

**REGISTERED COMPANY NUMBER: 03218456 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1057603**

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**  
**FOR**  
**HACKNEY CARIBBEAN ELDERLY ORGANISATION**  
**(A COMPANY LIMITED BY GUARANTEE)**

Prestons & Jacksons Partnership LLP  
364 - 368 Cranbrook Road  
Ilford  
Essex  
IG2 6HY

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

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# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

Hackney Caribbean Elderly Organisation (HCEO) is a community organisation that promotes the interests of elders, primarily but not exclusively, of African and Caribbean descent. Our charitable purpose is for the benefit of elders living in and/or with a close association with the London Borough of Hackney, and we are also recognised as a cultural group that actively seeks to engage with the community and other local organisations.

#### **Mission**

To bring local elderly people together to share life.

#### **Vision**

To work together to build stronger, closer and inclusive communities where every day is to be eagerly anticipated by the older person.

#### **Values**

Our values are integral to everything we do, which is to ensure that older people have dignity, respect, choice and 'voice'. Ensuring that services are provided in a person centred and sensitive manner and supporting elders by providing needs-led services.

#### **Public benefit**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

### **ACHIEVEMENT AND PERFORMANCE**

#### **Charitable activities**

During 2021/22, the trustees made a decision to review and strengthen HCEO's Strategic Aims in light of the unprecedented impact of covid-19 on our beneficiaries and our method of working. They commissioned a Director of Operations to provide leadership and additional support to the management committee in helping them to implement a strategy for the future sustainable development of the organisation and to review our Business Plan.

The following are the newly agreed strategic aims:

- a) To enhance the quality of life and wellbeing of older people, in particular African and Caribbean people, living in the local community
- b) To prevent isolation and loneliness and bring communities together
- c) To build good relationships with members, their families and carers, and to work in partnerships with links to the wider community
- d) To increase the number of individuals registering as members and accessing our services
- e) To achieve a secure financial future for HCEO

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

### **ACHIEVEMENT AND PERFORMANCE**

**A summary of progress, against our strategic aims, is as follows:**

**a) To enhance the quality of life and wellbeing of older people, in particular African and Caribbean people, living in the local community**

Our priority was to support older people in our community to maintain their health and wellbeing which were being negatively impacted throughout the Covid-19 pandemic. This included preparing and delivering food, collecting shopping and medicines; on-line intervention to encourage members and their families to use digital devices to access activities and support at home; advocacy and telephone befriending for those suffering from bereavement, stress and mental health issues. We encouraged peer friendships amongst our members in bereavement which we found was a highly effective support mechanism

**b) To prevent isolation and loneliness and bring communities together**

Our intimate knowledge of our members, their culture, family and circumstances helped us in tailoring our support and identifying the most vulnerable.

The return of in-person activities at the centre was welcomed by many, but quite a lot of service users were still reluctant to come out, so we adapted our support delivery and visited them on their doorsteps. For those who just want to get out of the house to go somewhere they feel safe, make friends and openly express themselves, the provision of a warm, home-like and easily accessible centre is hugely important. Staff and volunteers go out of their way to make sure the environment is welcoming. The physical state of the building was dramatically improved as a result of the refurbishment, with better lighting, warmer colours and new chairs. Existing members were delighted to return to this wonderful new environment

**c) To build good relationships with members, their families and carers, and to work in partnerships with links to the wider community.**

We encourage members' to be involved in the decision making of the charity, in this case consulting them in putting together our Covid-19 Risk Assessment. Families are asked to accompany their loved ones on outings, engage in social and cultural activities such as the Windrush celebrations. Our Befriending and Advocacy support complements our Lunch club activities; the staff are around and approachable to provide immediate support.

We participated in all Hackney Lunch Clubs' Network meetings (online and in person to ensure that we worked together to support the diverse older community in Hackney. Staff linked into the many training courses and information provided online such as ELBA, HCVS.

