	1,532,963		1,595,726	
Investments	13	68,221		64,004	
			1,601,184		1,659,730
<b>Current assets</b>					
Stock	14	5,637		4,852	
Debtors	15	156,713		158,766	
Cash at bank and in hand		514,211		537,761	
		676,561		701,379	
<b>Liabilities</b>					
Creditors falling due within one year	16	119,082		84,955	
<b>Net current assets</b>			557,479		616,424
<b>Net assets</b>			<u>2,158,663</u>		<u>2,276,154</u>
<b>The funds of the charity</b>					
Unrestricted funds:					
General	17		418,450		476,223
Designated	17		225,310		225,310
Restricted funds	17		1,514,903		1,574,621
<b>Total charity funds</b>			<u>2,158,663</u>		<u>2,276,154</u>

The Trustees have prepared accounts in accordance with Section 398 of the Companies Act 2006 and Section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

These accounts were approved by the Board of Directors and Trustees on 4<sup>th</sup> September 2018 and were signed on its behalf by:

.....  ..... Chair of the Directors  
Dennis Twomey

.....  ..... Treasurer  
Nandini Basuthakur

Company Number 00052880

The notes on pages 15 to 27 form part of these accounts.

**ST. HILDA'S EAST**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

	Notes	2018 £	2017 £
<b>Net cash used / generated in operating activities</b>	<b>20</b>	<u>(23,855)</u>	<u>14,015</u>
<b>Cash flows from investing activities</b>			
Interest income		3,065	3,755
Purchase of tangible fixed assets		(2,760)	(4,969)
<b>Cash provided by / (used in) investing activities</b>		<u>305</u>	<u>(1,214)</u>
<b>Increase in cash &amp; cash equivalents in the year</b>		<u>(23,550)</u>	<u>12,801</u>
<b>Cash &amp; cash equivalents at the beginning of the year</b>		537,761	524,960
<b>Total cash &amp; cash equivalents at the end of the year</b>		<u><u>514,211</u></u>	<u><u>537,761</u></u>

**ST. HILDA'S EAST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of accounts**

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) (effective 1 January 2015) – (Charity SORP (FRS 102), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

St.Hilda's East meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

**1.2 Preparation of accounts on a going concern basis**

The trustees are of the view that these results and fundraising plans for the future have secured the immediate future of the charity for the next 12 to 18 months and on this basis the charity is a going concern.

**1.3 Income recognition**

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 amount can be measured reliably.

- (a) Income received by
- (b)
- (c) way of donations and legacies are included in full in the Statement of Financial Activities when received, unless they relate to a specified future period, in which case they are deferred.
- (d) Legacies entitlement is taken as the earlier of the date on which either: the charity is aware that the probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that the distribution is made, or when a distribution is received from the estate. No legacies were received during the year.
- (e) Income from charitable activities received by way of revenue grants and donations are credited to restricted incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.
- (f) Grants and donations of general nature which are not conditional on delivering certain levels of service are included as part of Donations and Legacies as shown under note 2. Performance related grants and donations which have conditions for a specific outcome are include as Income from Charitable Activities as shown in Note 3.
- (g) Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Deprecation on the related fixed assets are charged against the restricted fund.
- (h) Income from charitable activities include income recognised as earned (as the related goods and services are provided) under contract.
- (i) Room hire income and service charge income are credited to income in the year in which they are receivable.
- (j) Investment income is included when receivable.



# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont'd)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 1.4 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), the general volunteer time is not recognised and refers to the trustees' annual report for more information about their contribution.

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.

#### 1.5 Expenditure recognition 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.

Expenditure is classified under the following activity headings:

- (k) Cost of raising funds comprises costs of seeking donations and legacies, costs related to property rentals and their associated support costs.
- (l) Expenditure on charitable activities include expenditure associated with the main objectives of the charity and include both direct costs and their associated support costs.

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

#### 1.6 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 7.

#### 1.7 Fund accounting

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

#### 1.8 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Individual fixed assets costing £1,000 or more are capitalised at cost.

A part of building owned and occupied by St. Hilda's East is rented out to charitable organisations, which carry out activities, compatible with St. Hilda's East charitable objectives, therefore, as required by SORP 2015 (FRS 102) the rented proportion of the building is identified separately in note 12, under Freehold property (mixed motive investment).

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases.

