

# RUTH WINSTON CENTRE

A Registered Charity

A Company Limited by Guarantee

## FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST MARCH 2018

Company No.: 3168660 (England & Wales)

Registered Charity No.: 1057968

VALLANCE LODGE & CO.  
CHARTERED ACCOUNTANTS  
PALACE GATES  
BRIDGE ROAD  
LONDON N22 7SN

# RUTH WINSTON CENTRE

## FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2018

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# RUTH WINSTON CENTRE

## CHARITY INFORMATION

Directors and Trustees	J Brewer (Chair) C Rash (Vice Chair) P L Conway (Vice Chair) J Golby (Treasurer) J Burdon (Secretary) (Resigned 15 <sup>th</sup> September 2018) I Macer (Trustee) E F H Misselke (Trustee) P Fisk (Trustee) (Appointed 18 <sup>th</sup> December 2017) M Waller (Trustee) (Appointed 20 <sup>th</sup> December 2017)
Secretary	J Burdon
Company Number	3168660
Charity Number	1057968
Registered Office	Ruth Winston House 190 Green Lanes Palmers Green London N13 5UE
Bankers	Barclays Bank Plc 2-4 Aldermans Hill Palmers Green London N13 4PH  Julian Hodge Bank Ltd One Central Square Cardiff CF10 1FS  Hampshire Trust Bank 55 Bishopsgate London EC2N 3AS  Cambridge & Counties Bank Charnwood Court 5B New Walk Leicester LE1 6TE  United Trust Bank One Ropemakers Street London EC2Y 9AW
Independent Examiner	M Y Manjra FCA, CTA Vallance Lodge & Co Chartered Accountants Palace Gates Bridge Road London N22 7SN

**THE RUTH WINSTON CENTRE**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2018**

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2018.

THE RUTH WINSTON CENTRE

Charity Registration Number 1057968

Company Registration Number 3168660

THE REGISTERED OFFICE AND OFFICIAL ADDRESS IS:

Ruth Winston Centre, 190 Green Lanes, Palmers Green London N13 5UE

BOARD OF TRUSTEES AND DIRECTORS

Jean Brewer OBE, FBCS CITP, FRSA (Chair from 24<sup>th</sup> October 2017)

Chris Rash FRICS (former Chair until 24<sup>th</sup> October 2017- now Vice Chair)

Penelope Conway DO, PGDip, PGCap (Vice Chair)

John Burdon B.Sc. (Mech Eng) (Company Secretary- resigned 15<sup>th</sup> September 2018)

John Golby B.Sc. (Hons) FCMA, CGMA, MBA, MCT (Treasurer)

Eric Misselke J.P. B.Sc.(Eng), M.I.Mech.E.,

Iris Macer ALCM

Peter Fisk Dip.Arch

Michael Waller LLB (Company Secretary with effect from 15<sup>th</sup> September 2018).

PATRON. The Rev'd Kathleen Margaret Richardson, Baroness Richardson of Calow OBE

CENTRE MANAGER

Yvonne Quigley (until 28<sup>th</sup> February 2018)

Elizabeth Thoree (from 1<sup>st</sup> March 2018)

AUDITORS

Vallance Lodge & Co, Chartered Accountants,

Palace Gates, Bridge Road, London N22 7SN

BANKERS

Barclays Bank PLC

2-4 Aldermans Hill, Palmers Green, N13 4PH

The Charity was incorporated 6<sup>th</sup> March 1996 as a Company Limited by Guarantee and does not have a Share capital. The Memorandum of Articles of Association are as amended by Special Resolution 11<sup>th</sup> January 2007.

The Charity occupy the premises under the terms of a commercial lease from the London Borough of Enfield for a term of twenty years renewed from 2016

**Objects of the Charity**

To promote healthy ageing independence, lifelong learning and activities for the over 50s in The London Borough of Enfield



Ruth Winston Centre is a registered charity founded in 1961 and is a company limited by guarantee. There is a board of nine Trustees /Directors, who meet regularly to administer the charity. One third of the Trustees retire in rotation but may offer themselves for re-election at the Annual Meeting in accordance with the Articles. New Trustees are interviewed and invited to observe at a Board meeting prior to being elected and required to attend a course on "The Role of a Trustee" prior to being appointed in accordance with the Memorandum and Articles. Two new trustees with appropriate experience were appointed this year Mr Peter Fisk and Mr Mike Waller.

