

# **North London Action for the Homeless**

## **Trustees Report and Financial Statements for the year ended 31 March 2019**

Company limited by guarantee. Registered in England and Wales No. 07178434. Registered Charity No. 1139024.

## **Trustees Report and Financial Statements for the year ended 31 March 2019**

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## **Trustees**

Jessica Hodge (Chair)  
Anne Goldstein  
Conor Gibson (appointed 22 September 2018)  
Mark Palframan (resigned 11 June 2018)  
Bill Rashleigh (resigned 21 September 2018)  
Sue Collinson (resigned 11 October 2018)

## **Registered Office**

St Paul's Church West Hackney  
Stoke Newington Road  
London  
N16 7UY

## **Charity and Company Registration**

Registered charity **1139024**

Company limited by guarantee in England and Wales **07178434**

## **Independent examiner**

Kim D Hooper  
132 Admirals Tower  
8 Dowells Street  
London  
SE10 9GE

## **Banker**

Unity Trust Bank plc  
Nine Brindleyplace  
4 Oozells Square  
Birmingham  
B1 2HB

## **REPORT OF THE TRUSTEES**

### **Structure, governance and management**

North London Action for the Homeless (NLAH) has been supporting homeless and vulnerable people in Stoke Newington for 26 years. NLAH was formed by members of the local community in 1993 and held its first drop in session that year.

NLAH originally formed as an unincorporated charity, registration number 1032580. The present charity was incorporated in 2011 and on 31 March 2011 the activities of charity number 1032580 were transferred to it.

The Charity's trustees are appointed by the board and stand for re-election by the Charity's Members at the Annual General Meeting. The trustees meet on average every six weeks. Meetings are open to volunteers, staff, members and beneficiaries. On a day to day basis, NLAH is run by four part-time staff. The Co-Centre Managers have responsibility for overseeing the running of the drop-in sessions (twice weekly) and the Wellbeing project (twice monthly), including the recruitment and management of the large number of volunteers, who are essential to the work of NLAH. The Support Worker assists with the running of the drop-in sessions as well as providing advocacy support to our beneficiaries. The Cook oversees the running of the kitchen for the drop-in sessions.

### **Objectives**

The objects of the Charity are to run a drop in centre that is open to all who are homeless or in need, within an ethos of service, respect and acceptance. We also run a wellbeing gardening project as an educational programme to increase the knowledge and skills of people to address food poverty where they learn to grow and cook different food. NLAH strives to influence policy and overcome barriers to accommodation and other services to which homeless and excluded people are entitled.

### **Activities, Achievements and Performance**

The drop-in centre operated throughout the year on Monday lunchtimes and Wednesday evenings and an estimated 400 people benefited from it, with between 85 and 120 people typically attending each session.

As well as providing a healthy vegetarian meal, and a space to relax and meet friends, NLAH hosts or facilitates a number of other services. Drop in sessions are attended by advocacy workers and health services who provide a range of advice and referrals. We also offer showers and haircuts at our drop-in sessions.

In addition to the drop in sessions, thirty service users participated in the Evering Road Wellbeing and Garden Project, learning new skills, reducing their drinking, and improving their health and general wellbeing.

NLAH also has an interesting role to play in consolidating local community spirit. The drop-in sessions provide an opportunity for local people to become involved as local volunteers enabling them to help vulnerable people in a safe and supported environment. NLAH has very good links with a wide range of local businesses who make donations in kind and are

pleased to support its work. NLAH has good links with Growing Communities, the local boxed vegetables scheme and organisers of the weekly farmers market.

## **Fundraising**

NLAH raises money from charitable trusts, a donation page on JustGiving and Virgin Giving and a small number of fundraising events. Companies or individuals can set up campaign pages on the JustGiving and Virgin Giving to raise funds on behalf of NLAH.

NLAH invites supporters to fundraising events. NLAH also promotes our annual Christmas appeal on JustGiving and makes it known we are looking for particular food items or toiletries on our social media channels. NLAH does not contact individuals requesting donations.

## **Financial Review and Reserves Policy**

NLAH continues to enjoy strong local support from charitable funds and trusts, businesses and individuals. During 2018-19, NLAH received more than £52,000 in grant funding from various charitable trusts.

NLAH also received over £24,000 in donations from the community and businesses, reflecting the strong level of support we receive from our community. Details of our grant funding are shown in note 2 to the accounts.

A large numbers of individuals volunteer their time at the twice weekly drop in sessions. The charity is also grateful to all those local businesses and individuals who have supported it during the year by donating food or other items and services.

Expenditure increased during the year by over £5,000. Most of this increase related to increasing the number of staff hours due to an increase in attendance at drop-in sessions.

NLAH focuses on keeping overheads to a minimum. Less than 3% of expenditure during the year went to overhead costs such as insurance and accounting fees.