Freehold property	-	2% per annum on cost
Leasehold property improvements	-	Length on the lease
Furniture and equipment	-	25% per annum on cost
Motor vehicles	-	20% per annum on cost

NOTES TO THE ACCOUNTS (Cont'd)

FOR THE YEAR ENDED 31ST MARCH 2018

**1.9 Fixed asset investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in the property market due to wider economic conditions.

**1.10 Realised / unrealised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**1.11 Stock**

Stock is included at the lower of cost or net realisable value.

**1.12 Debtors**

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

**1.13 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term cash deposits.

**1.14 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 trade discounts due.

**1.15 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.

**1.16 Judgement and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the charity is required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 1.17 Pension costs

Until 30 September 2013 the charity participated in a defined benefit pension scheme on behalf of its employees. From October 2013 these employees were transferred to a defined contribution arrangement. Additionally (from 1st May 2016) all other eligible employees were auto enrolled into the government's defined contribution scheme.

Contributions are charged to the Statement of Financial Activities in the period in which they are payable. The assets of the defined contribution schemes are held separately from those of the company in independently administered funds. The pension cost charge (note 10) represents contributions payable by the charity to the fund and amounted to £18,678 (2017 - £24,635). Contributions totalling £738 (2017 - £526) were payable to the fund at the year end and are included in creditors.

#### 1.18 Operating leases

All leases are operating leases, and rentals are charged to the Statement of Financial Activities on a straight-line basis over the lease duration. No assets are held under hire purchase agreements.

#### 1.19 Taxation

The charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

## 2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2018 £	2017 £
Berwin Leighton Paisner LLP	-	-	-	1,000
Cheltenham Ladies College	2,371	-	2,371	2,000
Guild of Cheltenham Ladies College	3,000	-	3,000	3,000
Haberdashers' Benevolent Foundation	-	-	-	15,000
The Joseph Rank Trust	-	15,000	15,000	15,000
Donations	32,416	-	32,416	18,893
Legacy	-	-	-	5,000
Membership income	4,547	-	4,547	4,511
	<u>42,334</u>	<u>15,000</u>	<u>57,334</u>	<u>64,404</u>

The donations and legacies income in 2017 totalling £64,404 was attributed to unrestricted funds of £34,404 and restricted funds of £30,000.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2018 £	2017 £
<b>Care Services:</b>				
<i>Service agreements</i>				
L B of Tower Hamlets	563,864	-	563,864	1,046,701
<i>Grants and donations</i>				
L B of Tower Hamlets	-	18,785	18,785	19,777
29th May 1961 Charitable Trust	-	5,000	5,000	10,000
Austin and Hope Pilkington Trust	-	5,000	5,000	-
Credit Agricole	-	-	-	6,000
Derwent London Community Fund	-	-	-	5,000
Garfield Weston Foundation	-	5,000	5,000	-
The Grocers Charity	-	5,000	5,000	-
Mercers Charitable Foundation	-	45,000	45,000	27,000
Sobell Foundation	-	-	-	5,000
Sports England	-	8,025	8,025	-
Charitable trust donations < £5,000	-	9,550	9,550	3,500
Corporate donations < £5,000	-	2,350	2,350	-
Individual donations	-	25,000	25,000	700
Other income	46,333	-	46,333	38,813
<i>Pro-Bono services</i>				
Berwin Leighton Paisner LLP	-	-	-	15,982
Bryan Cave Leighton Paisner LLP	-	10,037	10,037	-
	<u>610,197</u>	<u>138,747</u>	<u>748,944</u>	<u>1,178,473</u>
<b>Family Support:</b>				
<i>Grants and donations</i>				
L B of Tower Hamlets	-	-	-	2,666
Awards for All	-	-	-	9,448
City Bridge Trust	-	39,000	39,000	29,250
Co-op Local Community Fund	-	5,660	5,660	-
Derwent London Community Fund	-	3,548	3,548	5,000
Henry Smith Charity	-	-	-	28,600
The Rank Foundation	-	13,149	13,149	-
Charitable trust donations < £5,000	-	450	450	5,150
Other income	21,891	-	21,891	15,520
	<u>21,891</u>	<u>61,807</u>	<u>83,698</u>	<u>95,634</u>
<b>Youth:</b>				
<i>Grants and donations</i>				
L B of Tower Hamlets	-	13,000	13,000	42,979
BBC Children in Need	-	-	-	6,438
Derwent London Community Fund	-	4,500	4,500	-
East End Community Foundation	-	-	-	4,606
GLA Community Athletics Fund	-	9,665	9,665	-
Mercers Charitable Foundation	-	60,000	60,000	-
The Rank Foundation	-	-	-	7,624
Charitable trust donations < £5,000	-	5,850	5,850	-
Corporate donations < £5,000	-	2,000	2,000	-
Donations from individuals	-	-	-	2,126
Other income	150	-	150	-
	<u>150</u>	<u>95,015</u>	<u>95,165</u>	<u>63,773</u>
<b>Advice &amp; Legal Support:</b>				
<i>Grants and donations</i>				
L B of Tower Hamlets	-	8,500	8,500	8,500
London Legal support Trust	-	7,664	7,664	6,895
The Rank Foundation	-	10,800	10,800	-
Corporate donations < £5,000	-	3,885	3,885	3,705
<i>Pro-Bono services</i>				
Berwin Leighton Paisner LLP	-	-	-	158,245
Bryan Cave Leighton Paisner LLP	-	144,212	144,212	-
Macfarlanes LLP	-	71,769	71,769	-
	<u>-</u>	<u>246,830</u>	<u>246,830</u>	<u>177,345</u>
	<u>632,238</u>	<u>542,399</u>	<u>1,174,637</u>	<u>1,515,225</u>