Each Trustee is given a specific responsibility, reporting to the Board and having membership of relevant Board sub committees. Our patron is The Rev'd Kathleen Margaret Richardson, Baroness Richardson of Calow OBE. Our President is the Mayor (for the time) of London Borough of Enfield and Vice President Willow Winston. We are affiliated to a range of other organisations including the Enfield Over50s Forum, Age UK Enfield, Christian Action Housing and we are a core Member of the Enfield Dementia Action Alliance (EDAA) and the LBE Older Persons Partnership Board. We are also listed a distributor of the Enfield Food Bank. In particular we collaborate and work with Christian Action Housing at Cyril Smith Court and Skinners Court sheltered housing.

As previously reported, we took over the responsibilities and administration of a dormant charity, the Woolnough Trust Southgate, which was locally based, founded by Ruth Winston and has similar objectives to support and assist older people over the age of 65 and resident for over five years in the former Borough of Southgate. The funds of this Charity are held in a separate account, as restricted funds, for use based on the objectives and criteria of the former Woolnough Charity. This year one grant has been made from this fund plus support and advice on other occasions.

### **Public Benefit**

All activities and facilities at the Centre aim to help our users to remain fit, active and independent and are open to include everyone from all cultures and ethnic backgrounds being resident in the London Borough of Enfield, who are 50 years of age and over and to ensure the same opportunity to access our services by those, who would otherwise suffer from loneliness, isolation and social exclusion. No one has been refused admission to an activity or facility if he/she could not afford the cost. The charity has always assisted and subsidised the cost.

### **Organisation**

The Charity employs its own staff – the full time Centre Manager and Centre Administrator and an Accounts Manager This year has seen a major change in staff with the departure at the end of February of Yvonne Quigley the Centre Manager for seven years. Yvonne had continued to make a major contribution to the success of the Centre right up to her departure following moving house which lengthened the journey to work.

The new Centre Administrator Vivienne Abdulkadir joined in mid-January 2018 followed by Elizabeth Thoree, the new Centre Manager, who joined at the beginning of March 2018. The new team is working well. A large number of volunteers help the charity in fundraising and the day to day running of the Centre. The Centre could not continue to succeed without them. The Centre is open to Members from 8.45 am to 4.30 pm five days a week plus some evenings and Saturday mornings and we endeavour to maximise the use of the Centre.

We formulated the Charity's strategy for five years, aimed at providing a better quality of life and increased independence for the over 50s of Enfield. This is regularly updated and reviewed. It aims to encourage volunteering and growth in new membership and retention of existing membership, maximizing the use of our building, ensuring that the classes and activities we provide, will be viable, react to trends and develop a range of services, courses and activities that meet members' needs and make a financial contribution to the charity .

The most common challenge facing this age group, which is now fast increasing, is that once they have given up work and family or friends have either died or moved away, there is a great void to overcome by focussing on a new interest. People are now living longer and should an older person not have anything to stimulate or involve them during the day they can quickly become house-bound, lethargic, lonely, depressed and isolated. This can have a negative impact on their physical and mental health, resulting in the need for the support of health and welfare services. Unpaid carers (often partners or family members) are at risk of isolation due to their caring responsibilities and we try to encourage carers to attend a weekly class, club or activity. We encourage our Volunteers and Members to create, design and manage evening/day opportunities on a "friendship basis" at the Ruth Winston Centre.

Attending regularly at Ruth Winston Centre encourages older people to venture out of their homes into a place of safety, warmth and comfort, where they can talk, reminisce and engage with their peers and access advice and information. In addition, they can connect with the wider community by attending a club meeting, supper or lunch club, class or other activity. For some of our members the ability to drop in each day to our Community Cafe for a warm drink, lunch and a chat gives structure to their day, boosts their self-esteem keeping them happier and stimulated.

We continue to aim to deliver the Objects of the Charity through services, classes/groups and facilities in a community environment, to include everyone from all cultures and ethnic backgrounds from the community of Enfield with the aim of providing the same opportunity to all in our self contained building, enabling the over 50s in Enfield to enjoy an active, independent and healthy lifestyle via the provision of a wide range of fitness related classes, computer/IT training classes, handcraft classes, board games, languages, social networking opportunities, membership of clubs and health maintenance and screening services.

Essential to the continued success of the Centre is maintaining the valuable group of volunteer members who are offered regular training and support as appropriate to their roles and are essential to the success of the Charity.

