

THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR 1<sup>ST</sup> SEPTEMBER 2017 to 31<sup>ST</sup> AUGUST 2018



**THE BAYTREE CENTRE**

**CIO 1175145**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE PERIOD**

**1<sup>ST</sup> SEPTEMBER 2017 – 31<sup>ST</sup> AUGUST 2018**

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**REPORT OF THE TRUSTEES**

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The Trustees of The Baytree Centre present their report and financial statements for the period 1<sup>st</sup> September 2017 to 31<sup>st</sup> August 2018. The financial statements have been prepared based on the accounting policies set out in note 2 to the financial statements. The Baytree Centre is a registered charitable incorporated organisation with the Charity Commission registration number 1175145.

**Letter from the Chair**

The Baytree Centre after operating for over 25 years as a project of Dawliffe Hall Educational Foundation (registered charity 278720) is now an independent charity. Becoming registered as a Charitable Incorporated Organisation on 12<sup>th</sup> October 2017 was the culmination of a long term strategic plan. We have always operated as a local charity building relationships and reputation in the London Borough of Lambeth and being part of a wider national charity caused some confusion with partners, funders and beneficiaries. So it is wonderful to have our own board of trustees who are only focusing on The Baytree Centre and nothing else. We have a broad membership to our board and are proud to have a past beneficiary who is now a teacher, as well as previous staff members and one of DHEF's former trustees. Our staff also remained the same at the time of incorporation.

The Baytree Centre continues to be a much loved and highly respected community resource for women and girls. A lot of our beneficiaries hear about us by word of mouth within their own communities but we are also growing the referral pathways with other statutory bodies and local providers. The rigorous partnerships we have been able to develop in recent years have been built upon this year and allowed us to develop new operating models which enhance the service we offer our beneficiaries.

The Baytree Centre achieved its third successful Matrix assessment: *'The Centre has maximised the matrix Standard as a framework to shape all aspects of service delivery. The Organisational Theory of Change is more than a theory. It is a live 'plan, do and review' practice that monitors and evaluates the four key business strands with rigour to deliver on projected impact and outcomes. Project leads are highly skilled and firmly focused upon implementing quality assurance practices to raise standards.'* I and all the other Trustees are very proud of our staff.

Our Volunteer Service won funding to enable Baytree's highly effective volunteer management model to capacity build with other voluntary community sector organisations. This has raised our profile and shared our best practise within the community.

The Baytree has cemented, at its core, a suite of values and virtues that are alive at every level within the organisation. Baytree's Character Education programme is embedded in all delivery areas with a focussed approach for staff, volunteers and clients alike. Feedback from staff, volunteers and clients confirmed that the Character Education approach is alive, welcomed and, through promulgation of the 'virtue/word of the month', informing the development of girls and women across the centre.

Of course we wouldn't be able to offer our clients the services we do without the myriad of volunteers who partner with us. I would like to thank them and our hard working and dedicated staff. None of this would be possible without our funders and I hope this report helps them to understand the work we are able to do as a result of their continued support.

Dorothea Eyewumi

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**Objects:** As set out in our CIO registration The Baytree Centre provides educational programmes for women and girls facing deprivation, isolation and barriers to social inclusion and mobility.

**Activities:**

**Women's Education and Training** providing structured English Language programmes in 8 Children's Centres in Lambeth and in the Baytree Centre

**Family Support** is offered to women in five essential areas of family stability, well-being, education, financial management and employment.

The **Youth Service** provide a safe and supportive space for girls to develop academically and personally.

The **Volunteer Service** is essential to Baytree, helping us to deliver our activities and is also a flagship service supporting and capacity building in our partner organisations.

In setting out our programme each year we have regard to the Charity Commission's general guidance on public benefit and the Advancement of Education for the public benefit. The trustees always ensure that the programmes we undertake are in line with our charitable objects. Our aim is that each individual beneficiary reaches their full potential.

**How we work**

The Baytree Centre was founded over 25 years' ago as a project of a national educational charity, Dawliffe Hall Educational Foundation (DHEF) to respond to the local needs at the time of the Brixton Riots. It has developed an educational programme that is highly respected within the Borough of Lambeth and have formed some strong local partnerships. We are grateful for the support DHEF has provided but in 2017 the decision was taken to seek independent status to give us greater autonomy. The formal process for setting up an independent charity was begun in May 2017 and the financial year start of September agreed. The registration as a charitable Incorporated organisation was granted on 12<sup>th</sup> October 2017 and we are delighted to be presenting our first report.

We offer education, training, health, family and social support programmes to enhance confidence and self-esteem and to promote aspirations, community cohesion and cultural harmony to economically deprived and otherwise vulnerable women and girls.