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

The charity is indebted to Bryan Cave Leighton Paisner LLP for pro-bono advice service provided to our users and providing legal advice to the charity and Macfarlanes LLP for pro-bono advice service provided to our users. The values placed on these contributions by Bryan Cave Leighton Paisner LLP and Macfarlanes LLP, are recognised within income as donations, and corresponding charges included within Care Services and Advice & Legal Support direct project costs.

Income from charitable activities in 2017 totalling £1,515,225 was attributed to unrestricted funds of £1,101,034 and restricted funds of £414,191.

#### 4. OTHER TRADING ACTIVITIES

	Unrestricted £	2018 £	2017 £
Rental and service charge income	149,731	149,731	111,599
Minibus Brokerage income	175	175	-
Fundraising activities	1,274	1,274	2,839
Membership Consortium income	4,320	4,320	4,962
	<u>155,500</u>	<u>155,500</u>	<u>119,400</u>

The other trading income in 2017 totalling £119,400 was attributed to unrestricted funds.

#### 5. INVESTMENT INCOME

	Unrestricted £	2018 £	2017 £
Bank interest	182	182	696
Investment income from units in The Charities Property Fund	2,883	2,883	3,059
	<u>3,065</u>	<u>3,065</u>	<u>3,755</u>

The investment income in 2017 totalling £3,755 was attributed to unrestricted funds.

#### 6. ANALYSIS OF EXPENDITURE

	Raising Funds £	Care Services £	Family Support £	Youth £	Advice & Legal Support £	2018 £	2017 £
Staff costs	53,969	596,546	87,943	74,592	26,555	839,605	1,211,394
Direct project costs	-	113,474	25,690	6,915	216,063	362,142	324,197
Premises costs	3,208	14,042	8,197	4,954	1,675	32,076	30,868
Depreciation	5,186	31,589	12,806	7,652	2,529	59,762	58,800
Fundraising costs	1,945	-	-	-	-	1,945	1,534
Support costs (Note 7)	8,569	146,092	20,085	21,195	6,453	202,394	210,160
Governance costs (Note 7)	606	10,336	1,421	1,500	457	14,320	15,078
	<u>73,483</u>	<u>912,079</u>	<u>156,142</u>	<u>116,808</u>	<u>253,732</u>	<u>1,512,244</u>	<u>1,852,031</u>

Of the £1,512,244 expenditure in 2018 (2017 - £1,852,031), £895,127 was charged to unrestricted funds (2017 - £1,365,742) and £617,117 to restricted funds (2017 - £486,289).

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 7. SUPPORT COSTS

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's key activity undertaken (see note 6) in the year. All the general support and governance costs have been apportioned to the various charitable activities on the basis of staff time allocated to each activity.