Our Business Plan setting out our goals and targets over the next three to five years is being closely followed and adhered aimed at increasing the number and variety of the classes and activities based on ideas and suggestions from our Members and reflecting current trends and needs and advances in technology of mobile phones, iPads, tablets and computers. We have taken part in inter-generational projects and have also taken on work experience students.

To continue to achieve this we promote and advertise the Centre, making effective use of Volunteers' skills, increase our visibility in the community by finding partners to work with and to generate sufficient income and funding in order to become self-sufficient.

of 1000 fully paid members (£17.00 per annum). This includes Life Members and the 100 Club, continuing for the 6<sup>th</sup> year, which gives our members a chance to win a cash prize once a month but also raises funds for the Charity. The Centre introduced an additional category of membership in 2017—Patron members who pay £5.00 per month and are entered into a monthly raffle. The slight decline in membership may have been as a result of the introduction of the Green Lanes cycle lane with the consequent diversion of some local bus routes.

## **Review of Activities and Facilities**

We currently have approximately forty classes/groups and activities during the week plus a number of Clubs and self-run interest Groups. Our aim remains to achieve maximum usage of our accommodation and reach as many older people as possible, who may be able to benefit from the services, facilities and companionship we provide in a friendly community setting. We have a wide range of groups running; for example, the Tuesday Tea Dance, Whist group, Floristry Group, Memory Lane Cafe Sing-along, Supper Club, Thursday Hot Lunch Club, Book Club, Wine Appreciation Group, Bridge Classes, French, Spanish and Italian Conversation Groups, poetry group, Creative Writing and Book Club. The self-run drama group, who write and produce their own very popular plays for members and visitors twice a year, raises further funds.

The supper club, which commenced several years ago, continues to flourish enabling members to venture out in the evening to a local restaurant (30/40 diners) and to feel safe with people they know. Also, our Thursday Hot Lunch Club providing a two-course meal, made at the Centre, is regularly attended by 30+ diners. Our kitchen has been given a 5 star rating. During the year, we continue to facilitate, with thanks to some of our volunteers, popular day trips to various seaside resorts and historic towns.

This level of membership indicates a continuing strong need for the services and facilities we provide. Many of our Members now have email addresses enabling us to email weekly updates about our services and events, thus reducing printing costs and providing information more quickly. We also provide information about our activities and classes on our Website. Our quarterly Newsletter may also be accessed from the website together with details of forthcoming events and copies are kept at the Centre along with the Charity's brochure and group/ class listings for members and visitors to take away. We actively use social media including Facebook and are reconstructing our web site (Oct 2018).

Our participation in the 2017 Palmers Green Festival built on the success of the Community Friendship Zone we organised in the 2016 Palmers Green Festival when we introduced the "Wheel of Health and Well Being " leaflet and Board. The Centre is collaborating with a number of other community organisations, the Enfield Clinical Commissioning Group and the London Borough of Enfield to promote talks/ topics relevant to the management by individuals of their health, diet, exercise and social well-being including an annual Health and Well Being event at the Centre. A large group of people attended a consultation event with the CCG at the Centre on the proposals on Adherence to Evidence Based Medicine.

We continue to provide a wide range of support and information on topics enabling older people to be independent, keep in good health and keep safe. In the past we have provided information and training in respect of Fuel Bill management for staff and volunteers, to allow them to offer practical help with tackling winter fuel poverty. We facilitated an IAPT – Mental Health Awareness workshop, which has resulted in a regular weekly session at the Centre. We have provided regular Dementia Awareness workshops and are a core member of Enfield Dementia Action Alliance.

The very successful Stroke PET Therapy relocated to larger premises but remains in contact. We organise Health & Wellbeing events and open days and have an open Forum with the Enfield Clinical Commissioning Group. We resumed the on-site Health Trainer service at the Centre as it had proved so popular in the past and have sessions involving the Enfield iCan Navigator helping people identify local health and care related services. We also have a Bereavement Counsellor.

Our facilities include our onsite very popular hairdressing salon, chiropody/foot care and skeletal massage services. Our "Community Cafe" continues to prove popular and is open in the morning to all members of the public over 50 years of age and from within the Borough of Enfield. It provides an opportunity for people to meet together and talk in a friendly environment and to keep up-to-date with relevant advice, information and guidance on health and benefit issues and alerts on scams, bogus house callers from Office of Fair Trading. As a result of the "Community Cafe" a large knitting circle has been established and also a friendly but competitive scrabble group. On alternative weeks we bring in an entertainer that is very popular.

