

Company Number: 03446281
Charity Number: 1074024

Hibiscus Housing Project
Directors' Report and Financial Statements
For the Year Ended
31 March 2021

Hibiscus Housing Project

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Hibiscus Housing Project

Legal and Administrative Details

Directors	Ms Hazel Watson Mrs Doris Orr (Resigned 15.10.2020) Mr Alvin Chrouch
Trustees	Ms Hazel Watson Mrs Doris Orr (Resigned 15.10.2020) Mr Alvin Chrouch Mrs Hannah Cole Ms Beverly Biggs Ms Phylis Grant Ms Brenda Williams
Secretary	Mrs Alice Nantumbwe
Company Number	03446281
Charity Number	1074024
Bankers	Barclays Bank Plc Leicester LE87 2BB
Independent Examiner	A A Bofo -- Brewu FCCA MBA Augustus & Co Chartered Certified Accountant 374 Ley Street Ilford Essex IG1 4AE
Registered Office	1a Glenavon Road London E15 4DT
Business Address	1a Glenavon Road London E15 4DT

Hibiscus Housing Project

Directors' Report

The trustees, two of whom are also directors of the charity for the purpose of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The charity is a charitable company limited by guarantee and was set up on 8 October 1997 and registered as a charity on 17 February 1999. It is governed by a memorandum and articles of association.

Principal Activities and Objectives

- To provide high standard accommodation for elderly people who live in the London Borough of Newham.
- To provide housing management and support services to enable service users to live as independently as possible.
- To provide 'home from home' facilities in a culturally sensitive environment and help mitigate loneliness and isolation.
- To organise a program of events and activities that enable service users to socialise and integrate into the local community.

Operational Activities

HHP provides supported accommodation to 20 frail and other elderly people to enable them to live independently. Staff provides a combination of housing management and person centred support services that include tenancy management, benefits advice; dealing with loneliness and isolation; liaising with health and other care providers etc, to enable service users to live full and active lives. Staff also organise and facilitate a range of user centred participatory activities including a once weekly film club, sewing and soft furnishing, that are open to residents of HHP and non-residents who live in the borough.

Results

The financial position of the charity at the end of the financial year is as detailed in the attached financial statements. Income for the year was £ 172,170 on account derived almost exclusively from rental income. The Supported Housing worker post is funded entirely from project reserves and this situation is likely to continue for the foreseeable future.

Hibiscus Housing Project

Directors Selection Method

The Board of Trustees are the governing body of the company and are elected by members at the Annual General Meeting (AGM) for a three-year term. All recipients of HHP services, ie 20 tenants and up to 20 users of the training facilities are eligible to vote at the AGM. Up to three may be co-opted to ensure that the Board reflects the diverse community and also has the appropriate expertise to govern the organisation. Co-opted members are required to serve until the following AGM at which they must stand for election.

Decision Making

The Board, consisting of up to 10 members, meet every six weeks to receive reports on finance, staffing, operational issues, contractual obligations, and regulatory requirements to ensure that the project is achieving its targets and meeting its charitable aims and objectives. All members of the Board give their time voluntarily and receive no benefits by virtue of their membership.

Induction and Training

New members undergo an induction program facilitated by a current member of the Board and the Manager. They are briefed on the role and responsibilities, legal obligations, financial liability, operational issues and the decision making processes of the organisation. In an effort to maintain a broad skills base, board members are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, potential new members are approached to be co-opted or stand for election.

Delegated Responsibilities

Operational management of the organisation i.e. service delivery, finance administration, regulatory compliance and staff management are delegated to the manager or sub-contracted. The Chairperson has line management responsibility in respect of the manager who in turn is responsible for all other staff. There are detailed job descriptions and organisational rules and procedures that define the terms and scope of the delegated responsibilities.

Challenges:

Despite the additional challenges posed by the pandemic, we have done our utmost to 'safely' provide a high standard of support services to 20 frail and elderly tenants to enable them to live safely and independently.