	General Support £	Governance Function £	2018 £	2017 £
Management staff	93,967	4,780	98,747	111,735
General office staff	66,916	-	66,916	65,828
Premises costs	3,564	-	3,564	3,430
Insurance	10,099	-	10,099	9,298
Communication costs	8,582	-	8,582	12,940
Legal and professional costs	2,050	-	2,050	1,106
Bad debts	3,750	-	3,750	-
Sundry expenses	7,704	-	7,704	5,651
Depreciation	5,762	-	5,762	5,655
Audit fees	-	7,200	7,200	7,200
Annual report	-	2,340	2,340	2,395
	<u>202,394</u>	<u>14,320</u>	<u>216,714</u>	<u>225,238</u>

#### 8. GAINS / (LOSSES) ON INVESTMENT ASSETS

	Unrestricted £	2018 £	2017 £
Unrealised gain on year end valuation	4,217	4,217	400
	<u>4,217</u>	<u>4,217</u>	<u>400</u>

#### 9. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets	65,523	64,454
Operating lease payments – photo copier	1217	1,217
Auditors' remuneration – year-end audit	7,200	7,200
Auditors' remuneration – consultancy service	<u>720</u>	<u>720</u>

#### 10. ANALYSIS OF STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES, AND COST OF KEY MANAGEMENT PERSONNEL

	2018 £	2017 £
Salaries	901,489	1,273,416
National Insurance	71,656	90,906
Pension contribution	18,678	24,635
Redundancy	13,448	-
	<u>1,005,271</u>	<u>1,388,957</u>

During the year one employee was paid statutory redundancy payment of £13,448.

No employee had employee benefits in excess of £60,000 (2017 - £nil).

No Trustee received any remuneration during the year (2017 - £nil). No Trustees received reimbursed expenses during the year (2017 - £nil).

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

The key management personnel of the charity comprise the Chief Executive Officer, Deputy Chief Executive Officer, Older People's Project Co-ordinator, Youth & Training Project Manager and Elders Care Manager. The total employee benefits of the key management personnel of the charity were £217,699 (2017 - £250,305).

#### 11. STAFF NUMBERS

The average number of full-time equivalent employees (including casual and part-time staff) was as follows:

	2018	2017
Care Services	24.0	40.0
Family Support	3.5	3.5
Youth and Training	3.5	4.0
Advice and Legal Support	1.0	1.0
Fundraising, management and governance	4.0	3.5
General office	2.0	2.0
	<u>38.0</u>	<u>54.0</u>

The average monthly number of persons employed by the charity during the year was 59 (2017 – 85).

#### 12. TANGIBLE FIXED ASSETS

	Freehold property £	Freehold property (mixed motive investment) £	Leasehold property improvements £	Furniture & equipment £	Motor vehicles £	Total £
<b>COST</b>						
As at 1st April 2017	2,050,750	503,665	66,998	53,160	81,289	2,755,862
Additions during year	-	-	-	2,760	-	2,760
Disposals	-	-	-	1,073	-	1,073
As at 31st March 2018	<u>2,050,750</u>	<u>503,665</u>	<u>66,998</u>	<u>56,993</u>	<u>81,289</u>	<u>2,757,549</u>
<b>DEPRECIATION</b>						
As at 1st April 2017	780,061	231,659	33,499	49,433	65,484	1,160,136
Charge for the year	41,015	10,073	3,350	3,183	7,902	65,523
Disposals	-	-	-	1,073	-	1,073
As at 31st March 2018	<u>821,076</u>	<u>241,732</u>	<u>36,849</u>	<u>53,689</u>	<u>73,386</u>	<u>1,224,586</u>
<b>NET BOOK VALUES</b>						
As at 31st March 2018	<u>1,229,674</u>	<u>261,933</u>	<u>30,149</u>	<u>3,304</u>	<u>7,903</u>	<u>1,532,963</u>
As at 31st March 2017	<u>1,270,689</u>	<u>272,006</u>	<u>33,499</u>	<u>3,727</u>	<u>15,805</u>	<u>1,595,726</u>

The Freehold property (mixed motive investment) above represents the proportion of St. Hilda's East community building, rented to charitable organisations with activities that correspond to the objectives of St. Hilda's East.

#### 13. CHARITY INVESTMENT FUNDS

	2018 £	2017 £
Units value, brought forward	64,004	63,604
Unrealised gain / (loss) during the year	4,217	400
Units value, carried forward	<u>68,221</u>	<u>64,004</u>
Historic cost	<u>50,000</u>	<u>50,000</u>

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

The investment above is represented by 53,381 units in The Charities Property Fund a Common Investment Fund available to all charities in England and Wales that invests directly in UK commercial property.

At 31<sup>st</sup> March 2018 the charity held 53,381 units that represented no more than 5% of the total value of the units of The Charities Property Fund as at 31<sup>st</sup> March 2018. The investment is valued utilising NAV price, by Savills Investment Management, on behalf of The Charities Property Fund at £68,221.