Our volunteer gardeners continue to develop and maintain our outside spaces/gardens and keep them looking vibrant and welcoming. This is important to attract new members who may pass by the Centre on a regular basis but not be aware of the range of activities. To this end we invested also in new signage at the front of the Centre. We have Veg Trugs so that anyone, including wheelchair users, are able to get close and tend to the variety of vegetables we have grown, including runner and broad beans, spring onions, strawberries, beetroot and potatoes, celery and a variety of herbs, which are used in our kitchen.

We have continued a rolling programme for redecoration and maintenance of the building including completion of the installation of double glazed windows. Existing plans include redecoration of the Davies room (completed 2018) and kitchen, updating of the toilets and provision of new cupboards

For the last few years we worked with the Palmers Green Festival Committee to run the Community Friendship Zone with the specific introduction of a Health and Well Being leaflet identifying local resources. This has helped many people from the community to access a variety of organisations, who are able to offer advice, practical help and support as well as enhancing activities and hobbies. We have showcased our classes on the festival day by asking our tutors to provide a number of demonstrations to allow the community to become involved and try a class to see, if it meets with their abilities and needs. It has increased our membership and seen our classes expand with people, who need an outlet and support to improve their physical and mental wellbeing and strengthen their mobility.

Through Enfield Voluntary Action (EVA) and other established organisation's courses, we have provided our staff, trustees and volunteers with training in Safeguarding Adults, Volunteers Managing Risk, Moving and Manual Handling, Heart start refresher First Aid Training, Understanding Funders, Food and Hygiene and Roles and Responsibilities of a Trustee. Our members including trustees also attended or participated in numerous Conferences including, Healthwatch, Fundraising, Ending Loneliness, Dementia 2010 -Implementing the challenge, Flourishing Lives, Supporting Self-Care, using Social Media and many more. With the support and assistance of our volunteers and members we have continued to raise funds by organising Quizzes, Spring and Christmas Bazaars and numerous in-house social events, which raised further funds.

We have also promoted the Centre, by having a stand at Local Festivals and Events. We continue to hold Open Days, which are well attended and intended to be repeated on a regular annual basis. Local business organisations continue to support us including Barclays Bank, Southgate and Edmonton Rotary, Starbucks, Printfields Ltd and Morrisons, Sainsbury's, M&S, Waitrose Supermarkets.

Our usual Christmas party with traditional Christmas lunch and entertainment was provided thanks to our staff and volunteers with the charity's trustees serving the lunches. We have promoted the Centre at numerous venues, including, the Enfield Town Show and Palmers Green Festival in Broomfield Park, which is very much in the heart of our immediate community, enabling us to make contact with a greater number of older people.

## **Risk Management**

The Trustees acknowledge their responsibility to identify and manage risks by regularly reviewing their policies and a Risk Register is maintained and regularly reviewed. We annually revise and update our Policies in respect of:

Complaints Procedure

Reserves

Risk Management

Safeguarding Vulnerable Adults,

Equality and Diversity

Health and Safety,

Conflicts of Interest,

Investment Policy,

Volunteering Policy,

Internet Policy,

CCTV

Social Media

Key Receipts

Data Protection, including preparation for the GDPR regulations in May 2018.

A risk assessment is conducted regularly during the year with a risk register being maintained and actions to mitigate risks are established. The major risk that the Charity faces is its ability to continue its work without some external funding. In the past, a Local Authority grant supplemented the funds raised by the Charity but this is no longer the case during the year we did not receive any external grant funding for core services. We now rely solely on donations for use of rooms, donations and legacies by individuals and organisations, tuition fees, membership fees and funds raised by events, such as quiz evenings, bazaars, BBQs etc.

The action taken by the Trustees to face this situation is referred to more in detail under Review of Activities and Facilities above. Health and safety of those attending the Centre is also reviewed regularly and there is a Health and safety Policy Statement available, which is regularly reviewed and updated by the Staff and Trustees and Volunteers assisting in the kitchen, which has a five-star rating, all have a basic food and hygiene certificate and all members of staff attend regular training seminars and have up to date training as First Aiders plus DBS where appropriate.

## **Income generation during the year.**

Total income received for the year excluding restricted funds was £127,483 (2017 £137,050). This year ended with a net deficit £12,995 compared with a surplus of £14,075 in 2017. We benefitted from the generosity of our Donors contributing £17,252 this year. We endeavour to encourage that donations are made under Gift Aid scheme, enabling us to apply to reclaim tax. However investment returns and other income at £8,811 was only just over 50% of that achieved in 2017.