Several unavoidable adjustments in the delivery of services were made which impacted on staff members and residents alike. Covid 19 restrictions resulted in the curtailment of some long-standing social activities such as coffee mornings, chair-based exercise sessions and the Film Club. Many residents have experienced psychological and physical deterioration due to long periods of social isolation as they were expected to remain in their flats.

Despite the lifting of restrictions on social gatherings, some residents are weary about participating in social activities which they could benefit from. We therefore intend to obtain professional guidance on how best to deal with the long term effects of the pandemic on the emotional, psychological and physical well being of tenants.

Hibiscus Housing Project

Achievements:

- Tenants have expressed a high level of satisfaction with their experience of living 'safely' at the project during the pandemic.
- The installation of additional cameras and a general upgrade of the CCTV system has improved the security of the building and made tenants feel more secure.
- Despite the loss of two tenants during the pandemic, we were able to keep void levels and loss of income low because of the efficiency around the redecoration and re-letting of 2 vacant flats.
- The eventual replacement of two 22 year old communal boilers by L&Q resulting in a regular supply of hot water to the communal areas.

Short and long term aims:

- Arrange for a Community psychologist to assess and assist those residents who were affected both psychologically and physically to regain their strength and confidence.
- Continuously review H&S procedures and implement best practice measures to minimise the spread of any viral infection.
- Reintroduce chair based exercises that promote cardio-vascular and respiratory health that was curtailed due to the pandemic.
- Arrange for L&Q to undertake the external redecoration of the building that has only been done once during the past 23 years.
- Follow up on window seal issues & the upgrade/replacement of all the windows in the communal areas and residents' flats.
- Arrange for the installation of a perimeter fence around the rear lounge area to prevent anti-social behaviour by groups of people who have been congregating there.
- Organise new social activities, increase resident participation and re-start the film club.
- Organise essential fund-raising to enable the Project to restart various preventative services.
- Ensure that the building and immediate environment is maintained to the highest standard and create a warm inviting living environment.
- Broaden the composition and representation of the Board of Trustees.

London & Quadrant liaison

Throughout the pandemic, HHP has had 'virtual' liaison meetings with the L&Q Liaison Contracts & Quality Officer and we have forwarded our general concerns regarding the delayed repairs whilst simultaneously providing regulatory compliance information.

How our activities deliver public benefit?

Our main activities as described above continue to benefit 20 frail and elderly tenants in their quest to live independently and staff interventions have been quite successful in preventing the move into nursing home facilities for a large number of tenants. Other activities such as the Chair based exercises that were introduced last year help with health and well being as well as reducing isolation.

Appreciation:

We are grateful to all the service users, partner organisations, stakeholders, providers of services such as Newham Network, sub contractors, staff and Board of Trustees for their continued help and support and in particular to the late Mrs Doris Orr for her unstinting service and involvement with the project as a Trustee.

Hibiscus Housing Project

The following served as directors and trustees during the year covered by these accounts:

Ms Hazel Watson	director and trustee
Mrs Doris Orr	director and trustee (Resigned 15.10.2020)
Mr Alvin Chrouh	director and trustee
Mrs Hannah Cole	trustee
Ms Beverly Biggs	trustee
Ms Phylis Grant	trustee
Ms Brenda Williams	trustee

The directors and trustees at the time the financial statements were approved are as follows:

Ms Hazel Watson	director and trustee
Mr Alvin Chrouh	director and trustee
Mrs Hannah Cole	trustee
Miss Beverly Biggs	trustee
Ms Phylis Grant	trustee
Ms Brenda Williams	trustee

Directors' Responsibilities

The charity trustees and directors are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity 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, including the income and expenditure, of the charitable company for that year. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Observe the methods and principles in the Charities SORP;
- 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 charity will continue to provide services.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence 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 charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Hibiscus Housing Project

Reserves Policy

The directors carry out an annual financial risk assessment and consider the designated services that the project is contracted to provide, projected income and expenditure and the risk associated with these. The management committee have designated reserves to represent funds immobilised as tangible assets and to meet contingencies not likely to be funded by anticipated income. The organisation also aims to maintain or increase the level of its general fund for the purpose of day to day capital requirements and for meeting unexpected shortfalls in income and/or increases in expenditure. At 31 March 2021, the unrestricted reserve was £70,888.