**d) To increase the number of individuals registering as members and accessing our services**

Our membership declined during the pandemic for various reasons such as deaths, natural ageing and frailty, so from March 2022 onwards we are looking at new ways of raising the charity's profile via new marketing materials, a newly launched website and awareness raising activities within the local community.

**e) To achieve a secure financial future for HCEO**

The work with Director of Operations on strengthening our strategic objectives and producing a Business Plan prioritised sustainability. Therefore, a Fundraiser with development skills was engaged to support the HCEO management team to deliver the required outcomes of the HCEO business plan by identifying relevant fundraising opportunities/projects with the potential to provide a sustainable income generation

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

### ACHIEVEMENT AND PERFORMANCE

We are grateful for the awards from the National Lottery for the Befriending Project; Mercers' Company (The Charity of Sir Richard Whittington) for the Good Neighbours' project. We received funding towards our Arts & Culture programme from The Grace Trust and Merchant Taylors' Company (on behalf of the Grant-Making Charity). The Hedley Foundation and Morrison Foundation provided the funds for 40 new dinner chairs and matching tablecloths, which greatly enhance our newly decorated dining hall.

We started negotiations for a renewal lease to include permission to sublet the vacant space to raise income.

We are constantly reviewing our finances and controlling our expenditure and have maintained our required reserves.

**The Business planning also identified 5 Priority Areas for funding and activities. It is important to add digital inclusion as a priority to continue to engage our elders in the use of technology, which they experienced during the pandemic.**

1. Promoting Good Health/Healthy Lifestyle
2. Raising Awareness - education, advocacy, befriending
3. Dementia and Carers' support
4. Arts & Cultural Activities
5. Digital Inclusion

### **A summary of our activities, against our priority areas, is as follows**

The Ageing-Growing-Engaging (A-G-E) programme forms the overarching structure for supporting vulnerable older people, their families and carers within Hackney and marginal borders.

#### **1. Promoting Good Health/Healthy Lifestyle:**

We continued to promote the advantages of maintaining a healthy diet and taking regular exercise online and at the centre, introducing cardiovascular exercise. The contents of creative activity bags provided further stimulation. We made telephone calls and held lively conversations online to alleviate isolation. We distributed Easter Wellbeing Hampers to approx. 70 service users.

We turned our small courtyard into a garden with plants and herbs to provide a quiet space (sanctuary) and the garden itself became a focus for online conversations/ workshops around food preparations and 'healthy eating' practices in Lockdown.

Once the restrictions were lifted, our members were desperate to go to the seaside and we organised two seaside trips:

Mid-July a 50-seater coach the Southend to include families,

Late September - 22-seater coach for Margate.

#### **2. Raising Awareness - Education and Influencing, Healthy Eating / Advocacy Support:** Culturally appropriate intervention and care for Black elders

Our organisation is used as a conduit for passing on information affecting older people and our community. We were fortunate to raise funds to extend our Outreach programme through befriending and advocacy and recruited staff to these posts in early 2022. We are an active member of the Hackney Lunch Clubs network which works across Hackney improving isolation and raising awareness of their issues. We engaged a young person on the Kickstart Scheme, and he produced our Newsletter.

#### **3. Dementia and Carers' support: Health talks, exercise, social activities.**



# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

### **ACHIEVEMENT AND PERFORMANCE**

During the period, many of our members living with dementia were able to participate online with our wider membership because family members were at home to support them with the digital devices. They engaged in all the workshops, arts & craft through activity bags, conversations and exercises. By carers joining in the conversations, we gained real insight of the full impact the Lockdown was having on the mental health of their loved ones and the carers themselves. There were also many amusing stories to share.

On 17th May we hosted a successful Caribbean Online Dementia Tea Party. Over 30 people participated online and 15 people at the centre.

In September, we received continuation funding from the North East London CCG (NELCCG) for the Dementia Memory Project for another year.