## Reserves Policy and Risk Management

The Charity has a reserves policy. In recent reviews, Trustees have emphasised their determination that the Charity should be managed in perpetuity for future generations. Assets of the Charity are held to generate sustainable income in order to meet the charity's aims and activities. At 31 March 2018, the charity held restricted reserves of £104,599 and free reserves of £342,528. During the long period of low interest, the Trustees made a conscious decision to maintain a steady level of service to our Members, content to spend some of the reserves to cover any deficits and improvements to the Premises. In fact, in recent years the budgeted levels have been achieved as well as increasing the unrestricted reserves.

Free reserves are held to ensure the continuity of service to our Members, given that we do not receive Statutory funding other than assistance with the rental of the premises and to protect the long-term viability of the Charity. Our financial strategy is to aim to meet our liabilities as and when they fall due.

The Finance Committee, which comprises Mr Eric Misselke (as Chair), Ms Jean Brewer, Mr John Golby, Mr Chris Rash and Mr John Burdon, advises the Board on financial and investment policy. The Committee tracks and monitors the performance of the portfolio, recommending changes as they deem appropriate to the Board. The Committee also monitors internal financial controls and advises the Board on the appointment of auditors. The Committee takes steps to ensure risks are assessed regularly and that the Charity is not exposed in any unnecessary way.

### Trustees' Responsibilities in Relation to the Financial Statements

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year, and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the "going concern" basis unless it is inappropriate to assume the Charity will continue in business.

The Trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and enables them to ensure that the financial statements comply with the Company's Act 1985. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

On behalf of the Trustees:



Ms J. Brewer – Chairperson

12.10.2018  
Date

# RUTH WINSTON CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2018

	<u>Notes</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>£</u>	<u>2017</u> <u>£</u>
<u>INCOMING RESOURCES</u>					
Donations for Room Hire	1.4	-	41,441	41,441	43,782
Activity Class Fees		-	38,610	38,610	38,832
Membership fees		-	13,223	13,223	14,072
Donations and Other Income		-	30,462	30,462	39,153
Investment Income	3	-	3,747	3,747	1,211
<u>TOTAL INCOMING RESOURCES</u>		<u>-</u>	<u>127,483</u>	<u>127,483</u>	<u>137,050</u>
<u>RESOURCES EXPENDED</u>					
Direct Charitable Expenditure	4	-	39,165	39,165	37,561
Management and Administration of the Charity	5	-	106,323	106,323	100,486
<u>TOTAL EXPENDITURE</u>		<u>-</u>	<u>145,488</u>	<u>145,488</u>	<u>138,047</u>
Net Deficit	6	-	(18,005)	(18,005)	(997)
Woolnough Trust		64,169	-	64,169	-
Profit on Investment – Unrealised		-	5,010	5,010	15,073
Net Movement in Funds		64,169	(12,995)	51,174	14,076
Funds Brought Forward		40,430	355,523	395,953	381,877
Funds Carried Forward		104,599	342,528	447,127	395,953

The notes on pages 11 to 14 form part of these financial statements

# RUTH WINSTON CENTRE

## BALANCE SHEET AS AT 31ST MARCH 2018

	Notes	£	£	2017 £	£
<u>FIXED ASSETS</u>					
Investments	8		389		399
Tangible Assets for use by the Charity	9		9,559		4,803
			<u>9,948</u>		<u>5,202</u>
<u>CURRENT ASSETS</u>					
Debtors		4,223		1,983	
Cash in Savings & Current Account & in Hand		<u>465,107</u>		<u>413,860</u>	
		469,330		415,843	
<u>CURRENT LIABILITIES</u>					
Creditors due within one year	10	<u>32,151</u>		<u>25,092</u>	
<u>NET CURRENT ASSETS</u>			<u>437,179</u>		<u>390,751</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>			<u>447,127</u>		<u>395,953</u>
<u>FUNDS</u>					
UNRESTRICTED - General			342,528		355,523
DEFERRED - Restricted			<u>104,599</u>		<u>40,430</u>
			<u>447,127</u>		<u>395,953</u>

For the year ending 31st March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

.....  ..... J Brewer – Chair ..... 12.10.2018

The notes on pages 11-14 form part of these financial statements



## RUTH WINSTON CENTRE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

#### 1. ACCOUNTING POLICIES

##### 1.1 Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and include the results of the Charity's operations, which are described in the Trustees' Report.