Risk Review

The directors have established a risk management policy and annually review the risks to the organisation's long term viability and day to day operations. A risk register has been drawn up identifying the major potential business risk facing the organisation and proposed measures to control and mitigate adverse effects

Independent Examination.

The directors propose to re appoint the current accountant to undertake the independent examination in the following year.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

This report was approved by the board on 15 September 2021 and signed on its behalf by:



Mr Alvin Chrouh
(Chairperson)

Hibiscus Housing Project

Independent Examiner's Report to the Directors and trustees of Hibiscus Housing Project

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Hibiscus Housing Project ('the charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this 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 charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of charitable company you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 ('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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.


Independent examiner's statement

If the charitable company's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. The income for the year was below this threshold. I confirm that I am qualified to undertake the examination because I am a member of ACCA, 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:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the financial statements 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 financial statements to be reached.


A A Bofo-Brewu (FCCA MBA)

Augustus & Co

Dated: 20 September 2021

374 Ley Street
Ilford
Essex IG1 4AE

Hibiscus Housing Project
Statement of Financial Activities (Including Income & Expenditure Accounts)
Year ended 31 March 2021

	Note	Unrestricted £	Designated £	2021 Total £	2020 Total £
Income:					
generated funds:					
Voluntary income:					
Donations					
Income from charitable activities	3	172,104		172,104	173,232
Investment income		66		66	240
Grant Received					250
Total Income		<u>172,170</u>	<u></u>	<u>172,170</u>	<u>173,722</u>
 Expenditure					
Charitable activities	4	<u>180,599</u>	<u></u>	<u>180,599</u>	<u>176,490</u>
Total Expenditure		<u>180,599</u>	<u></u>	<u>180,599</u>	<u>176,490</u>
Net income/(expenditure) and net movement in funds for the year		-8,429		-8,429	-2,768
 Reconciliation of funds					
Total Funds Brought Forward at 01/04/2020		79,317	20,000	99,317	102,085
Total Funds Carried Forward at 31/03/2021		<u>70,888</u>	<u>20,000</u>	<u>90,888</u>	<u>99,317</u>

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

**Hibiscus Housing Project
Balance Sheet
At 31 March 2021**

	Note	2021 £	2020 £
Current Assets			
Debtors	9	3,528	2,672
Cash at Bank and in Hand		112,009	98,145
		<u>115,537</u>	<u>100,817</u>
Creditors: Amounts falling due within one year	10	24,649	1,500
		<u>24,649</u>	<u>1,500</u>
Net Current Assets		<u>90,888</u>	<u>99,317</u>
Total Assets Less Current Liabilities		<u>90,888</u>	<u>99,317</u>
Net Assets		<u>90,888</u>	<u>99,317</u>
Represented By:			
Designated Funds	11	20,000	20,000
Unrestricted Funds	12	70,888	79,317
		<u>90,888</u>	<u>99,317</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

The directors/trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

This financial statements were approved by the board on 15 September 2021 and signed on its behalf by



Mr Alvin Chrouh

Registration number: 03446281

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

Hibiscus Housing Project
Notes to Accounts
Year ended 31 March 2021

1. Accounting Policies

1.1 Accounting Convention

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

1.2 Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations and other incoming resources are the actual amounts received in the year.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost or valuation, less estimated residual value of each asset over the expected useful life as follows:

Furniture and Fittings	-33.3% on straight line
Office Equipment	-33.3% on straight line

Items of expenditure are capitalised when purchase price exceeds £300.