### **4. Arts & Cultural Activities**

Throughout the year we provided arts & craft activities for mental stimulation and engagement. Some took place at the centre, others at The Old Fire Station and some activities happened online during the lockdowns. We participated in the Windrush Generation celebrations called 'The Dutchpot' which aimed to make the stories and voices of the Windrush Generation heard and to celebrate and record their contributions to the community.

The day trip to Margate trip (22 people) was also to attend an art exhibition 'The Tree of Hope' produced by Donald Waugh (Pavement to Catwalk.com). The visit was to acknowledge members contribution to the exhibition pieces, made from several arts & craft workshops at the centre.

### **5. Digital Inclusion**

We provided tablets loaned from Age-UK to enable some of our service users to participate in online activities. We have set up computers at the centre for digital training and are looking to provide an 'IT buddying' programme to encourage our elders to learn aspects of technology that would be useful to them such as online shopping; contacting their loved ones abroad, accessing Church services, and generally to overcome some of their reluctance to using the devices.

### **CHALLENGES AND RISKS**

The year covered by this report was another one of continued uncertainty because of the significant impact of the COVID-19 pandemic on peoples' lives and challenges in the funding environment. Additionally, the cost-of-living crisis and fuel poverty faced by older households, particularly those on lower incomes (who are the majority of our service users) bring greater uncertainties and challenges for the charity, such as:

- Reduced income and challenges in raising the necessary funds for the sustainability of the charity both from chargeable activities and because of a drop in funding from Trust Foundations, donations and fund-raising events
- Having the capacity to support the ageing group of people with multiple health conditions or with dementia that are becoming the majority of referrals to us
- Delay in maximising the use of the building to raise income.

We aim to mitigate such risks by being prudent in our financial operations, but also to be more robust in fundraising and in raising the profile of the organisation through improved marketing.

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

### **FINANCIAL REVIEW**

#### **Financial position**

##### **Availability and adequacy of assets of each of the funds**

The Trustees are responsible for keeping accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Charities Act 2011.

#### **Reserves Policy**

Our Reserves Policy state HCEO's management committee have established that the unrestricted reserves should be between 3-6 months of expenditure. Our current level of unrestricted reserves is within this policy.

#### **Going concern**

Despite the hugely negative impact that the pandemic had on our work and beneficiaries, HCEO staff and volunteers continued throughout in playing our part as an organisation at the heart of our community providing vital support. From May 2021 we reopened the Centre, but operated with limited numbers, fully reopening in September. By November we closed again for long-awaited refurbishment to the building, providing limited services, such as lunches, exercise and arts & craft from The Old Fire Station, a building further up the road from us. In March 2022, we reopened the centre, with the Mayor of Hackney and local counsellors attending the opening ceremony. We welcomed back existing and new members.

**We would like to thank the grant funders for their flexibility and generosity in allowing the continued use of funds for staff salaries, operational costs and for funds to be used specifically for COVID-19 activities**

#### **Transactions and Financial position**

During the year the charity met its expenditure of £234,568 (2021: £198,799) through a combination of grants, fees for services provided, donations from individuals totalling £255,644 (2021: £264,787) and from reserves brought forward from the previous year. The charity has carried forward reserves of £232,381 (2021: £211,305) of which £137,783 (2021: £153,246) is restricted. The trustees are grateful to the funders and individuals for their continued support.



## **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

#### **FUTURE PLANS**

HCEO will continually review its operations, activities and financial situation to ensure that we are in step with the ever-changing circumstances. However, we are confident that we now have strong strategic aims and priority areas for activities that are relevant to the people we serve, which provide a person-centred approach to our work.

We would like to build on our Ageing-Growing-Engaging (A-G-E) programme, which encompasses all our work to support vulnerable older people, their families and carers within Hackney and nearby areas. This requires:

- successful fundraising and resources for the delivery of our programme of work
- increasing the number of older people registering as members and accessing our services
- more people accessing our services via Advocacy, Befriending and Social Media reach
- enhancing the quality of life and wellbeing of older people (particularly elderly African and Caribbean) in the local community
- preventing isolation and loneliness and bringing communities together
- Improving our volunteering programme to sustain all areas of our work
- improved partnership working with local organisations, schools, colleges, libraries, GP practices, social prescribing teams, places of worship and participation in dementia research
- Participation in a meaningful programme of social and cultural activities to motivate elders to wake up, dress up and show up each day and at the Centre, giving families and carers respite.
- securing a 5-year lease to provide an accessible and safe environment for older people to meet and make friends.