The Baytree Centre is a female-only safe place, providing one-to-one mentoring and group integration programmes. Our beneficiaries speak over 32 languages and come from over 21 countries. We aim to equip our beneficiaries with all the skills they need to succeed in work and life.

There can be a number of barriers to inclusion, such as: lack of English language skills; lack of opportunities to learn in culturally appropriate settings; inability to access employment opportunities; poverty; poor housing; isolation; depression; racism and discrimination, abusive homes; family breakdown; and a lack of family support and structure. Our programmes are developed to help our beneficiaries to overcome these barriers.

The Baytree Centre's policies and procedures remain the framework within which it operates. They define what our organisation does and how we do it. We have a range of policies and procedures essential for the smooth running of our organisation, and full copies of all policies are available on request. We are committed to safeguarding our young people and vulnerable adults; equality and diversity; and health and safety.

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**Voluntary help**

The trustees are very grateful for the hundreds of volunteers who help to make the Baytree Centre the welcoming and safe environment that it is. They contribute their own talents and life experiences to help our beneficiaries gain their goals and we could not operate without them. Through the Volunteer Service we offer them the opportunities support and help they need to be part of The Baytree Family.

**What we did: Activities, Achievements, Performance**

**Women's Education & Training**



**257** women attended ESOL training courses with **96%** reporting that they feel more confident speaking English

**216** women participated in integration workshops & activities; **92%** reported feeling more confident in travelling to new places and taking part in activities in their community

Of the women able to take accredited exams **100%** passed

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**Integration Programme**



The effective integration of isolated women into their local community goes beyond just ESOL provision; Baytree's integration programme combines both English language skills (Edexcel Pearson accredited) as well as activities that promote active participation in society overall; through workshops, cultural visits both locally and further afield; women gain a sense of belonging & participation; they learn how to exercise their rights, access and utilise local services, pursue employment opportunities whilst helping their families to do the same. All women are offered 1-1 mentoring tailored to their specific needs which provides them with impartial advice and encouragement; develops a supportive relationship; improves self-confidence; supports them in developing skills, creating friendships and sense of belonging and participation.

**Children's Centres**

Our outreach work in eight of the boroughs Children's Centre provides an ideal learning opportunity for many isolated women with young children as creche facilities allow the women to attend classes safe in the knowledge that their children are being looked after in the centre's creche. Embedded into the accredited ESOL provision is personal and social development content including themes identified by learners. Working closely with the Children's Centres Baytree supports parents by providing them with the foundation skills to improve and increase their skills and participate in the wider community as well as increasing their level of involvement and support in their children's learning.



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## Family Support



97 women accessed social mobility programme of which 79% of women participating in the reported improvement across all five pillars (family stability; education; finance; education; employment)

52% reported a happier & stable home life

68% reported feeling healthier in both body & mind

29% improved in money management (reduction of debt & started a savings plan)

29% reported feeling more confident and able to find a job

80% of women report feeling more confident helping their children with their education

14 women gained employment



Baytree's Social Mobility Programme uses the Bridge to Self-Sufficiency framework to help women plan, reach, and sustain their personal goals in five essential areas: **family stability, well-being, education, financial management and employment.**

Supported through 1-1 coaching and group sessions they acquire the resources, skills and sustained behaviour changes necessary to attain and preserve economic Independence.

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## Youth Service



**283** young women & girls accessed our services; using baseline data and end of year data we measured the changes in personal development:

- 91% of girls feel better about themselves
- 52% feel better about their friendships
- 84% feel they have improved relationships with their family
- 55% feel better about school
- 46% feel better about their local area
- 75% feel better about embracing new things
- 80% feel they are more aware of and with a healthier lifestyle

**138** young women & girls have 1-1 mentoring. Mentoring comprises of both personal development and academic support. In order to monitor academic progress in maths and English NFER tests were taken. The end of year results evidence:

- 75% performed at or above average progress in English
- 66% performed at or above average progress in Maths

Baytree's Youth Service provides a safe, supportive space for girls to develop academically and personally. We believe that through participating in activities of their choice we can teach them the key skills they need to help build a future for themselves. The Youth Service has continued to deliver a range of exciting, challenging and rewarding after school activities from boxing to cookery; from line dancing to fashion design. Academic clubs (maths; literacy and science) are in demand providing many girls with focussed and specific national curriculum support 10,937 beneficiary hours were delivered, and a total of 6,788 sessions were attended by participants.

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**Targeted provision – Into School**

The Into School programme has expanded and developed offering targeted support and guidance to girls who have recently arrived in the UK and find themselves 'lost' with no school place, no sense of community or belonging. Lack of English language skills; a lack of understanding of UK systems (from finding a school place to accessing a doctor) mean that they are often extremely vulnerable and at risk. The programme gives them the opportunity to learn English; have 1-1 support to find a school or college place; the opportunity to make friends; be in a safe nurturing environment and access specialist support.