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16<sup>th</sup> July 2014 and the Financial Reporting applicable by the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011.

The Charity has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement.

##### 1.2 Statement of Directors'/Trustees' Responsibilities

Company Law requires the directors/trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs and of the surplus or deficit for that period. In preparing these financial statements, the directors/trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements that are reasonable and prudent;
- prepare the financial statements on the going concern basis.

The directors/trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

##### 1.3 Tangible Fixed Assets for use by the Charity and Depreciation

Tangible fixed assets for use by the Charity are stated at cost less depreciation.

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 basis:

Office Furniture, Computers and Equipment - 3 to 10 years straight line basis

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2018

1.4 Income

Donations and sundry income are accounted for as received by the Charity. All other income is accounted for on an accruals basis. No permanent endowments have been received in the year.

1.5 Value Added Tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

1.6 Management and Administration Expenditure

Expenditure on management and administration of the Charity includes all expenditure not directly related to the charitable activity or fund-raising ventures. This includes depreciation, office services and accountancy fees.

2. STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital.

3. INVESTMENT INCOME

	£	<u>2017</u> £
Interest Received on Cash Deposits	<u>3,747</u>	<u>1,211</u>

4. DIRECT CHARITABLE EXPENDITURE

	<u>Restricted</u> <u>Funds</u> £	<u>Unrestricted</u> <u>Funds</u> £	<u>Total</u> £	<u>Total</u> £
Class Costs	-	22,980	22,980	21,241
Office Costs	<u>-</u>	<u>16,185</u>	<u>16,185</u>	<u>16,320</u>
	<u>-</u>	<u>39,165</u>	<u>39,165</u>	<u>37,561</u>

## RUTH WINSTON CENTRE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

#### 5. MANAGEMENT AND ADMINISTRATION

	<u>£</u>	<u>2017</u> <u>£</u>
Office Services	103,098	97,872
Accountancy Fees	750	750
Depreciation of Office Furniture and Equipment	2,475	1,864
	<u>106,323</u>	<u>100,486</u>

#### 6. NET INCOMING RESOURCES

The net movement in funds for the period is stated after charging:

	<u>£</u>	<u>£</u>
Depreciation of Tangible Fixed Assets		
- for use by the Charity	2,475	2,934
Accountancy Fees	<u>750</u>	<u>750</u>

#### 7. TRUSTEES AND STAFF COSTS

No remuneration was paid to the Trustees in the period, nor were any Trustees' expenses reimbursed.

The Charity has 4 employees.

#### 8. INVESTMENT

	<u>£</u>	<u>£</u>
<u>601 Shares Lloyds Banking Group Plc</u>		
Market Value at 1 <sup>st</sup> April 2017	399	411
Unrealised Profit(Loss)	<u>(10)</u>	<u>(12)</u>
Market Value at 31 <sup>st</sup> March 2018	<u>389</u>	<u>399</u>

# RUTH WINSTON CENTRE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

### 9. TANGIBLE FIXED ASSETS FOR USE BY THE CHARITY

OFFICE FURNITURE  
& EQUIPMENT

Used directly for Charitable purposes

COST £

At 1st April 2017 42,583

Additions 7,231

At 31st March 2018 49,814

DEPRECIATION

At 1st April 2017 37,780

Charge for Year 2,475

At 31st March 2018 40,255

NET BOOK VALUE

At 31st March 2018 9,559

At 31st March 2017 4,803

### 10. CREDITORS – Due within one year

	<u>£</u>	<u>2017</u> <u>£</u>
Restricted Provision	14,555	14,555
Funds held in trust for all clubs	7,322	6,921
Accountancy Fee	750	750
Other Creditors	<u>9,524</u>	<u>2,866</u>
	<u>32,151</u>	<u>25,092</u>

# RUTH WINSTON CENTRE

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RUTH WINSTON CENTRE – Charity No. 1057968

I report on the accounts of the Ruth Winston Centre for the year ended 31<sup>st</sup> March 2018, which comprise the Trustees' Report, Statement of Financial Activities, the Balance Sheet and related notes set out on pages 12 - 15.

### **Respective Responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145 (5) (b) of the Charities Act) and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

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

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements :
  - to keep accounting records in accordance with Section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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M.Y. Manjra  
M Y MANJRA FCA  
VALLANCE LODGE & CO  
16<sup>th</sup> October 2018