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

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The charity is controlled by its governing document, Memorandum & Articles of Association, and constitutes a company, limited by guarantee, as defined by the Companies Act 2006. The Board of Trustees is responsible for the overall governance and strategic direction of the charity. The management of HCEO is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association. The Management team includes a Chair, Treasurer and Company Secretary.

### **Process for attracting new Trustees**

Trustees are recruited according to their knowledge, skills and experience from the members of the charity, from the wider local community and from applicants responding to advertisements via specialist volunteering sites such as Reach. We welcome any interested individuals to join HCEO. Potential trustees are asked to complete a Skills Audit and are offered the opportunity to visit the centre to interact with the service users and to observe the operational services. They are encouraged to have informal meetings with staff and volunteers and to attend the Management Meetings as an observer. If mutually agreed, trustees are then appointed through invitation and resolution.

### **Terms of office for trustees**

All members of the Management Committee are eligible for re-election each year, up to a maximum of three years, unless the AGM or special general meeting at which the election takes place approves a further term by resolution. The Board regularly review gaps in knowledge and skills to inform trustee recruitment and is focused on ensuring diversity amongst Board members.

All new appointees to the board receive a full induction briefing by the trustees, which includes the history of the organisation, financial information, strategic aims, access to all policies and procedures, information of the trustees' legal responsibility and regular updates from the office on matters pertaining to effective governance and HCEOs ongoing activities. They are encouraged to attend relevant training courses and appraisals.

### **Staff and volunteers**

The delivery of HCEO services relies on a small team of committed staff and volunteers. Where more specialist support is required, we refer the service user or their family to complementary sources of support and advice as we work in close partnership with local charities, the council, GP services and other local providers. With project funding we recruited three part time staff, taking our total part-time staff number to 8. The number of our core volunteers decreased mainly due to shielding and frailty and we did not have the usual corporate or school placement volunteers due to Covid-19 restrictions. A new Volunteer Coordinator commenced in March 2022 to rejuvenate the volunteering programme.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

03218456 (England and Wales)

#### **Registered Charity number**

1057603

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

### Registered office

39 Leswin Road  
London  
N16 7NX

### Trustees

The Members of the Board of Trustees of the Charity as at the year ended 31st March 2022 were:

Inez Cuffy  
Valney Prescott  
Patricia Richardson  
Anthony Stevens  
Jennifer Haynes-Martin - Appointed 21st Sept 2021  
Ivor John - Appointed 21st Sept 2021  
Gloria Dascent - Resigned 28th Jul 2021 - Sadly passed away  
Dr Trevor Udennis - Resigned - 10th Feb 2022 - Sadly passed away  
Thelma Ebanks - Resigned 15th Jul 2021  
Maureen Nunes- Resigned 8th Mar 2021

### Company Secretary:

Beryl Pusey

All the directors of the company are also trustees of the charity and their responsibilities include all the responsibilities of directors under the Companies Acts and trustees under the Charities Act. The directors are members of the company.

### Independent Examiner

Anwer Patel BA(Hons), BFP, FCA  
ICAEW  
Prestons & Jacksons Partnership LLP  
364 - 368 Cranbrook Road  
Ilford  
Essex  
IG2 6HY

### Bankers

HSBC  
312 Seven Sisters Road  
Finsbury Park  
London  
N4 2AW

Approved by order of the board of trustees on 7.12.22 and signed on its behalf by:

Trustee

~~DIRECTOR~~

ANTHONY STEVENS

CHAIR OF TRUSTEES

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HACKNEY CARIBBEAN ELDERLY ORGANISATION

### Independent examiner's report to the trustees of Hackney Caribbean Elderly Organisation ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

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

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

A. PATEL

Anwer Patel BA(Hons), BFP, FCA  
ICAEW  
Prestons & Jacksons Partnership LLP  
364 - 368 Cranbrook Road  
Ilford  
Essex  
IG2 6HY

Date: ..... 7/12/22 .....