**Outcomes**

**70** migrant/refugee/asylum seeker young women accessed our Into School programme

**60** young women secured school/college places

**100%** of participants were supported through 1-1 mentoring

**15** Into School alumni deliver peer to peer mentoring





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**Summer Highlights – from Southend to Barcelona**

Thanks to the successful application to the Erasmus + programme, 12 of our Baytree girls took part in a cultural exchange with another female youth group called Fundación Canfranc, from Spain.

By taking part in this amazing opportunity, our girls were able to meet, make friends and learn from girls who come from a different country. We explored the rich culture, sights, food and lifestyle that Barcelona has to offer.

The project was a huge success, across the whole week the girls really developed their ability to work together, cooking most nights for everyone and having to adapt to sharing their living space with one another.



Although at times there were struggles, the youth team were so proud that the girls kept their spirits high and persisted through any challenges they faced. Both the staff and girls came away having developed relationships, felt more united and with a greater sense of self.

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## Volunteer Service



Our volunteers are at the heart of what we do at Baytree. More than 140 volunteers attend the Centre regularly each week delivering 1-1 mentoring or leading and supporting after school activities and workshops. On average 286 volunteer hours are delivered on a weekly basis (more than 10,000 in an academic year). We have been supported by groups of corporate volunteers who have painted many areas of the building but also led one off projects or activities. Not only do our regular and ad hoc volunteers help us deliver essential services to our community, but they help us deliver our mission by ensuring that Baytree does not work in silos, and that the women and girls who access our services are able to expand and access wider networks.

The Volunteer Service is a diverse community of individuals who contribute their skills and experiences to the benefit of all the women and girls who attend the centre, as well as for their own personal development. Volunteers are responsible for the delivery of the vast majority of our provision, especially within our Youth Service, where volunteers deliver over 95% of our face-to-face provision. The Baytree Volunteer Force is made up of women from all walks of life and ages. Our youngest volunteer is 10 and our oldest volunteer is 70.

We continuously strive to provide timely training opportunities that not only support volunteers' work at the centre but also enrich and further their personal and professional prospects. Sessions were led by qualified and experienced individuals. Sessions that were run during the reporting period were Emotional Intelligence and Wellbeing; Character Education and Managing & Inspiring Young People.

A highlight of this reporting period is that the Baytree Centre's Volunteer Service is recognised across the borough as an example of good practice and funding has been secured to enable the Volunteer Manager to support and capacity build partner organisations. This has been and continues to be a highly successful programme.

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## Case Studies

**Bess, 16** has high functioning autism and was referred to Baytree by her social worker after her severe mental health challenges that had resulted in her being hospitalised and now that she was back at home and attending school, she thought an external mentor would be helpful. Together we agreed that she could come to Baytree to work on her art and that weekly mentoring would be arranged.

Over the next couple of months Bess found school very challenging but did find engaging with Baytree helpful and would come to the centre to do some academic or creative work, or chat with staff when she felt unable to go to school. Eventually she stopped going to school all together and throughout this time, Baytree staff continued to support and encourage her to believe she could do it. She continued to struggle with her mental health experiencing symptoms of depression, anxiety and suicide ideation. She would regularly call or come to Baytree when she was feeling low, almost daily, as she had developed strong, trusting relationships with staff and appreciated the flexible, one to one support she couldn't have at school. Bess found coming to Baytree gave her structure and encouraged her to see the value in continuing to try. We helped her think of coping strategies and helped her break down her goals into manageable steps.

We also supported her by attending various meetings with school, CAMHS and social services as while they were many agencies involved in her case, no one was leading on providing comprehensive support and she found this situation very demoralising.

Bess was committed to succeeding in her education and we helped her apply to college to do art and accompanied her to interviews and open days. Admissions were impressed by her portfolio and determination to do well and she got a place at a college where they would be able to give her a comprehensive support package. She has been attending college for the last few months and is doing well. While she continues to have mental health challenges and struggle with social situations because of her autism diagnosis, Bess is much more hopeful about her future as she is back in education and is working towards her dream.

**Sara, 34** Hoping to be able to continue her nursing career from her days in Bolivia and Spain, Sara knew she had to conquer the language barrier she was facing in London. She started attending Baytree ESOL classes showing great commitment to the course, attending regularly and always arriving punctually. At the same time, Sara encouraged her daughters to participate in Baytree's Youth provision where they attended after school activities and were supported with weekly 1-1 mentoring. In March 2018 Sara fell sick and was diagnosed with a chronic medical condition which required constant treatment and care. However, instead of being discouraged by her situation, Sara continued to attend the sessions offered by both the Family Support and Adult Services at Baytree while ensuring that her children continued to be attend and remain engaged with the Youth Service.