#### 14. STOCK

	2018 £	2017 £
Food and cleaning products	2,817	3,128
Postage and stationary	2,820	1,724
	<u>5,637</u>	<u>4,852</u>

#### 15. DEBTORS

	2018 £	2017 £
Grant, contract and rental debtors	123,305	138,906
Other debtors	23,795	7,461
Prepayments	9,613	12,399
	<u>156,713</u>	<u>158,766</u>

#### 16. CREDITORS: amounts falling due within one year

	2018 £	2017 £
Trade creditors	10,123	31,279
Other creditors	79,938	18,023
Accruals	29,021	35,653
	<u>119,082</u>	<u>84,955</u>



# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 17. MOVEMENT IN FUNDS

	Balance as 01.04.17 £	Income £	Expenditure £	Gains / (Losses) £	Balance as 31.03.18 £
<b>RESTRICTED FUNDS:</b>					
Haberdashers' Benevolent Foundation	10,892	-	10,892	-	-
The Joseph Rank Trust	10,892	15,000	25,892	-	-
<b>Care Services:</b>					
L B of Tower Hamlets	-	18,785	18,785	-	-
29th May 1961 Charitable Trust	5,000	5,000	10,000	-	-
Austin and Hope Pilkington Trust	-	5,000	5,000	-	-
Garfield Weston Foundation	-	5,000	-	-	5,000
The Grocers Charity	-	5,000	5,000	-	-
Mercers Charitable Foundation	15,750	45,000	40,750	-	20,000
Sports England	-	8,025	8,025	-	-
Charitable trust donations < £5,000	-	9,550	9,550	-	-
Corporate donations < £5,000	-	2,350	2,350	-	-
Individual donations	-	25,000	25,000	-	-
Bryan Cave Leighton Paisner LLP - Pro bono	-	10,037	10,037	-	-
<b>Family Support:</b>					
City Bridge Trust	3,250	39,000	39,000	-	3,250
Co-op Local Community Fund	-	5,660	5,660	-	-
Derwent London Community Fund	-	3,548	3,548	-	-
Henry Smith Charity	21,450	-	21,450	-	-
The Rank Foundation	-	13,149	13,149	-	-
Charitable trust donations < £5,000	-	450	450	-	-
<b>Youth:</b>					
L B of Tower Hamlets	-	13,000	13,000	-	-
Derwent London Community Fund	-	4,500	4,500	-	-
GLA Community Athletics Fund	-	9,665	9,665	-	-
Mercers Charitable Foundation	-	60,000	30,000	-	30,000
Charitable trust donations < £5,000	-	5,850	5,850	-	-
Corporate donations < £5,000	-	2,000	2,000	-	-
<b>Advice &amp; Legal Support:</b>					
L B of Tower Hamlets	-	8,500	8,500	-	-
London Legal support Trust	-	7,664	7,664	-	-
The Rank Foundation	-	10,800	10,800	-	-
Corporate donations < £5,000	-	3,885	3,885	-	-
Bryan Cave Leighton Paisner LLP - Pro bono	-	144,212	144,212	-	-
Macfarlanes LLP - Pro bono	-	71,769	71,769	-	-
<b>Building Redevelopment:</b>					
Redevelopment Fund	1,491,582	-	42,832	-	1,448,750
<b>Fixed Assets:</b>					
Purchase of vehicle	15,805	-	7,902	-	7,903
	<u>1,574,621</u>	<u>557,399</u>	<u>617,117</u>	<u>-</u>	<u>1,514,903</u>
<b>DESIGNATED FUNDS :</b>					
Staff contingency fund	90,803	-	-	-	90,803
Maintenance fund	104,507	-	-	-	104,507
Building fund	30,000	-	-	-	30,000
	<u>225,310</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>225,310</u>
<b>GENERAL FUNDS:</b>	476,223	833,137	895,127	4,217	418,450
Total unrestricted funds	<u>701,533</u>	<u>833,137</u>	<u>895,127</u>	<u>4,217</u>	<u>643,760</u>
<b>Total funds</b>	<u>2,276,154</u>	<u>1,390,536</u>	<u>1,512,244</u>	<u>4,217</u>	<u>2,158,663</u>

## **ST. HILDA'S EAST**

### **NOTES TO THE ACCOUNTS (Cont/d)**

#### **FOR THE YEAR ENDED 31ST MARCH 2018**

#### **17. MOVEMENT IN FUNDS (CONTINUED)**

##### **Description, nature and purpose of restricted funds:**

##### **Haberdashers' Benevolent Foundation:**

Funding was used for part costs of a Development and Fundraising Officer, building support for the community centre's work among local businesses and increasing unrestricted fundraising through events and activities; with a supplementary role bringing together local residents through social and sports initiatives, extending St Hilda's reach.