The charity aims to hold between three and six months running costs in reserve. The designated Reserve fund of £40,000 has been maintained over the year.



**Jessica Hodge**  
**Treasurer**  
**02 December 2019**

## **Independent examiner's report to the trustees of North London Action for the Homeless**

I report on the accounts of the company for the year ended 31 March 2019, which are set out on pages 8 to 13.

This report is made solely to the trustees as a body, in accordance with the Charities Act 2011. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for my examination, for this report, or for the opinions I have formed.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

*Kim D Hooper*

Kim D Hooper  
132 Admirals Tower  
8 Dowells Street  
London  
SE10 9GE

Date: *29 January 2020*

### Statement of Financial Activities for the year ended 31 March 2019

	Notes	Unrestricted	Restricted	2019 Total	2018 Total
<b>Incoming resources</b>					
Grants	2	5,000	47,190	<b>52,190</b>	79,384
Donations & fundraising activities		23,036	1,200	<b>24,236</b>	32,806
Total incoming resources		28,036	48,390	<b>76,426</b>	112,190
<b>Resources expended</b>					
Salary costs	3	8,625	33,391	<b>42,016</b>	38,529
Rent		3,000	15,000	<b>18,000</b>	18,000
Drop In Centre running costs		6,582	3,390	<b>9,972</b>	2,503
Wellbeing (Food Poverty) Programme running costs		1,245	0	<b>1,245</b>	6,218
Advocacy Service running costs		0	6,167	<b>6,167</b>	7,000
Accounting and governance costs		1,526	0	<b>1,526</b>	1,405
Fundraising / publicity		245	0	<b>245</b>	228
Total resources expended		21,223	57,948	<b>79,171</b>	73,883
<b>Net incoming / (outgoing) resources</b>		<b>6,813</b>	<b>(9,558)</b>	<b>(2,745)</b>	38,308
<b>Transfer between funds</b>		0	0	<b>0</b>	0
<b>Net movement in funds</b>		<b>6,813</b>	<b>(9,558)</b>	<b>(2,745)</b>	38,308
<b>Total funds brought forward</b>		47,024	27,741	74,765	36,457
<b>Total funds carried forward</b>		<b>53,837</b>	<b>18,183</b>	<b>72,020</b>	<b>74,765</b>

The notes on pages 11 to 13 form part of these accounts.



### Balance sheet as at 31 March 2019

	Notes	<b>2019</b>	<b>2018</b>
		<b>Total</b>	<b>Total</b>
<b>Tangible fixed assets</b>	5	<b>0</b>	<b>0</b>
<b>Current assets</b>			
<b>Cash at bank and in hand</b>		73,297	78,908
<b>Creditors falling due within one year</b>			
<b>Creditors and accruals</b>	6	1,277	4,143
<b>Net current assets</b>		<u><b>72,020</b></u>	<u><b>74,765</b></u>
<b>Net assets</b>		<u><b>72,020</b></u>	<u><b>74,765</b></u>
<b>Funds</b>			
<b>Restricted Income Funds</b>	9	18,183	27,741
<b>Reserve Fund - designated</b>		40,000	40,000
<b>Unrestricted Income Funds - not designated</b>		13,837	7,024
		<u><b>72,020</b></u>	<u><b>74,765</b></u>

#### **Audit Exemption Statement**

For the year ended 31 March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- the directors' acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the accounts;
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the trustees on 02 December 2019 and authorised for issue and signed for on their behalf by:



Jessica Hodge  
Treasurer

## Notes to the Financial Statements

### 1 Accounting Policies

#### Basis of accounting

These accounts have been prepared under the historical cost convention and in accordance with the Charities Act 1993, applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities (the Charities SORP).

#### Grants

Grants are recognised in the Statement of Financial Activities (SoFA) on an accruals basis following the satisfaction of any pre-conditions.

#### Donations and other income

Donations and other income are recognised when receivable.

#### Gifts in kind

Much of the food used by the charity is donated by local businesses. No value is assigned to contributions of food or clothes donations passed onto service users, or the provision of the services of a health access worker and a hairdresser. Similarly, the contribution by volunteers is not recognised in the accounts. Other gifts in kind are valued at their value to the charity.

#### Expenditure

Expenditure is recognised on an accruals basis.

#### Allocation of expenditure

Expenditure is allocated directly to the appropriate fund, and where this is not possible costs are apportioned on the basis of time spent on the relevant activity.

#### Fixed assets

Expenditure on renewals, fixtures and fittings which exceeds £400 is capitalised.

Provision for depreciation of capitalised fixed assets held for use by the charity is made at annual rates calculated to write down their cost over their useful lives.