Sara is always a keen participant of the cultural activities such as summer trips, social celebrations and days out which have helped her and her family to feel engaged, integrated both at Baytree and the wider community.

In July 2018, Sara passed the Pearson Edexcel examinations at Entry Level 2 Speaking and Listening, Reading and Writing. She has now gained enough confidence to be able to communicate in English at a professional level. She recently applied for a job and was successfully appointed as a carer. She is now ready to tackle any new challenges and is looking forward to gaining new life experiences. She continues her passionate journey to become a nurse at a private hospital.

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## Testimonials

*I am working. I have got a job in hotel. I can speak a little bit English. I am so happy.*

**Adult Student**

*I am confident to speak and I understand. At the GP they said I don't need an interpreter! I spoke to my doctor and I understand."*

**Adult Student**

*When I came to the centre this week it was so dark and miserable outside, and then I walked into Baytree and suddenly I was in this bright, buzzy, positive place. I can't imagine what it must mean to the girls and families to have access to that kind of environment, let alone the services you provide. Very proud to be able to say I've started mentoring with you. –*

**Youth Volunteer Mentor**

*'Coming to Baytree helped me to get information and self-confidence to enrol in an accountancy course at Lambeth College. I am still struggling to find family life balance, but I managed to complete the first module. If it wasn't for Baytree, I would never believe that I could do it'.*

**Adult Student**

*"I come from Spain, single parent, pregnant and with 2 boys and needed a lot of support. I was having trouble with my maternity leave paperwork and Baytree send me to get legal advice and gave me information to apply for a small economic help. Here they helped me to apply for the boy's schools, and guided me where to request a proper house, as me and the boys were living in a 1-bedroom apartment shared with 2 other girls..... Coming to Baytree is like having a family here in London".*

**Family Support Client**

*Baytree gave me confidence. I was very shy when I started. It made me connect with other girls. The support you get here has helped me. My mother loves it [that I am here]. I am safe I'm not on the streets. I am going to keep coming to Baytree forever!*

**Youth Service Client**

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**Financial review**

The charity brought over funds which the Baytree Centre held as a project of DHEF for the work in progress. The grant funding from the Clothworkers, Leathersellers and Henry Smith covers more than one year and will continue until the end of the original grant agreement as the projects they relate to are on-going. We are also delighted to have attracted the government and European funding for all our core services and some of this funding extends to 2020 allowing us to give continuity in service which is important for our beneficiaries. The funding we received for our Volunteer Service has been key to the capacity building in the Borough and sharing our best practice.

The small amount of core and capital funding ensure we are able to providing a warm and welcoming environment for our beneficiaries. The core staff team had been cut to a minimum with the low funding levels of recent years and now that we have attracted funding for our programs we are able to increase the work that we do with our beneficiaries and build capacity.

**Reserves policy**

The charity has reserves of £75,655. This represents about 2 months expenditure on charitable activities. In calculating our reserves we exclude those tied up in equipment used to undertake our work.

In reviewing its reserves requirement, the trustees have considered the need to maintain the building in Brixton and the cost of delivering our programmes. The funding cycle is about a year long and we would therefore like to have 12 months of reserves at any one time. As a newly incorporated charity with no real assets apart from the fixtures and fittings used to carry out the project we are unable to meet our desired level of reserves but think that we have made good progress in the our first year of operation and hope to meet our target within the next 5 years.

The restricted funds are not included in the trustees' view of reserve needs because these restricted funds are held by the charity for specific projects and will normally be spent within 6 months.

**Plans for the future**

In conjunction with our staff working in each area we monitor and evaluate the impact of the provision we provide. This along with participant involvement allows us to provide activities which are innovative and attractive to our beneficiaries.

**Family and Adult Service** The Trustees on considering the feedback from the first year of operation would like the Family and Adult provision to work together as one Women's Service allowing the work on all five pillars (family stability, well-being, education, financial management and employment) to be offered more comprehensively to all the women in our programs.

The **Youth service** highlighted the need to strengthen the Into School provision. The academic achievements of our young beneficiaries are important to their ability to make the most of their potential and so monitoring this area of achievement is key.

**Volunteer Service** The capacity building within the borough has been very well received and will continue next year. The care of our own volunteers with training and support is of vital importance and mental health is an area of focus for everyone.