##### **The Joseph Rank Trust:**

Funding was used for part costs of a Development and Fundraising Officer, building support for the community centre's work among local businesses and increasing unrestricted fundraising through events and activities; with a supplementary role bringing together local residents through social and sports initiatives, extending St Hilda's reach.

##### **Care Services:**

Funding was used to deliver a number of care services to people in need of support for reasons of disability, old age or illness, and their carers – including day care, health promotion, complementary therapy, social support and respite services for carers.

##### **Family Support:**

Funding was used for services working with parents, pre-school children and women living in the local community in need of support. Services for parents and young children included crèche childcare provision with children enjoying high quality play opportunities and learning through play, and family support. In supporting local women a range of activities were delivered, including ESOL, fitness classes, health promotion events, skills and confidence building.

##### **Youth:**

The funding enabled the charity to support young people at risk of social exclusion, by way of delivering a balanced programme of activities. These were aimed at empowering young people and promoting individual independence, and included sessional out of school hours activities, creative arts projects, inter-generational activities and holiday schemes. Funding was also used to support young people with learning and physical disabilities.

##### **Advice & Legal Support:**

The service is targeted at local people providing free advice on welfare benefits, housing, debt (by daytime advice service), income maximisation and other issues.

##### **Building redevelopment:**

Building development and landscape garden. The balance remaining represents un-depreciated costs.

##### **Purchase of vehicle:**

Funding received to purchase a minibus. The balance remaining represents un-depreciated cost.

##### **Description, nature and purpose of unrestricted funds:**

##### **General funds:**

General fund represents funds available to spend at the discretion of the Trustees after allowing for all the designated funds.

# ST. HILDA'S EAST

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST MARCH 2018

#### 17. MOVEMENT IN FUNDS (CONTINUED)

**The staff contingency fund:**

Represents monies designated by the Trustees towards covering the legal commitment for staff potential redundancy and notice costs.

**The maintenance fund:**

Represents monies designated by the Trustees towards major repairs and improvements to the freehold premises and minibus.

**The building fund:**

Represents monies designated by the Trustees towards the cost of extending the existing freehold premises.

#### 18. ANALYSIS OF FUND BALANCES BETWEEN NET ASSETS

	General £	Designated £	Restricted £	Total £
Tangible fixed assets	76,310	-	1,456,653	1,532,963
Investments	68,221	-	-	68,221
Net current assets	273,919	225,310	58,250	557,479
	<u>418,450</u>	<u>225,310</u>	<u>1,514,903</u>	<u>2,158,663</u>

#### 19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2018 £	2017 £
Net movement in funds	(117,491)	(148,847)
Add back depreciation	65,523	64,454
Deduct interest income shown in investment activities	(3,065)	(3,755)
Deduct gains / add back losses on investment	(4,217)	(400)
Decrease / (increase) in stock	(785)	1,176
Decrease / (increase) in debtors	2,053	135,970
Increase / (decrease) in creditors	34,127	(34,583)
<b>Net cash used / generated in operating activities</b>	<u>(23,855)</u>	<u>14,015</u>

#### 20. OPERATING LEASE COMMITMENTS

The charity has operating lease commitments relating to its photo copiers as shown below.

	2018 £	2017 £
Less than 1 years	1,216	1,216
Within 2 - 5 years	1,216	2,432
	<u>2,432</u>	<u>3,648</u>

# **ST. HILDA'S EAST**

## **NOTES TO THE ACCOUNTS (Cont'd)**

### **FOR THE YEAR ENDED 31ST MARCH 2018**

#### **21. SHARE CAPITAL**

The charity is constituted as a company limited by guarantee and does not have a share capital divided by shares.

#### **22. LOCAL GOVERNMENT AND HOUSING ACT 1989 – SECTION 37 REQUIREMENT**

The following contract income was received from the London Borough of Tower Hamlets:

<b>Council funding department</b>	<b>Purpose of funding</b>	<b>Amount 2018 £</b>	<b>Amount 2017 £</b>
Education, Social Care and Wellbeing	Supporting Carers	<u>19,574</u>	<u>70,620</u>