Kitchen equipment	three years
Office equipment	three years

#### Provisions

Where the charity has an obligation to transfer economic benefits but no liability has been recognised, a provision is raised in accordance with FRS 12.

#### Taxation

No provision for taxation is included in the accounts as the charity is entitled to exemption from tax afforded by Section 505 of the Income and Corporation Taxes Act 1988.

#### Funds structure

The charity has a single unrestricted income fund and some of the grants received are restricted to a particular purpose. Part of the unrestricted income fund has been designated by the Management Committee. See note 9 for further details.

#### Cashflow

The charity qualifies as a small company and therefore, in accordance with FRS1, no cashflow statement is required.

## 2. Grants

	2019 Unrestricted	2019 Restricted	2019 Total	2018 Total
Merchant Taylors' Company		20,000	20,000	
West Hackney Parochial Charity		15,000	15,000	
Big Lottery Fund		10,000	10,000	
Shanly Foundation	5,000	-	5,000	1,000
Morrisons Foundation		2,190	2,190	
City Bridge Trust	-	-	-	16,125
Hackney Parochial Charity	-	-	-	23,659
West Hackney Parochial Charity	-	-	-	15,000
Mrs Smith & Mount	-	-	-	5,000
London Catalyst	-	-	-	5,000
Hilden Charitable Fund	-	-	-	5,000
West Hackney Parochial Charity	-	-	-	3,850
Leathermakers Guild	-	-	-	2,500
Thomas Wall	-	-	-	1,000
J E Glass	-	-	-	1,000
First Give	-	-	-	250
<b>Total</b>	<b>5,000</b>	<b>47,190</b>	<b>52,190</b>	<b>79,384</b>

Details of the restricted grants were as follows:

### Merchant Taylors's Company

**Purpose/service**

Drop-in service

**Use of grant**

Staff & running costs

### West Hackney Parochial Charity

**Purpose/service**

Drop-in service

**Use of grant**

Staff & running costs

### Big Lottery Fund

**Purpose/service**

Wellbeing Project

**Use of grant**

Staff & running costs

### Morrisons Foundation

**Purpose/service**

Purchase of additional trolleys and tables for the hall

### 3. Salary costs

During the year the charity employed five (2018: three) part-time employees. No employee earned more than £60,000 per annum.

### 4. Insurance

Public & employer's liability Insurance was purchased at a cost of £237 (2018: £235).

Trustees Indemnity insurance was purchased for £376 (2018: £376).

### 5. Tangible fixed assets

	<b>Office equipment</b>
<b>Cost</b>	
Balance at 01.04.2018	661
Balance at 31.03.2019	661
<b>Depreciation</b>	
Balance at 01.04.2018	661
Balance at 31.03.2019	661
Net book value at 01.04.2018	<u>0</u>
<b>Net book value at 31.03.19</b>	<u>0</u>

### 6. Creditors and accruals

	<b>2019</b>	<b>2018</b>
Rent	0	3,000
Accounting and governance costs	1,000	500
Payroll expenses	277	346
Accrued pension costs	0	297
<b>Total</b>	<u>1,277</u>	<u>4,143</u>

### 7. Trustees remuneration and expenses

None of the trustees were remunerated directly or indirectly (2018: nil). During the year, no expenses were paid to trustees (2018: nil).

### 8. Contingencies and contractual commitments

In the opinion of the members of the management committee, as at 31.03.2019 there were no contingent liabilities and no contractual commitments (2018: nil). No assets are held under leases.

## 9. Funds

	At 31/03/2018 £	Income £	Expenditure £	Transfers £	At 31/03/2019 £
<b>Restricted Funds</b>					
Merchant Taylors' Company	-	20,000	(5,000)	-	15,000
West Hackney Parochial Charity	-	15,000	(15,000)	-	-
Big Lottery Fund	-	10,000	(10,000)	-	-
Morrisons Foundation	-	2,190	(2,190)	-	-
Hackney Parochial Charity	13,391	-	(13,391)	-	-
Mrs Smith & Mount	5,000	-	(5,000)	-	-
Hilden Charitable Fund	5,000	-	(5,000)	-	683
West Hackney Parochial Charity	1,850	-	(1,167)	-	2,500
Leathermakers Guild	2,500	-	-	-	-
Donations & Fundraising	-	1,200	(1,200)	-	-
<b>Total Restricted Funds</b>	<b>27,741</b>	<b>48,390</b>	<b>(57,948)</b>	<b>0</b>	<b>18,183</b>
<b>Reserve Fund - designated</b>	40,000	0	0	0	40,000
<b>Unrestricted Income Funds</b>	7,024	28,036	(21,223)	0	13,837
<b>Total Funds</b>	<b>74,765</b>	<b>76,426</b>	<b>(79,171)</b>	<b>0</b>	<b>72,020</b>

Details of the restricted funds can be found in note 2.