The Baytree Centre address is 300 Brixton Road, Brixton, London SW9 6AE

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**Trustees**

Trustee Name	Office	Appointment	Subsequent Office Appointment	Resigned	Tenure Ends
Esmeralda Ahmetaj		11.11.2017			11.11.2019
Marta Fernandez Burillo	Chair	11.11.2017		18.07.2018	
Riccardo Calliano		11.04.2018			11.04.2021
Dorothea Eyewumi	Chair	11.11.2017	20.07.2018		11.11.2020
Andria Francis	Treasurer	11.11.2017		06.08.2018	
Ana Gonzalez	Secretary	18.07.2018			18.07.2021
Marion Osieyo		11.11.2017			11.11.2019
Sophia Pain	Treasurer	11.11.2017	25.10.2018		25.10.2021
Suzy Wood		11.11.2017			11.11.2020

Trustee appointment was initially overseen by DHEF but since incorporation the trustees are nominated and elected by the Trustees. A bespoke Governance & Trusteeship training programme was delivered to trustees in the summer prior to incorporation. Our governing document allows for 9 trustees and we are pleased to have been able to recruit new trustees with financial and legal expertise.

The Baytree Centre relies on the following advisors

**Auditor** Goldwins, London, NW6 2EG

**Bank:** HSBC, Brixton, London

**Management Team:** Caroline Guarnaccia, CEO;  
Carmen Gonzalez, Fundraising and Development Director

**Governing Document:** Constitution of a Charitable Incorporated Organisation

**Partnerships:** The Baytree Centre is part of the Building Young Brixton with Ebony Horse Club, High Tree Community Foundation, iRMO Indoamerican Refugee Migration Organisation, Marcus Lipton, Spiral and The Advocacy Academy.

The Baytree Centre is part of the FATIMA Project with Wonder Foundation, Fundacija SURSUM Dolnoslaskie Stowarzyszenie Kultural Panorama and Fundación Senara.

**Risk Management**

The trustees keep a risk register which is reviewed periodically. The trustees recognise that the charity is subject to operational and financial risks and they believe they have procedures in place to reduce these risks

- To human life and welfare, by the adoption of health and safety policies and training
- To young and vulnerable people, by having in place suitable policies and procedures. Ongoing training for the Safeguarding Officer and key staff is monitored and we review the procedure once a year
- To charity resources, by appropriate control procedures.

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The Baytree Centre acknowledges and thanks the generosity of funders and donors through the grants, sponsorship, commissioning and donations received in 2017/2018 which have enabled us to provide the much-needed services and support for women, girls and families in the local community.

Battersea Power Station Foundation  
BBC Children in Need  
Big Give in partnership with The Childhood Trust  
Building a Stronger Britain Together (DCMS)  
City Bridge Trust  
Erasmus  
EU Migration Fund  
European Youth Together  
Friends of Baytree and the many individuals who generously helped financially & in kind  
Garfield Weston  
Henry Smith  
John Lewis Foundation  
London Borough of Lambeth – Early Years  
Leathersellers  
London Community Fund (BEAT)  
Mercers Company  
Pembroke Hall School  
Plater Trust  
Sir Walter St John  
Sisters of the Holy Cross Charitable Trust  
Tampon Tax Fund (DCMS)  
Walcot Foundation  
Wates Foundation  
Young Lambeth Cooperative

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**Trustees responsibilities in relation to the financial statements**

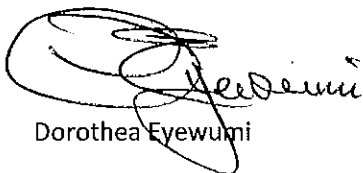
The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The charity law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- 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 operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. 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.

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

Approved by the trustees on 7<sup>th</sup> February 2019 and signed on their behalf



Dorothea Eyewumi

Chair



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**INDEPENDENT EXAMINERS REPORT**

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I report to the trustees on my examination of the accounts of the The Baytree Centre (the charity) for the year ended 31 August 2018.

**Responsibilities and basis of report**

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

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


**Independent examiner's statement**

Since the charity's gross income exceeded £250,000 I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

  
Anthony Epton BA FCA CTA FCIE  
Goldwins  
Chartered accountants  
75 Maygrove Road  
West Hampstead  
London NW6 2EG

15 February 2019

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STATEMENT OF FINANCIAL ACTIVITIES