1.4 Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

1.5 Unrestricted funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.

1.6 Designated Funds

Designated funds are set aside by the directors to meet contingencies not likely to be funded by anticipated income.

Hibiscus Housing Project
Notes to Accounts
Year ended 31 March 2021

3 Income from charitable activities

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Rent receivable	175,948		175,948	173,847
Less: Voids	5,078		5,078	3,006
Net Rent Receivable	170,870		170,870	170,841
Supporting People	-		-	-
Tenant Welfare	-		-	-
Sundry Income	1,234		1,234	2,391
	<u>172,104</u>	<u>-</u>	<u>172,104</u>	<u>173,232</u>

4. Charitable activities

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Salaries	51,369		51,369	52,883
Employer's National Insurance	4,192		4,192	4,171
Employer's Pension Contributions	958		958	544
Travel expenses	85		85	10
Council Tax and Water Rates	416		416	437
Light & Heat	9,432		9,432	8,186
Cleaning and Gardening	817		817	1,947
Repairs, Renewals and Decorations	8,115		8,115	7,044
Insurance	2,431		2,431	2,410
Printing, postage and stationery	585		585	360
Agency Staff	1,456		1,456	150
Training	0		0	251
Licences	147		147	199
Security	3,999		3,999	80
Warden Services	4,505		4,505	4,505
Telecommunications	170		170	735
Tenants Welfare	338		338	1,038
Tenants Lunch Club	0		0	242
Govenance costs (see note 5)	8,590		8,590	12,270
Housing Association Costs (see note 6)	82,553		82,553	78,700
General Expenses	441		441	328
	<u>180,599</u>	<u>0</u>	<u>180,599</u>	<u>176,490</u>

Expenditure on charitable activities was £180,599 (2020: £176,490) all of which was unrestricted.

5. Governance Costs

	2021	2020
	£	£
Independent Examiner's Fees	1,500	1,500
Consultancy/Accountancy	7,090	10,770
	<u>8,590</u>	<u>12,270</u>

Hibiscus Housing Project
Notes to Accounts
Year ended 31 March 2021

	2021	2020
	£	£
6. Housing Association Costs		
Cyclical Maintenance Allowance	12,383	11,805
Sinking Fund	5,779	5,509
Mortgage Charge	55,311	52,729
Property Insurance	1,651	1,574
Management Charge	7,430	7,083
	<u>82,553</u>	<u>78,700</u>

The property the company operates from is owned by London and Quadrant and the Housing Association costs relate to the charge levied by London and Quadrant for the property.

7. Staff Costs	2021	2020
	£	£
Salaries	51,369	52,883
Employer's National Insurance	4,192	4,171
Employer's Pension Contributions	958	544
	<u>56,519</u>	<u>57,598</u>
No employee earned in excess of £60,000		
The average number of employees was	<u>3</u>	<u>3</u>
	<u>3</u>	<u>3</u>

The trustees are considered as key management personnel but none of them receives a salary

8. Directors

The directors received no remuneration during the year.

9. Debtors	2021	2020
	£	£
Trade Debtors	2,572	1,795
Paye/NI		
Prepayments and accrued income	956	877
	<u>3,528</u>	<u>2,672</u>

10. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Accruals	24,649	1,500
	<u>24,649</u>	<u>1,500</u>

Hibiscus Housing Project
Notes to Accounts
Year ended 31 March 2021

11. Designated Funds	Balance at 01.04.2020	Movements In The Year	Balance at 31.03.2021
Fixtures & Fittings Tenancy	20,000		20,000
	<u>20,000</u>	<u>-</u>	<u>20,000</u>

The directors have designated reserves to represent funds immobilised as tangible assets and to meet contingencies not likely to be funded by anticipated income.

12. Analysis of Net Assets Between Funds

	Designated £	Unrestricted £	Total £
Current assets	20,000	70,888	90,888
	<u>20,000</u>	<u>70,888</u>	<u>90,888</u>

13. Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity

14. Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable activities.

15. Related party transactions

There were no related party transactions in the year.