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
<b>INCOME FROM</b>					
Donations	2	29,543	220,687	250,230	263,241
Other Charitable activities	3	5,401	-	5,401	1,467
Investment income	4	13	-	13	79
<b>Total</b>		<b>34,957</b>	<b>220,687</b>	<b>255,644</b>	<b>264,787</b>
<b>EXPENDITURE ON</b>					
Costs of Generating Income	5	(1,107)	30,128	29,021	24,230
<b>Charitable activities</b>	6				
Direct Costs		24,988	94,262	119,250	111,914
Support Costs		17,346	68,951	86,297	62,655
<b>Total</b>		<b>41,227</b>	<b>193,341</b>	<b>234,568</b>	<b>198,799</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(6,270)</b>	<b>27,346</b>	<b>21,076</b>	<b>65,988</b>
Transfers between funds	15	42,809	(42,809)	-	-
<b>Net movement in funds</b>		<b>36,539</b>	<b>(15,463)</b>	<b>21,076</b>	<b>65,988</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		58,059	153,246	211,305	145,317
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>94,598</b>	<b>137,783</b>	<b>232,381</b>	<b>211,305</b>

The notes form part of these financial statements



# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## STATEMENT OF FINANCIAL POSITION 31 MARCH 2022

	Notes	31.3.22 £	31.3.21 £
<b>FIXED ASSETS</b>			
Tangible assets	12	4,765	4,486
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		249,189	218,178
<b>CREDITORS</b>			
Amounts falling due within one year	13	(21,573)	(11,359)
<b>NET CURRENT ASSETS</b>		<u>227,616</u>	<u>206,819</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>232,381</u>	<u>211,305</u>
<b>NET ASSETS</b>		<u>232,381</u>	<u>211,305</u>
<b>FUNDS</b>	15		
Unrestricted funds		94,598	58,059
Restricted funds		137,783	153,246
<b>TOTAL FUNDS</b>		<u>232,381</u>	<u>211,305</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

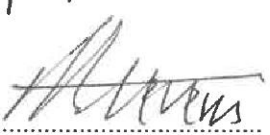
The notes form part of these financial statements

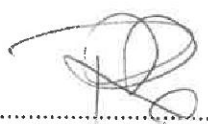
# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## STATEMENT OF FINANCIAL POSITION - continued 31 MARCH 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

7/12/22  
  
Trustee / DIRECTOR. ANTHONY STEVENS

  
Trustee / DIRECTOR. PATRICIA RICHARDSON

The notes form part of these financial statements

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those condition is wholly within the control of the charity and is probable that those conditions will be fulfilled in the reporting period.

#### **Expenditure and irrecoverable vat**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

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

#### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on reducing balance

Tangible fixed assets are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

# **HACKNEY CARIBBEAN ELDERLY ORGANISATION**

## **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022**

### **1. ACCOUNTING POLICIES - continued**

#### **Fund accounting**

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **Debtors**

Basic financial assets, including trade and other debtors, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

#### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### **Creditors**

Basic financial liabilities, including trade and other creditors, loans from third parties and loans from related parties, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Such instruments are subsequently carried at amortised cost using the effective interest method, less any impairment.

#### **Going concern and covid 19**

As with many charities, the charity is reliant on continued support from its funders especially during the Covid 19 pandemic. The company has received additional fundings to enable it to continue to provide its services.

The trustees are confident of continued support from their funders. It is for this reason the accounts have been prepared on a going concern basis.