<u>Income</u>	Notes	Unrestricted	Restricted	Total	Registration
		funds	funds	2018	Total
		£	£	£	2017
					£
Donations and Legacies	2	37,211	-	37,211	50,434
Charitable Activities	3	139,725	410,382	550,107	332,114
Investment Income	4	59	-	59	-
<b>Total</b>		<b>176,995</b>	<b>410,382</b>	<b>587,377</b>	<b>382,548</b>
<b>Expenditure on:</b>					
Costs of Raising Funds	5	11,965	-	11,965	1,670
Charitable activities	6				
Adult Services		10,261	116,961	127,222	116,327
Family Services		18,135	92,224	110,359	113,505
Volunteer Services		39,143	26,587	65,730	55,606
Youth Services		20,518	119,902	140,420	96,797
Other					-
<b>Total</b>		<b>100,023</b>	<b>355,674</b>	<b>455,697</b>	<b>383,905</b>
Net income before transfers		76,972	54,708	131,680	(1,357)
Transfer between funds		-	-	-	-
Net movement in funds		76,972	54,708	131,680	(1,357)
Total Funds brought forward		10,789	16,575	27,364	28,722
<b>Total Funds carried forward</b>		<b>87,761</b>	<b>71,283</b>	<b>159,044</b>	<b>27,364</b>

All income and expenditure derive from continuing activities

The statement of financial activities includes all gains and losses recognised in the year.

The comparative figures constitute the previous year's pre-charity registration activities.

**THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR 1<sup>ST</sup> SEPTEMBER 2017 to 31<sup>ST</sup> AUGUST 2018**

BALANCE SHEET

	Notes	2018		Pre-Charity Registration 2017	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		12,106		16,370
<b>Current assets</b>					
Debtors	10	5,615		9,808	
Cash at bank and in hand	11	<u>209,688</u>		<u>22,229</u>	
<b>Total Current Assets</b>		215,303		32,037	
Creditors amounts falling due within one year	12	(68,365)		(21,042)	
<b>Net current assets</b>			146,938		10,995
<b>Total assets less current liabilities</b>			<u>159,044</u>		<u>27,364</u>
Creditors: amounts falling due after more than one year			-		-
			<u>159,044</u>		<u>27,364</u>
<b>Funds</b>					
Unrestricted	16		87,761		10,789
Restricted			71,283		16,575
<b>Total Funds</b>			<u>159,044</u>		<u>27,364</u>

The comparative figures constitute the previous years pre-charity registration activities.

The financial statements were approved by the Board on 7 February 2019 and signed on their behalf by



Dorothea Eyewum,  
Chair



Sophia Pain,  
Treasurer

**THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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**STATEMENT OF CASHFLOW**

	Notes	2018	
		£	£
<b>Cash flows from operating activities</b>	<b>18</b>		187,400
<b>Net cash provided by/ (used in) operating activities</b>			
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		59	
Proceeds from sale of fixed assets		-	
Purchase of fixed assets		-	
Proceeds from sale of investments		-	
Purchase of investments		-	
<b>Net cash provided by/ (used in) investing activities</b>			59
<b>Cash flows from financing activities</b>			
Repayment of borrowing		-	
Cash Inflows from new borrowing		-	
Receipt of endowment		-	
<b>Net cash provided by/ (used in) financing activities</b>			-
<b>Changes in cash and cash equivalents in the year</b>			187,459
Cash and cash equivalents at the beginning of the year			22,229
<b>Cash and cash equivalents at the end of the year</b>	<b>19</b>		209,688

**THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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**NOTES TO THE FINANCIAL STATEMENTS**

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**1. Basis of Preparation**

**1.1 Basis of accounting**

These accounts 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.

The accounts 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 (FRS 102 - effective 1 January 2015) (Charities SORP FRS 102)

The Baytree Centre constitutes a public benefit entity as defined by FRS 102.

**1.2 Going Concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

**1.3 Change in Accounting Policies**

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies were also applied to the charities accounts when it was a project of DHEF (registered charity 278720) and it is these accounts which are presented for comparison.

**2. Accounting Policies**

**2.1 Income**

**Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when

- the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**Grants and donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

**THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31 AUGUST 2018**

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**Legacies**

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Income from legacies and donations is accounted for on a received basis and grossed up for any tax recoverable.

**Government grants**

The charity has received government grants in the reporting period

**Contractual income and performance related grants**

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

**Donated goods**

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised, we are very aware of the great benefit the charity receives from all its volunteers, please refer to the trustee's annual report for more information about their contribution.

**Support Costs**

The charity has incurred expenditure on support costs.

**Income from interest, royalties and dividends**

Interest on funds on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**2.2 Expenditure and Liabilities**

**Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**Governance and support costs**

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31 AUGUST 2018**

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**Redundancy cost**

The charity made no redundancy payments during the reporting period.

**Deferred income**

No material item of deferred income has been included in the accounts.

**Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts

**Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

**2.3 Assets**

**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £5,000. They are valued at cost. Fixtures and fittings are depreciated over 10 years straight line.

**Operating Leases**

Rental charges are charged on a straight line basis over the term of the lease.

**Investments**

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current assets.

**Debtors**

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**Current asset investments**

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

They are valued at fair value except where they qualify as basic financial instruments.

**Pensions**

The charity operates a stakeholder pension scheme.

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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**FOR THE YEAR ENDED 31 AUGUST 2018**

<b>3 Analysis of Income</b>	Unrestricted	Restricted	<b>Total 2018</b>	Total 2017
	£	£	£	£
<b>Donations and Legacies</b>				
Donations and Gifts	36,481	-	<b>36,481</b>	47,340
Gift Aid	730	-	<b>730</b>	300
	<u>37,211</u>	<u>-</u>	<u><b>37,211</b></u>	<u>47,640</u>
<b>Charitable activities</b>				
Teaching of Adults	21,850	125,001	<b>146,851</b>	112,016
Family Service	51,850	100,264	<b>152,114</b>	92,466
Youth	30,100	135,907	<b>166,007</b>	106,811
Volunteering	35,925	49,211	<b>85,135</b>	20,820
	<u>139,725</u>	<u>410,382</u>	<u><b>550,107</b></u>	<u>332,113</u>

The income from charitable income in the prior year was all unrestricted except for £309,760 which was restricted

<b>Source of Charitable income</b>	Unrestricted	Restricted	<b>Total 2018</b>	Total 2017
	£	£	£	£
Grants	127,565	322,254	449,819	215,320
Contracts	-	88,128	88,128	94,440
Fees	4,852	-	4,852	5,413
Rental Income	7,308	-	7,308	16,940
	<u>139,725</u>	<u>410,382</u>	<u><b>550,107</b></u>	<u>332,113</u>

<b>Analysis of Government Grants</b>	<b>Total 2018</b>	Total 2017
	£	£
Tampon Tax Grant - Family support for mums and daughters	<b>53,588</b>	8,270
YLC Ltd, part of a Consortia bid to support family and youth	<b>31,000</b>	52,764
Building a Stronger Britain - London Community Fund to support integration	<b>21,725</b>	-
BEAT/YLC Ltd Into School Project	<b>3,500</b>	-
CYPS Lambeth Council Adult training in Childrens' centres	<b>53,628</b>	44,176
	<u><b>163,441</b></u>	<u>105,210</u>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**



THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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FOR THE YEAR ENDED 31 AUGUST 2018

<b>4 Income from investments</b>						<b>Total 2018 £</b>	<b>Total 2017 £</b>
Bank interest						59	-
<b>5 Expenditure on raising funds</b>						<b>Total 2018 £</b>	<b>Total 2017 £</b>
Staff Costs						11,965	-
Staging fundraising events						-	1,670
						<b>11,965</b>	<b>1,670</b>
<b>6 Support Costs</b>							
	<b>Adult Training £</b>	<b>Family Service £</b>	<b>Youth Service £</b>	<b>Volunteer Service £</b>			<b>Total £</b>
Building Costs	33,288	33,288	33,288	16,643			<b>116,504</b>
Governance	1,186	1,186	1,186	593			<b>4,149</b>
<b>Total</b>	<b>34,473</b>	<b>34,473</b>	<b>34,473</b>	<b>17,235</b>			<b>120,654</b>

The Baytree Centre management and premises costs are identified as support costs. It then identifies those costs which relate to the governance function. These costs are apportioned to the charitable activities on the basis of direct cost.

<b>7 Net movement in funds</b>		
This is stated after charging	<b>2018 £</b>	<b>2017 £</b>
Depreciation	4,263	4,395
Operating lease rentals: equipment	1,831	1,831
Independent examiner's fee	2,000	6,980
Matrix Evaluation	2,232	-

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 AUGUST 2018

8 Staff costs	2018 £	2017 £
Salaries and wages	318,598	264,574
Social Security costs	21,694	16,232
Employer's contribution to defined contribution pension scheme	<u>2,774</u>	<u>1,448</u>
	343,066	226,306

No employees earned over £60,000 per annum.

No ex-gratia or redundancy payments were made during the year.

The total employee benefits including pension contributions of the key management personnel were £80,253 (2017: £92,953)

The average monthly headcount, analysed by function was as follows:

	2018 No	2017 No
Direct charitable expenditure	18	13
Management and administration	<u>2</u>	<u>3</u>
	20	15

9 Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
<b>Cost or valuation</b>		
At 1 September 2017	58,939	58,939
Additions during year	-	-
At 31 August 2018	58,939	58,939
<b>Depreciation</b>		
At 1 September 2017	42,570	42,570
Charge for the year	<u>4,263</u>	<u>4,263</u>
At 31 August 2018	<u>46,833</u>	<u>46,833</u>
<b>Net book values</b>		
At 31 August 2018	<u>12,106</u>	<u>12,106</u>
At 31 August 2017	<u>16,369</u>	<u>16,369</u>

All fixed assets are used for direct charitable purposes.

THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 AUGUST 2018

<b>10 Sundry debtors and prepayments</b>	<b>2018</b>	<b>2017</b>
	£	£
Prepayments and accrued income	4,917	9,178
Other debtors	698	630
	<hr/>	<hr/>
	5,614	9,808
	<hr/>	<hr/>
<b>11 Cash at bank and in hand</b>	<b>2018</b>	<b>2017</b>
	£	£
Short term deposits	145,059	-
Cash at bank and in hand	64,629	22,330
	<hr/>	<hr/>
Total.	209,688	22,330
	<hr/>	<hr/>
<b>12 Creditors and accruals</b>	<b>2018</b>	<b>2017</b>
	£	£
Trade creditors	7,136	4,412
Accruals and deferred income	53,281	11,285
Taxation and social security	7,947	5,345
	<hr/>	<hr/>
	68,365	21,042
	<hr/>	<hr/>
<b>13 Deferred income</b>		
Unrestricted income that relates to delivery of a final report in the future is deferred.		
	<b>2018</b>	<b>2017</b>
	£	£
Balance at 1 September	30,000	-
Amounts added in the current year	45,833	30,000
Amounts released to income from previous year	30,000	-
	<hr/>	<hr/>
Balance at 31st August	45,833	30,000
	<hr/>	<hr/>

THE BAYTREE CENTRE (CIO 1175145) TRUSTEES' REPORT AND ACCOUNTS  
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NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 AUGUST 2018

14 Operating lease commitments

The charity has no future minimum lease payments under non-cancelling operating leases.

15 Legal status of the charity

The Baytree Centre is a charitable incorporated organisation (CIO) registered with the Charity Commission (registration number 1175145). Its governing document is its constitution and the only voting members are the trustees.

16 Restricted funds	1 September 2017 £	Incoming £	Transfers	Outgoing £	31 August 2018 £
CYPS Lambeth		53,628		53,628	
BBC Children in Need		23,799		20,835	2,964
Building a Stronger Britain Together		21,725		21,725	0
City Bridge Trust	9,075	36,300		36,300	9,075
FATIMA Project (AMIF fund EU)		96,842		64,682	32,160
Mercers		20,000		16,667	3,333
Pilgrim Trust	7,500	15,000		15,000	7,500
Plater Trust		25,000		10,417	14,583
Tampon Tax		53,588		53,588	0
Walcot Foundation		25,000		25,000	0
YLC		31,000		31,000	0
Other		8,500		6,832	1,668
<b>Total</b>	<b>16,575</b>	<b>410,382</b>	<b>-</b>	<b>355,674</b>	<b>71,283</b>

The balances carried forward will be use in the forthcoming months.  
analysed as:

	1 September 2017 £	Incoming £	Transfers	Outgoing £	31 August 2018 £
Adult Service	9,075	125,001		116,961	17,115
Family Service		100,264		92,224	8,040
Youth Service	7,500	135,907		119,902	23,505
Volunteer Service		49,211		26,588	22,623
<b>Total</b>	<b>16,575</b>	<b>410,382</b>	<b>-</b>	<b>355,675</b>	<b>71,283</b>

The Adult Service fund is for the provision of training to women learners.

The Family Service is for the provision of an intensive educational programme for disadvantaged young people and their parents

The Youth Service is for the provision of educational programs for young people

The Volunteer Service provides recruitment, training and support for our volunteers.

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NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 AUGUST 2018

17 Transactions with Trustees and related parties

Trustee remuneration

None of the trustees have been paid any remuneration or received any other benefits from an employment in their charity or a related entity.

Marta Fernandes, who served as Chairman of the Board of Trustees applied for a role on the management team of the Baytree Centre. She did not take part in any of the discussions

relating to the role or represent the charity in any of the recruitment process.

On learning that she had been offered the role, which is due to start in September 2018, she resigned her position as trustee.

Trustee Expenses

No trustee has received travel or accommodation reimbursements.

Related party transactions

There have been no related party transactions during the year

18 Reconciliation of net income/expenditure to net cash flow from operating activities

	2018 £
Net income/expenditure for the reporting period	131,680
Depreciation charges	4,263
Interest, rent and dividends from investments	(59)
(Loss)/profit on sale of fixed assets	-
(Increase)/decrease in debtors	4,193
(Increase)/decrease in creditors	47,323
	<hr/>
Net cash (outflow)/inflow from operating activities	<b>187,400</b>
	<hr/> <hr/>

19 Analysis of cash and cash equivalents

	At 1 September 2017 £	Cash flows £	Other Charges £	At 31 August 2018 £
Cash in hand	22,229	187,459	-	209,688
	<hr/>			
Total cash and cash equivalents	22,229	187,459	-	209,688
	<hr/> <hr/>			