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 2. DONATIONS

	31.3.22	31.3.21
	£	£
Members Contribution	15	883
Donations	1,986	11,988
Grants	248,229	250,370
	<u>250,230</u>	<u>263,241</u>

Grants received, included in the above, are as follows:

	31.3.22	31.3.21
	£	£
LB of Hackney	21,636	21,387
Xmas Club	512	97
East London NHS Trust	29,701	29,701
National Lottery Community Fund	156,986	143,431
The Mercers' Trustees Company	34,000	25,000
Hackney Council Rent Relief (Covid 19)	-	13,756
Morrisons	2,921	-
The Grace Trust	1,500	-
The Hedley Foundation	973	-
Other grants	-	16,998
	<u>248,229</u>	<u>250,370</u>

### 3. OTHER CHARITABLE ACTIVITIES

	31.3.22	31.3.21
	£	£
Fundraising events	5,401	1,467

### 4. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	13	79



# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 5. COSTS OF GENERATING INCOME

#### Raising donations and legacies

	31.3.22	31.3.21
	£	£
Lunch Club Costs	12,298	6,949
Transport Costs	4,422	-
Activities	2,739	8,512
Art & Craft	7,808	8,619
Exercise	1,754	150
	<u>29,021</u>	<u>24,230</u>

### 6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Direct Costs	117,066	2,184	119,250
Support Costs	3,323	82,974	86,297
	<u>120,389</u>	<u>85,158</u>	<u>205,547</u>

### 7. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Direct Costs	-	1,248	936	2,184
Support Costs	33,954	46,668	2,352	82,974
	<u>33,954</u>	<u>47,916</u>	<u>3,288</u>	<u>85,158</u>

### 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	2,701	1,496
Independent Examiners Fees	<u>2,352</u>	<u>2,392</u>

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

### 10. KEY MANAGEMENT PERSONNEL

	31.3.22	31.3.21
	£	£
Wages and salaries	108,158	102,877
Other pension costs	5,068	4,785
	<u>113,226</u>	<u>107,662</u>

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
Engaged on charitable activities	7	5
Engaged on Management and Administration	1	1
	<u>8</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

The Key Management Personnel was the Day Services Manager whose annual gross remuneration was £32,484 in the year. (2021 - £32,357).

### 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 31 MARCH 2021

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME FROM</b>			
Donations	34,258	228,983	263,241
Other Charitable activities	1,467	-	1,467
Investment income	79	-	79
<b>Total</b>	<u>35,804</u>	<u>228,983</u>	<u>264,787</u>
<b>EXPENDITURE ON</b>			
Costs of Generating Income	4,281	19,949	24,230
<b>Charitable activities</b>			
Direct Costs	4,349	107,565	111,914

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 31 MARCH 2021 - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Support Costs	11,907	50,748	62,655
<b>Total</b>	<u>20,537</u>	<u>178,262</u>	<u>198,799</u>
 <b>NET INCOME</b>	 15,267	 50,721	 65,988
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	42,792	102,525	145,317
 <b>TOTAL FUNDS CARRIED FORWARD</b>	 <u>58,059</u>	 <u>153,246</u>	 <u>211,305</u>

### 12. TANGIBLE FIXED ASSETS

	Plant and machinery £
<b>COST</b>	
At 1 April 2021	15,042
Additions	2,980
At 31 March 2022	<u>18,022</u>
 <b>DEPRECIATION</b>	
At 1 April 2021	10,556
Charge for year	2,701
At 31 March 2022	<u>13,257</u>
 <b>NET BOOK VALUE</b>	
At 31 March 2022	<u>4,765</u>
At 31 March 2021	<u>4,486</u>

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	21,573	10,203
Social security and other taxes	-	1,156
	<u>21,573</u>	<u>11,359</u>

### 14. RESTRICTED FUNDS

#### Analysis of Restricted Funds carried forward as at 31st March 2022

	31.3.2022	31.3.2021
East London NHS Foundation - Dementia Memory Wellbeing	-	18,819
East London NHS Foundation - Carers' Support	-	1,945
East London NHS Foundation - BME Dementia Outreach	8,605	8,608
National Lottery Community Fund	103,059	100,995
The Mercer's Trustees Company	-	17,609
XMas Club	837	340
Covid 19 Support	-	4,933
North East London CCG	6,645	-
The Charity of Sir Richard Whittington	18,637	-
	<u>137,783</u>	<u>153,245</u>

### 15. MOVEMENT IN FUNDS

	At 1/4/21 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
<b>Unrestricted funds</b>				
General fund	58,059	(6,270)	42,809	94,598
<b>Restricted funds</b>				
Restricted	153,246	27,346	(42,809)	137,783
<b>TOTAL FUNDS</b>	<u>211,305</u>	<u>21,076</u>	<u>-</u>	<u>232,381</u>

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

### 15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	34,957	(41,227)	(6,270)
<b>Restricted funds</b>			
Restricted	220,687	(193,341)	27,346
<b>TOTAL FUNDS</b>	<u>255,644</u>	<u>(234,568)</u>	<u>21,076</u>

### Comparatives for movement in funds

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	42,792	15,267	58,059
<b>Restricted funds</b>			
Restricted	102,525	50,721	153,246
<b>TOTAL FUNDS</b>	<u>145,317</u>	<u>65,988</u>	<u>211,305</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	35,804	(20,537)	15,267
<b>Restricted funds</b>			
Restricted	228,983	(178,262)	50,721
<b>TOTAL FUNDS</b>	<u>264,787</u>	<u>(198,799)</u>	<u>65,988</u>



**HACKNEY CARIBBEAN ELDERLY ORGANISATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022**

**16. RELATED PARTY DISCLOSURES**

During the year, one of the members of the board provided strategic services amounting to £18,200 (2021: Nil) to the organisation. This transaction was undertaken at arm's length.

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22 £	31.3.21 £
<b>INCOME</b>		
<b>Donations</b>		
Members Contribution	15	883
Donations	1,986	11,988
Grants	248,229	250,370
	<u>250,230</u>	<u>263,241</u>
<b>Other Charitable activities</b>		
Fundraising events	5,401	1,467
<b>Investment income</b>		
Deposit account interest	13	79
	<u>255,644</u>	<u>264,787</u>
<b>Total incoming resources</b>		
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Lunch Club Costs	12,298	6,949
Transport Costs	4,422	-
Activities	2,739	8,512
Art & Craft	7,808	8,619
Exercise	1,754	150
	<u>29,021</u>	<u>24,230</u>
<b>Charitable activities</b>		
Wages	108,158	102,877
Pensions	5,068	4,785
Volunteer's Costs	622	287
Kickstart scheme costs	3,840	-
Plant and machinery	2,701	1,496
	<u>120,389</u>	<u>109,445</u>
<b>Support costs</b>		
<b>Management</b>		
Rates and water	1,680	2,218
Insurance	924	746
Carried forward	2,604	2,964

This page does not form part of the statutory financial statements

# HACKNEY CARIBBEAN ELDERLY ORGANISATION

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22	31.3.21
	£	£
<b>Management</b>		
Brought forward	2,604	2,964
Light and heat	3,824	3,388
Repairs and Renewals	3,879	1,225
Cleaning	1,826	1,243
Rent	21,821	19,142
	<u>33,954</u>	<u>27,962</u>
<b>Finance</b>		
Consultancy Costs	20,372	23,979
Training and Welfare	1,248	2,320
Recruitment Expenses	-	275
Telephone	3,814	3,281
Postage and stationery	1,756	1,779
Sundries	2,474	1,519
Bank charges	52	-
Strategic Development Costs	18,200	-
	<u>47,916</u>	<u>33,153</u>
<b>Governance costs</b>		
Independent Examiners Fees	2,352	2,352
Legal and professional costs	936	1,657
	<u>3,288</u>	<u>4,009</u>
Total resources expended	<u>234,568</u>	<u>198,799</u>
<b>Net income</b>	<u>21,076</u>	<u>65,988</u>

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